

## Appendix H: OGT Reporting Information

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### A Note About Information Retrieval Numbers (IRNs)

Each Ohio district and school obtains its own unique IRN, or information retrieval number, from the Ohio Department of Education. For the majority of testers, the Attending District IRN and Attending School IRN are sufficient and there is no need to populate the Home District IRN and Home School IRN. However, for testers who are testing outside of their home district, the Home District IRN may need to be populated. Testers who have an attending district and home district identified in their Pre-ID record will appear on the participation reports in TIDE for both the attending district and home district.

Ohio uses district and school IRNs during testing for the purpose of identifying which entities will receive tester scores. The Department's [2020-2021 Ohio Pre-ID File Layout](#) contains four IRN fields: Attending District IRN, Attending School IRN, Home District IRN and Home School IRN. Attending districts and home districts, if identified in a student's Pre-ID record, will have access to tester scores in the [Online Reporting System](#).

**Districts will not receive OGT printed score reports or OGT score report labels.** Districts can access tester scores in the Online Reporting System 30 days after testing to view their testers' results. If a tester requests his or her scores, the district can print an Individual Student Report from the Online Reporting System.

**Note:** *The Online Reporting System (ORS) and Ohio's Education Management Information System (EMIS) are not linked. There is no automated process that transmits scores from ORS to EMIS. It is the responsibility of each district to submit its testers' scores into EMIS. Districts that receive tester scores are responsible for sharing them with other districts that have authorized access to the scores when appropriate.*

### Information Technology Centers

Information Technology Centers (ITCs) must access [TIDE](#) in order to upload Pre-ID files for the districts they serve. ITCs that need to update their user accounts, including updates to their district associations in TIDE, should contact the Ohio Help Desk at [OHHelpDesk@cambiumassessment.com](mailto:OHHelpDesk@cambiumassessment.com) or (877) 231-7809.