Shaywitz DyslexiaScreen on Review360 FAQ for Non-K-12 Organizations

Screening Questions

1. How are the different forms distributed?
   The forms are distributed by grade (K-3), by grade and age (Adolescent-Adult; grades 9 and up, or ages 14-65), or by age (Corrections, ages 18-65). Consequently, the import should be made immediately before the screener is scheduled to ensure the correct form is used.

2. How many questions are on the Adolescent-Adult Form and Corrections Form?
   There are 10 questions, and the Shaywitz DyslexiaScreen Adolescent-Adult Form and Corrections Form Manual, Appendix A, offers the list of questions for review.

3. What is needed to access the Adolescent-Adult Form and Corrections Form?
   The Adolescent-Adult Form and Corrections Form is accessed online using a unique URL that is generated when the screener is scheduled. This link should be distributed by the administrator using an email outside of Review360, saved to a web browser in a computer lab, pushed to an organization provided device, and/or placed on a site the examinee/individual can access. Additionally, the examinee/individual will need the ID number that is in Review360 to access the form.

4. How long does it take to complete the screener?
   It takes about 5 minutes to complete the form.

5. Can the questions be read to the examinee?
   Auditory support is provided with the online Adolescent-Adult Form and Corrections Form. If using a paper form, a proctor can read the items to the examinee.

Troubleshooting/Process Questions

6. What is the process for screening?
   1, run an import; 2, schedule the screener; 3, screen the examinee/individual; 4, review the results. Please refer to the Implementation Checklist in the Training widget for more detailed instructions.

7. Who schedules or sets up the screener?
   The ability to schedule a screener is an administrative permission and is usually assigned to an administrator over the entire organization.

8. How long should the screening window remain open?
   Depending on your process and use of the screener, you will need to determine the best screening window. The time needed for all the screeners to be completed can vary widely across an organization. The screener will automatically close 14 days after the scheduled end date you set-up in the system.

9. What are the screening windows?
   There are no set screening windows for the Shaywitz DyslexiaScreen on Review360, so you can align the screener to any current screening calendar.

10. How often should I use a screener?
    It is recommended that the Shaywitz DyslexiaScreen be used once a year, but there may be requirements for more frequent screening within your organization.

11. Can I screen using a smartphone or tablet?
    Yes, the screener can be completed on any web enabled device.

12. Do examinees automatically get an email when the screener is assigned?
    No, examinees will not receive an email when the screener is assigned; examinees do not have accounts in Review360.

13. Do I need a need a new import every year?
    Yes, a new import should be made prior to any screening administration. We want to make sure the teachers/staff have the correct roster to help monitor completion, and the most current demographic data is provided for each examinee/individual to ensure good screening results. See question 6 for more information.

14. When do teachers/staff receive their user login credentials?
    New users will receive a Welcome Email with their login credentials when the import is complete. Initial login credentials are good for 7 days.
    Current users will need to use the "Forgot your password?" link on the login page if they don't remember their password. The link to reset the password is good for 60 minutes.
    Examinees/individuals who will be self-screening do not have accounts in Review360, so they will not receive a Welcome Email.

15. If I run an import while the screener is active, will screeners that have been completed be deleted?
No, the examinee record and the screener record are separate, and one does not affect the other. If an import is made while a screener is active, it is best practice to Refresh the screener. Watch the Universal Screener Management video in the Training widget for information about the Refresh process.

16. I left some demographic data off my initial import but want to include them now so my reports are better. How do I add these data?
A full import should be made that includes all examinees, users, and rosters as well as the demographic details that need to be added. Any examinee left off a subsequent import will be unregistered, and any user left off will be deactivated, so be sure to include everyone. Once the new import is made, if the screener is still active, a Refresh should be performed. Watch the Universal Screener Management video in the Training widget for information about the Refresh process.

17. I know an examinee has completed and submitted a screener, but I can't see the results.
Check the Status of the screener for errors and alerts and information on how to resolve these issues. The Universal Screener Management video in the Training widget will help. Also, if the screener is still active, make sure the locations who were initially scheduled to complete the screener are the locations who are currently scheduled to complete the screener. If changes/edits were made to the screener after it was scheduled, and a screener was completed prior to those changes, the results of the screeners that were completed are not available. Edit the screener to include any previously included organizations to see the results.

Reports

18. How do teachers/staff get to see the results of the screener?
This is a configurable permission that should be discussed with the administrator. If the teacher/staff member has the permission to see the results, the Universal Screener Score widget should be added. Watch the Widget Overview video in the Training widget to see this process. The teacher/staff member will also have an Analysis tab to run different reports.

19. How do other organizational leaders and staff see the screening results?
    This is a configurable permission that should be discussed with the administrator. If the user has the permission to see the results, the Universal Screener Score widget should be added. Watch the Widget Overview video in the Training widget to see this process. The user will also have an Analysis tab to run different reports.

20. Can examinees see the results of the screener? Is there a portal?
    No, examinees don't have access to Review360 to review results – there is not a portal. The individual reports, accessed through the Adolescent-Adult Parent Reports, should be used to distribute screening results.

21. Why don't I see my locations aggregated into the screening results?
    If a screener was scheduled for a specific location or organization, the results will only aggregate for that location or organization. To have the results of all locations in one report, the screener must be scheduled for the whole organization. Additionally, check the user's permissions to see if the correct location(s)/organization are listed.

22. Can you tell me more about the Advanced Options button when running reports? Does this permit the administrator to generate a report for specific criteria (e.g., all examinees at a selected location who are at risk)?
    Yes, the Advanced Options link allows the user to generate a new report that can be filtered by Organization, Grade, Gender, and Ethnicity. Watch the Universal Screener Analysis Shaywitz DyslexiaScreen video in the Training widget for more information.

Billing and Technical Support

23. How do I contact Support?
    There are many ways to contact support, use the Contact Support link under your name in the upper right when you are logged in to Review360, call 800-328-5999 Monday – Friday 7:00 a.m. to 5:00 p.m. (CST), or email review360support@pearson.com

24. What happens if I go over my purchased licenses?
    You will be billed in the spring for the number of licenses over your purchase.