

Obtaining LAB-R and NYSESLAT Data from ATS

The revised Language Assessment Battery (LAB-R) is used to identify and place new ELLs. It is administered only once to a student to determine his or her eligibility for instructional services for English Language Learners (ELL). All LAB-R eligible new entrants must be tested as soon as possible, but in all cases, no later than ten schools days after the date of enrollment. For more information on the LAB-R, including cut scores, refer to the latest LAB-R testing memo at <http://schools.nyc.gov/Accountability/default.htm>.

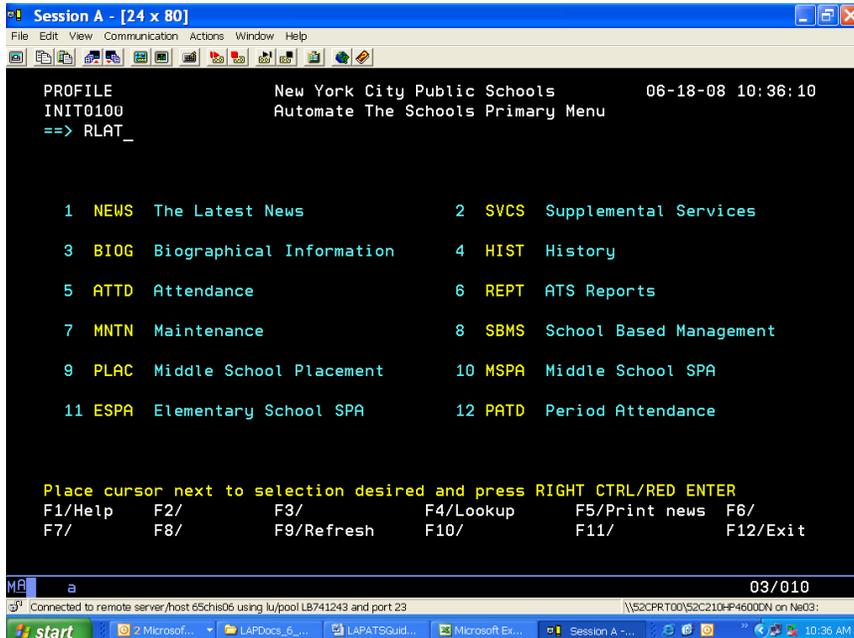
The New York State English as a Second Language Achievement Test (NYSESLAT) was developed by the New York State Education Department to measure the progress of English language skills in listening, speaking, reading and writing and determine proficiency levels (beginning, intermediate, advanced). Understanding NYSESLAT scores helps administrators and educators maximize ELL services and instruction to meet the varying needs of ELLs at their schools. Primarily, NYSESLAT scores identify who should continue to receive ELL services. However, they also help educators determine ELLs' English language proficiency levels, allowing them to

- *place ELLs in programs that best fit their needs;*
- *plan strategic homogeneous linguistic groupings;*
- *determine how much instructional time should be spent in the native language and English (as part of the City LAP¹); and,*
- *determine the most suitable amounts of English as a Second Language and English Language Arts (ELA) instructional time.*

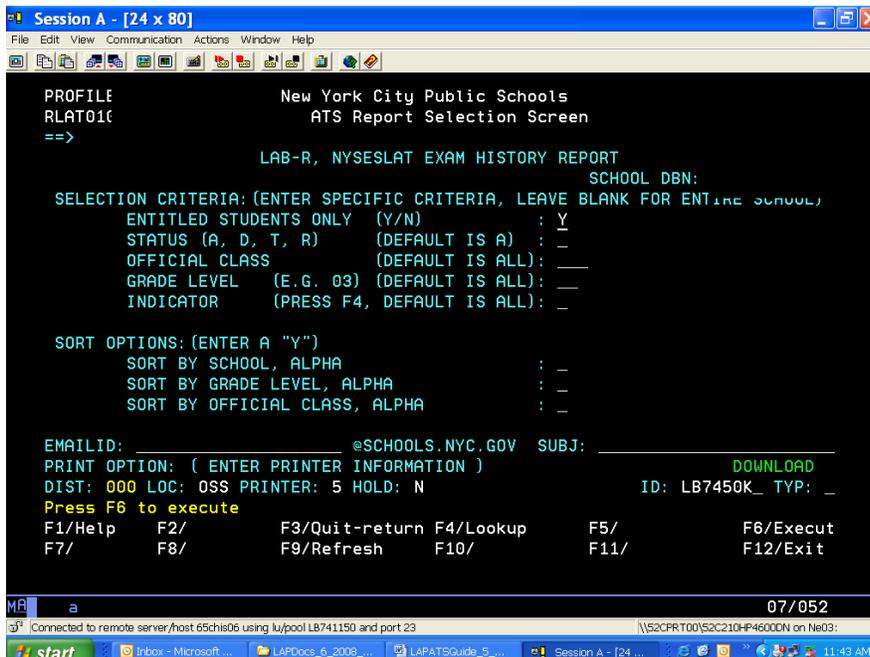
*The following guide gives simple steps for accessing the latest LAB-R and last three years of NYSESLAT data from the RLAT report in the Automate the Schools (ATS) system. It includes screen shots as well as directions for moving among screens. The guide describes how to download data from the RLAT so that it can be used in a spreadsheet to create lists, charts and/or graphs. Also, to use ATS, a user identification and password is required and can be obtained through the Division of Instructional and Information Technology. NOTE: While the RLAT provides raw scores, the **RNMR** provides the last three years' NYSESLAT scale scores as well as each student's modality results for reading/writing and speaking/listening. Directions for obtaining the RNMR are the same as the RLAT.*

¹ This LAP focuses on the critical need to provide standardized and consistent, high-quality instruction for those participating in the city's three instructional programs for ELLs—Transitional Bilingual Education, dual language, and freestanding ESL programs. The LAP recommends how much English as well as native language instruction is appropriate at different stages of language proficiency for each program type.

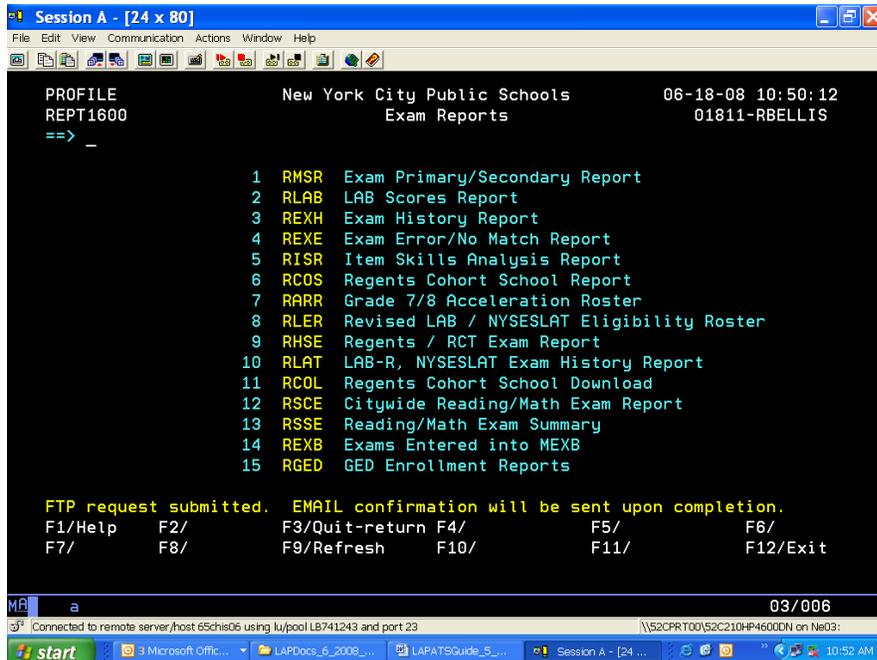
1. **Launch ATS.** After logging in, type RLAT and the right CTRL key.



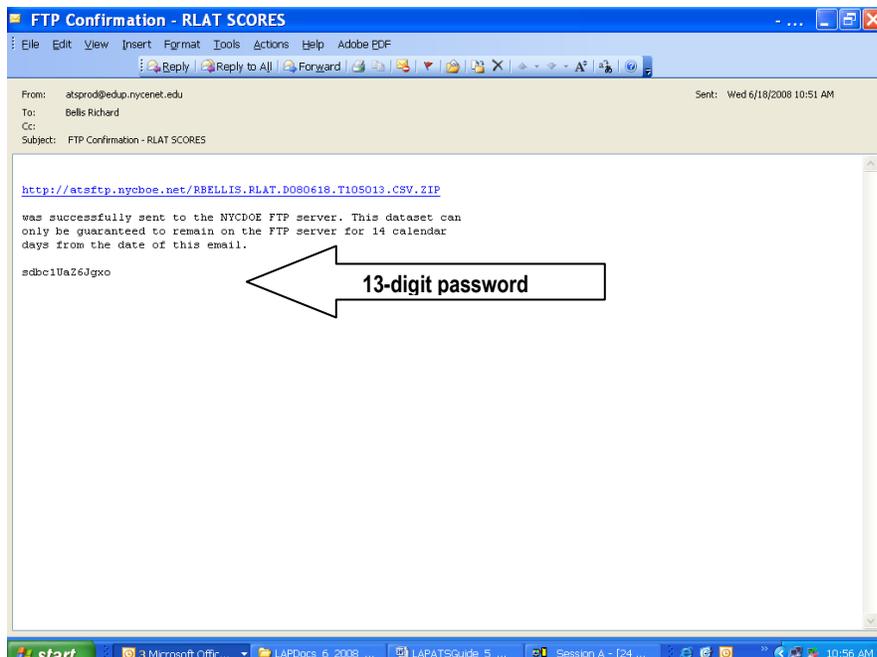
2. **View RLAT.** You can print this report or download it. See directions below for each.



1. You will be taken to the following screen.



Within approximately one hour, you will receive an email with a password and link to the downloaded data. The downloaded data is in an CSV (comma separated values) file that can be opened with and analyzed in Microsoft Excel or other database software. Follow the directions. Be sure to only copy the 13-digit password (or you can type it in at the prompt after downloading it). This is a zipped file. Follow all procedures for unzipping files. **You must be on the NYCDOE intranet to download this file.**



The main functions in ATS include the following:

- F1**-Help
- F2**-Select/Save
- F3**-Quit-return
- F4**-Lookup
- F5**-Continue
- F6**-Execute
- F7**-Back
- F8**-Forward
- F9**-Refresh
- F12**-Exit
- Tab**-moves among fields
- Ctrl**-Enters information