



Guide to Downloading and Viewing the SSSR on Windows

Student and School Summary Report (SSSR)

You will need:

- to create a new folder in your secure network drive, for example, NAPLAN 2XXX SSSR, that you and other authorised staff can access;
- your NAPLAN Assessment Platform username (email address);
- the password you created. If you have forgotten your password, you can reset it by selecting the Forgot Password link;
- your Secure Login Card. If you have misplaced your Secure Login Card, please email naplan@scsa.wa.edu.au and an electronic replacement will be provided; and
- the NAPLAN 2024 4-digit PIN for your school. If you do not have this information, please send an email request to naplan@scsa.wa.edu.au. PIN numbers will not be provided over the phone.

Please note:

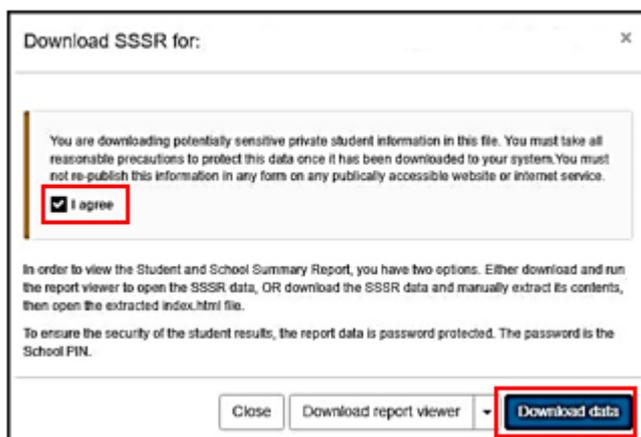
- information on how to interpret the SSSR is available on the ACARA www.nap.edu.au/docs/default-source/default-document-library/how-to-interpret-the-sssr.pdf;
- the new proficiency standard with four levels of achievement that was introduced for NAPLAN and replaces the bands, will display in the 2024 SSSR;
- only one person is required to follow this process.
- After the process is completed, the SSSR must be saved to the folder you created in your secure network drive.

Next steps

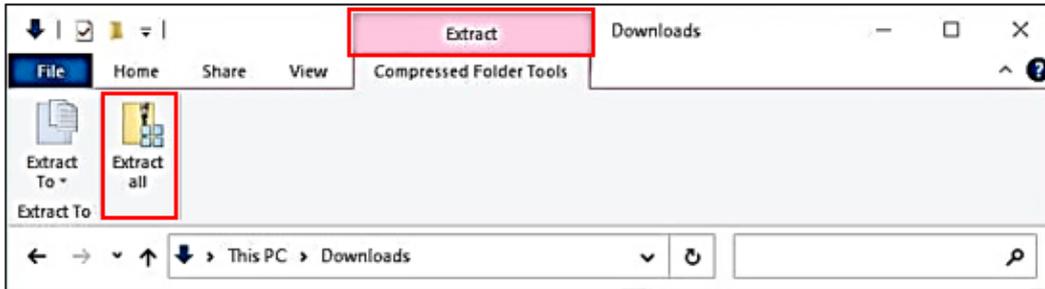
1. Go to www.assessform.edu.au and select **NAPLAN 2024** login.
2. From the results dashboard click on **Download School and Student Summary Report (SSSR)**.



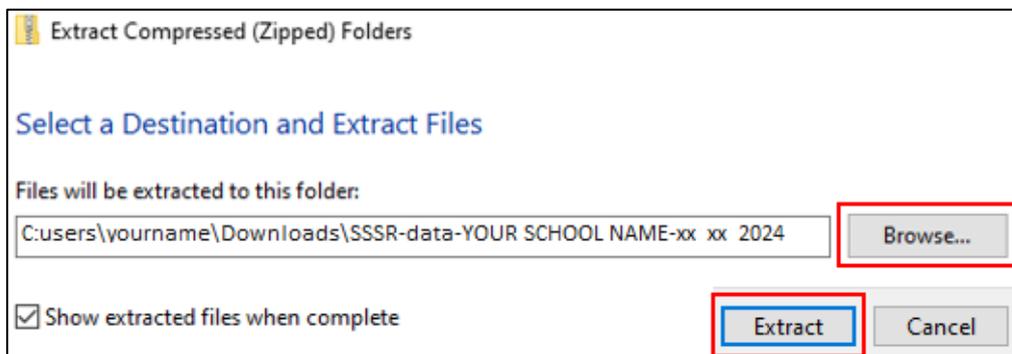
3. Select **I agree** and then **Download data**.
The SSSR will download as a zip file to your Downloads folder.
An example of the file name is SSSR-data-YOUR-SCHOOL-NAME-22_06_2XXX.



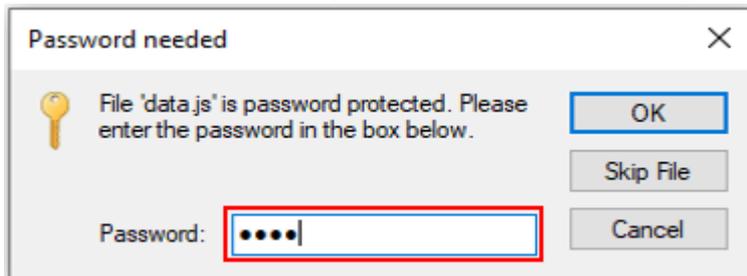
4. Extract all files from the zip file by first selecting the file and then the Extract tab, followed by Extract all.
NOTE: This example is a Windows 10 system. The extracting process may differ slightly depending on the operating system used.



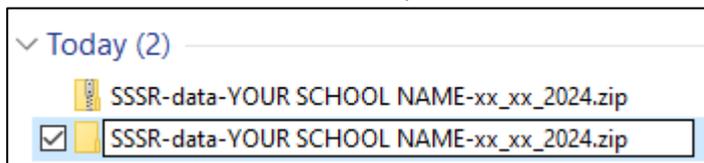
5. The **Browse** box will show the location of your downloads folder and the name of the SSSR folder. Select **Extract**.



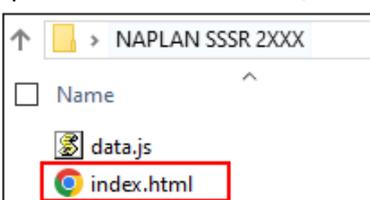
6. Enter the zip file password (this is the NAPLAN 2024 4-digit school platform PIN). Select **OK**.



7. The extracted folder will show in your Downloads folder.



8. Move the extracted folder to the newly created NAPLAN 2XXX SSSR folder on your secure network drive. Open the extracted folder, double-click on the index.html file. The SSSR will display in your default browser.



For further assistance, please contact the NAPLAN helpdesk on 9442 9442 or email naplan@scsa.wa.edu.au