

# About the CogAT Local Norms Application

*CogAT*®



# About the Local Norms Application

This utility was designed using MS Excel\* to help you import student data from CogAT and easily create multiple sets of local norms in order to:

- Understand differences in overall performance from building to building
- Examine patterns of performance across student groups

\*The file runs ONLY on MS 365 – earlier versions of Excel will not complete the data analysis, because the dynamic array feature (found only in MS Office 365 and later versions) is necessary for the file functionality to work.

# Instructions Overview

The following instructions will show you how to:

- Download the CogAT Local Norms Excel application **CogAT Local Norms v1.0.xlsm**
- Create a data export of your CogAT data
- Resave your data export as an Excel file
- Open the Excel application to import CogAT data directly from your data export
- Calculate and save multiple sets of local norms to enable a richer understanding student scores within and across local contexts
- Compare trends in overall performance across buildings

# Sample Data

If you prefer to practice with our sample data, a sample *CogAT* data export for Grade 2 can be downloaded from *CogAT.com*



After downloading the Excel file, **CogAT Local Norms v1.0.xlsm**, right click on the file name and choose **Properties**

On the **General** tab, click the box to **Unblock** → **OK**

