

# ETS<sup>®</sup> Data Manager Touchless Solution

## Automating GRE<sup>®</sup> and TOEFL<sup>®</sup> Scores in Slate

The ETS<sup>®</sup> Data Manager makes it easy for approved score users to view GRE<sup>®</sup> and TOEFL<sup>®</sup> score information currently being sent to them by ETS. The Touchless Solution makes it even easier by allowing institutions to automatically import scores directly into Slate via the ETS Data Manager API. This document outlines the necessary steps to configure this process within Slate.

#### **Access and Configurations**

If you do not have access to ETS Data Manager Automated Server-to-Server Data Feeds, please visit the <u>ETS website</u> to request access. Users should have a **(server 2 server) username** and **password** after this step.

GRE and TOEFL scores can be imported into Slate using an API call that is configured as a Source Format.

#### **Choose Test Type**

The Test Type stores the score results.

- 1. Sign in to access your Slate Account.
- 2. Select the **Database** option from the top navigation bar.
- 3. Once in the **Database**, search for the "**Import and Data Processing**" section, then select **Source Format Library**.
- 4. For GRE, "Add" the *GRE Score Data File* with format as "*Fixed Width 2017*" if not previously added. No changes should be made to the test type.
- 5. For TOEFL, "Add" the *TOEFL Score Data File with format as "Fixed Width > 10/2017"* if not previously added. No changes should be made to the test type.

### **Configure for GRE Scores**

The Score Data File automatically fetches score results shared with your institution.

- 1. Select the **Database** option again from the top navigation bar.
- 2. Once in the **Database**, search for the "**Import and Data Processing**" section, then select **Source Formats**.
- 3. Click on GRE Score Data File with format as "Fixed Width 2017".
- 4. Select **Edit**. The **GRE Score Data File** dialog appears.
- 5. Select the **Import Automation** tab.

ta File
Format Definition Import Automatio
a

6. Copy the text below and paste it in **Import Remote Server** field:

https://datamanager-api.ets.org/api/v1/scores/testtakers?startdate={{dtstart|date:'s'}}&enddate={{dtend|date:'s'}}&type=GRE&reportby=scorelinkbyreportdate

Add the authorization header to the HTTP Headers box according to the following:

7a. Perform a base 64 encoding on the (**server 2 server**) **username** and **password** values provided by the ETS Institution Portal.

You may use a website such as <u>https://www.base64encode.org/</u> to generate the base-64 encoded value by pasting in the (**server 2 server**) username and password values, separated by a colon (e.g., username:password).

- Encode to Base64 format Simply enter your data then push the encode buttor username:password Enter (server 2 server) username and password separated by a colon O To encode binaries (like images, documents, etc.) use the file upload form a little further down on this page UTF-8 ✓ Destination character set. LF (Unix) Destination newline separator. Encode each line separately (useful for when you have multiple entries) Split lines into 76 character wide chunks (useful for MIME). Perform URL-safe encoding (uses Base64URL format). O Live mode OFF Encodes in real-time as you type or paste (supports only the UTF-8 character set > ENCODE < Encodes your data into the area below. dXNIcm5hbWU6cGEzc3dvcmQ= Base-64 encoded value from username:password above
- 7b. Add the authorization header using the format below:

<t name="authcode"> {{base-64 encoded value generated from step 7a}}</t>

Example:

<t name="authcode">dXNlcm5hbWU6cGFzc3dvcmQ=</t>

**Note**: Do not add braces to the value; paste in the value exactly as it is generated.

GRE Score D	ata File			:
General	Format De	efinition	Import Automation	
Import Path/	Mask			
HTTP Header	rs	Add a list (	of headers in the form <	pp/v1/scores/testtakers/scartdate={{utstartdate:s}}&enddate={{i t name="HEADER">VALUE
		<t name<="" td=""><th><b>="authcode"&gt;</b>dXNlcm5</th><th>hbWU6cGFzc3dvcmQ=<b></b></th></t>	<b>="authcode"&gt;</b> dXNlcm5	hbWU6cGFzc3dvcmQ= <b></b>

7c. Click the **Override** link to override the **Last Remote Server Fetch (UTC)** setting to be the approximate date of the last EDMGRE scores that were imported into Slate.

**By default**, all currently valid EDMGRE scores released to your institution will be sent during the first fetch. Overriding this value will limit the fetch to just those since the last import.

General	Format De	finition	Import Aut	omation								
import Path/I	Mask											
Import Remo	te Server	https://datamanager-api.ets			api/v1/	scores/t	esttakers	?startdat	e={{dtsta	art date:	s'}}&endda	te={
HTTP Header	rs	Add a list o	of headers in	the form <	<t nam<="" td=""><td>e="HEA</td><td>DER"&gt;VA</td><td>LUE</td></t>	e="HEA	DER">VA	LUE				
				e contrac	מוזכווו	100000	rzcsuvc	11Q-46				
(mport Order	T				מוזכווז							
Import Order Import Frequ	iency (mins)											
Import Order Import Frequ Last Remote Fetch (UTC)	iency (mins) Server	2023-04-0	6T16:41:25	<u>Override</u>	]							

- 7d. Enter the confirmation message.
- 7e. Click the **"OK**" button to continue with generating the timestamp.

**Note**: This is case sensitive.

To override the next fetch timestamp, type the phrase CHANGE FETCH TIMESTAMP below:

OK

Cancel

CHANGE FETCH TIMESTAMP

7f. In the **"Last Remote Server Fetch (UTC)"** field, enter the approximate timestamp that the source format should send to EDMGRE to restrict the data that is retrieved during the first data fetch.

**Note:** The timestamp should be in the UTC time zone in the format: yyyy-MM-ddTHH:mm:ss (for example, 2023-04-05T03:22:30).

					_									
General	Format De	efinition	Import Auto	mation										
Import Path/	Mask													_
Import Remo	te Server	https://datamanager-api.ets.org/ap		)/api/v	1/scores	/testtake	ers?sta	rtdate=	{{dtsta	rt date:	's'}}&en	ddate={	{(	
HTTP Heade	rs	Add a list of headers in the form <t name="HEADER">VALUE</t>												
Import Orde	r													
Import Order Import Frequ	r Jency (mins)													
Import Ordei Import Frequ Last Remote Fetch (UTC)	r Iency (mins) Server	2023-04	06T16:41:25	Ent	er the	e override	e time (U	TC) w	ith the	format y	уууу-ММ	I-ddTHH:	mm:ss	

7g. Click the "**Save"** button to update configurations.

Click the "**Cancel**" button to revert to the original configurations without saving the data entered on this page.

General	Format Definiti	Import Automation
Import Path/	/Mask	
Import Remo	ote Server htt	tps://datamanager-api.ets.org/api/v1/scores/testtakers?startdate={{dtstart date:'s'}}&enddate={{d
HTTP Heade	ers Add	a list of headers in the form <t name="HEADER">VALUE</t>
	<t.< td=""><td><b>name="authcode"&gt;</b>dXNlcm5hbWU6cGFzc3dvcmQ=<b></b></td></t.<>	<b>name="authcode"&gt;</b> dXNlcm5hbWU6cGFzc3dvcmQ= <b></b>
Import Orde	r	
import Frequ	uency (mins)	
Last Remote Fetch (UTC)	Server 202	23-04-06T16:41:25 Enter the override time (UTC) with the format yyyy-MM-ddTHH:mm:ss
	The dtst	enext remote server fetch will occur no sooner than 24 hours after the entered time, and the tart merge field (if applicable) will be precisely the time entered.
Web Callback	k URL	
Save	Cancel	

#### **Configure for TOEFL Scores**

The Score Data File automatically fetches score results shared with your institution.

- 1. Select the **Database** option again from the top navigation bar.
- 2. Once in the **Database**, search for the "Import and Data Processing" section, then select Source Formats.
- 3. Click on TOEFL Score Data File with format as "Fixed Width > 10/2017".
- 4. Select Edit. The TOEFL Score Data File dialog appears.
- 5. Select the **Import Automation** tab.

6. Copy the text below and paste it in Import Remote Server field:

https://datamanager-api.ets.org/api/v1/scores/testtakers?startdate={{dtstart|date:'s'}}&enddate={{dtend|date:'s'}}&type=TOEFL&reportby=scorelinkbyreportdate

- 7. Add the authorization header to the **HTTP Headers** box according to the following:
- 7a. Perform a base 64 encoding on the (**server 2 server**) **username** and **password** values provided by the ETS Institution Portal.

You may use a website such as <u>https://www.base64encode.org/</u> to generate the base-64 encoded value by pasting in the (**server 2 server) username** and **password** values, separated by a colon (e.g., **username:password**).

To encode binaries (ilke li       UTF-8     D       LF (Unix)     D       Encode each line separa       Split lines into 76 charact       Perform URL-safe encod       OL Live mode OFF       ENCODE < Er       XIXIcm5hbWU8cGFzc3dt	ke images, documents, etc.) use the file upload form a little further down on this page. Destination character set. Destination newline separator. arately (useful for when you have multiple entries). racter wide chunks (useful for MIME). colong (uses Base64URL format).
) To encode binaries (like li TITF-8	ke images, documents, etc.) use the file upload form a little further down on this page. Destination character set. Destination newline separator. arately (useful for when you have multiple entries). racter wide chunks (useful for MIME). coding (uses Base64/URL for MIME).
To encode binaries (like ii ITF-8 V Di F (Unix) Di Encode each line separa Split lines into 76 charact Perform URL-safe encod D Live mode OFF Er ENCODE < Er CNIcm5hbWU8cGFzc3dt	ke images, documents, etc.) use the file upload form a little further down on this page. Destination character set. Destination newline separator. arately (useful for when you have multiple entries). racter wide chunks (useful for MIME). coding (uses Base64/URL for MIME).
To encode binaries (like li TTF-8 D D F (Unix) D Encode each line separa Split lines into 76 charact Perform URL-safe encod D Live mode OFF Er ENCODE < Er CNIcm5hbWU8cGFzc3d	ke images, documents, etc.) use the file upload form a little further down on this page. Destination character set. Destination newline separator. arrately (useful for when you have multiple entries). racter wide chunks (useful for MIME). Cooling (uses Base64URL format).
TF-8     V       F (Unix)     V       Encode each line separa       Split lines into 76 charact       Perform URL-safe encod       > Live mode OFF       ENCODE <	Destination character set. Destination newline separator. arately (useful for when you have multiple entries). aracter wide chunks (useful for MIME). coding (uses Base64URL format).
E(Unix)     V     Dt       Encode each line separa     Spilt lines into 76 charact       Perform URL-safe encod     Dt       D Live mode OFF     Er       ENCODE     Er       Nicm5hbWU6cGFzc3dt     Er	Destination newline separator. arately (useful for when you have multiple entries). racter wide chunks (useful for MIME). coding (uses Base64URL format).
Encode each line separa Split lines into 76 charact Perform URL-safe encod D Live mode OFF Er ENCODE < Er Nicm5hbWU6cGFzc3dt	arately (useful for when you have multiple entries). racter wide chunks (useful for MIME). coding (uses Base64URL format).
Split lines into 76 charact Perform URL-safe encod D Live mode OFF Er ENCODE C Er Nicm5hbWU6cGFzc3dt	racter wide chunks (useful for MIME).
Perform URL-safe encod D Live mode OFF Er ENCODE C Er Nicm5hbWU6cGFzc3d	coding (uses Base64URL format).
Live mode OFF Er     EnCODE < Er     Nicm5hbWU6cGFzc3de	
NIcm5hbWU6cGFzc3d	Encodes in real-time as you type or paste (supports only the UTF-8 character set).
NIcm5hbWU6cGFzc3dv	Encodes your data into the area below.
1100000012000	30mmO= Base-64 encoded value from username:password above

7b. Add the authorization header using the format below:

<t name="authcode"> {{base-64 encoded value generated from step 7a}}</t>

Example:

<t name="authcode">dXNlcm5hbWU6cGFzc3dvcmQ=</t>

**Note**: Do not add braces to the value; paste in the value exactly as it is generated.

TOEFL Score	e Data File			X
General	Format D	efinition	Import Automation	
Import Path	/Mask			
, Import Rem	ote Server	https://d	latamanager-api.ets.org/a	$pi/v1/scores/testtakers?startdate=\{\{dtstart date:'s'\}\}$
HTTP Heade	ers	Add a list	of headers in the form <	t name="HEADER">VALUE
		<t name<="" td=""><td><b>="authcode"&gt;</b>dXNlcm5l</td><th>bWU6cGFzc3dvcmQ=<b></b></th></t>	<b>="authcode"&gt;</b> dXNlcm5l	bWU6cGFzc3dvcmQ= <b></b>

7c. Click the "Override" link to override the "Last Remote Server Fetch (UTC)" field setting to be the approximate date of the last EDMTOEFL scores that were imported into Slate.

**By default**, all currently valid EDMTOEFL scores released to your institution will be sent during the first fetch. Overriding this value will limit the fetch to just those since the last import.

General	Format De	efinition	Import Au	tomation								
Import Path/M	lask											
Import Remot	e Server	https://d	latamanager-	api.ets.org	/api/v1/	scores/t	esttakers	startdate	={{dtstar	t date:'s'}}	}&enddate=	={{
HTTP Headers		Add a list of headers in the form <t name="HEADER">VALUE</t>										
Import Order												
Import Order Import Freque	ncy (mins)		]									

- 7d. Enter the confirmation message.
- 7e. Click the "**OK**" button to continue with generating the timestamp.

**Note**: This is case sensitive.

To override the next fetch timestamp, type the phrase CHANGE FETCH TIMESTAMP below:

OK

Cancel

CHANGE FETCH TIMESTAMP

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7f. In the "**Last Remote Server Fetch (UTC)**" field, enter the approximate timestamp that the source format should send to EDMTOEFL to restrict the data that is retrieved during the first data fetch.

**Note:** The timestamp should be in the UTC time zone in the format: yyyy-MM-ddTHH:mm:ss (for example, 2023-04-05T03:22:30).

TOEFL Score	Data File		x
General	Format De	finition Import Autom	omation
Import Path/	Mask		
Import Remo	te Server	https://datamanager-api.e	${\tt bi.ets.org/api/v1/scores/testtakers?startdate=\{\{dtstart date:'s'\}\}\&enddate=\{\{dtstart date:'s'\}\}}$
HTTP Header	rs	Add a list of headers in the	the form <t name="HEADER">VALUE</t>
Import Order	r		
Import Frequ	ency (mins)		
Last Remote Fetch (UTC)	Server	2023-04-06T17:23:47	Enter the override time (UTC) with the format yyyy-MM-ddTHH:mm:ss
		The next remote server fe dtstart merge field (if appl	fetch will occur no sooner than 24 hours after the entered time, and the pplicable) will be precisely the time entered.

7g. Click the "**Save**" button to update the configurations.

Click the "**Cancel**" button to revert to the original configurations without saving the data enter on this page.

General	Format Defi	nition	Import Automation	
Import Path/	Mask			
ímport Remo	ote Server	https://da	tamanager-api.ets.org	api/v1/scores/testtakers?startdate={{dtstart date:'s'}}&enddate={{c
HTTP Heade	rs	Add a list o	f headers in the form	<t name="HEADER">VALUE</t>
		<t name<="" td=""><td><b>="authcode"&gt;</b>dX</td><td>Nlcm5hbWU6cGFzc3dvcmQ=<b></b></td></t>	<b>="authcode"&gt;</b> dX	Nlcm5hbWU6cGFzc3dvcmQ= <b></b>
Import Orde	r			
Import Frequ	iency (mins)			
Last Remote Fetch (UTC)	Server	2023-04-06	T17:23:47 Override	
Web Callback	URL			

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