



DoDEA Formative Assessment Program

FocalPoint AssessCloud™

Teacher Guide

Table of Contents

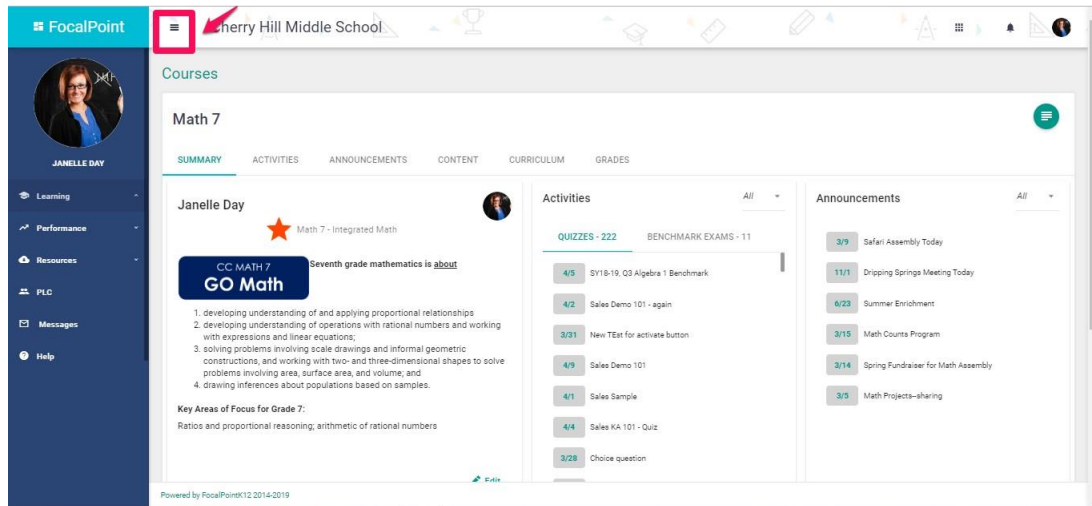
General Platform information	3
How do I access the menu on the left side of the page?.....	3
How do I get back to the 'homepage' when using FocalPoint?.....	3
How do I edit/change my password?.....	4
Managing your Account Settings & Profile	5
How do I view/edit my profile?	5
Students Taking Tests: 3 Options (Token, Virtual Classroom, Paper)	6
How do students take tests using Tokens?	6
How do students take tests using the virtual classroom?.....	8
How do students take tests using a paper form?	10
To print a test from the assessment page:.....	10
To print a test in Resources:	11
Entering responses for a paper administration	11
Benchmark Assessments: Creation through student testing	13
Viewing an Assigned District Benchmark	11
Formative Resources: Creation through student testing	12
Creating Tests.....	12
How do I create a Test?	12
How do I use the item bank to filter & find questions?.....	13
How do I customize my test using the 'Test Detail' page?	15
Assigning Assessments a Test to Courses	17
How do I assign an assessment a Test and place it inside a course/classroom?.....	17
How do I access the test in the course once it has been assigned?	21
How do I limit student access to the test until I am ready to administer the test to students?	21
Creating Questions	18
How do I get started creating my own questions?.....	18
How do I create a multiple-choice question?	21
How do I use mathematical symbols to build out my questions?	22
How do I create an extended response question?.....	22
How do I create a Fill in The Blank Question?	24
How do I create an Evidence-Based Selected Response Question (EBSR)?	25
How do I score extended text & constructed response questions using rubrics?	27
How to reset/reopen the student assessment?	29
Accessing Performance Reports	31
How can I access real-time performance reports immediately after a test has been administered?.....	31

Data Dashboards, Reports, & Other Functions	32
How do I create and use student badges?	32
How do I view classroom & individual student results after a test in FocalPoint?.....	34
How do I view results for an individual student using Test Summary?	35
How do I access reports that show overall mastery of standards?	36
How do I access reports that show performance on district (or school-level) benchmark & all classroom assessments?	40
How do I access reports that show performance levels on all students in my class?.....	41
How do I access reports that show both classroom and individual student assessment analysis?	41
How do I access reports that show results by question?	42
How do I access reports that show results by domain and standard?	43
How do I print reports and/or convert reports to other formats?	44
How do I navigate my way back to other reports after drilling into various data?	45
Accessing Assessment Dashboards	46
How can I access real time assessment reports immediately after an assessment is scored?	46

General Platform information

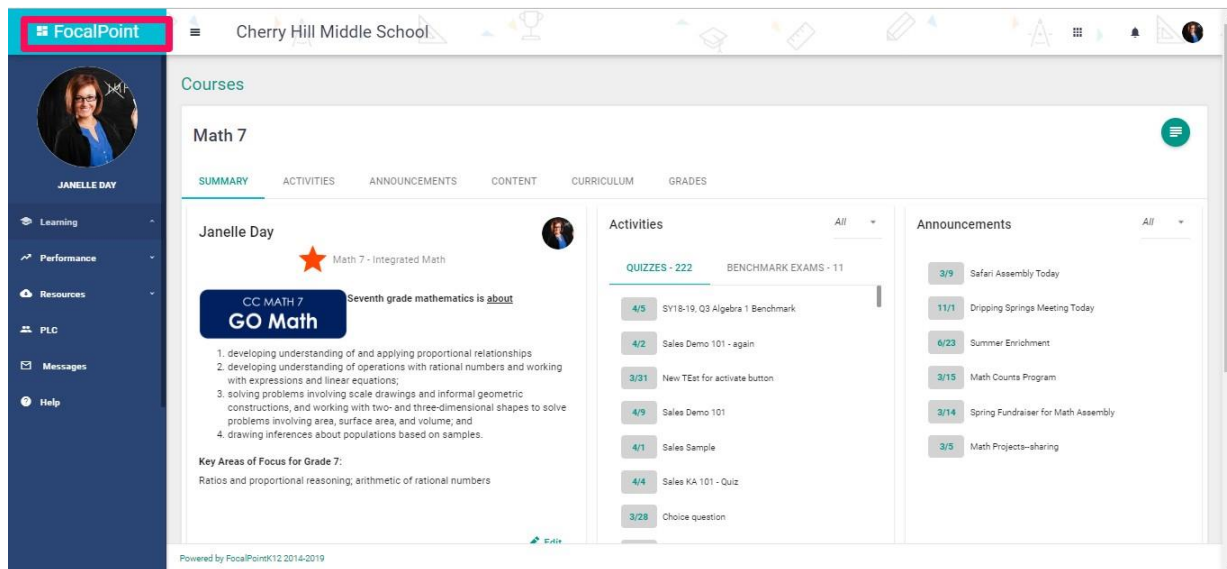
How do I access the menu on the left side of the page?

Select the 'Menu' icon to expand/collapse various tools/tabs within the AssessCloudTM. You can hide these tools when working in FocalPoint at any time by clicking the icon again.



How do I get back to the 'homepage' when using FocalPoint?

Select the FocalPoint logo OR your district/school logo located above your profile picture on the top left side of the page.



How do I edit/change my password?

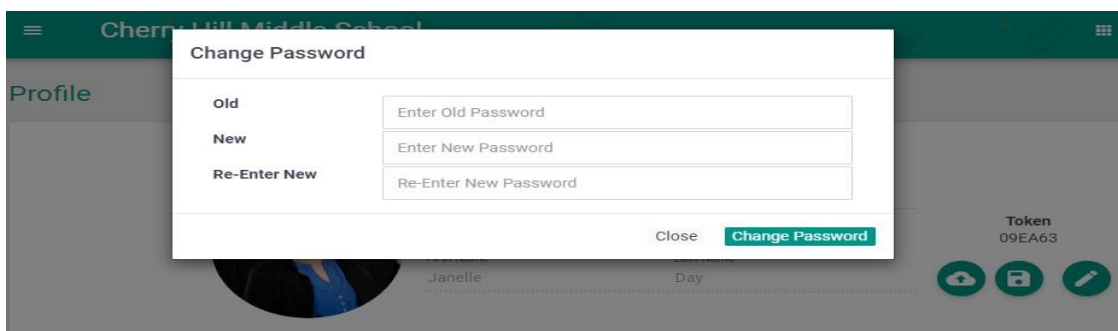
To edit/change your password, select the 'My Profile' icon and then the pencil icon. Enter your old password, then enter your new password. Confirm by re-entering your new password. Click the "Change Password" button to complete.



Email *
teacher75@focalpointk12.net

First Name * Janelle
Last Name * Day

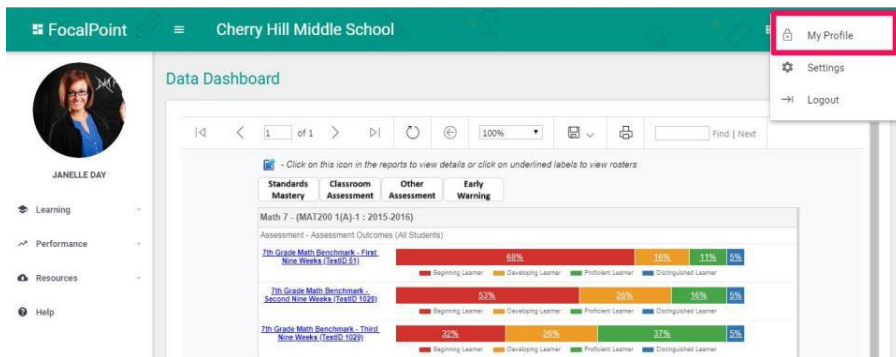
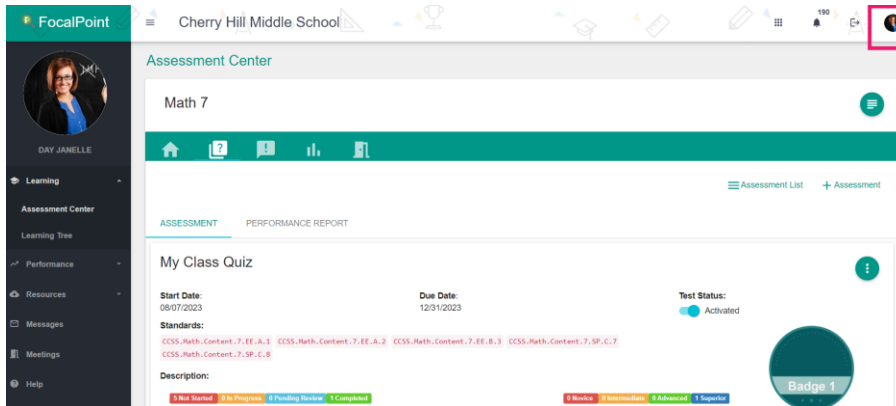
Token
09EA63

Three circular icons: a house (home), a floppy disk (save), and a pencil (edit).

Managing your Account Settings & Profile

How do I view/edit my profile?

To view/edit profile, click on the User Image on the Top right corner of the page then click on “My Profile” to go to the profile page.



Students Taking Tests: 3 Options (Token, Virtual Classroom, Paper)

How do students take tests using Tokens?

To administer an assessment in FocalPoint using tokens, the teacher will first assign a test to the desired Course(s) (see pgs. 9-14 in this Guide).

- Select the assessment
- Click Assessment Tab if needed.

The Assessment section provides the teacher with a roster of all students assigned the course. It also provides each student's unique 6-digit token which gives them access to launch the test when ready.

#	Member	Token	Status	Performance	Scoring/Summary	Reset/Re-Open	Test Accommodations	Activate	Upload Answer Sheet	Badge
1	Atwood Laura	7572E7	Completed	Superior (3.00 / 3.00 = 100%)	✓	🔄 🔒	⚙️	🔵		📄
2	Bruce Wayne	6A5B3D	Not Started	No Band		🔄	⚙️	🔴		

- A page can be downloaded and printed by selecting the 'Print Student Grid' tab in the top right corner of the page. This allows teachers to easily distribute individual tokens to students in their class.

#	Member	Token	Status	Performance	Scoring/Summary	Reset/Re-Open	Test Accommodations	Activate	Upload Answer Sheet	Badge
1	Atwood Laura	7572E7	Completed	Superior (3.00 / 3.00 = 100%)	✓	🔄 🔒	⚙️	🔵		📄
2	Bruce Wayne	6A5B3D	Not Started	No Band		🔄	⚙️	🔴		

#	Member	Token	Status	Performance
1	Atwood Laura	137EFA	Completed	Beginner (B)
2	Blair Joseph	FB482A	In Progress	No Band
3	Brandis Colt	14C0BB	Not Started	No Band
4	Byers Sarah	F67CBD	Not Started	No Band
5	Danby Lindsay	7CA19C	Not Started	No Band
6	Dutson Arin	3FB030	Not Started	No Band
7	Frasure Mary	EF18FD	Not Started	No Band
8	Griggs Phillip	AEC8D0	Not Started	No Band

- When ready to have students take the assessment, students will access the AssessCloud™ URL `lms.backpack.education/qtiplayer/qtitoken`. Token URL, enter their token, and select 'Submit Token'.

The screenshot shows the FocalPoint K12 logo at the top left. Below it, the text "Please enter valid test token *" is displayed above a red horizontal line indicating a required input field. At the bottom of the form is a green button labeled "SUBMIT TOKEN".

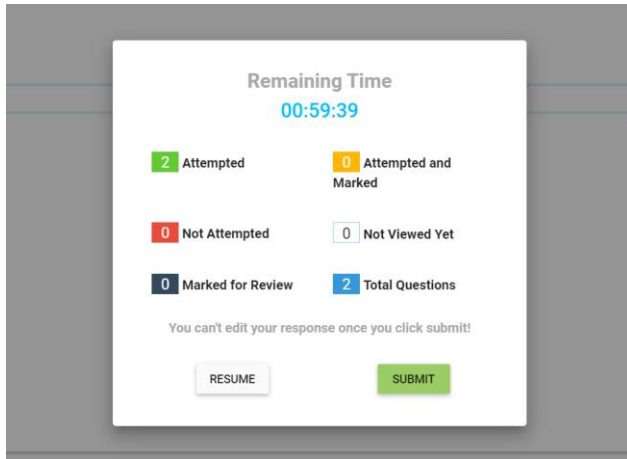
- Select the 'Begin Test' Tab to launch the assessment.

BEGIN TEST

The screenshot shows a navigation bar at the top with five numbered tabs (1-5), where tab 1 is selected. Below the navigation bar is a question box with the text: "What was the significance of proverbs and folk tales to West African families?". There are four radio button options:

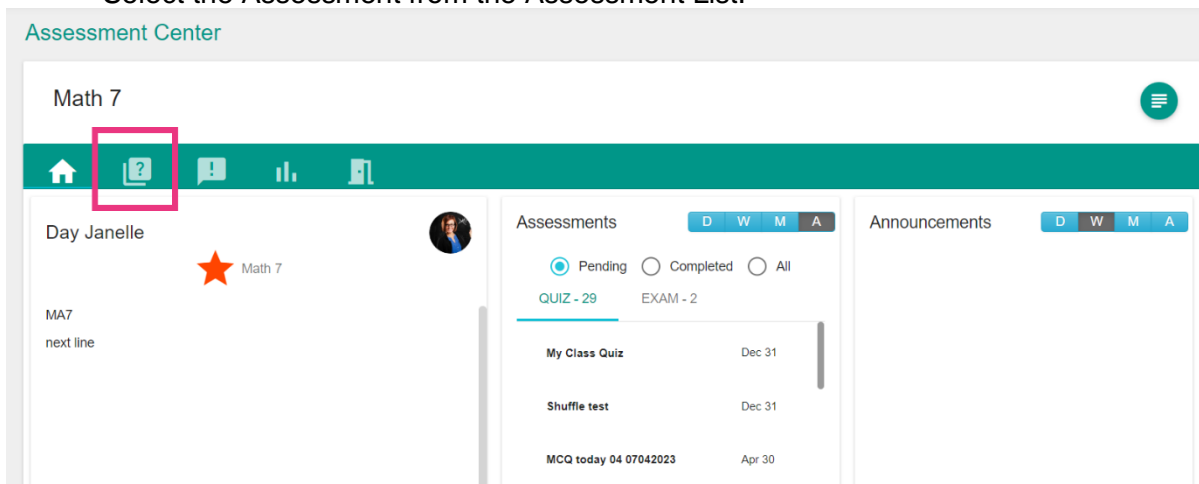
- Both provided a quick way to transmit wisdom.
- Both were used to preserve their religion.
- Both discussed a family's history.
- None of these

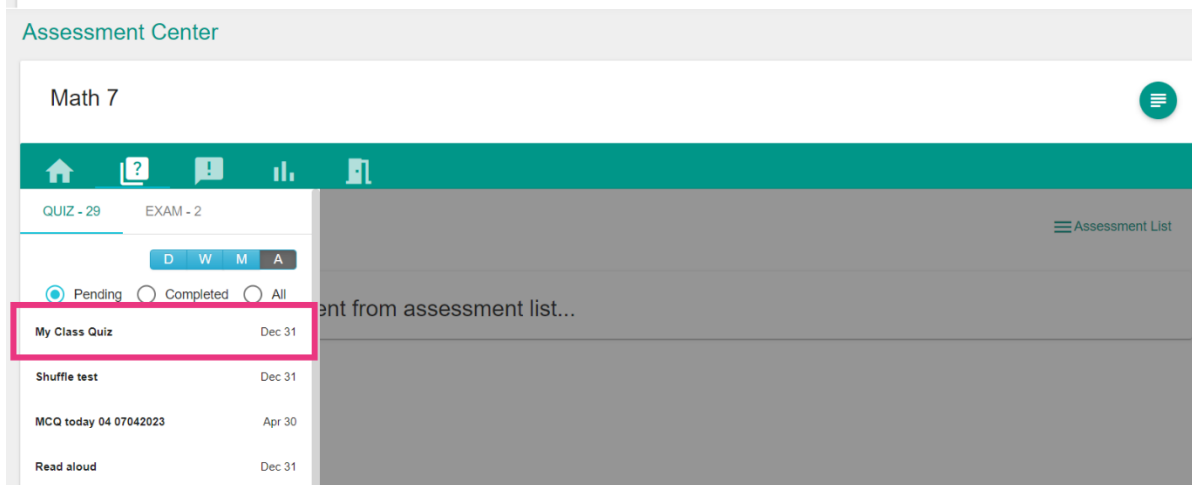
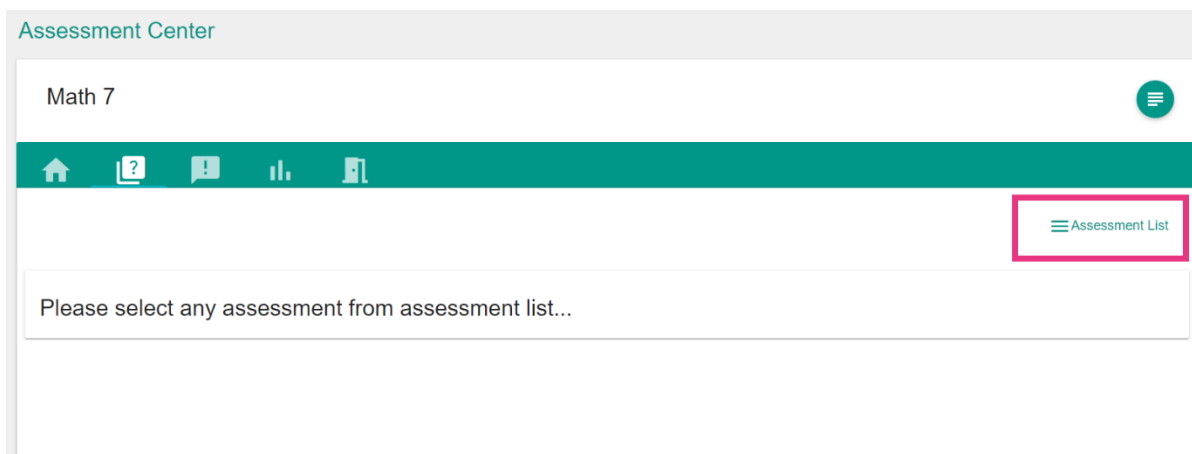
- Once complete, student can submit the test by clicking on “FINISH” button then a prompt will show up to “SUBMIT” the test or student can “RESUME”. If Student clicks on “SUBMIT”, then the student will receive a confirmation message that the assessment has been processed.



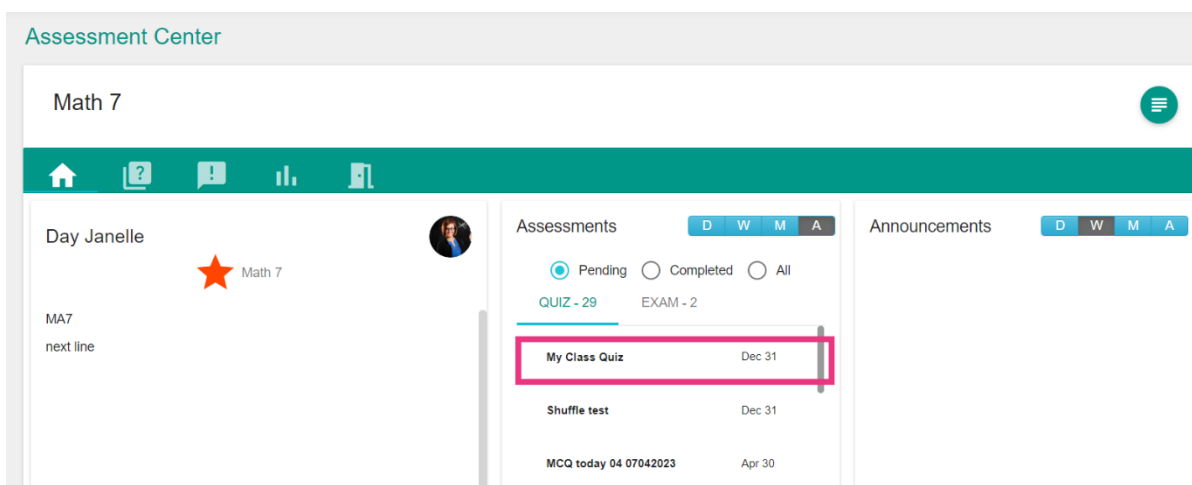
How do students take tests using the virtual classroom?

- The teacher will have the assessment available in the correct course, which can be accessed by students by selecting the Assessment Tab and Click on “Assessment List” and Select the Assessment from the Assessment List.





- Students can also access the assessment from the Course home screen from Assessment layout.



- Prior to testing/Activation of the test, the student can go into the course, select the test and gain access to resources the teacher has provided along with test information prior to taking the assessment. Once the teacher 'ACTIVATES' the test, the 'Launch Test' button will appear in green color. The student selects this button and the test is launched.

Math 7

Home Help Chat Analytics Print

Assessment List

ASSESSMENT PERFORMANCE REPORT

My Class Quiz
Description

Start Date	Due Date	Assessment	Status	Achievement	Score
08/07/2023	12/31/2023	Formative	Not Started	No Band	

Standards 5.FL.F.5 5.FL.PWR.3 5.FL.SC.6 5.COM.ECD.1 5.COM.EL.1 5.COM.UCT.1

Assessment
Test is not available ...

Math 7

Home Help Chat Analytics Print

Assessment List

ASSESSMENT PERFORMANCE REPORT

My Class Quiz
Description

Start Date	Due Date	Assessment	Status	Achievement	Score
08/07/2023	12/31/2023	Formative	Not Started	No Band	

Standards 5.FL.F.5 5.FL.PWR.3 5.FL.SC.6 5.COM.ECD.1 5.COM.EL.1 5.COM.UCT.1

Assessment Launch Test

How do students take tests using a paper form?

To print a test from the assessment page:

- Select the more options icon on the assessment page.



- In more options, select 'Print Test' to print the test.



Print Test

To print a test in Resources:

- In Resources -> Tests, select the more options icon for the appropriate test.



- Select 'Print' to print the test.



Print

Entering responses for a paper administration

To transcribe the student's answers into the platform a teacher has 2 options.

1. Log in as the student either via Token or Virtual Classroom
2. Impersonate the student.
 - To do this, you first need to log into FocalPoint
 - Go to Assessment center and select the classroom in which the student is enrolled. Scroll down and find the "Students" layout.

The screenshot shows the FocalPoint interface. At the top, there is a navigation bar with icons for home, calendar, chat, analytics, and settings. Below the navigation bar, the user 'Day Janelle' is logged in, and the current classroom is 'Math 7 - Algebra (2021)'. The interface is divided into three main sections: 'Assessments', 'Announcements', and 'Students'. The 'Assessments' section shows a list of tests, including 'My Class Quiz', 'JUne 18 test', 'Shuffle test10042023', 'Shuffle test', 'MCQ today 04 07042023', and 'Read aloud'. The 'Announcements' section is currently empty. The 'Students' section shows a list of students, with 'Atwood Laura' highlighted by a pink box. Below the 'Students' section, there is an 'Edit' button.

- Search for your student and then click on the student's name. This will open the student's profile where the teacher will select 'Impersonate'.

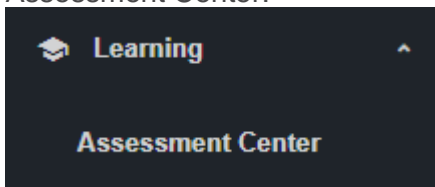
Impersonate

- Select 'skip' if you are prompted for an email.
- You will then be logged in as the student where you can launch the test and transcribe the students answers from the bubble sheet into the system.
- To end the impersonation, you will select the person icon on the top right side of the system banner.

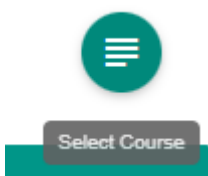
Benchmark Assessments: Creation through student testing

Viewing an Assigned District Benchmark

- To view an assigned district benchmark as a teacher, begin by selecting Learning > Assessment Center.



- In the Assessment Center, select the appropriate course, if necessary, by using the 'Select Course' icon.



- In the 'Assessments' section on the Home tab, select 'Exams', where all district assigned benchmarks will appear.
- This can also be done by selecting the 'Assessments' tab, selecting 'Assessment List', then selecting 'Exam'.

Assessments

QUIZ - 0

EXAM - 4

First Nine Week

Benchmark - Grade 3 ELA

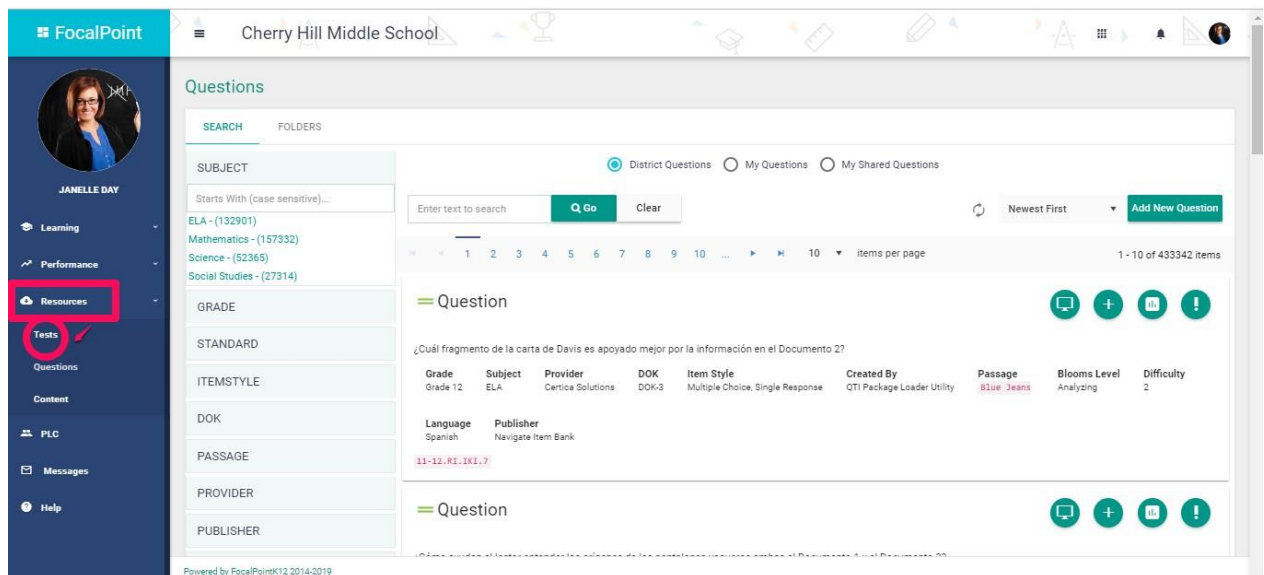
- Select the desired district assigned benchmark.
- On the assessment screen, teachers can view the benchmark information, including name, description, and associated standards. Teachers can also view student names, exam status, exam performance, test status (activated or deactivated), and accommodations.

Formative Resources: Creation through student testing

Creating Tests

How do I create a Test?

- Click on the Menu button that appears to the right of the FocalPoint logo above your name/picture.
- Select the Resources Tab on the left side of the page. You have the option of selecting 'Tests' or 'Questions'. Since you are creating a new Test, select 'Tests'.



The screenshot shows the FocalPoint interface for Cherry Hill Middle School. The left sidebar has a navigation menu with 'Resources' highlighted in a red box, and 'Tests' highlighted with a red circle. The main content area is titled 'Questions' and features a search bar, filters for 'District Questions', 'My Questions', and 'My Shared Questions', and a table of question items. The table has columns for Grade, Subject, Provider, DOK, Item Style, Created By, Passage, Blooms Level, and Difficulty. The first row shows a question in Spanish from the 'Blue Jeans' passage.

Grade	Subject	Provider	DOK	Item Style	Created By	Passage	Blooms Level	Difficulty
Grade 12	ELA	Centica Solutions	DOK:3	Multiple Choice, Single Response	QTI Package Loader Utility	Blue Jeans	Analyzing	2

- Click on the '+Add New Test' Tab located at the top right-hand side of the page.

Tests

SUBJECT District Tests My Tests My District Shared My Shared Tests Tests Shared to me

Starts With (case sensitive)...

ELA - (4584)
Mathematics - (4424)
Science - (15)
Social Studies - (6)

GRADE

STANDARD

TESTTYPE

CREATEDBY

TOPIC

Enter text to search

Newest First

1 - 10 of 11585 items

Test	Subject	Createdby	Type	District Shared	Max Attempts
Test Q1 Grade 1	ELA	Janelle Day	Formative	Yes	1
SV18-19_Q3 Algebra 1 Benchmark Grade 9-12	Mathematics.Social Studies	BAKER, DONNA	Formative	Yes	1
Test 132456789 Grade 1, Grades 11-12	ELA	BAKER, DONNA	Summative	Yes	60

- Scroll down the Test Details page to find the section called 'Questions'. Click on the Find 'Questions' tab that appears on the right side of the page.

TESTTYPE

Questions

Question 3

Match the following characters to the Shakespeare play they appeared in:
Standard

Ordering

Question 3	SortOrder 1
Question 1	SortOrder 2

How do I use the item bank to filter & find questions?

- Use the filters on the left side of the page to choose question items you would like to add to your assessment. You can filter by grade, subject, standard(s), item-style, DOK, passage, provider, Blooms Level, difficulty, language, Lexile's, Flesch Kincaid, and Item Parent.

Questions

SEARCH FOLDERS

SUBJECT

Starts With (case sensitive)...

ELA - (132874)
Mathematics - (157323)
Science - (52365)
Social Studies - (27314)

GRADE

STANDARD

ITEMSTYLE

DOK

PASSAGE

PROVIDER

PUBLISHER

BLOOMSLEVEL

Enter 1

Match

Prov QTI 2

Which

Prov QTI 2

- As you select different filters, a listing of available questions populates in the filters window, automatically allowing you the opportunity to view the questions. Click on the questions that appear in the filter listing and you will see the questions associated with your chosen filter populate automatically in the window to the right.
- 'Add' the question to your assessment (this places the item into the test and the grocery cart icon shows the number of items selected), or 'Preview' the question (this allows you to view exactly how the question will be rendered to the students.)

Tests

Continue & Save →

Questions 🛒 3 selected

SEARCH FOLDERS

SUBJECT

CONFIGURATION

TOPIC

STANDARD

ITEMSTYLE

DOK

PASSAGE

PROVIDER

PUBLISHER

Organization Questions My Questions My Shared Questions

Enter text to search

Refresh Newest First ▾

1 - 10 of 267015 items



10 items per page

Question 2074533b-5507-4649-a5f6-802c8de329e0

MCA
single select

Provider Oak Grove School District **Item Style** Multiple Choice, single correct response **Created By** Admin1 Admin1 **Title** PC

5.COM.ECD.1

Questions

SEARCH FOLDERS

SUBJECT

CONFIGURATION

TOPIC

STANDARD

ITEMSTYLE

DOK

PASSAGE

PROVIDER

Organization Questions My Questions My Shared Questions

Enter text to search

Refresh Newest First ▾

1 - 10 of 267015 items

10 items per page

Question 2074533b-5507-4649-a5f6-802c8de329e0

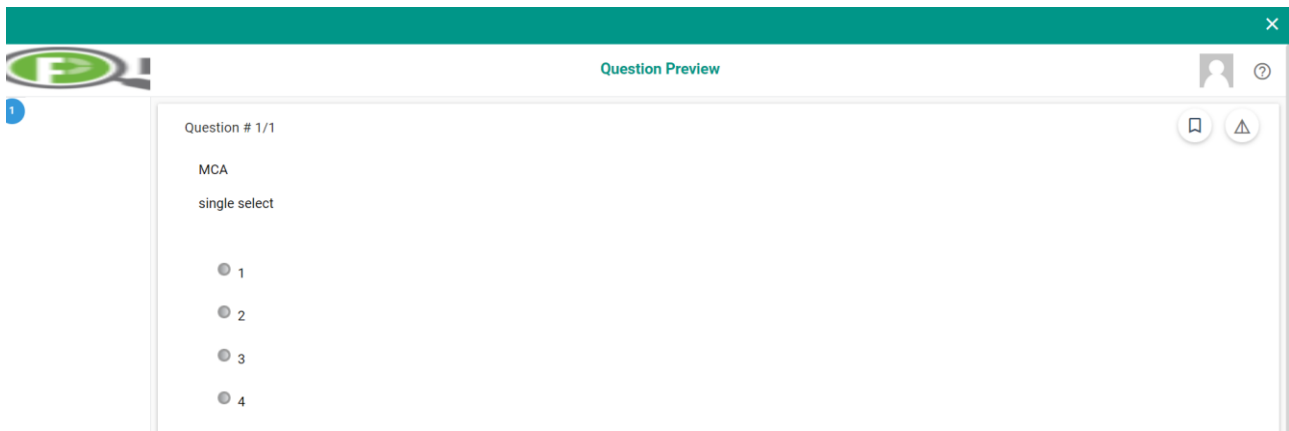
MCA
single select

Provider Oak Grove School District **Item Style** Multiple Choice, single correct response **Created By** Admin1 Admin1 **Title** PC

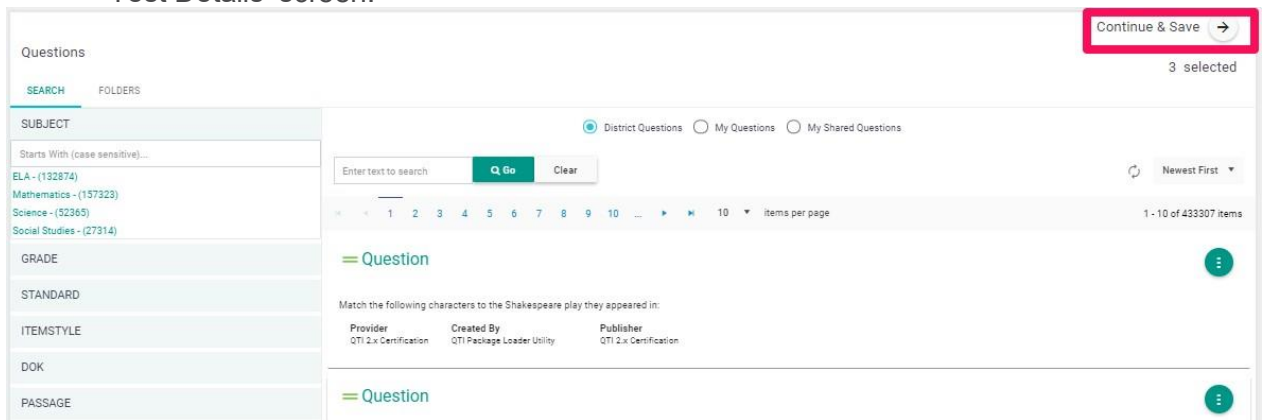
Preview
+ Add to Folder
📊 Question Usage
! Report a problem
📄 Make a Copy

Note: Each Question provides you with the option to 'Report an Issue' (this goes to the support team to follow up and address).

- When you are finished previewing any of the questions, select the 'X' in the top right corner of the question to go back to building your test.



- Once you have finished selecting all the question items you wish to use for the test being created and you have added them to your test, click 'Continue and Save' to return to the 'Test Details' screen.



How do I customize my test using the 'Test Detail' page?

- Complete the Test Detail page by giving your assessment a title and description. You also have the option of selecting a time limit for the test along with the option of sharing the test with others. When sharing the test with others, the assessment is added to the assessment item bank allowing other teachers in your district/school to use for their own classroom. If you do not share the assessment, the test will be available only to you. You also can adjust the rubric and order the sequence of the questions by dragging and dropping the question tiles.

Tests

← Test Detail Save

Details

Title:

Maximum Time(min): No Time Limit: District Share: No

Description:

Performance Rubric

0

60

80

90

TESTTYPE

Questions 1 Find Questions

Question 1

Match the following characters to the Shakespeare play they appeared in:
Standard

Remove Usage Tag

Ordering

Question 1 SortOrder 1

- You also have the option of tagging the type of assessment being created (for the purposes of this administration you will select formative). To do so, go to the bottom of the page in Test Detail and click on 'Test Type', then select the type of test.

TestType

Summative

Formative

- After you have completed filling out the details of the test, click on the 'Save Tab' located in the top right-hand corner of the page. A pop-up message will then show confirming that the test has been saved successfully and is now available to be assigned to a course.

← Test Detail **Save**

Details

Title:

Maximum Time(min): No Time Limit: District Share: No

Description:

Performance Rubric

0

59

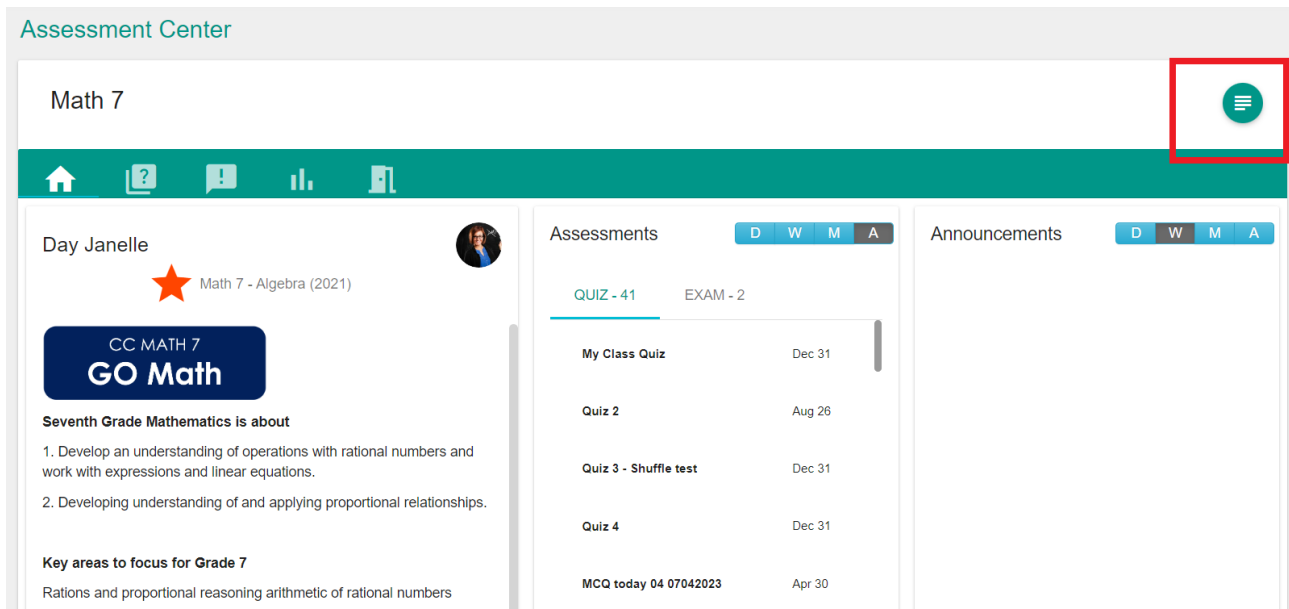
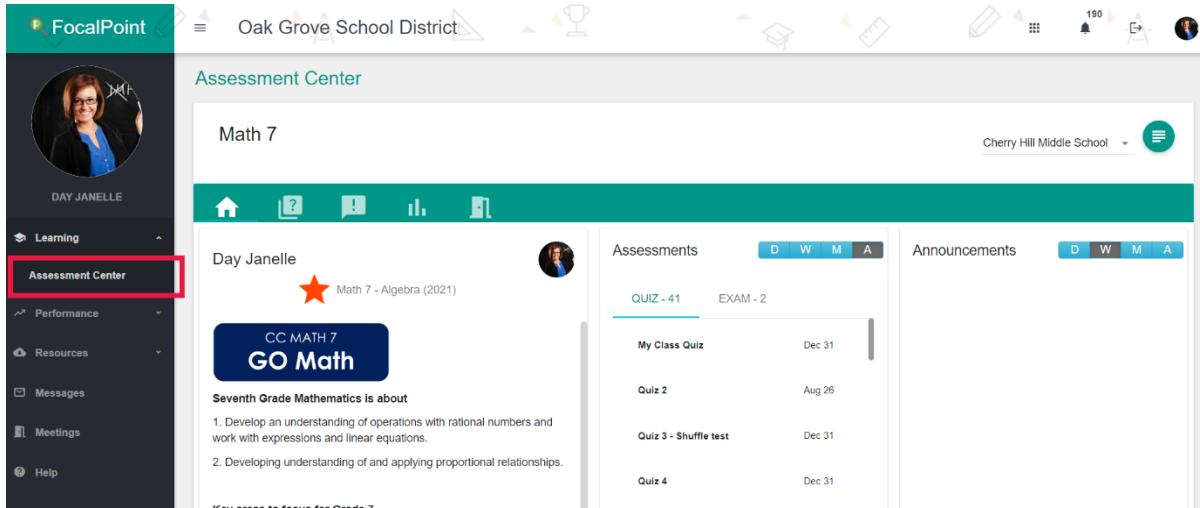
71

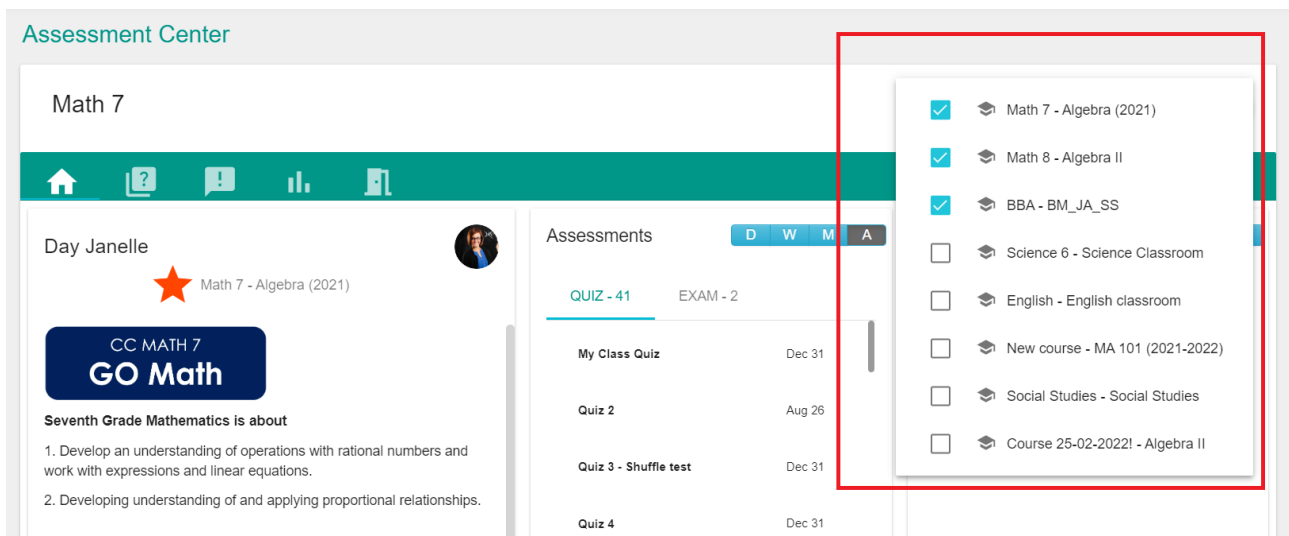
80

Assigning a Test to Courses

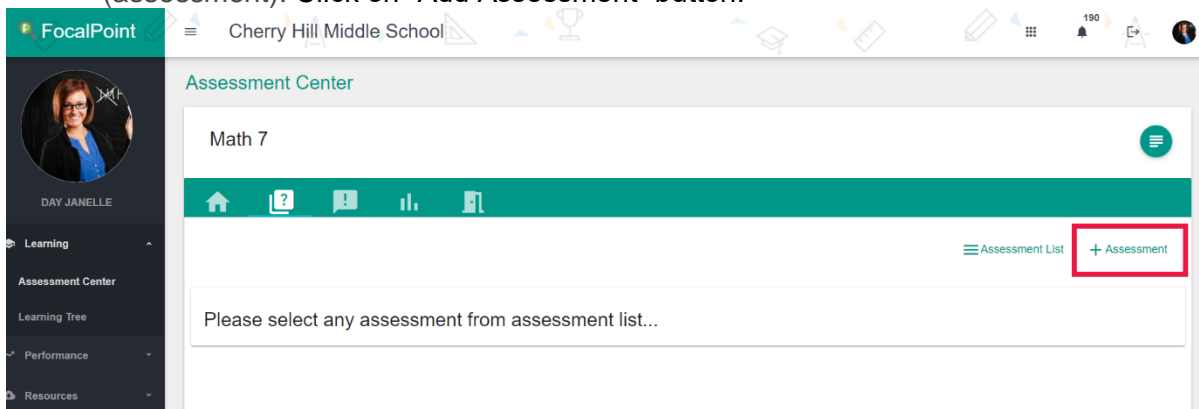
How do I assign a Test and place it inside a course/classroom?

- Select the Assessment Center located on the left side of the page under “Learning” Menu. Use the Course selection menu to select the course/class you wish to assign the Test to.





- Select the Assessment Tab. The Assessment Tab allows you the option of assigning a quiz (assessment). Click on “Add Assessment” button.



- Provide the title, start date, due date, and a description/comment using the noted fields. The name and description/comments filled out will be visible for students to see in the virtual classroom. You can always edit this information at any time so if you need to adjust the start and due date of the assessment you can easily do so.

Note: The ‘Due Date’ you select will determine the filter under which your test will appear under ‘Activities’ once created. Using the same ‘Start Date’ and ‘Due Date’ will result in you seeing your new test under the ‘Today’ filter only.

Add Assessment ✕

Test Name

Title * Select a start date Select a due date

Show Answers Override General Instructions

Description

Instructions

- After completing this information, you will now need to find the test and add it to the course. To do so, select the 'Find Test' Tab. Locate the assessment you wish to assign by typing the name of the assessment into the search bar. Or you can also find the test by simply clicking the 'Find Test' tab and then sort from newest to oldest. You can find other tests by sorting oldest to newest, A-Z or Z-A order.

Add Assessment

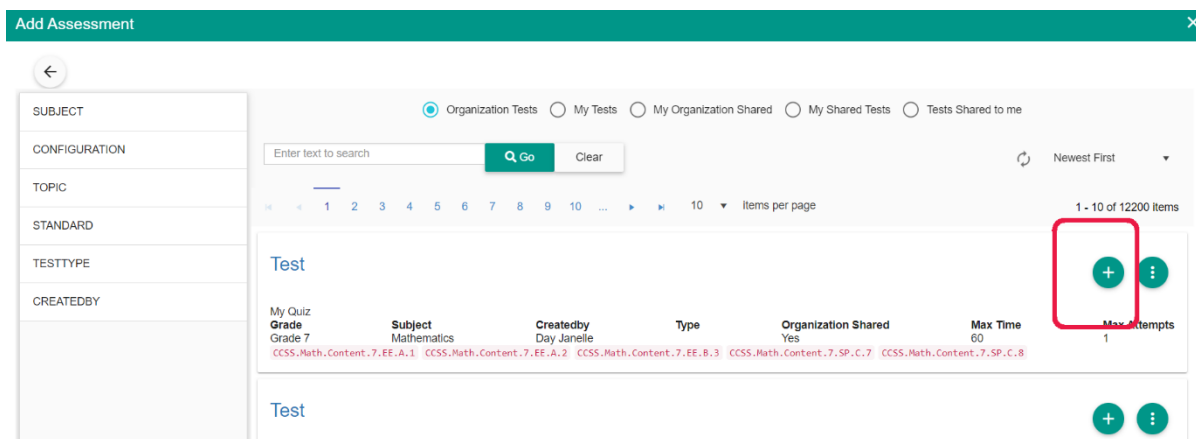
Test Name

Title * Select a start date Select a due date

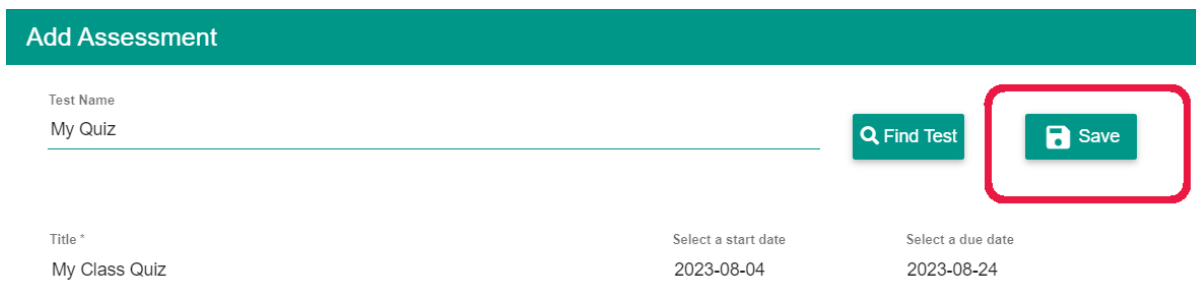
Show Answers Override General Instructions

Description

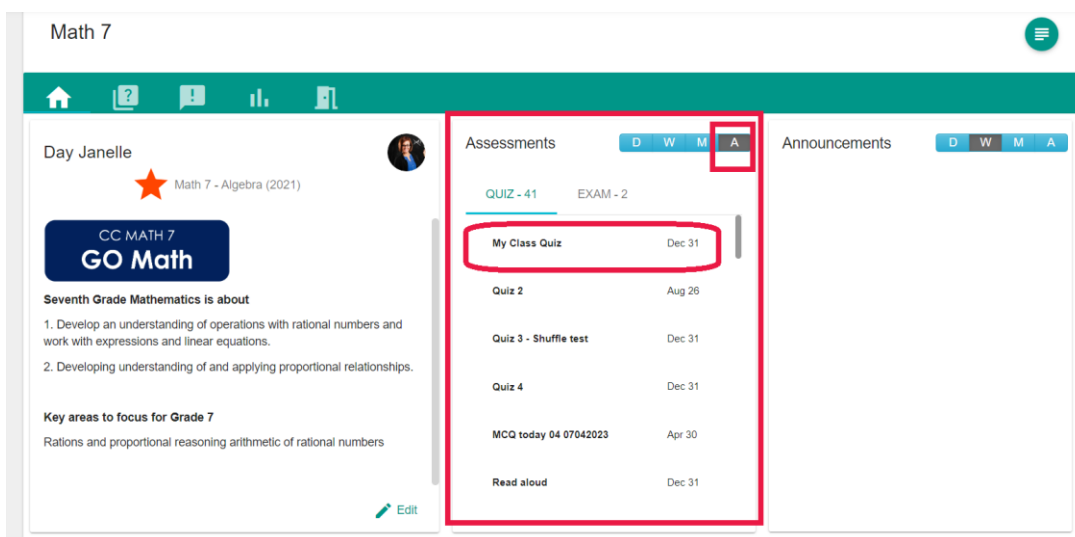
- After finding your test, select the 'Add' Tab on the right side of the test and the test will then be assigned.



- Confirm that the test has been placed in the field and that the Title, Description, start/due date is correct. Then click on the 'Save' tab.



- You will then receive a pop-up notification confirming that your test has been created successfully. You will now see the assessment available in the course under both the Assessments Tab and in the Course Home page.
Note: Whether you will see your test under the 'Today', 'This Week', or 'This Month' filter will be determined by the 'Due Date' you indicated in Test Details.



How do I access the test in the course once it has been assigned?

- Select the assessment from the above-referenced list to enter the assessment module. Now you can see additional information showing your class roster, and (if the test has already been administered) who has started the assessment, and the student's performance band along with their numerical score.
- At the top, the test title, description, standards, and start/due date are all displayed.
- In addition, you can view the number of students who scored within the corresponding performance bands. You are given the option to edit or delete the quiz and to print the test out for paper/pencil assessments.

ASSESSMENT PERFORMANCE REPORT

My Class Quiz

Start Date: 08/07/2023 Due Date: 12/31/2023 Test Status: Activated

Standards: CCSS.Math.Content.7.EE.A.1 CCSS.Math.Content.7.EE.A.2 CCSS.Math.Content.7.EE.B.3 CCSS.Math.Content.7.SP.C.7 CCSS.Math.Content.7.SP.C.8

Description: 0 Not Started 0 In Progress 0 Pending Review 0 Completed 0 Novice 0 Intermediate 0 Advanced 0 Superior

NOT YET AVAILABLE

Email Tokens Print Student Grid

#	Member	Token	Status	Performance	Scoring/Summary	Reset/Re-Open	Test Accommodations	Activate	Upload Answer Sheet	Badge
1	Atwood Laura	7572E7	Not Started	No Band						
2	Bruce Wayne	6A5B3D	Not Started	No Band						
3	Kit Harrington	A9833F	Not Started	No Band						
4	PC Student001	EF1E9D	Not Started	No Band						

Powered by FocalPoint Leave a Message

How do I limit student access to the test until I am ready to administer the test to students?

- By default, the assessment is 'Deactivated'. This means that the students have access to the assessment module but are unable to launch and take the test until you allow them to do so. Keeping the test 'deactivated' insures that students are unable to take the test; however, they do have the ability to preview the requirements of the test, the badge they can earn, and any resources (study guides, vocabulary, activities, etc.) that you have placed to be shared to help them prepare for the test.

Note: The process by which you can share resources with students appears below.

- Once you are ready to have the students take the test, you will need to activate the test by selecting the 'Test Status' toggle which, when 'Activated', will turn from gray to bright pink. You also activate or deactivate the test for individuals or groups of students. This is helpful if you have students who are absent that day or who are in your course but are not yet ready to take the test and should not have access yet.

Deactivated



Activated



Individual Students Activated/Deactivated

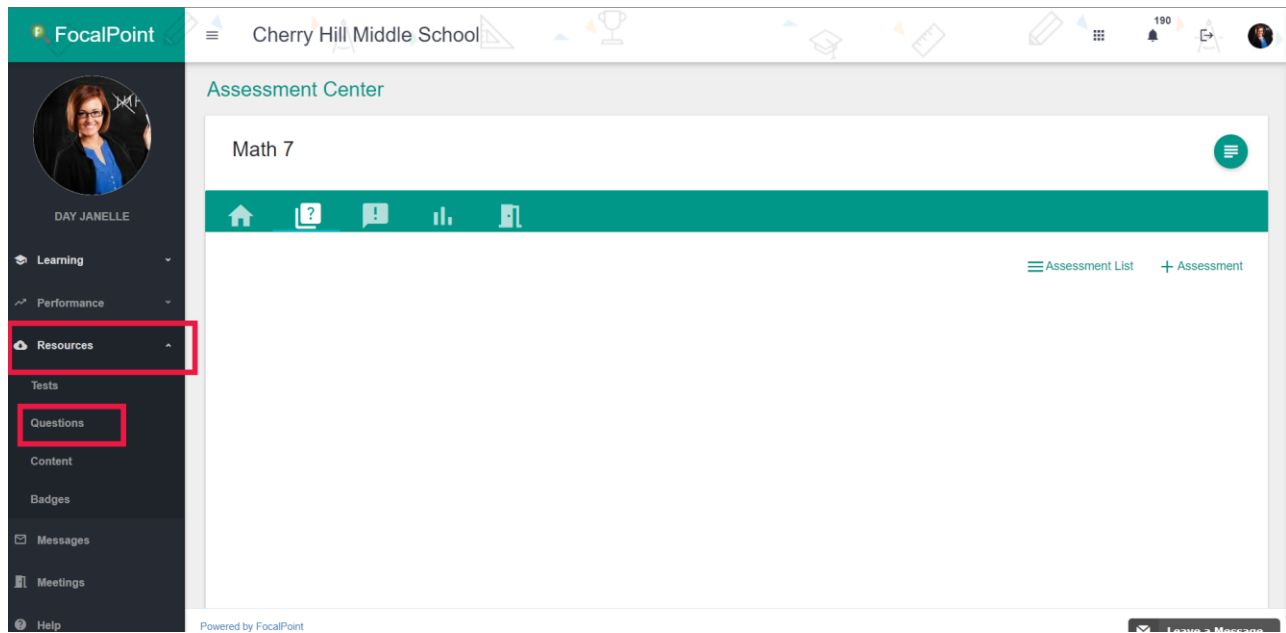
#	Member	Token	Status	Performance	Scoring/Summary	Reset/Re-Open	Test Accommodations	Activate	UploadAnswerSheet	Badge
1	Atwood Laura	7572E7	Not Started	No Band				<input checked="" type="checkbox"/>		
2	Bruce Wayne	6A5B3D	Not Started	No Band				<input type="checkbox"/>		
3	Kit Harington	A9833F	Not Started	No Band				<input type="checkbox"/>		
4	PC Student001	EF1E9D	Not Started	No Band				<input checked="" type="checkbox"/>		

Creating Questions

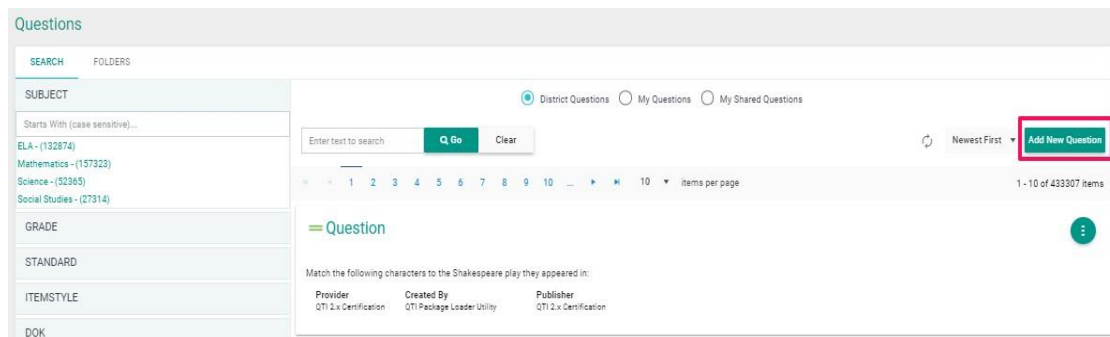
This information is applicable to benchmark assessments and formative resources.

How do I get started creating my own questions?

- To create your own questions and add to the item bank, select the Resources tab on the left side of the page.
- Then select the 'Questions' tab.



- This takes you into the Item Bank where you have access to all question items currently in the system. To add/create a new question, select the '+Add New Question' Tab located at the top right side of the page.



- You are now at the screen that will allow you to create your question(s). This area provides you with several options: You can choose to make this question accessible to others in your district by tagging the question as 'Public', provide your question with a title, select the

interaction type (multiple choice, extended text, evidence-based-selective response/EBSR), and tag/align the question to standards, DOK, grade, subject, etc.

Choose to share the question (by making it 'Public') or keep it private so only you have access.

Questions

← Question Add/Edit

Public Private

Title *

Type Choice ▾ Allow Calculator Points * 1

Save

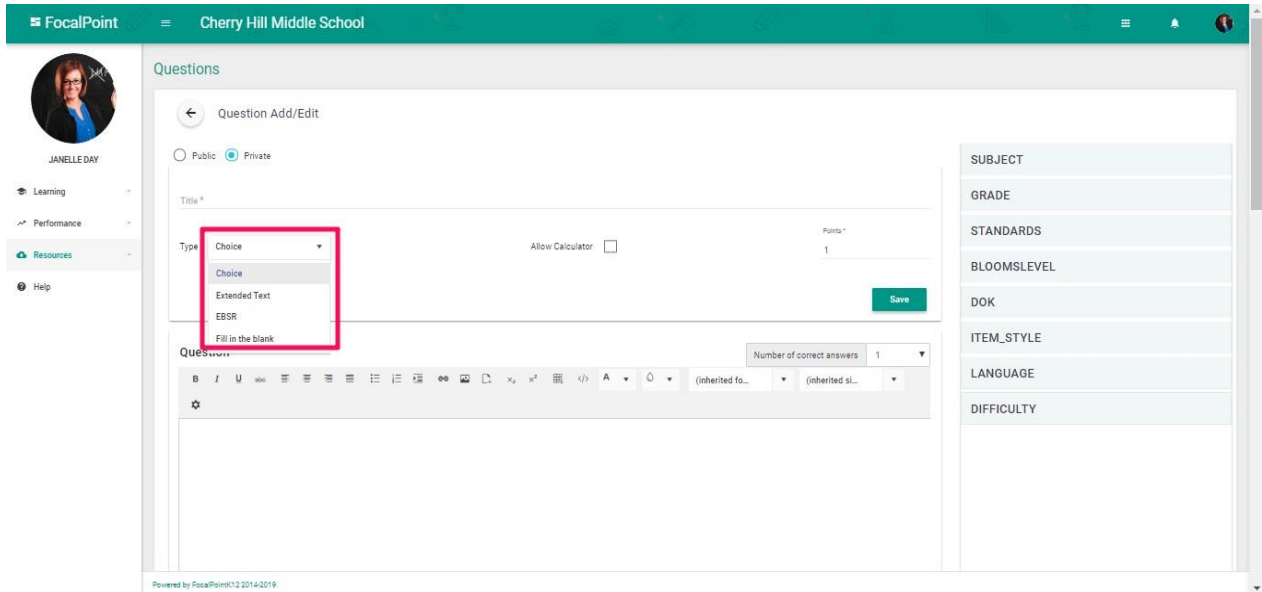
Give the question a title...

Title *

Type Choice ▾ Allow Calculator Points * 1

Save

Select the interaction type...



- Tag/Align the question to curriculum standards & other appropriate fields (It is critical that you tag the question to the appropriate standard (s) so that accurate standard mastery reports are made available for analysis).

SUBJECT

GRADE

STANDARDS

ELA
 Mathematics
 Science
 Social Studies

Standard Filter text

1.FL.PA.2 - Demonstrate understanding of spoken words, syllables, and sounds (phonemes).
 1.FL.PC.1 - Demonstrate understanding of the organization and basic features of print.
 1.FL.PC.1 - Demonstrate understanding of the organization and basic features of print.

DOK-1
 DOK-2
 DOK-3
 DOK-4

ITEM_STYLE

LANGUAGE

English
 Spanish

How do I create a multiple-choice question?

To create a multiple-choice question...

Select the interaction type as 'choice'

Questions

← Question Add/Edit

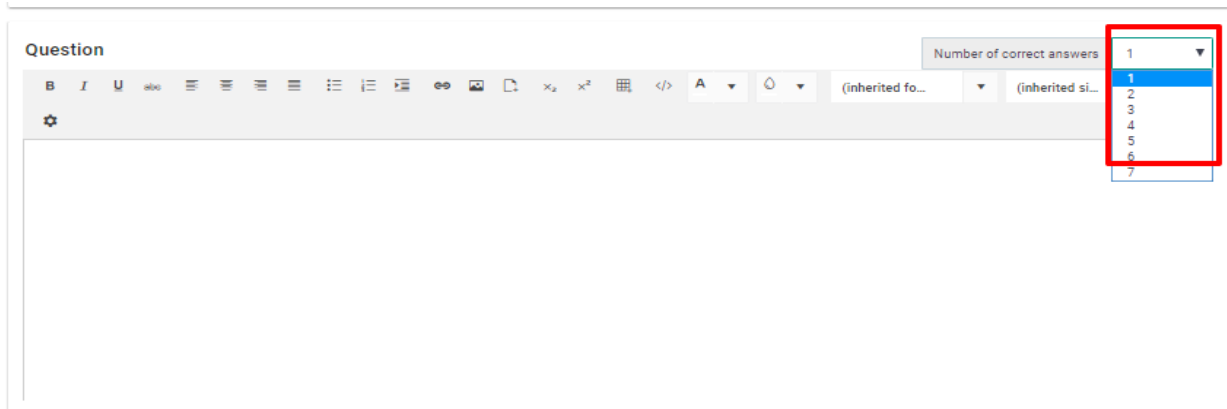
Public Private

Title *

Type **Choice** Allow Calculator Points * 1

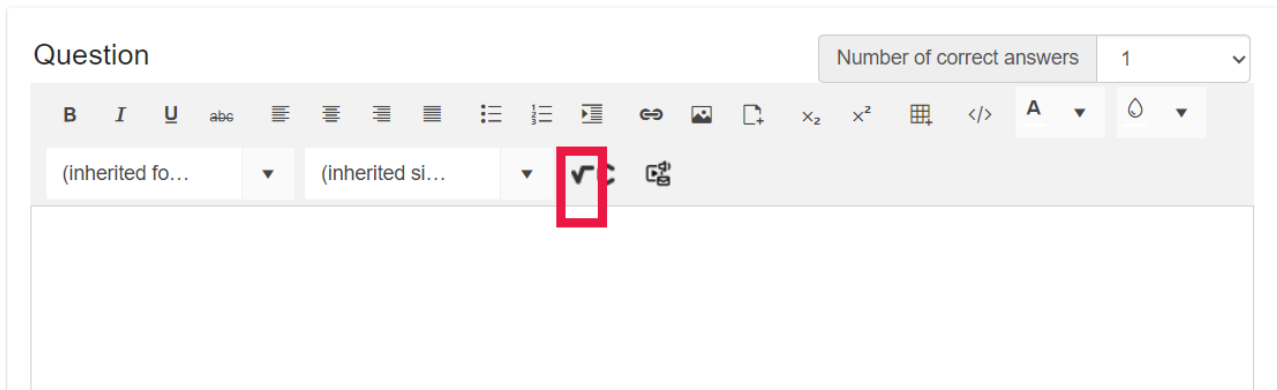
Save

Use the drop-down to select the number of answers possible in the multiple-choice question. Use the text box to write the question. Feel free to take advantage of the tool bar to add images, tables, symbols, and other functions to build out your question.

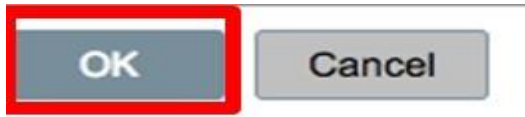


How do I use mathematical symbols to build out my questions?

Select the “square root” icon on the toolbar to create mathematical equations. Once complete, select ‘Ok’ and the equation will show in the text box for your question or answer.



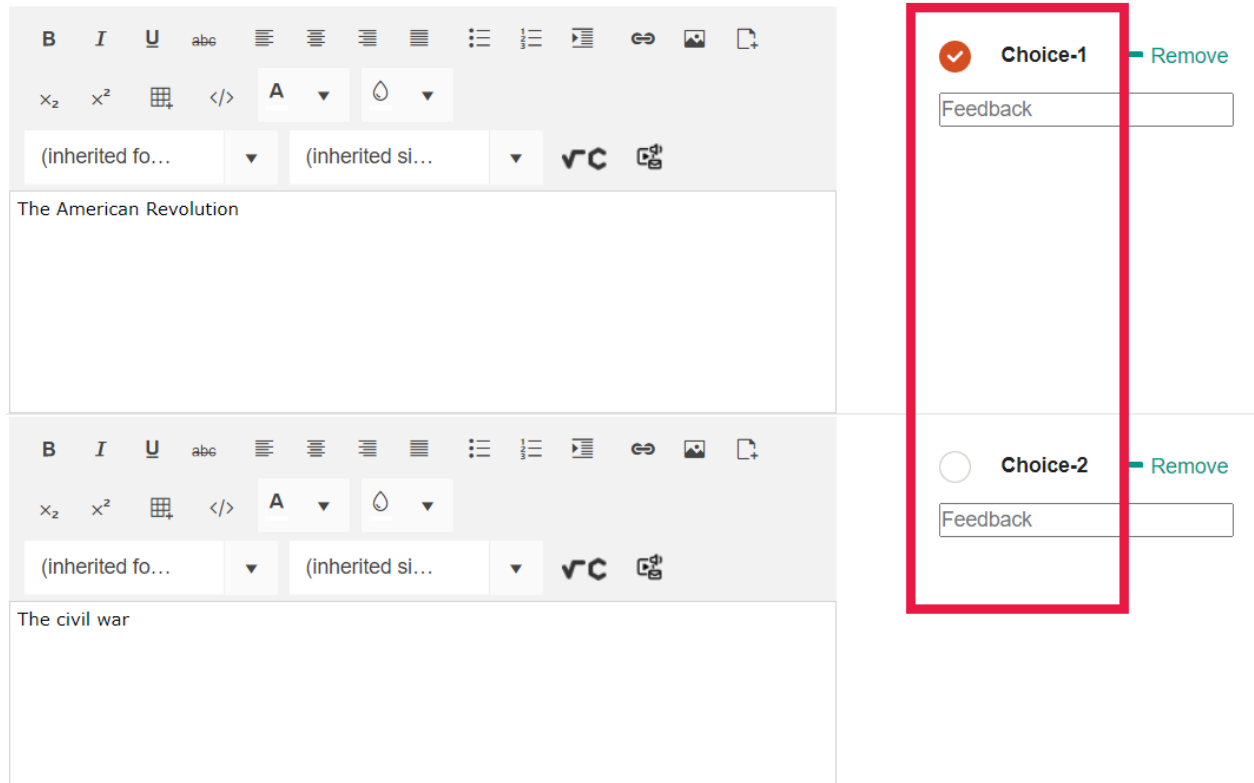
$$5x + \sqrt{8} \geq 10x - \frac{32}{4}$$



After creating your question, you are now ready to fill in the answer choices available to the students. Be sure to check the answer/response that is correct

Note: The equation building tool is available here as well by clicking the “square root” icon.

Answers



Check to confirm that the information is correct, then select ‘Save’ and the question is now available for use. The question will show in the item bank and can now be used to create assessments.

Questions

← Question Add/Edit

Public Private

Title *

Type **Choice** Allow Calculator Points * 1

Save

How do I create an extended response question?

To create an extended response question...

Using the drop-down box, select 'Extended Text' as the interaction type

Questions

← Question Add/Edit

Public Private

Title *

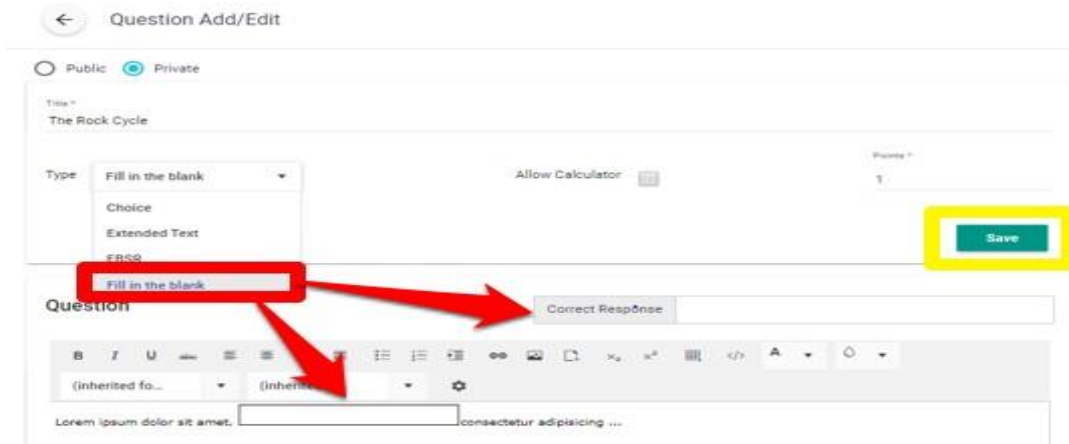
Type **Extended Text** ▾

Allow Calculator

Points *
1

Save

Like a multiple-choice question, you can choose to make the question private or public, give the question a title, and write the description of the question in the text field provided. For this question type, you likely will want to add a rubric to the question. You can copy/paste a rubric into the text box or use the tool bar to create the rubric inside of Focal Point. Once complete, enter save.

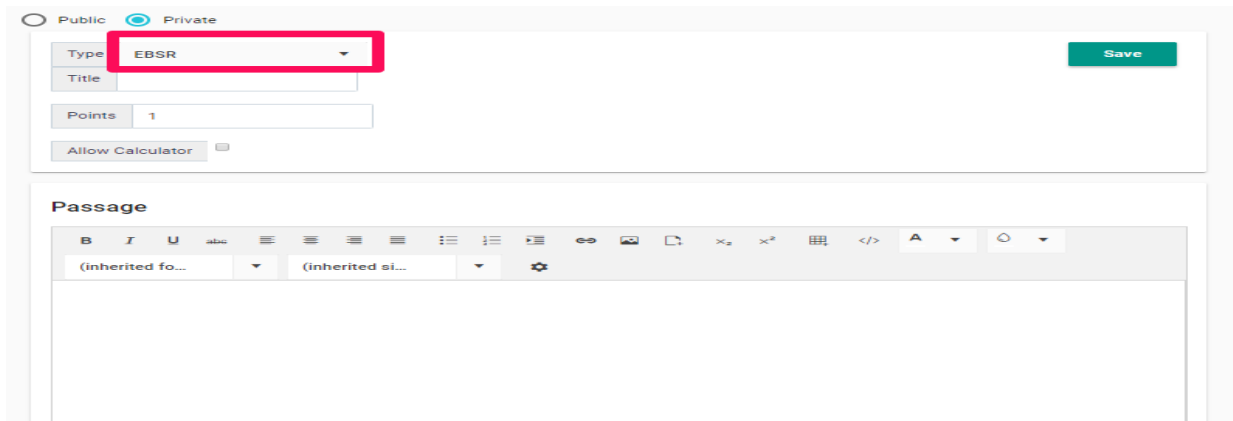


How do I create an Evidence-Based Selected Response Question (EBSR)?

An Evidence-Based Selected Response (EBSR)—Combines a traditional selected-response question with a second selected-response question that asks students to show evidence from an associated text that supports the answer they provided to the first question.

To create an EBSR (Evidence Based Selected Response) ...

Like multiple choice and extended text, select the Interaction Type 'EBSR' in the dropdown box, give the question a title, and choose if you want the question to be Public or Private. An EBSR question includes an associated narrative or passage for students to read. You will add this narrative/passage in the designated text box. Once complete, enter the 'Accuracy' question and the 'Evidence' Question using the corresponding tabs.



Like multiple choice and extended text, select the Interaction Type 'EBSR' in the dropdown box, give the question a title, and choose if you want the question to be Public or Private. An EBSR question includes an associated narrative or passage for students to read. You will add this narrative/passage in the designated text box. Once complete, enter the 'Accuracy' question and the 'Evidence' Question using the corresponding tabs.

← Question Add/Edit

Public
 Private

Title *

Type: EBSR Allow Calculator Points* 1

[Save](#)

Passage

B I U (inherited fo...) (inherited si...)

ACCURACY QUESTION
EVIDENCE QUESTION

SUBJECT
 GRADE
 STANDARDS
 BLOOMSLEVEL
 DOK
 ITEM_STYLE
 LANGUAGE
 DIFFICULTY

Record the Question, the various answer choices, and select the correct response for both the Accuracy and Evidence question. Once complete, select 'Save' and the EBSR question is now available in the item bank.

ACCURACY QUESTION EVIDENCE QUESTION

Question

B I U (inherited fo...) (inherited si...)

Which of the following statements best describes the main character Jonas?

Answers

B I U (inherited fo...) (inherited si...)

A (inherited fo...) (inherited si...)

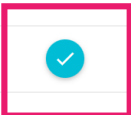







choice-1 [Remove](#)

How do I score extended text & constructed response questions using rubrics?

- When students complete an assessment that includes extended response or essay, a teacher must score these questions. Questions that originate from our item bank partners already include the associated rubrics. For questions created by teachers, rubric must be created as described earlier in this Guide. Until scored by the teacher, scores will show as 'Pending Review' (for both teachers and students) until the teacher has scored them.

Status	Performance
Pending Review	No Band

- To score the constructed response questions, click on the 'Score Test' button beside each student.

#	Member	Token	Status	Performance	Scoring/Summary	Reset/Re-Open	Test Accommodations	Activate	UploadAnswerSheet	Badge
1	Atwood Laura	9B2EA3	Pending Review	No Band		 		<input checked="" type="checkbox"/>		
2	Bruce Wayne	BB807B	Not Started	No Band				<input checked="" type="checkbox"/>		
3	Kit Harington	3080C7	Not Started	No Band				<input checked="" type="checkbox"/>		

- You will then be able to review the student response and score the response based on the rubric embedded into the platform. The Rubric provides success criteria for each level of scoring and sample responses as well.

Question - 1

TEACHER READS:

Read and complete the task that follows.

Candidate Response

Read the following paragraph.

It was a hot afternoon in August. It hadn't rained in weeks and the ground was dry and dusty. My team was playing for the league championship. It was the last out of the game; we were behind one run. We had a man on third base, but we had two outs. It was my turn to bat. I hit a long fly ball and it looked like the outfielder was going to catch it. I closed my eyes and kept running! Then I heard people shouting, and I knew the outfielder had not caught the ball! I made it to second base and the man on third scored and we won the league championship!

Revise the paragraph to improve the description of the action. Add vivid details that relate to at least four of your five senses. Maintain the basic details and exciting mood of the paragraph as you write.

It was a hot afternoon in August. The score was 2-2 and it was the bottom of the 9th inning. There were two outs and this wasn't just any game, no, this was the championship game. I finally had my chance to be the super hero. This is the moment I've been waiting for my entire life. It's all up to me. Let's make this happen! The pitcher was a giant, about 6'4" with brown curly hair, a big nose, and eyes that were staring me down. I dug into the batters box, took a swing, and CRACK! The ball exploded off my bat well into left field. BACK, BACK, BACK, BACK, GOOOOOOOOONE! We win! We did it!

2 / 5

(Between 0 and 2)

Rubric Score - 1

A response:

- Gives some evidence of the ability to improve the description with vivid details
- Includes two to three sensory references
- Does little to maintain the basic details and exciting mood of the paragraph

Rubric Score - 0

A response:

- Gives no evidence of the ability to improve the description with vivid details
- Gives little or no evidence of the use of sensory references
- Gives little or no evidence of maintaining the basic details and exciting mood of the paragraph

Sample for Score - 2

Last summer's baseball league championship was played on one of the hottest, driest days of the summer. My team, the Valley Red Socks, was behind one run in the bottom of the ninth inning and had two outs. The only good thing about the situation was that we had a runner, Nat Riley, on third base. It was my turn to bat.

The coach yelled, "Johnson, you're up! Hustle out!"

My mouth was dry, and I could taste the dust and feel the grit on my teeth. My hands were so sweaty, I could hardly hold onto the bat.

The pitcher on the opposing team wound up and threw the first pitch. "Strike one!" the umpire yelled.

I stepped back, took a deep breath, and watched the pitcher sail another strike right over the plate. "Strike two!"

Now I was down to my last strike. I had never felt so much pressure. Finally, I just closed my eyes and swung hard. As I took off for first base, I watched the ball sail out into the outfield. It looked like it was going straight into the right fielder's glove. I couldn't stand to watch, so I closed my eyes and kept running as hard as I could.










About that time I heard the fans for my team going wild. I knew the guy had dropped the ball. Nate scored the winning run and the Valley Red Socks became the league champions.

- Once finished, select 'Submit Scoring' and you will receive a confirmation showing that the assessment has successfully been scored.

SUBMIT SCORING



- Within the 'Assessment Details', both Teacher and the students will both be able to view the results of the assessment along with the test summary noting details and feedback.

#	Member	Token	Status	Performance	Scoring/Summary	Reset/Re-Open	Test Accommodations	Activate	UploadAnswerSheet	Badge
1	Atwood Laura	9B2EA3	Completed	Superior (2.00 / 2.00 = 100%)	 	 		<input checked="" type="checkbox"/>		
2	Bruce Wayne	BB807B	Not Started	No Band				<input checked="" type="checkbox"/>		
3	Kit Harington	3080C7	Not Started	No Band				<input checked="" type="checkbox"/>		

How to reset/reopen the student assessment?

Teacher can reset or reopen the student assessment from assessment details. Reopen is available for the student assessments that are already submitted.

Reset: This will reset the assessment, including the student's answers and scoring.

Reopen: This will reopen the assessment, so the student can continue working. This option will not erase the student's answers or scoring.

My Class Quiz



Start Date:
08/07/2023

Due Date:
12/31/2023

Test Status:
 Activated

Standards:

CCSS.Math.Content.7.EE.A.1 CCSS.Math.Content.7.EE.A.2 CCSS.Math.Content.7.EE.B.3 CCSS.Math.Content.7.SP.C.7
 CCSS.Math.Content.7.SP.C.8

Description:

3 Not Started 0 In Progress 0 Pending Review 3 Completed

1 Novice 1 Intermediate 0 Advanced 1 Superior



Email Tokens Print Student Grid

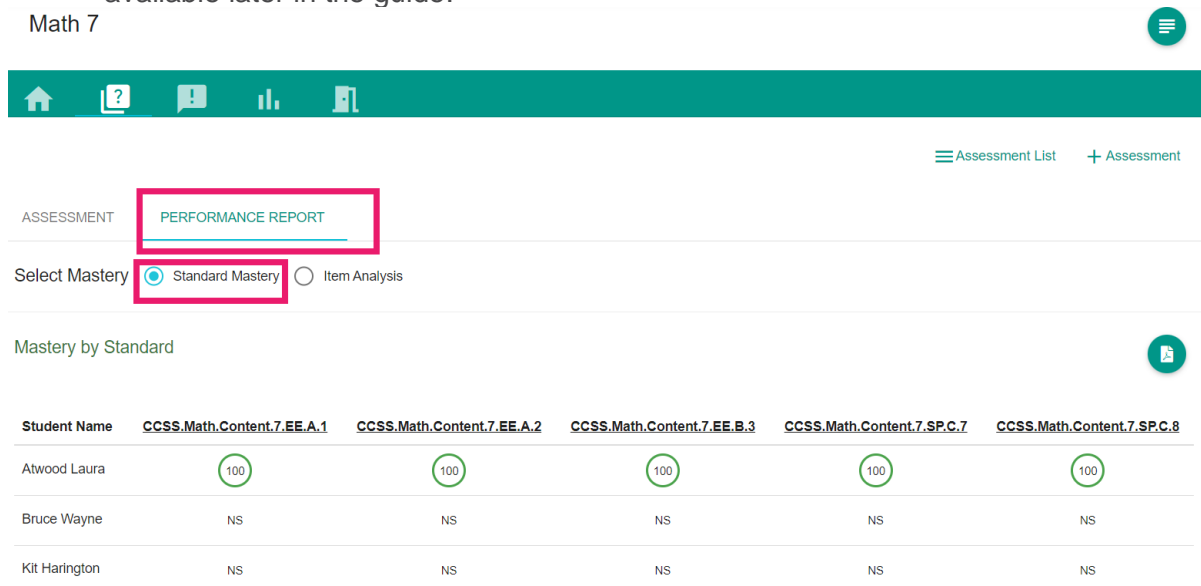
#	Member	Token	Status	Performance	Scoring/Summary	Reset/Re-Open	Test Accommodations	Activate	UploadAnswerSheet	Badge
1	Atwood Laura	7572E7	Completed	Superior (3.00 / 3.00 = 100%)				<input checked="" type="checkbox"/>		
2	Bruce Wayne	09ECD9	Not Started	No Band				<input type="checkbox"/>		
3	Kit Harington	A9833F	Completed	Intermediate (1.00 / 3.00 = 33%)				<input checked="" type="checkbox"/>		

Accessing Performance Reports

How can I access real-time performance reports immediately after a test has been administered?

- The Performance Report Tab is available to view standards mastery results and results by question immediately following an assessment. The performance report can be printed and used as a reference for instructional planning and in providing students immediate feedback. Drillable Reports and additional analytics are available under the 'Data Dashboard' tab. Step by step instructions on how to access and use these reports are available later in the guide.

Math 7



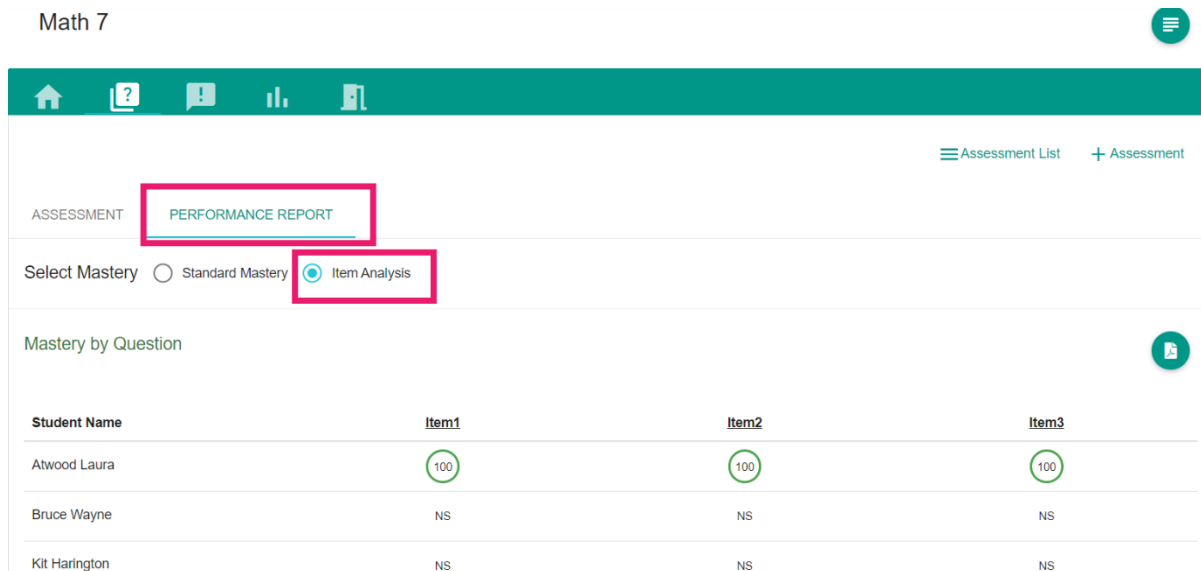
ASSESSMENT **PERFORMANCE REPORT**

Select Mastery Standard Mastery Item Analysis

Mastery by Standard

Student Name	CCSS.Math.Content.7.EE.A.1	CCSS.Math.Content.7.EE.A.2	CCSS.Math.Content.7.EE.B.3	CCSS.Math.Content.7.SP.C.7	CCSS.Math.Content.7.SP.C.8
Atwood Laura	100	100	100	100	100
Bruce Wayne	NS	NS	NS	NS	NS
Kit Harington	NS	NS	NS	NS	NS

Math 7



ASSESSMENT **PERFORMANCE REPORT**

Select Mastery Standard Mastery Item Analysis

Mastery by Question

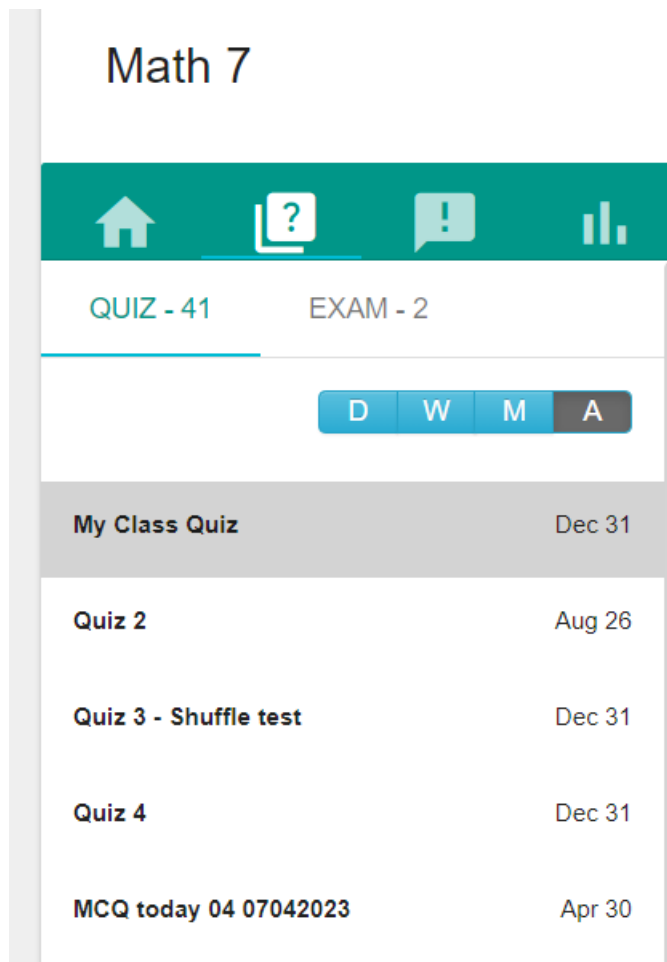
Student Name	Item1	Item2	Item3
Atwood Laura	100	100	100
Bruce Wayne	NS	NS	NS
Kit Harington	NS	NS	NS

Data Dashboards, Reports, & Other Functions

How do I create and use student badges?

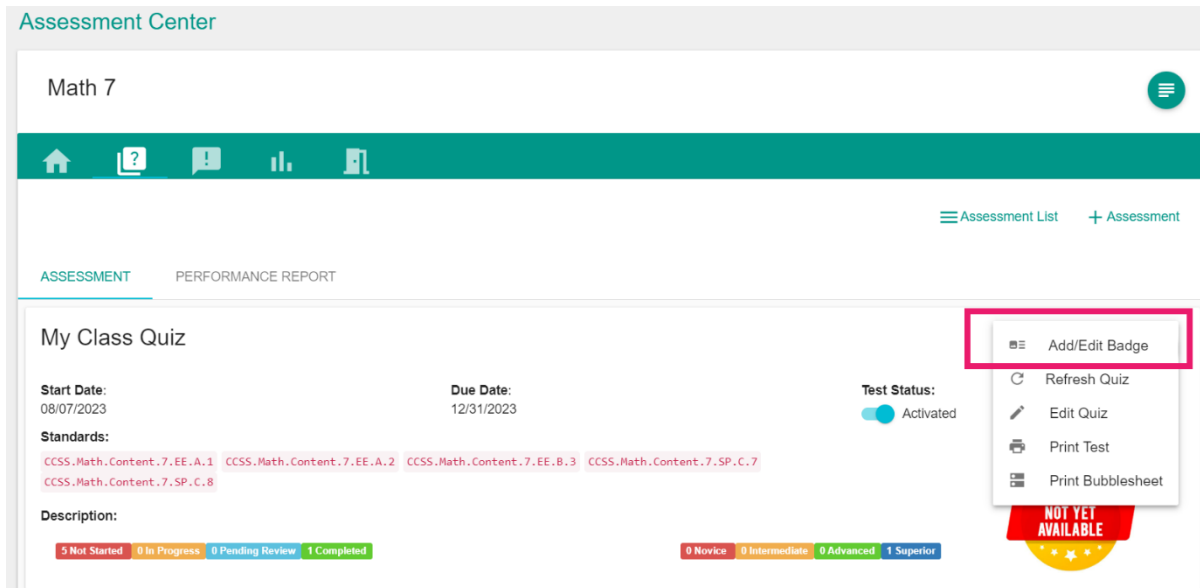
- Badges can be created and awarded to students on any assessment in FocalPointK12. To create a Badge, go into Assessment by selecting the desired Assessment under 'Assessments'.

Math 7



Assessment Name	Date
My Class Quiz	Dec 31
Quiz 2	Aug 26
Quiz 3 - Shuffle test	Dec 31
Quiz 4	Dec 31
MCQ today 04 07042023	Apr 30

- Select Add/Edit Badge



The screenshot shows the 'Assessment Center' for 'Math 7'. Under the 'ASSESSMENT' tab, the 'My Class Quiz' is displayed. The quiz is 'Activated' and has a due date of 12/31/2023. Standards listed include CCSS.Math.Content.7.EE.A.1, CCSS.Math.Content.7.EE.A.2, CCSS.Math.Content.7.EE.B.3, and CCSS.Math.Content.7.SP.C.7, CCSS.Math.Content.7.SP.C.8. Progress bars show 5 Not Started, 0 In Progress, 0 Pending Review, 1 Completed, 0 Novice, 0 Intermediate, 0 Advanced, and 1 Superior. A 'NOT YET AVAILABLE' badge is shown. A red box highlights the 'Add/Edit Badge' option in the quiz's action menu.

- Although not required, you have the option to record the criteria for earning the badge and a brief description of the badge by completing the appropriate fields.

Add/Edit Badge

Title _____

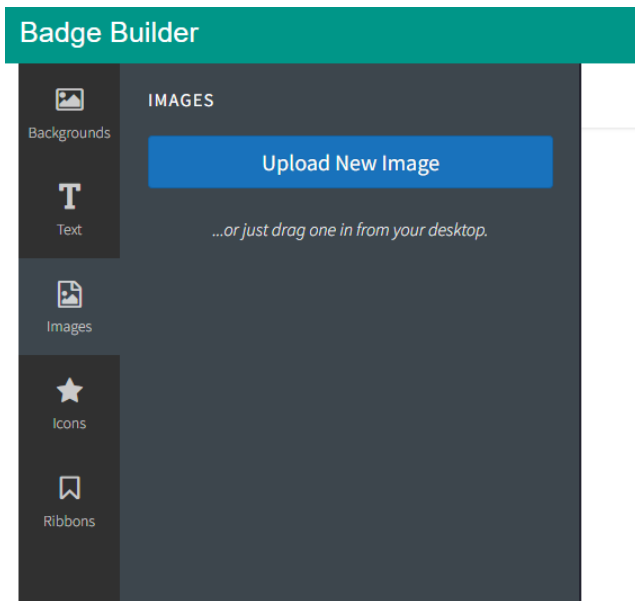
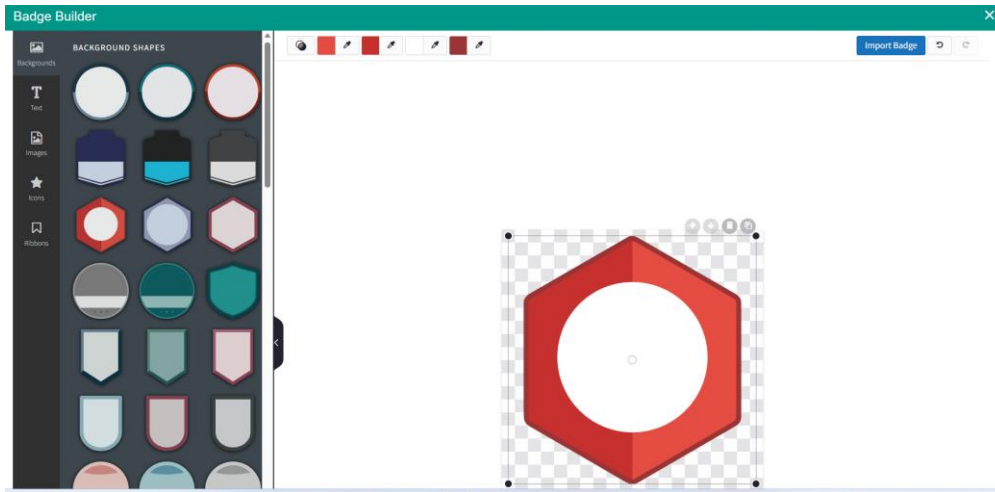
Criteria _____

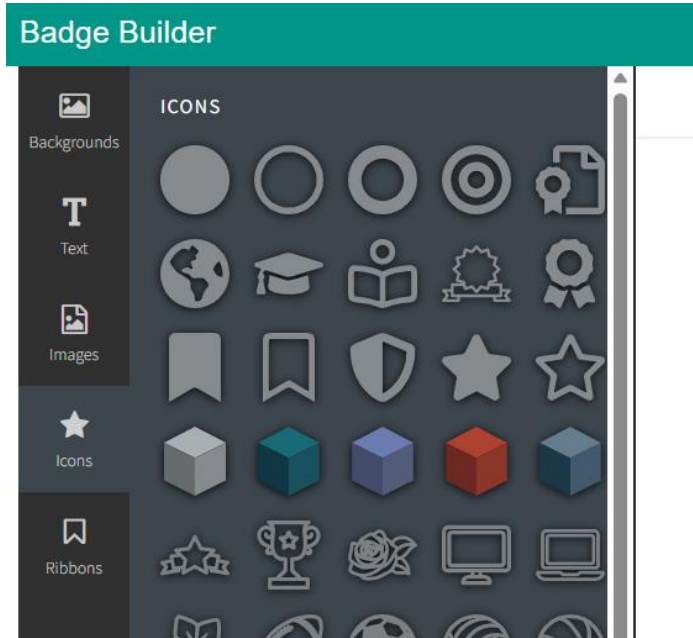
Description

Badge Description...

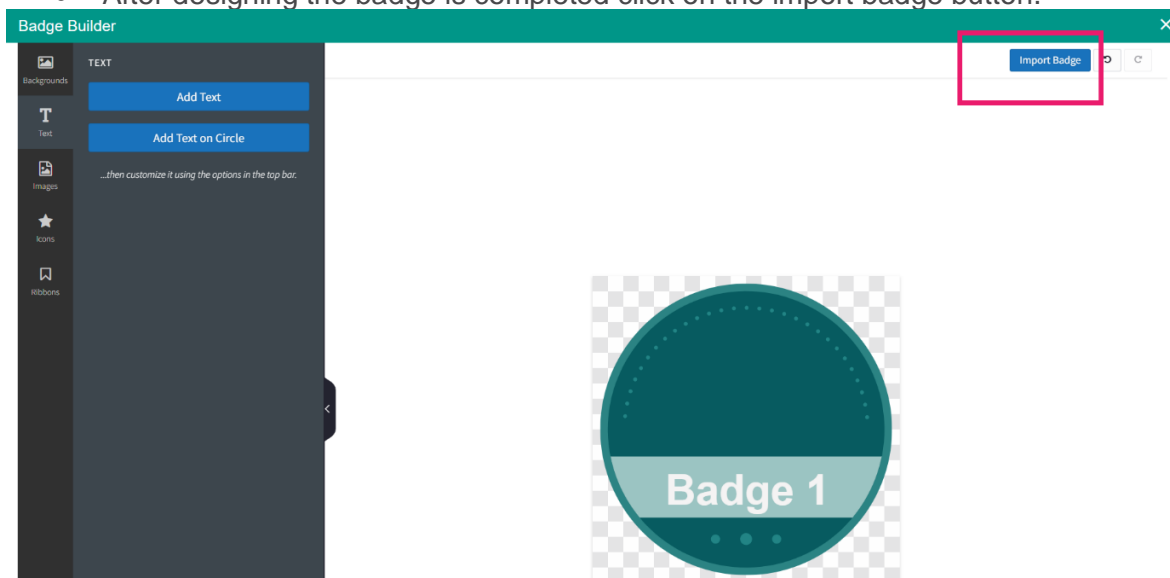
Delete badge Add/Change Badge Image

- Click on 'Add/Change Badge Image' button. Next, use the Badge Creation tool to customize your own badge by choosing the shape, icon, font, border, and colors.





- After designing the badge is completed click on the import badge button.



- Click 'Save' button at the bottom corner of the screen.

ASSESSMENT PERFORMANCE REPORT

My Class Quiz










Start Date: 08/07/2023 **Due Date:** 12/31/2023 **Test Status:** Activated

Standards:
 CCSS.Math.Content.7.EE.A.1 CCSS.Math.Content.7.EE.A.2 CCSS.Math.Content.7.EE.B.3 CCSS.Math.Content.7.SP.C.7
 CCSS.Math.Content.7.SP.C.8

Description:
 5 Not Started 0 In Progress 0 Pending Review 1 Completed
 0 Novice 0 Intermediate 0 Advanced 1 Superior

Badge 1

Email Tokens Print Student Grid

#	Member	Token	Status	Performance	Scoring/Summary	Reset/Re-Open	Test Accommodations	Activate	Upload Answer Sheet	Badge
1	Atwood Laura	7572E7	Completed	Superior (3.00 / 3.00 = 100%)	 	 		<input checked="" type="checkbox"/>		
2	Bruce Wayne	6A5B3D	Not Started	No Band				<input type="checkbox"/>		

Powered by FocalPoint Leave a Message

How do I view classroom & individual student results after a test in FocalPoint?

- As soon as students complete their assessment, teachers have real-time access to view performance results. These results show 'live' in the system on the 'Assessment' page. Teachers and students can also click on the 'performance reports' tab to get a quick view of performance at the standard and item level.

ASSESSMENT PERFORMANCE REPORT

My Class Quiz

Start Date: 08/07/2023 Due Date: 12/31/2023 Test Status: Activated

Standards: CCSS.Math.Content.7.EE.A.1 CCSS.Math.Content.7.EE.A.2 CCSS.Math.Content.7.EE.B.3 CCSS.Math.Content.7.SP.C.7
CCSS.Math.Content.7.SP.C.8

Description: 5 Not Started 0 In Progress 0 Pending Review 1 Completed 0 Novice 0 Intermediate 0 Advanced 1 Superior

Badge 1

Email Tokens Print Student Grid

#	Member	Token	Status	Performance	Scoring/Summary	Reset/Re-Open	Test Accommodations	Activate	UploadAnswerSheet	Badge
1	Atwood Laura	7572E7	Completed	Superior (3.00 / 3.00 = 100%)				<input checked="" type="checkbox"/>		
2	Bruce Wayne	6A5B3D	Not Started	No Band				<input type="checkbox"/>		

How do I view results for an individual student using Test Summary?

- As soon as students complete their assessment, teachers have real-time access to view performance results. These results show 'live' in the system on the Assessment page. Teachers can also click on 'Test Summary' to view the results for an individual student at question level.

ASSESSMENT PERFORMANCE REPORT

My Class Quiz

Start Date: 08/07/2023 Due Date: 12/31/2023 Test Status: Activated

Standards: CCSS.Math.Content.7.EE.A.1 CCSS.Math.Content.7.EE.A.2 CCSS.Math.Content.7.EE.B.3 CCSS.Math.Content.7.SP.C.7
CCSS.Math.Content.7.SP.C.8

Description: 5 Not Started 0 In Progress 0 Pending Review 1 Completed 0 Novice 0 Intermediate 0 Advanced 1 Superior

Badge 1

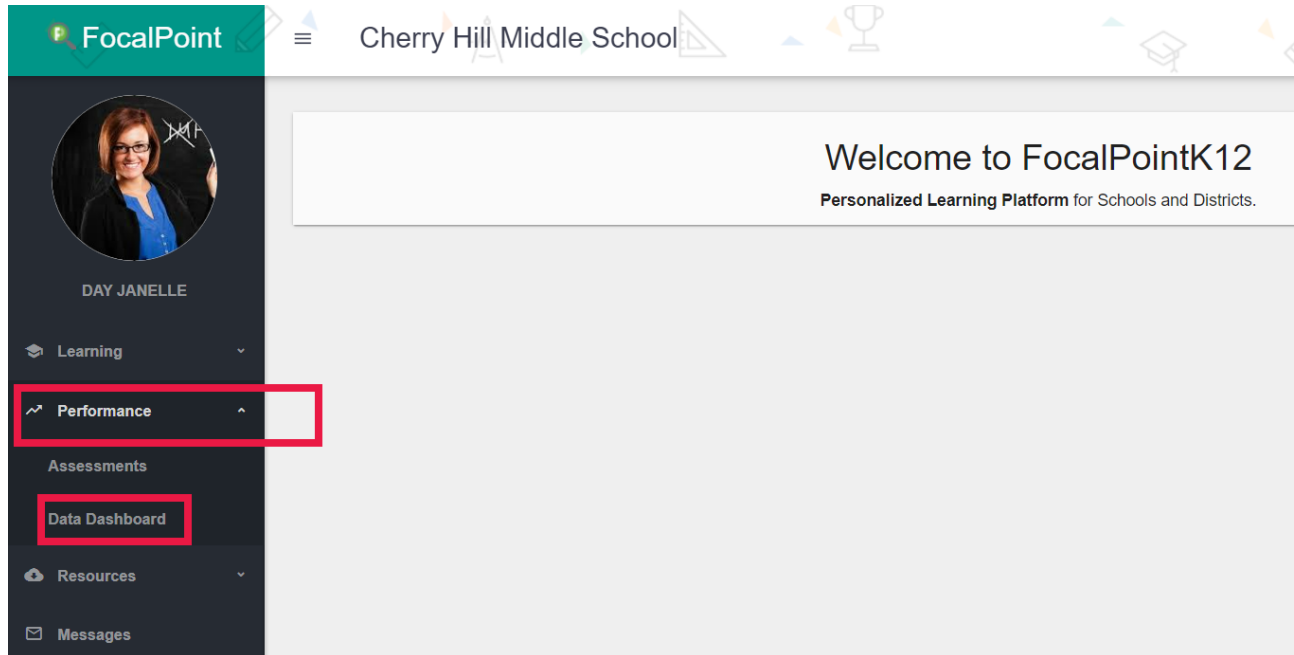
Email Tokens Print Student Grid

#	Member	Token	Status	Performance	Scoring/Summary	Reset/Re-Open	Test Accommodations	Activate	UploadAnswerSheet	Badge
1	Atwood Laura	7572E7	Completed	Superior (3.00 / 3.00 = 100%)				<input checked="" type="checkbox"/>		
2	Bruce Wayne	6A5B3D	Not Started	No Band				<input type="checkbox"/>		

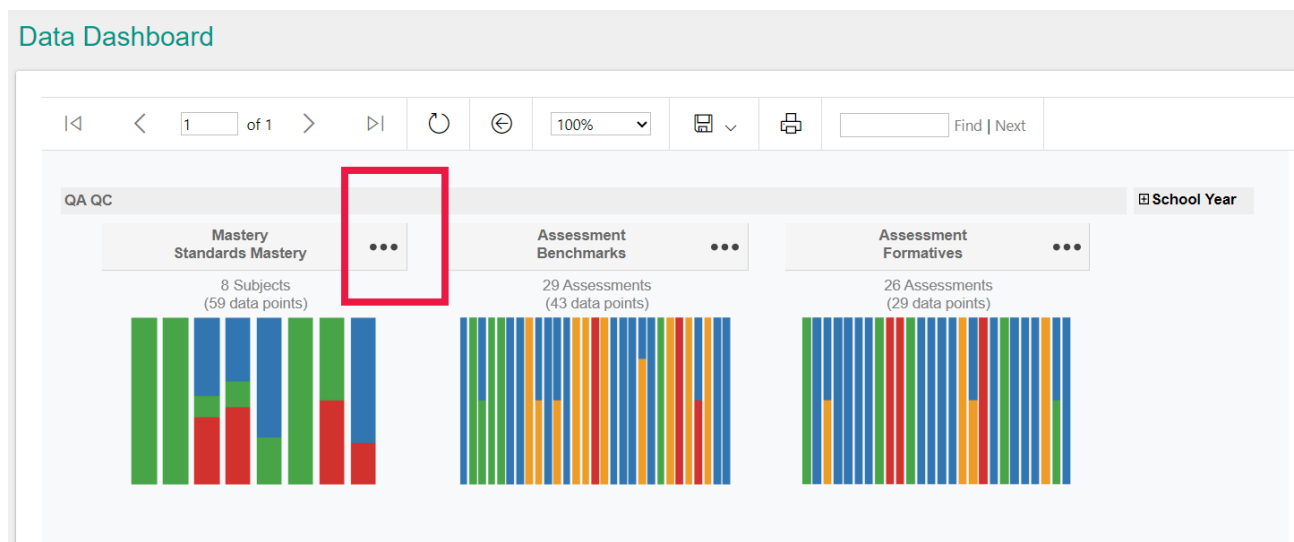
Powered by FocalPoint Leave a Message

How do I access reports that show overall mastery of standards?

- To view assessment reports, select the 'Performance' menu and select 'Data Dashboards' tab located on the left side of the page.



- In the AssessCloud™, you have the option of viewing reports that show standards mastery, district assessment results, and classroom (Formative) assessment results. To view standards mastery reports, select on the 'Standards Mastery' charts.



Note: At any point in the reports, select the back arrow and it will take you back to the previous page/report you were viewing. This is a simple way to get back to where you started before drilling into the data.

Navigation toolbar:
 ⏪
⏩
1 of 1
↺
↻
⏪
100%
📄
🖨
Find | Next

Grade 08 - Mastery - Standards
 Mastery (All Students)
 All Students
 Apply properties of operations as strategies to add, subtract, factor, and expand linear expressions with rational coefficients.
 (CCSS.Math.Content.7.EE.A.1)
Needs Improvement

Apple Grove Elementary (10 students)

Name	Grade	Gender	CCSS.Math.Content.7.EE.A.1
Bowen, Ben	08	M	Needs Improvement
Edwards, Amber	08	M	Needs Improvement
Frasure, Mary	08	F	Needs Improvement
Frederickson, Christopher	08	F	Needs Improvement
Freeman, Jade	08	F	Needs Improvement
Ham, Elizabeth	08	F	Needs Improvement
Jenson, Anna	08	F	Needs Improvement

- The Standards-Mastery reports are available for each course/class you teach. Student rosters are updated daily and sync with your district's student information system.



- Teachers can view Standards-Mastery reports by clicking on the bars that show the performance bands, the blue arrow to the right of the bars which provides more details, and by clicking on the subject hyperlink giving you a general overview of performance across domains/standards.

When clicking on the subject hyperlink...

Grade 07 - Mastery - Standards
Mastery (All Students)
All Students
Mathematics (Mathematics)
All Performance Levels
Apple Grove Elementary (19 students)

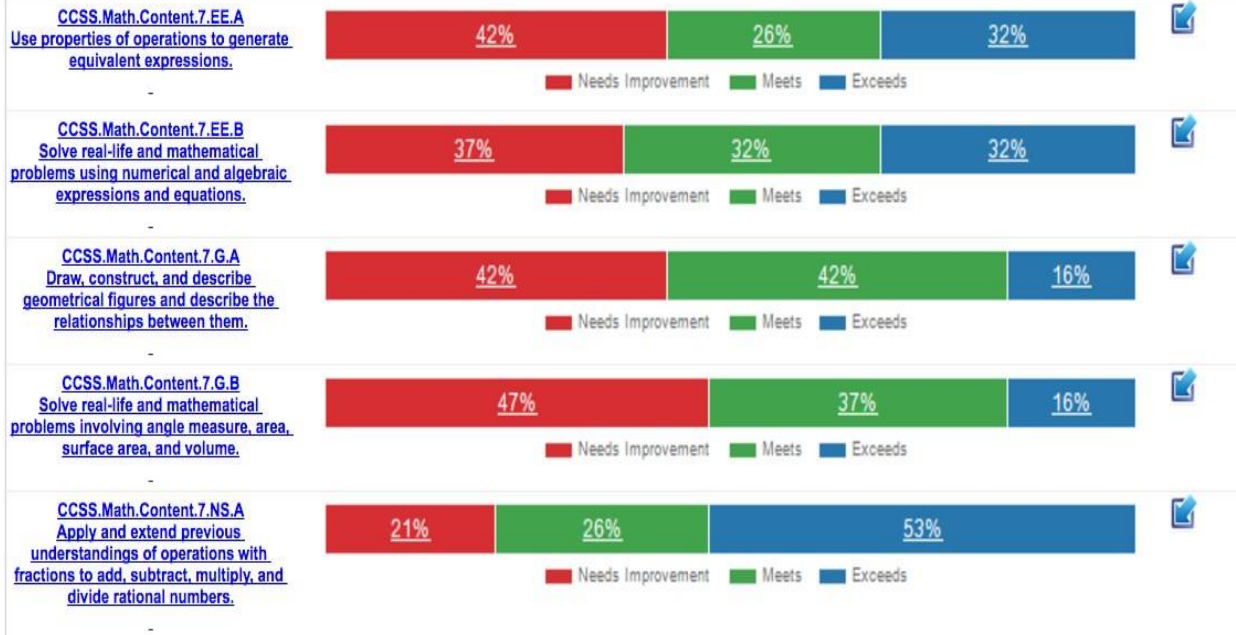
Name	Grade	Gender	Mathematics	CCSS.Math.Content.7.EE.A	CCSS.Math.Content.7.EE.B	CCSS.Math.Content.7.G.A	CCSS.Math.Content.7.G.B	CCSS.Math.Content.7.NS.A	CCSS.Math.Content.7.NS.B	CCSS.Math.Content.7.SP.A	CCSS.Math.Content.7.SP.B	CCSS.Math.Content.7.SP.C
Baker, Kaitlin	07	M	Meets	Needs Improvement	Meets	Meets	Needs Improvement	Exceeds	Needs Improvement	Meets	Meets	Needs Improvement
Boraso, Jason	07	M	Exceeds	Needs Improvement	Meets	Needs Improvement	Needs Improvement	Exceeds	Exceeds	Needs Improvement	Needs Improvement	Exceeds
Dorais, Anthony	07	M	Meets	Exceeds	Meets	Needs Improvement	Needs Improvement	Meets	Meets	Needs Improvement	Exceeds	Meets
Fields, Travis	07	F	Needs Improvement	Exceeds	Meets	Meets	Meets	Meets	Needs Improvement	Meets	Exceeds	Meets
Griggs, Phillip	07	F	Meets	Needs Improvement	Exceeds	Needs Improvement	Meets	Exceeds	Meets	Needs Improvement	Meets	Needs Improvement
Hallakova, Jazari	07	M	Exceeds	Meets	Meets	Needs Improvement	Meets	Exceeds	Exceeds	Meets	Meets	Meets
Haganand, Evelyn Jr	07	M	Meets	Meets	Exceeds	Meets	Meets	Exceeds	Meets	Meets	Meets	Meets
Jordan, Lily	07	M	Meets	Needs Improvement	Needs Improvement	Meets	Needs Improvement	Exceeds	Needs Improvement	Needs Improvement	Exceeds	Meets
Jessica, Angel	07	M	Meets	Meets	Needs Improvement	Needs Improvement	Needs Improvement	Exceeds	Needs Improvement	Needs Improvement	Needs Improvement	Meets
Leontyeva, Ariana	07	M	Meets	Needs Improvement	Exceeds	Exceeds	Needs Improvement	Needs Improvement	Meets	Meets	Exceeds	Meets
Mandi, Cory	07	M	Needs Improvement	Needs Improvement	Needs Improvement	Needs Improvement	Exceeds	Meets	Needs Improvement	Needs Improvement	Meets	Needs Improvement
Maxfield, Benjamin	07	F	Needs Improvement	Meets	Exceeds	Exceeds	Meets	Meets	Needs Improvement	Meets	Needs Improvement	Needs Improvement
Mowbray, Julie	07	M	Needs Improvement	Meets	Needs Improvement	Meets	Meets	Needs Improvement	Meets	Needs Improvement	Meets	Meets
North, Kaseya	07	M	Needs Improvement	Meets	Needs Improvement	Needs Improvement	Meets	Needs Improvement	Needs Improvement	Needs Improvement	Needs Improvement	Needs Improvement
Sabat, Emily	07	F	Exceeds	Meets	Exceeds	Exceeds	Needs Improvement	Exceeds	Meets	Meets	Needs Improvement	Needs Improvement
Smith, Ava	07	M	Meets	Needs Improvement	Needs Improvement	Meets	Meets	Exceeds	Needs Improvement	Meets	Needs Improvement	Needs Improvement
White, Jonathan	07	M	Meets	Needs Improvement	Meets	Needs Improvement	Needs Improvement	Meets	Needs Improvement	Meets	Exceeds	Needs Improvement
White, Jesse	07	M	Needs Improvement	Exceeds	Needs Improvement	Meets	Needs Improvement	Needs Improvement	Needs Improvement	Needs Improvement	Needs Improvement	Needs Improvement
Yellow Bird, Danielle	07	F	Meets	Exceeds	Needs Improvement	Meets	Exceeds	Exceeds	Meets	Needs Improvement	Exceeds	Needs Improvement

When clicking on the blue arrow icon...



Math 7 - (MAT200 1(A)-1 : 2015-2016)

Mastery - Standards Mastery - Mathematics (All Students)

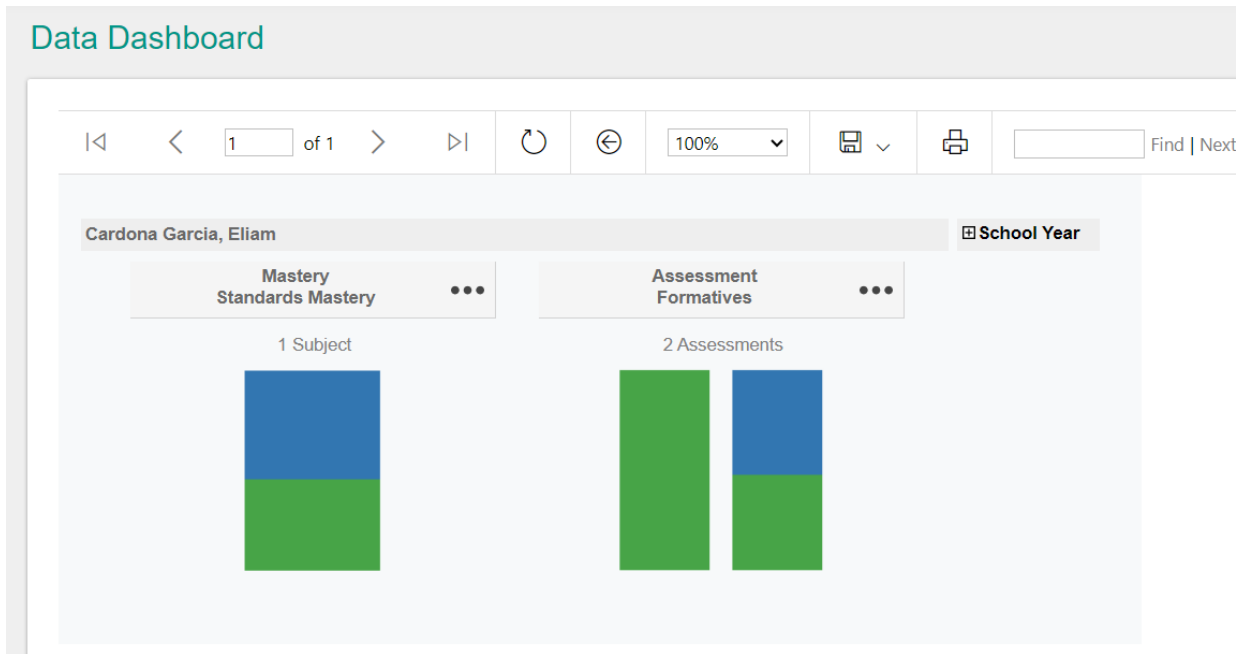


- Throughout the reports, all the bars are drill-able allowing the teacher to dig deeper into the data and gain further insight into how students are performing. You can then click on a domain or individual student to view individual student reports and additional reports.

Navigation controls: 1 of 1, 100%, Find | Next

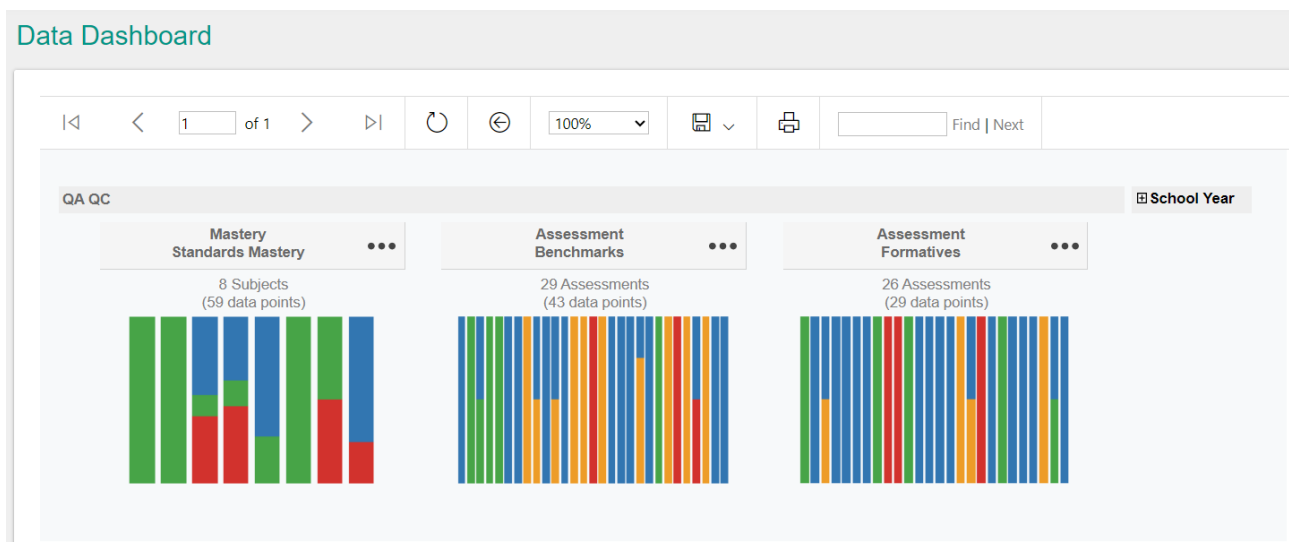
Grade 08 - Mastery - Standards Mastery (All Students) All Students Apply properties of operations as strategies to add, subtract, factor, and expand linear expressions with rational coefficients. (CCSS.Math.Content.7.EE.A.1) Needs Improvement			
Apple Grove Elementary (10 students)			
Name	Grade	Gender	CCSS.Math.Content.7.EE.A.1
Bowen, Ben	08	M	Needs Improvement
Edwards, Amber	08	M	Needs Improvement
Frasure, Mary	08	F	Needs Improvement
Fredrickson, Christopher	08	F	Needs Improvement
Freeman, Jade	08	F	Needs Improvement
Ham, Elizabeth	08	F	Needs Improvement
Jenson, Anna	08	F	Needs Improvement
Keck, Dustin W	08	M	Needs Improvement
Penning, Dawn	08	F	Needs Improvement
Randall, Joshua	08	F	Needs Improvement

- Selecting an individual student takes you to the student learner profile. This learner profile includes all assessment mastery reports for a student across all subjects and assessments.



How do I access reports that show performance on district (or school-level) benchmark & all classroom assessments?

- There are separate charts for Benchmark Assessments and Formative (Classroom) Assessments. Clicking on either of these charts gives you all tests administered in the AssessCloud™. The tests are sorted by each course/section you teach giving you quick access to drill down and access reports for data analysis and instructional planning.



How do I access reports that show performance levels on all students in my class?

- Click on Assessment Formative Chats. Now Teachers have access to a color-coded dashboard beside the name of each assessment that shows the percentage of students at the beginning, developing, proficient, and distinguished on the test. Teacher can click on any of the performance bands to access the list of students who performed at that level.



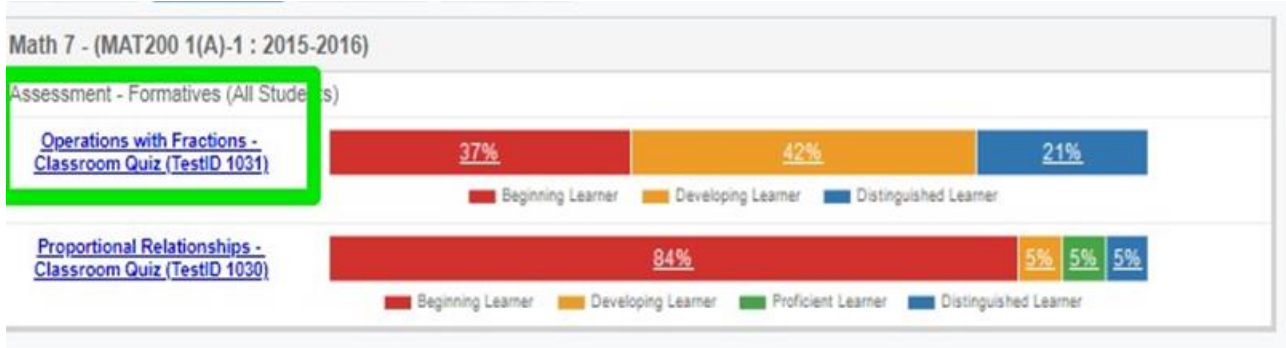
Clicking on a performance band allows access to list of students who performed at that level...

Assessment Proficiency - by Standard										
		Beginning	Developing	Proficient	Distinguished					
Click the plus (+) sign to expand the test results. Click on any circle for item level analysis										
		Combined	Baker, Kaitlin	Dansie, Jason	Doran, Anthony	Fields, Travis	Griggs, Phillip	Halbakken, Jason	Hoagland, Ricky Jr.	Huffman, Lisa
<input type="checkbox"/> Apple Grove Elementary Teacher: Day, Janelle Operations with Fractions, Classroom Quiz (4 questions)		64%	75%	100%	50%	50%	75%	75%	100%	75%

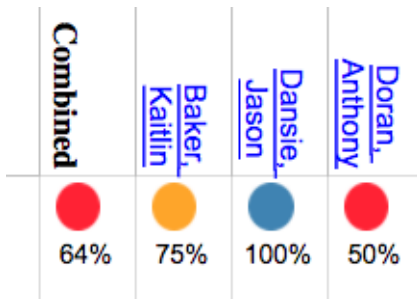
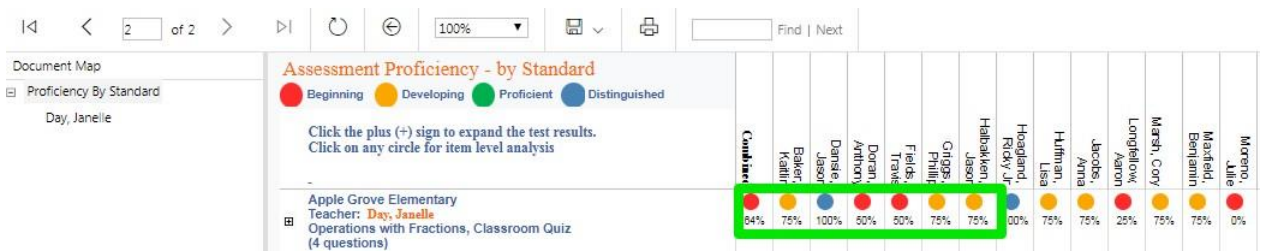
How do I access reports that show both classroom and individual student assessment analysis?

The data dashboards give teachers the flexibility to drill down into various reports. To access these reports, follow the steps below:

- Select the test by clicking on the name of the test.



- Once you've selected the test, you have the option to drill into and analyze results as a combined total of all students or on any student individually by clicking on any of the color-coded circles.



- Once you've clicked on a circle (combined score or individual student score), you can view a report that shows how student(s) answered each question, the type of question, and the standard(s) aligned to that item.

Assessment Item Analysis

Operations with Fractions, Classroom Quiz									
All students									
	Item Type	No Response	0	A / 1	B / 2	C / 3	D / 4	Other	Standards
<input type="checkbox"/> Question 1 (1 point)	Multiple Choice, single correct response			46%	21%	21%	13%		CCSS.Math.Content.7.NS.A.3
<input type="checkbox"/> Question 2 (1 point)	Multiple Choice, single correct response			18%	26%	31%	26%		CCSS.Math.Content.7.NS.A.3
<input type="checkbox"/> Question 3 (1 point)	Multiple Choice, single correct response			5%	77%	5%	13%		CCSS.Math.Content.7.NS.A.2
<input type="checkbox"/> Question 4 (1 point)	Multiple Choice, single correct response			87%	5%	8%	0%		CCSS.Math.Content.7.NS.A.2

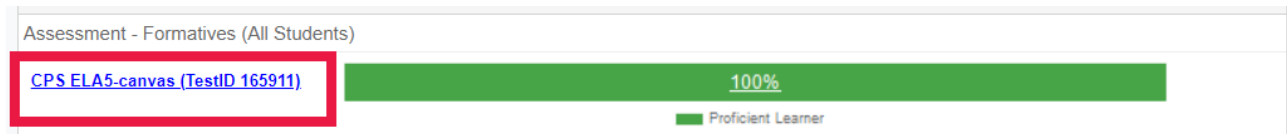
	Item Type	No Response	0	A / 1	B / 2	C / 3	D / 4	Other	Standards
<input type="checkbox"/> Question 1 (1 point)	Multiple Choice, single correct response			46%	21%	21%	13%		CCSS.Math.Content.7.NS.A.3
Baker, Kaitlin				✓					
Brandis, Colt					✓				
Charlton, Shawn				✓					
Dansie, Jason				✓					
Doran, Anthony							✓		
Dutson, Arin						✓			
Eardley, Amanda					✓				
Fields, Travis						✓			
Griggs, Phillip				✓					
Halbakken, Jason				✓					
Haun, Christopher						✓			
Hegemann, Brandon					✓				
Hoagland, Ricky Jr.				✓					

- Clicking on the + symbol to the left of the question expands the report allowing you to see the list of students who took the assessment and how they answered the question.

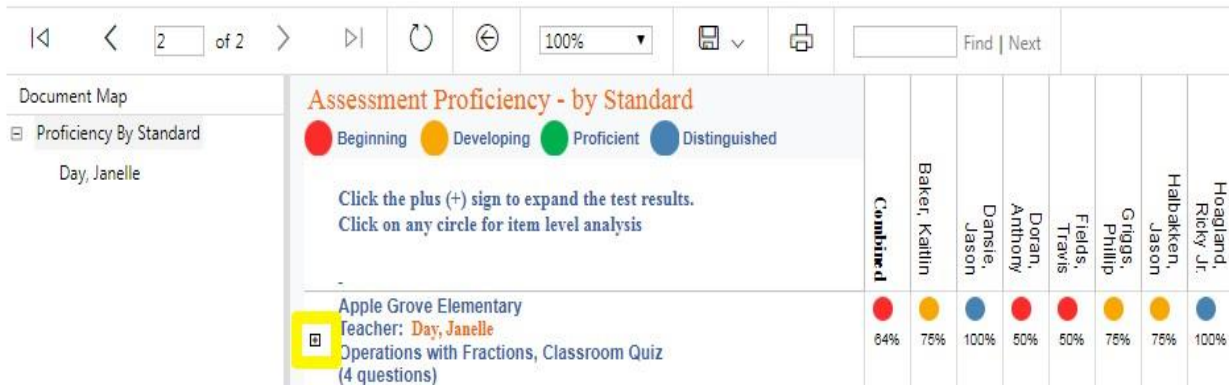
How do I access reports that show results by question?

How do I access reports that show results by domain and standard?

- Click on the name of the assessment you wish to review.



- Use the + symbol on the left to expand and provide additional reporting.



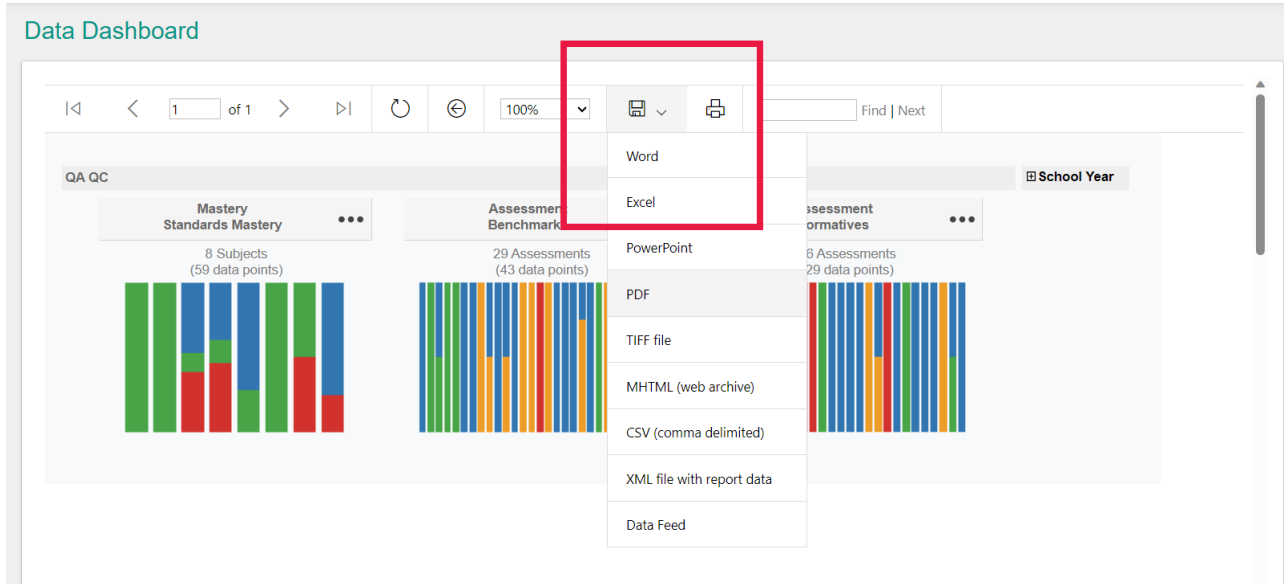
Apple Grove Elementary
Teacher: Day, Janelle
Operations with Fractions, Classroom Quiz
(4 questions)

- Continue using the + symbol to expand the report to show results on all questions based on Domain, Standard(s), and questions.

Assessment Proficiency - by Standard		Combined	Baker, Kaitlin	Dansie, Jason	Doran, Anthony	Fields, Travis	Griggs, Phillip	Habakken, Jason	Hoagland, Ricky Jr.	Huffman, Lisa	Jacobs, Anna	Longfellow, Aaron	Marsh, Cory	Maxfield, Benjamin	Moreno, Julie	North, Kaedee	Salter, Emily
Click the plus (+) sign to expand the test results. Click on any circle for item level analysis																	
<input checked="" type="checkbox"/> Apple Grove Elementary Teacher: Day, Janelle Operations with Fractions, Classroom Quiz (4 questions)		84%	75%	100%	50%	50%	75%	75%	100%	75%	75%	25%	75%	75%	0%	25%	75%
<input checked="" type="checkbox"/> Mathematics (4 questions)		84%	75%	100%	50%	50%	75%	75%	100%	75%	75%	25%	75%	75%	0%	25%	75%
<input checked="" type="checkbox"/> Apply and extend previous understandings of operations with fractions to add, subtract, multiply, and divide rational numbers. (4 questions)		84%	75%	100%	50%	50%	75%	75%	100%	75%	75%	25%	75%	75%	0%	25%	75%
<input checked="" type="checkbox"/> CCSS.Math.Content.7.NS.A.2 Apply and extend previous understandings of multiplication and division and of fractions to multiply and divide rational numbers. (2 questions)		84%	100%	100%	100%	100%	100%	100%	100%	100%	100%	60%	100%	100%	0%	0%	100%
Question 3 (1 point)		70%															
Question 4 (1 point)		80%															
<input checked="" type="checkbox"/> CCSS.Math.Content.7.NS.A.3 Solve real-world and mathematical problems involving the four operations with rational numbers. (2 questions)		45%	50%	100%	0%	0%	50%	50%	100%	50%	50%	0%	50%	50%	0%	50%	50%

How do I print reports and/or convert reports to other formats?

- When viewing reports, teachers have the option to print/convert reports into a variety of formats that include XML, CSV, PDF, MHTML, EXCEL, & TIFF. To print a report or to convert the data into another format, use the drop-down menu coming from the 'disk icon' located at the top of the page.



How do I navigate my way back to other reports after drilling into various data?

- At any point in the reports, select the blue arrow and it will take you back to the previous page/report you were viewing. This is a simple way to get back to where you started before drilling into the data.



JANELLE DAY

- Learning
- Performance
- Resources
- Help

Data Dashboard

Grade 07 - Mastery - Standards Mastery (All Students)
All Students Mathematics (Mathematics)
Needs Improvement

Apple Grove Elementary (6 students)

Name	Grade	Gender	Mathematics	CCSS.Math.Content.7.EE.A	CCSS.Math.Content.7.EE.B	CCSS.Math.Content.7.G.A
Fields, Travis	07	F	Needs Improvement	Exceeds	Meets	Meets
Marsh, Cory	07	M	Needs Improvement	Needs Improvement	Needs Improvement	Needs Improvement
Maxfield, Benjamin	07	F	Needs Improvement	Meets	Exceeds	Exceeds
Moreno, Julie	07	M	Needs Improvement	Meets	Needs Improvement	Meets
North, Kaedee	07	M	Needs Improvement	Meets	Needs Improvement	Needs Improvement
White, Jessie	07	M	Needs Improvement	Exceeds	Needs Improvement	Meets

Accessing Assessment Dashboards

How can I access real time assessment reports immediately after an assessment is scored?

How to reopen the student assessment

How to reset the token