

Teacher Quick Guide

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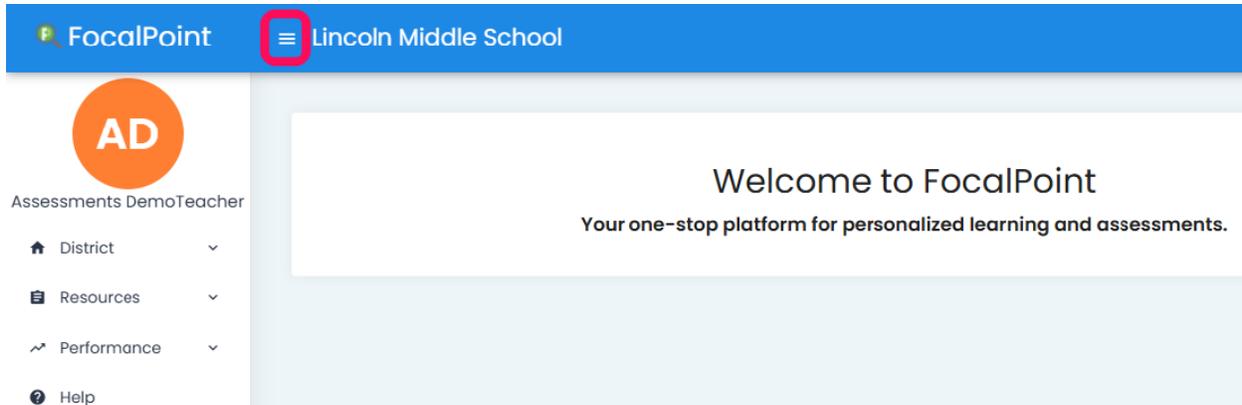
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General Platform information:

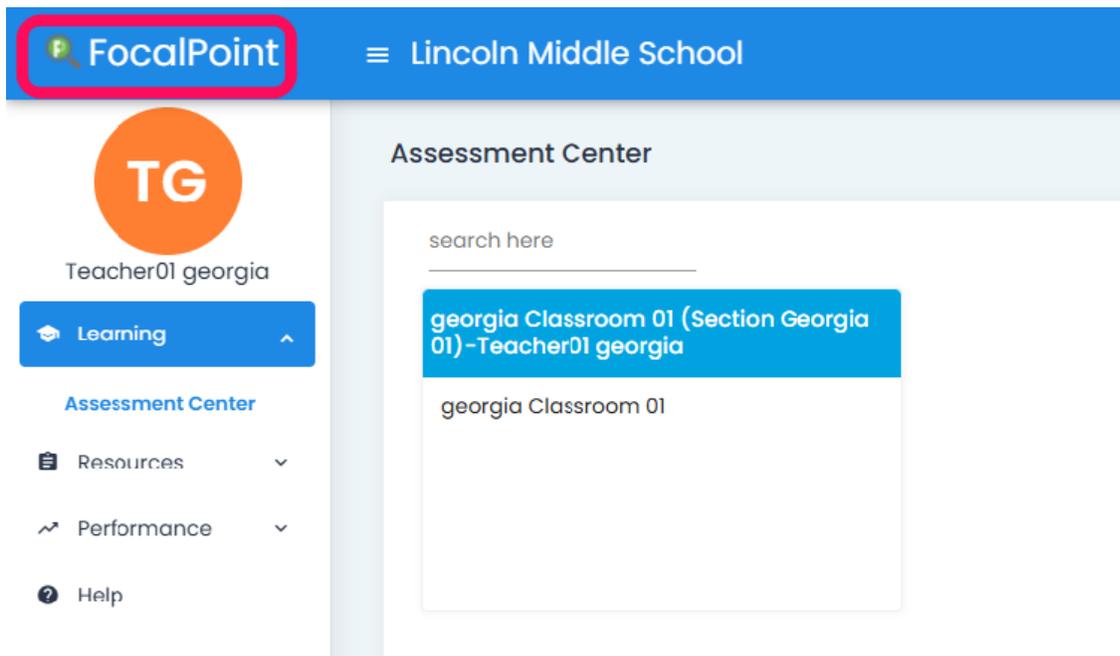
- How do I access the menu on the left side of the page?

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



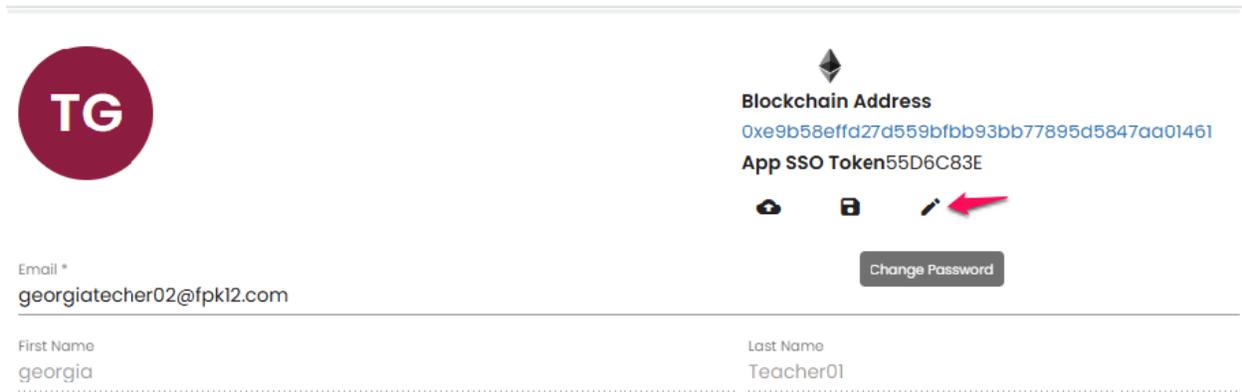
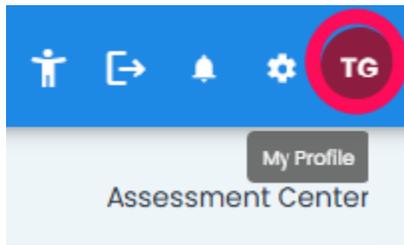
- How do I get back to the 'homepage' when using Focal Point?

Select the Focal Point 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.



- How do I view or edit my profile?

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.

FocalPoint Lincoln Middle School

Teacher01 georgia

Learning Resources Performance Help

My Profile Profile

TG

Blockchain Address
0xe9b58effd27d559bfbb93bb77895d5847aa01461

App SSO Token55D6C83E

Email *
georgiatecher02@fpk12.com

First Name georgia Last Name Teacher01

Profile Notification Preferences

My Profile

TG

Blockchain Address
0xe9b58effd27d559bfbb93bb77895d5847aa01461

App SSO Token55D6C83E

Save Profile

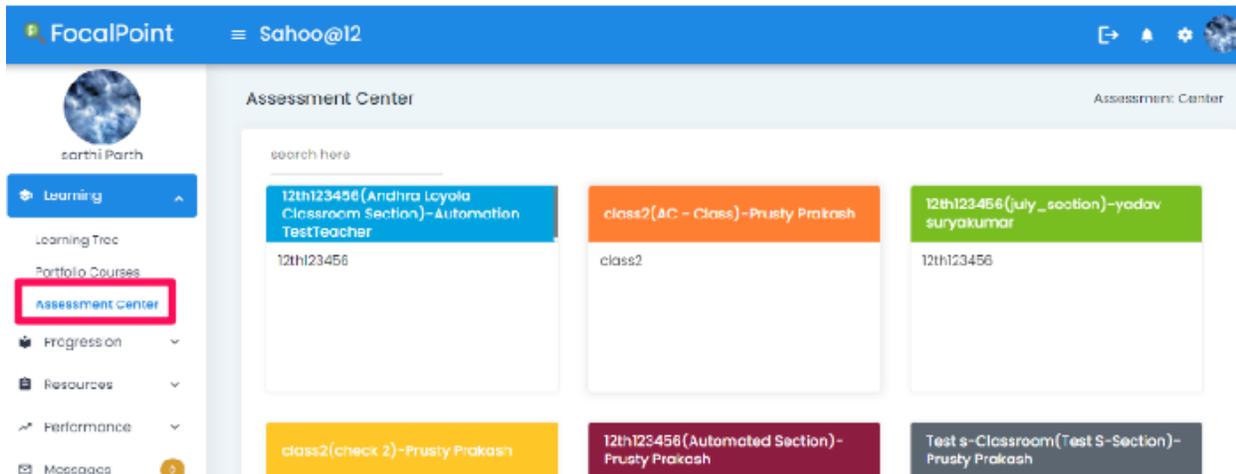
Email *
georgiatecher02@fpk12.com

First Name georgia Last Name Teacher01

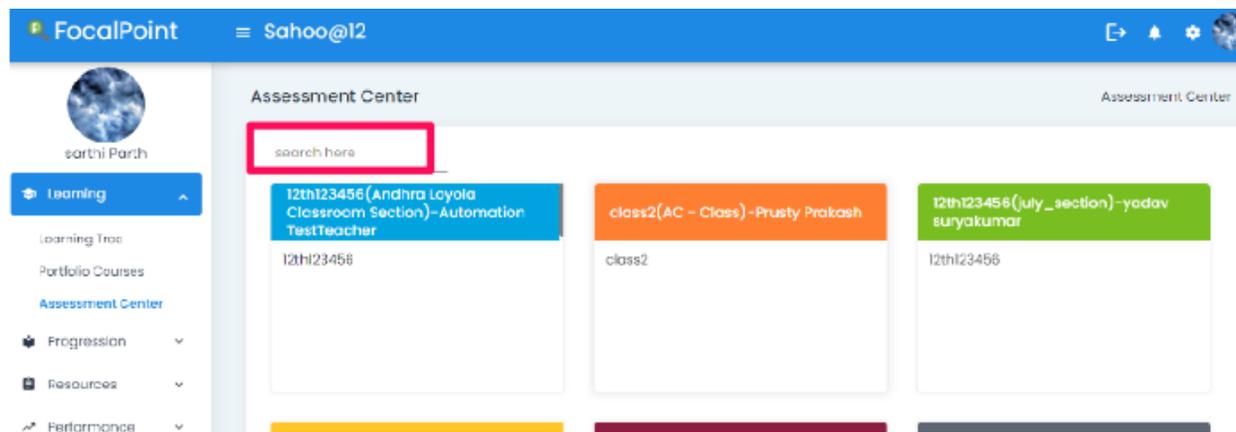
Students Taking Tests: 3 Options (Virtual Classroom, Token, Paper):

1)Virtual Classroom method:

The student should navigate to "Learning" and select "Assessment Center" to view the available assessments.



Choose the assessment by either searching for its name or scrolling down manually.



From the homepage, select the assessments and then launch the exam.

FocalPoint Sahoo@12

sarthi Parth

Assessment Center Courses >

class2(AC - Class)-Prusty Prakash : AC - Class

Prusty Prakash
AC - Class - class2 wegh fgh
AC - Class12 2345678 3456789

Assessments

QUIZ - 0	EXAM - 27
Benchmark AC	
demo4554	
Benchmark -4	

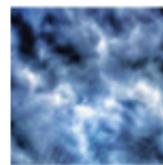
Announcements

Day	Week	Mon
	123456	

1 - 1 of 1 |<

Items per p

Click on "Begin Test" to start.



sarthi Parth

Benchmark AC

Instructions:

1. This is not a timed test.
2. There will be 2 questions in the test.
3. The total points for the test is 2.
4. No points are awarded or deducted for answers that are not selected.

BEGIN TEST

2)Token Method:

Once the exam has been activated by the teacher, the student will receive a 6-digit token from the teacher to access the exam.

The student should open the link below, enter the provided token, and begin the test.

Token URL - <https://lms.backpack.education/QTIPlayer>



Please enter valid test token *

SUBMIT TOKEN

3) 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.

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

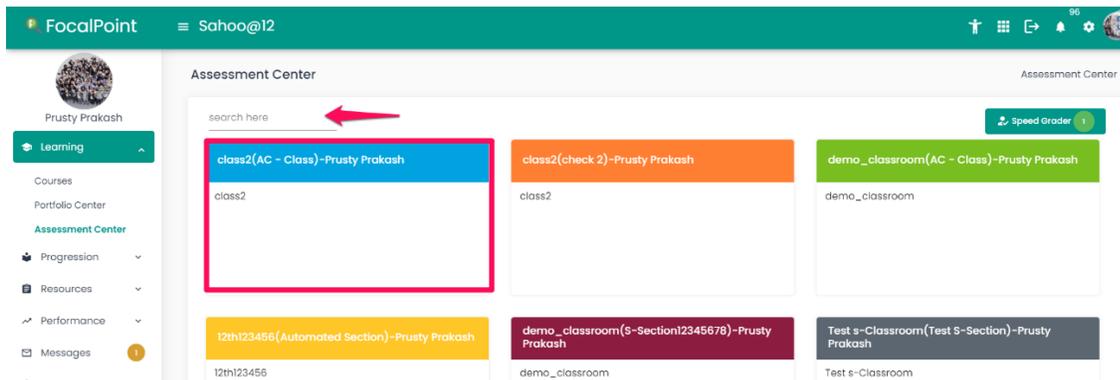
- Entering responses for a paper administration
- To transcribe the student's answers into the platform a teacher has 2 options.
- Log in as the student either via Token or Virtual Classroom
- Impersonate the student.

- To do this, you first need to log into Focal Point. Go to Assessment center and select the classroom in which the student is enrolled.
- Scroll down and find the “Students” layout. 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'.
- 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 student's answer 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.

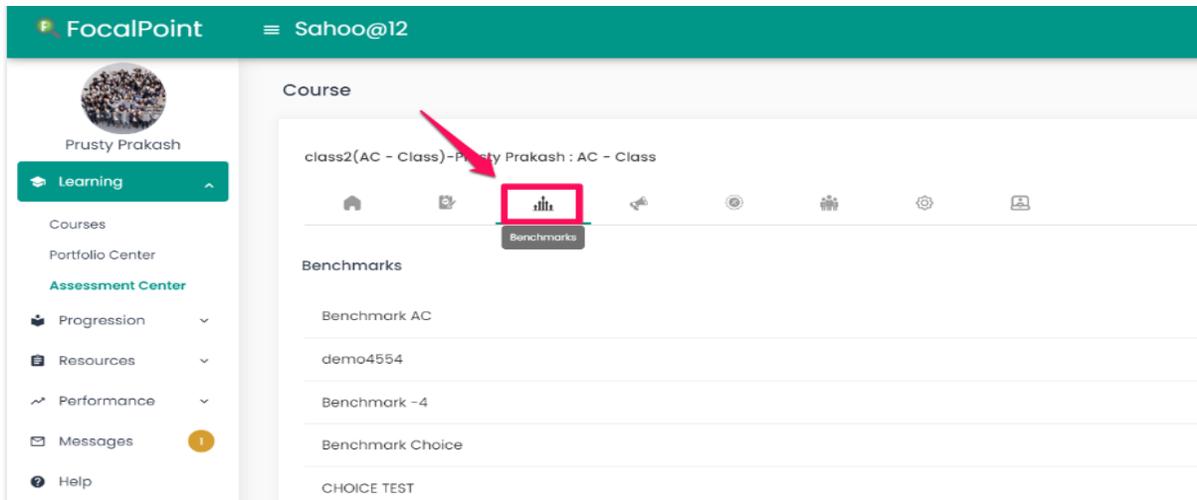
Benchmark Assessments: Creation through student testing:

Viewing an Assigned District Benchmark:

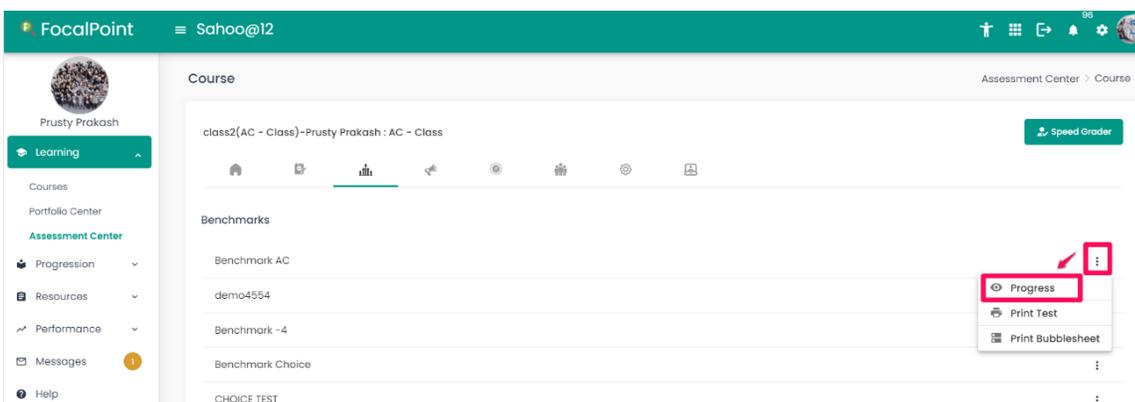
- To view an assigned district benchmark as a teacher, begin by selecting Learning << Assessment Center.
- This can also be done by selecting the 'Assessments' tab, selecting 'Assessment List', then selecting 'Exam'.
- In the Assessment Center, the courses will be displayed.
- You can also search by typing the name of the course in the search field



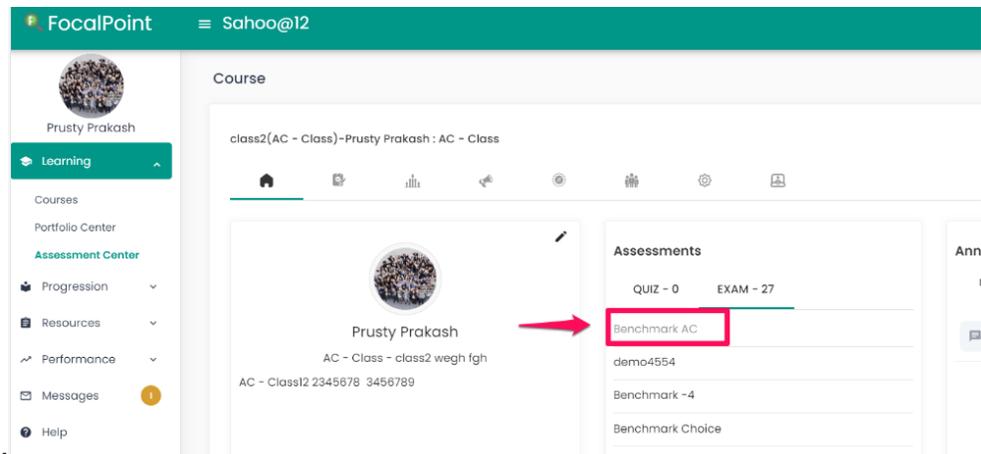
- Once you select the course, the Home page will be displayed.
- In the 'Assessments' section on the Home page, select 'Exams', where all district assigned benchmarks will appear.
- You can also view the exams under the "Benchmarks" tab.



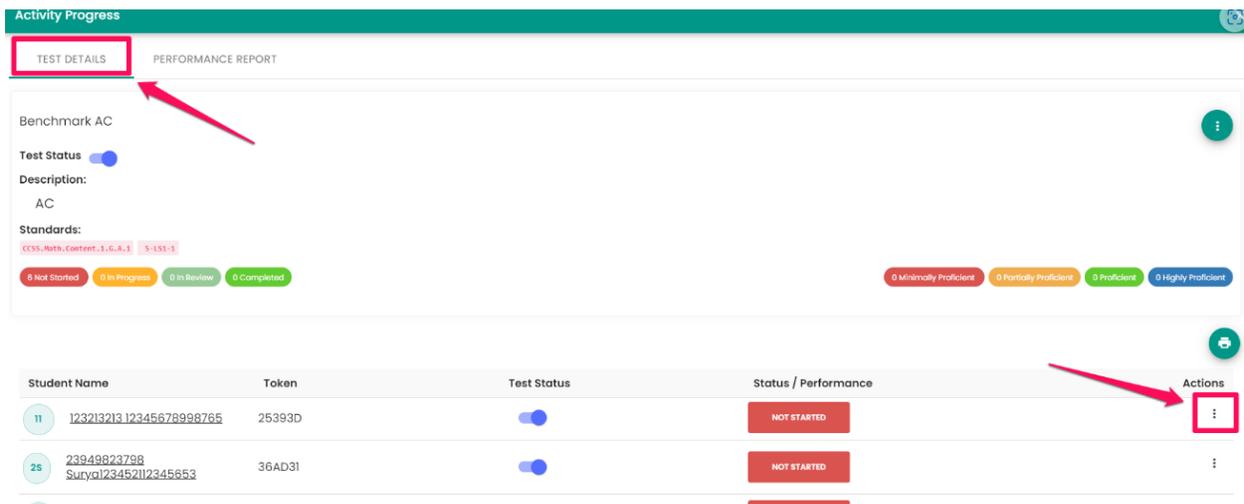
- In order view the Progress of the Benchmark, please click on the 3 dots on the right against the exam.



- You can also view the details of the exam by selecting the Benchmark on the Home page.



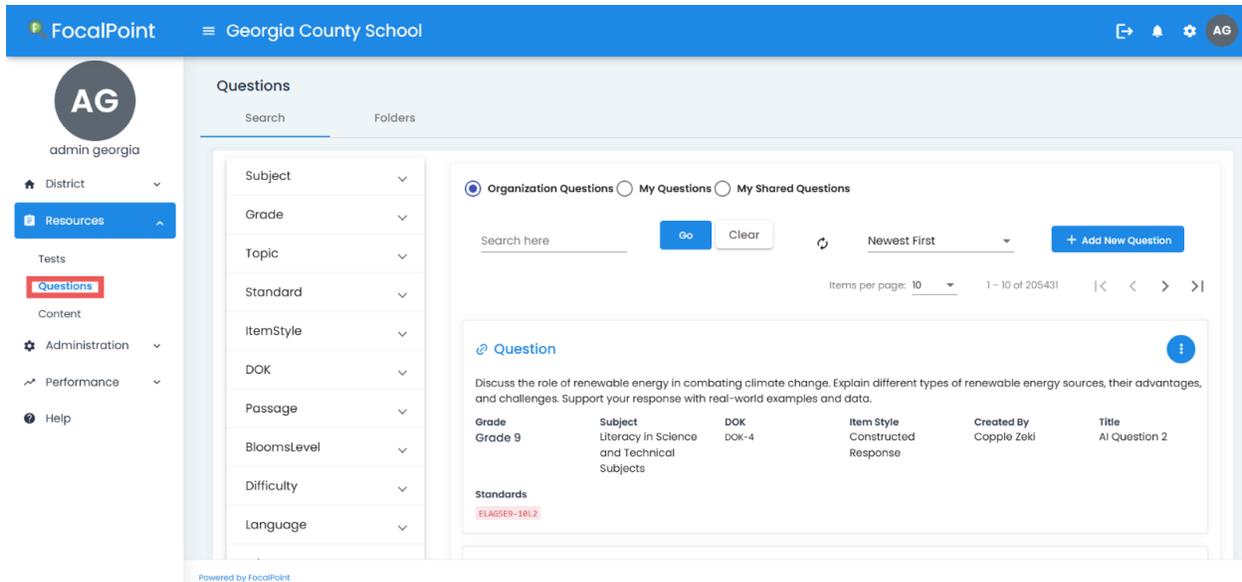
- It redirects to the Activity Progress page as shown below. And it will now show the student status for the exam and standards for the exam
- Click on Action (3 dots) against the student's name you will find test details, reset, re-open and test accommodations.



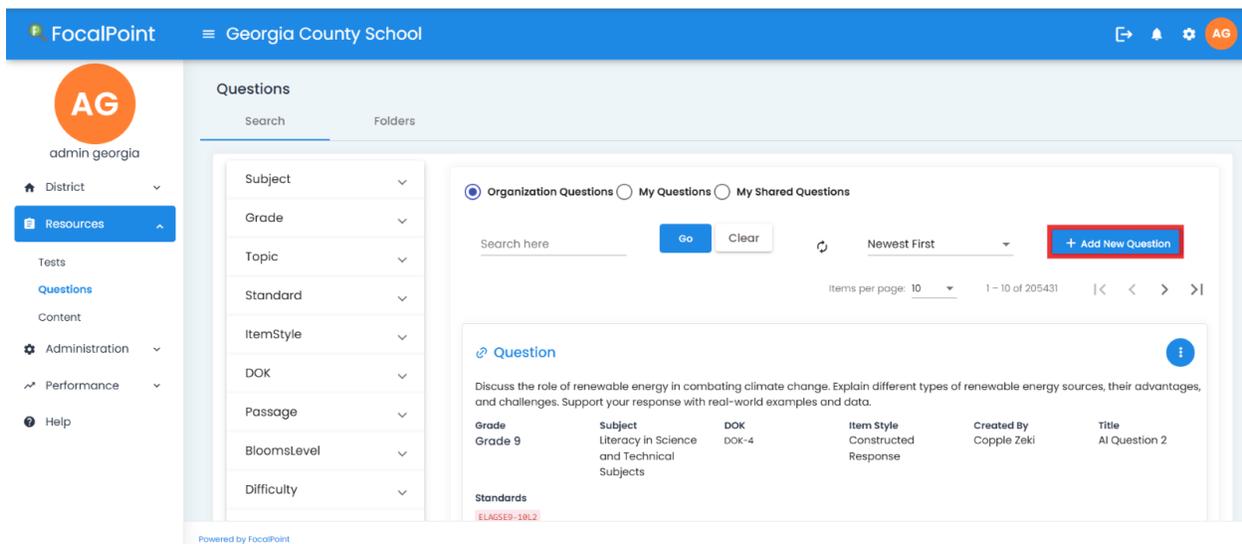
Creating Questions (Fill in the blanks, match, order, ESB, Extended Text)

On the left-hand side of the toolbar, navigate to the Resources tab and select the Questions tab.

You will now find the landing page to create the questions.



To add or create a new question, click on the ‘+Add New Question’ tab in the top-right corner of the page.



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.

Public Private

Title *

Type: Choice

Allow Calculator: None

Points: 1

Negative Mark: 0

Shuffle Choice Multiple Response

Generate AI Question

Question

Number of correct answer: 1

Type here

Save

Using the drop-down box, select the type of question you want to create.

Public Private

Title *

Type: Choice

Allow Calculator: None

Points: 1

Negative Mark: 0

Shuffle Choice Multiple Response

Number of correct answer: 1

Type here

Save

Tag and align the question with the relevant curriculum standards and other applicable fields. It is essential to tag the question to the correct standard(s) to ensure accurate standard mastery reports for analysis.

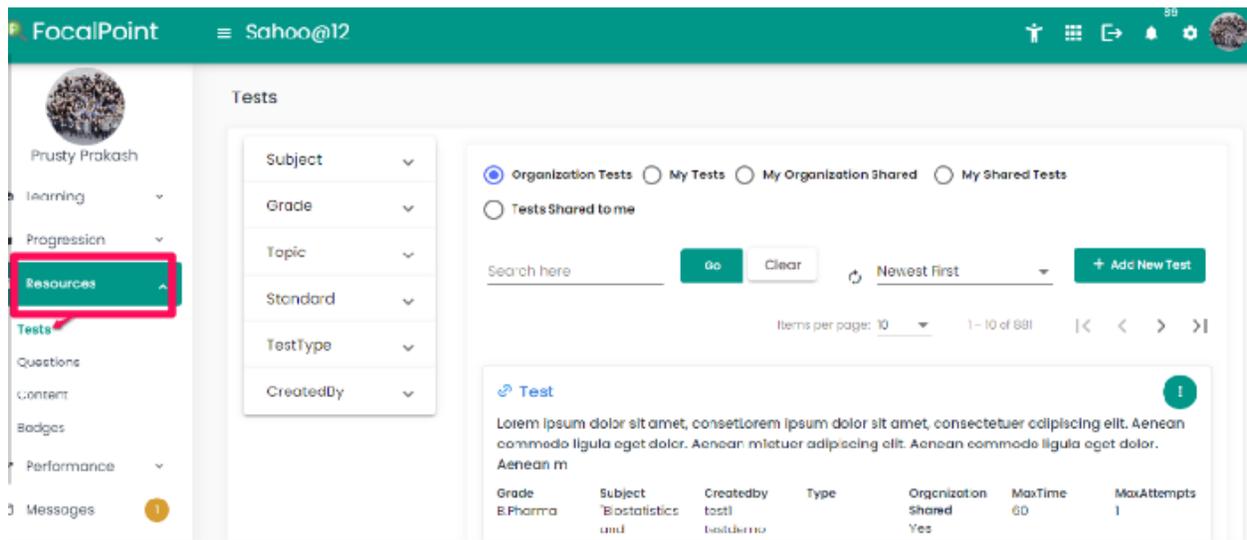
And then click on save.

Once saved, questions will appear in resources “My questions” if you have selected as private.

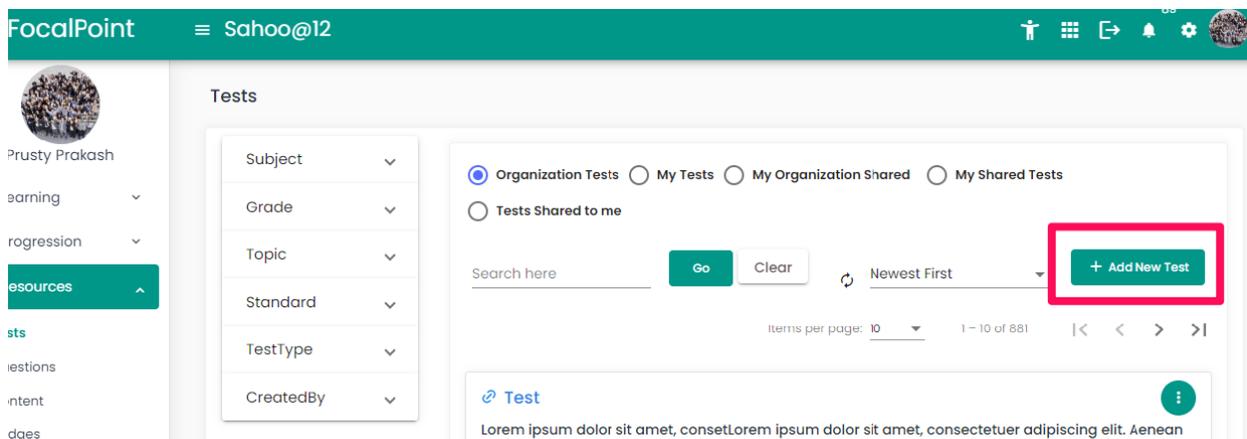
Formative Resources: Creation through student testing:

How do I create a Test?

- Click on the Menu button that appears to the right of the Focal Point 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'.



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



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.

Add/Edit Test 90

TestType ^

search here

Summative
SLO
Formative

Questions 0 [Find Questions](#)

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.

Add Questions

- Subject v
- Grade v
- Topic v
- Standard v
- ItemStyle v
- DOK v
- Passage v
- Provider v
- Publisher v
- BloomsLevel v
- Difficulty v

Organization Questions
 My Questions
 My Shared Questions

Search here

Items per page: 10 v

[Question](#) 3bb240-a44e-4391-b191-99de88df97

check passage question duplicate

Provider FocalpointK12	Item Style Constructed Response	Created By test1 testdemo
----------------------------------	---	-------------------------------------

Standards

CBCP.BRM.1

[Question](#) 3fe8b6e5-7c6d-4c6b-9a5e-9f00d0db40e7

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.)

Subject ▾
Grade ▾
Topic ▾
Standard ▾
ItemStyle ▾
DOK ▾
Passage ▾
Provider ▾
Publisher ▾

Organization Questions My Questions My Shared Questions Continue & Save →

Search here Go Clear Newest First 0 selected

Items per page: 10 1 - 10 of 24357 |< < > >|

Question 3bbeb240-a44e-4391-b191-99de88df97

check passage question duplicate

Provider	Item Style	Created By	Title
FocalpointK12	Constructed Response	test1 testdemo	check passage question duplicate

Standards

CRP.ARM.1

Once you've selected all the questions you want to include in your test and added them, click 'Continue and Save' to go back to the 'Test Details' screen.

d Questions

Subject ▾
Grade ▾
Topic ▾
Standard ▾
ItemStyle ▾

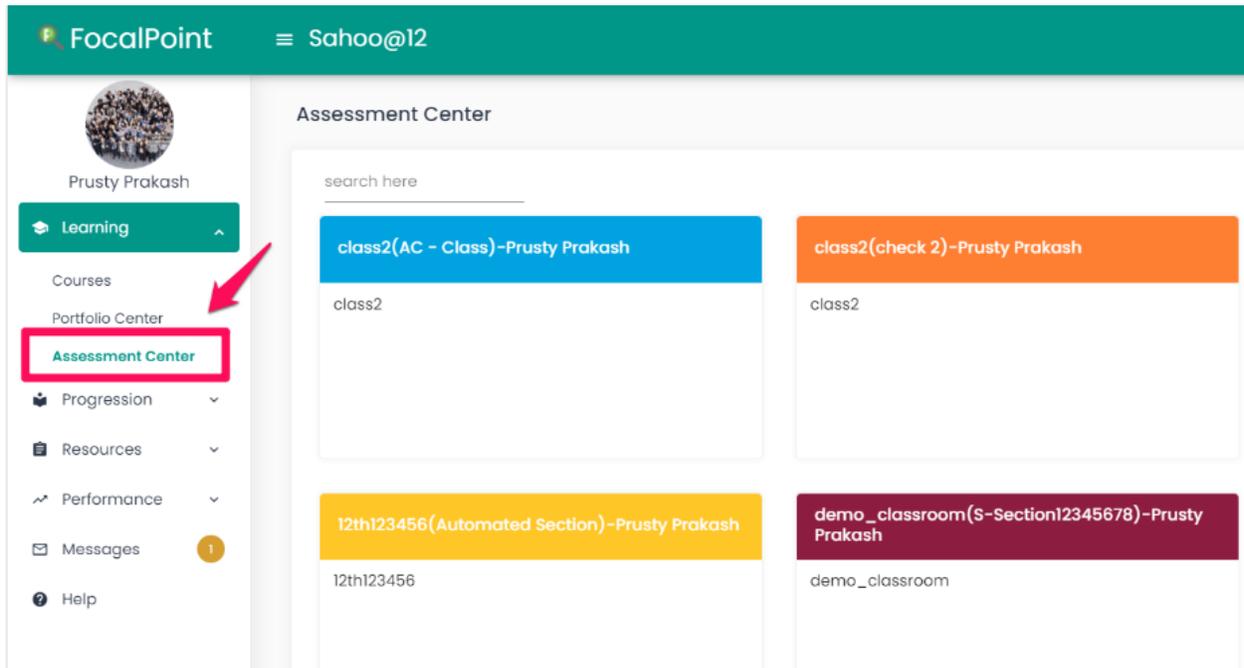
Organization Questions My Questions My Shared Questions Continue & Save →

Search here Go Clear Newest First 0 selected

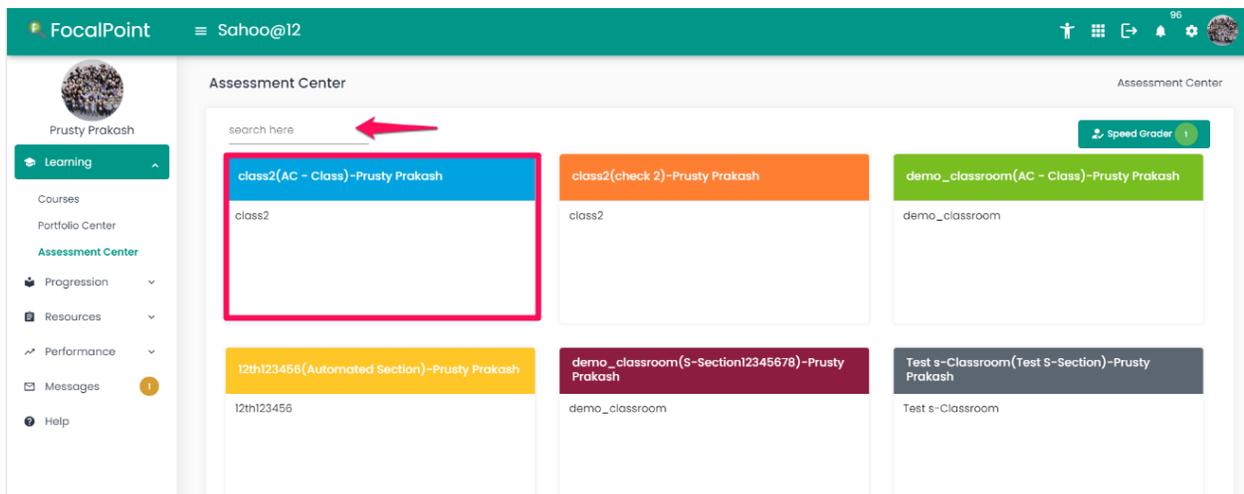
Items per page: 10 1 - 10 of 24357 |< < > >|

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

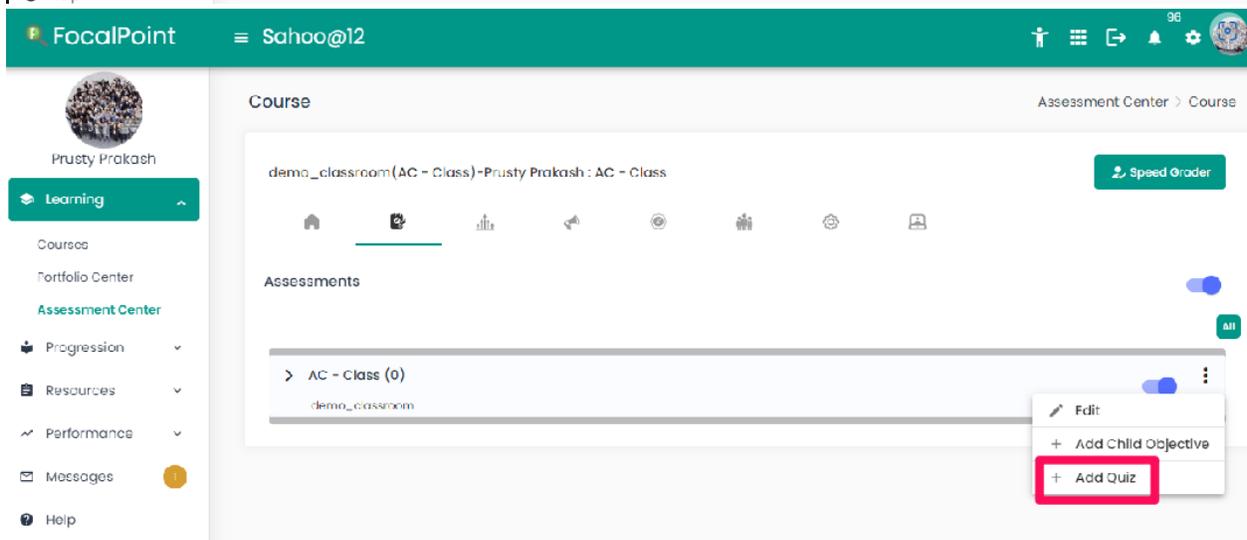
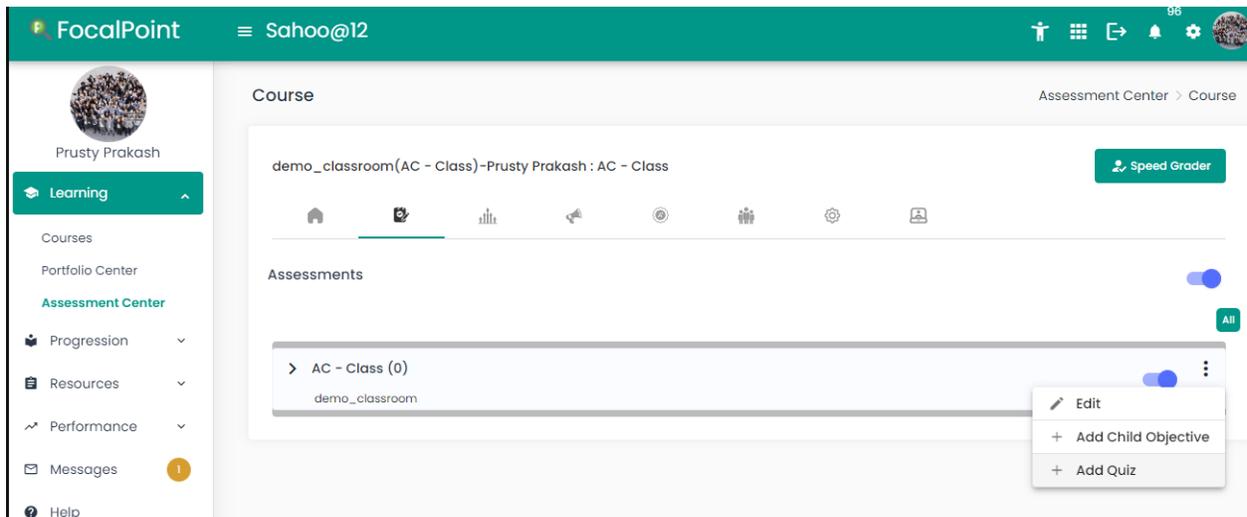
Select the Assessment Center located on the left side of the page under “Learning” Menu.



Choose the course for which you need to schedule the test.



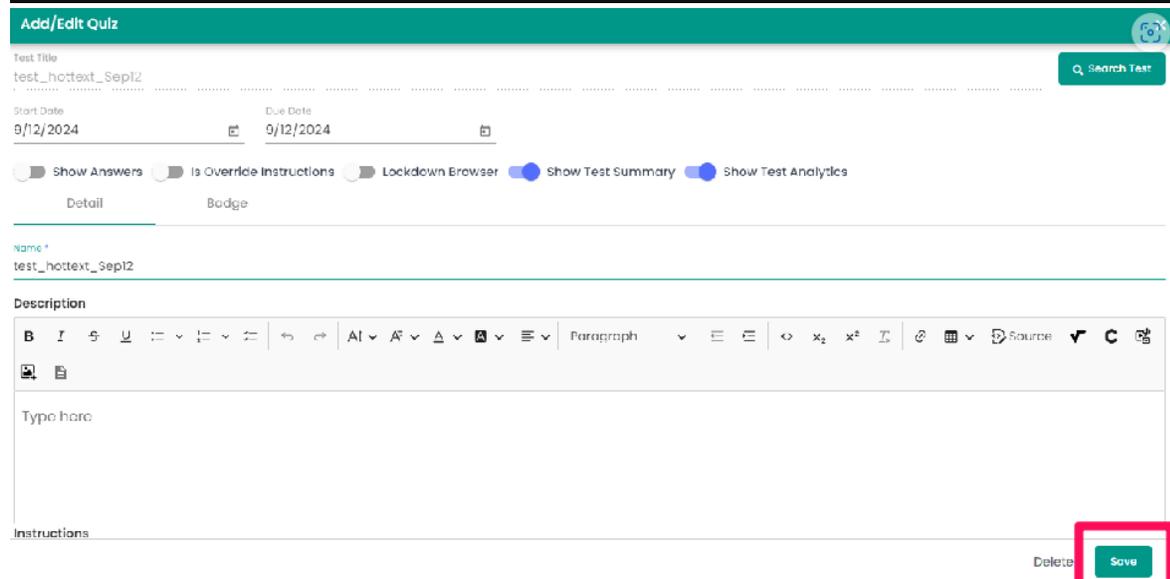
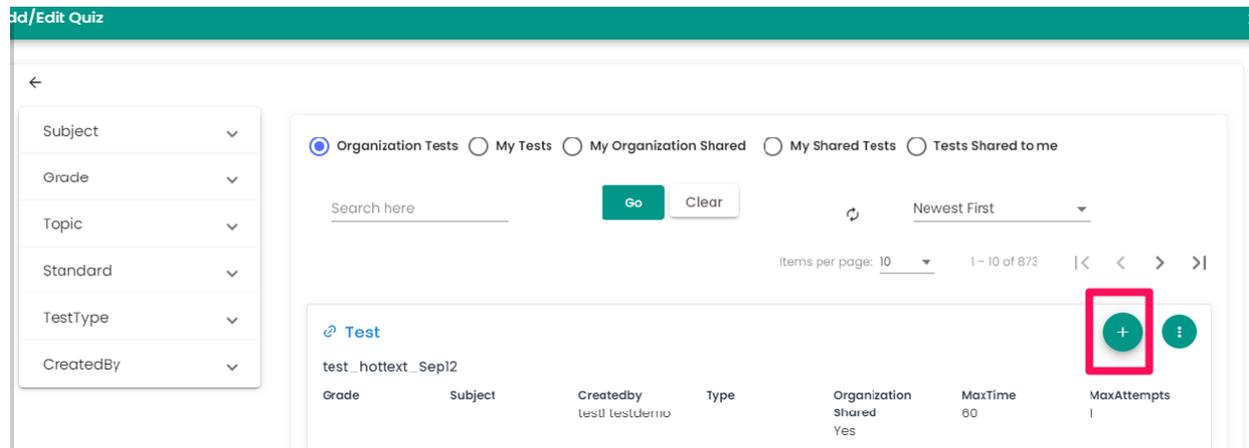
Select the assessments and then click on more actions (3 dots) and add the quiz.



Search for the test and enter the title, start date, due date, and a description/comment in the designated fields. The title and description/comments will be visible to students in the virtual classroom. You can edit this information at any time, allowing you to adjust the start and due dates of the assessment as needed.

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.

Click the "+" to add the test and then save it.



Then the teacher receives 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 on the course 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 by the district user?

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

This can also be done by selecting the 'Assessments' tab, selecting 'Assessment List', then selecting 'Exam'.

The image displays two screenshots of the FocalPoint Assessment Center interface. The top screenshot shows the 'Assessment Center' page with a search bar and a list of courses. A red arrow points to the 'Assessment Center' menu item in the left sidebar. The bottom screenshot shows the same page with a search bar and a list of courses, with a red arrow pointing to the search bar.

Top Screenshot:

- Header: FocalPoint Sahoo@12
- Left Sidebar: Prusty Prakash, Learning (selected), Courses, Portfolio Center, Assessment Center (highlighted with a red box and arrow), Progression, Resources, Performance, Messages (1), Help.
- Main Content: Assessment Center, search here, class2(AC - Class)-Prusty Prakash, class2, class2(check 2)-Prusty Prakash, class2, 12th123456(Automated Section)-Prusty Prakash, 12th123456, demo_classroom(S-Section12345678)-Prusty Prakash, demo_classroom.

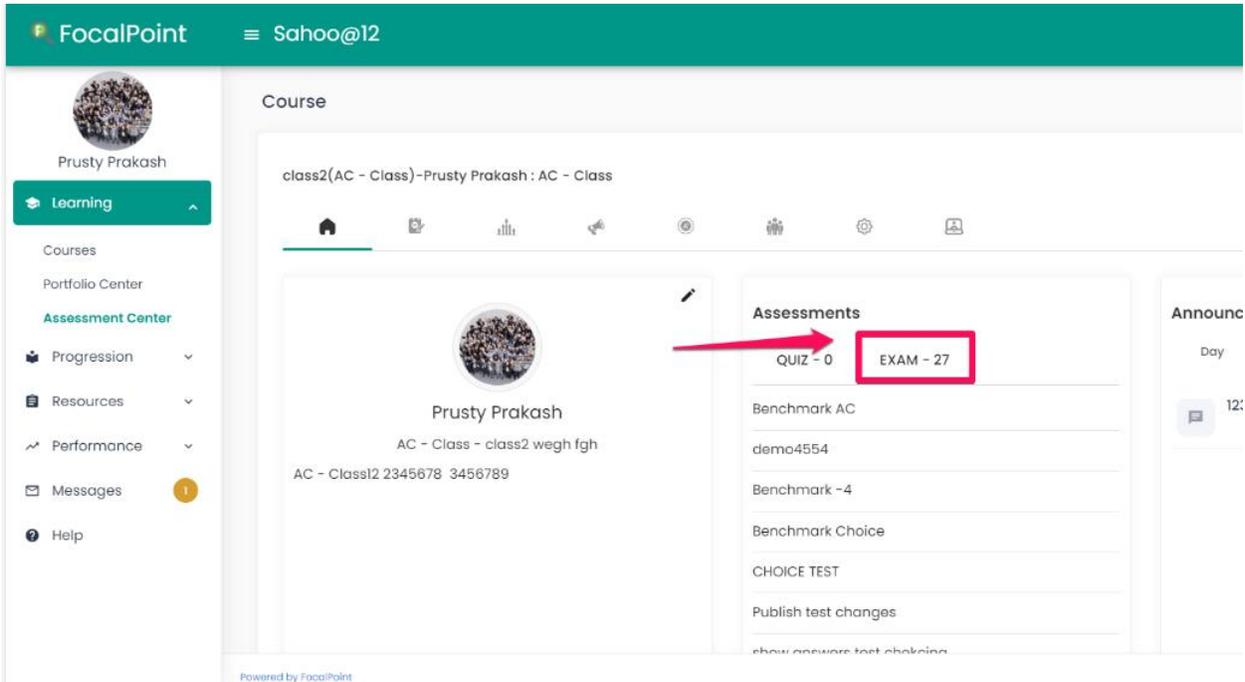
Bottom Screenshot:

- Header: FocalPoint Sahoo@12
- Left Sidebar: Prusty Prakash, Learning, Courses, Portfolio Center, Assessment Center (selected), Progression, Resources, Performance, Messages (1), Help.
- Main Content: Assessment Center, search here (with a red arrow pointing to it), class2(AC - Class)-Prusty Prakash, class2, class2(check 2)-Prusty Prakash, class2, demo_classroom(AC - Class)-Prusty Prakash, demo_classroom, 12th123456(Automated Section)-Prusty Prakash, 12th123456, demo_classroom(S-Section12345678)-Prusty Prakash, demo_classroom, Test s-Classroom(Test S-Section)-Prusty Prakash, Teet s-Classroom. A 'Speed Grader' button with '1' is visible in the top right.

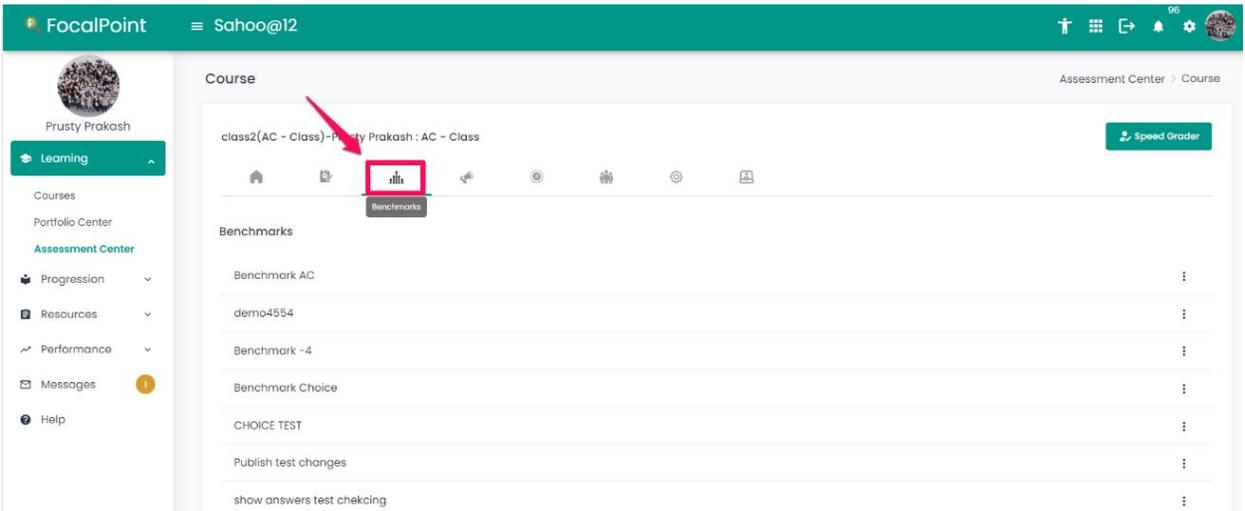
In the Assessment Center, the courses will be displayed.

You can also search by typing the name of the course in the search field.

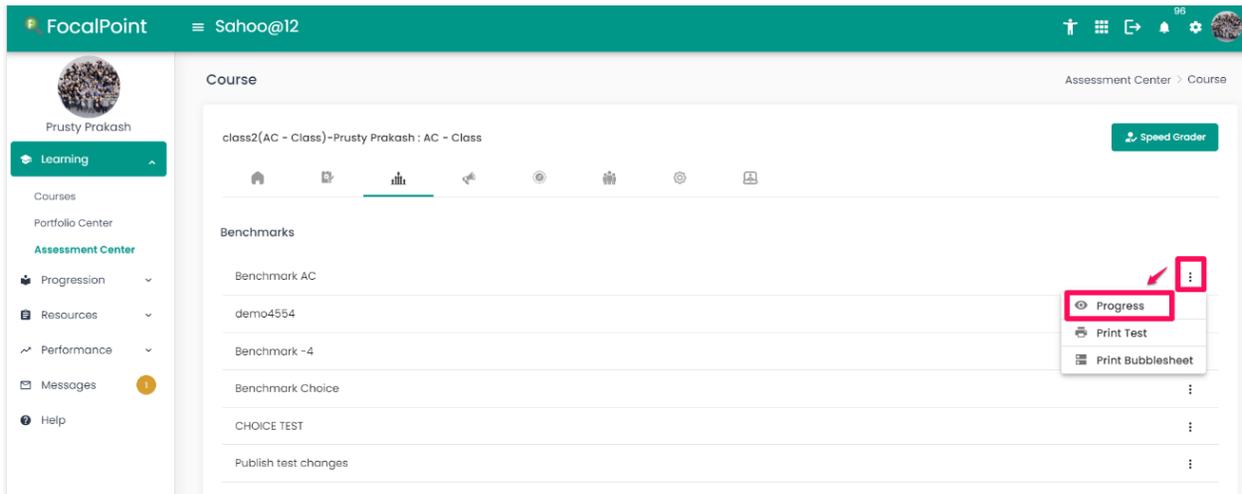
Once you select the course, the Home page will be displayed. In the 'Assessments' section on the Home page, select 'Exams', where all district assigned benchmarks will appear.



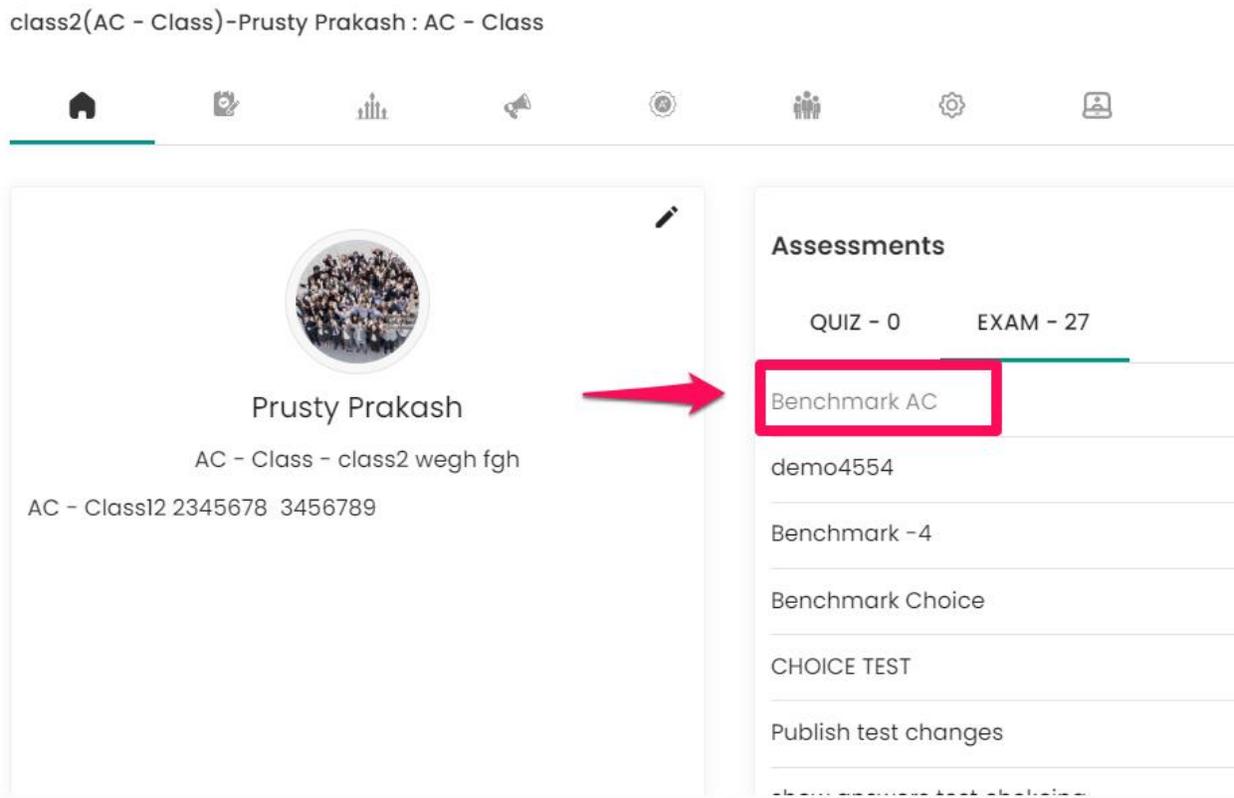
You can also view the exams under the "Benchmarks" tab.



In order view the Progress of the Benchmark, please click on the 3 dots on the right.



You can also view the details of the exam by selecting the Benchmark on the Home page.



It redirects to the Activity Progress page.

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

By default, the assessment is set to 'Deactivated,' meaning students can access the assessment module but cannot launch or take the test until you permit the test.

Test Status deactivated:

Activity Progress

ASSESSMENT DETAILS PERFORMANCE REPORT

Quiz 01

Start Date Oct 01 2024	Due Date Dec 20 2024	Test Status <input type="checkbox"/>
----------------------------------	--------------------------------	--

Description:

Standards:

MGSE7.RP.3 MGSE7.RP.1 MGSE7.NS.3 MGSE7.NS.2 MGSE7.NS.1 MGSE7.EE.4 MGSE7.EE.3 MGSE7.EE.2 MGSE7.EE.1

1 Not Started 0 In Progress 0 In Review 4 Completed

If the toggle is set to be grey, then the assessment is not activated.

Test status activated:

Spring 2023 Math Quiz 1

Start Date Feb 27 2025	Due Date Feb 28 2025	Test Status <input checked="" type="checkbox"/>
----------------------------------	--------------------------------	---

Description:

Standards:

Activation/Deactivation for Individual Students:

Activity Progress

Benchmark AC

Test Status

Description:
AC

Standards:
CCSS.Math.Content.1.G.A.1 5-LS1-1

2 Not Started 0 In Progress 0 In Review 0 Completed 0 Minimally Proficient

Student Name	Token	Test Status	Status / Performance
JK Johnson Kelley	4BE29D	<input type="checkbox"/>	NOT STARTED
PS panda Suraj	DAF54C	<input checked="" type="checkbox"/>	NOT STARTED

How to Email token to the students and print the token?

Navigation<< Select assessment << Select Activity progress<<Select Assessment details and follow below screenshot.

Activity Progress

ASSESSMENT DETAILS PERFORMANCE REPORT

scif

Start Date Sep 12 2024 Due Date Sep 12 2024 Test Status

Description:

Standards:
CSCP.018.1

0 Not Started 0 In Progress 0 In Review 0 Completed 0 Minimally Proficient 0 Partially Proficient 0 Proficient 0 Highly Proficient

Student Name	Token	Test Status	Status / Performance	Actions
PS panda Surai	018AAU	<input checked="" type="checkbox"/>	NOT STARTED	

Print token:

Navigation<< Select Benchmark << Select Activity progress<< assessment details and follow below screenshot.

Activity Progress

ASSESSMENT DETAILS PERFORMANCE REPORT

scif

Start Date: Sep 12 2024, Due Date: Sep 12 2024, Test Status:

Description:

Standards: CSCP_BSM.1

1 Not Started, 0 In Progress, 0 In Review, 0 Completed

0 Minimally Proficient, 0 Partially Proficient, 0 Proficient, 0 Highly Proficient

NOT YET AVAILABLE

Student Name	Token	Test Status	Status / Performance	Actions
PS panda Suraj	018AAD	<input checked="" type="checkbox"/>	NOT STARTED	

It will be downloaded in PDF.

How to view student test analytics and test summary

Navigation<< Select Assessment << Select progress<< Status/Performance<< Click on score

Click on details in action (3 dots) against to the student's name

Activity Progress

ASSESSMENT DETAILS PERFORMANCE REPORT

Quiz 01

Start Date: Oct 01 2024, Due Date: Dec 20 2024, Test Status:

Description:

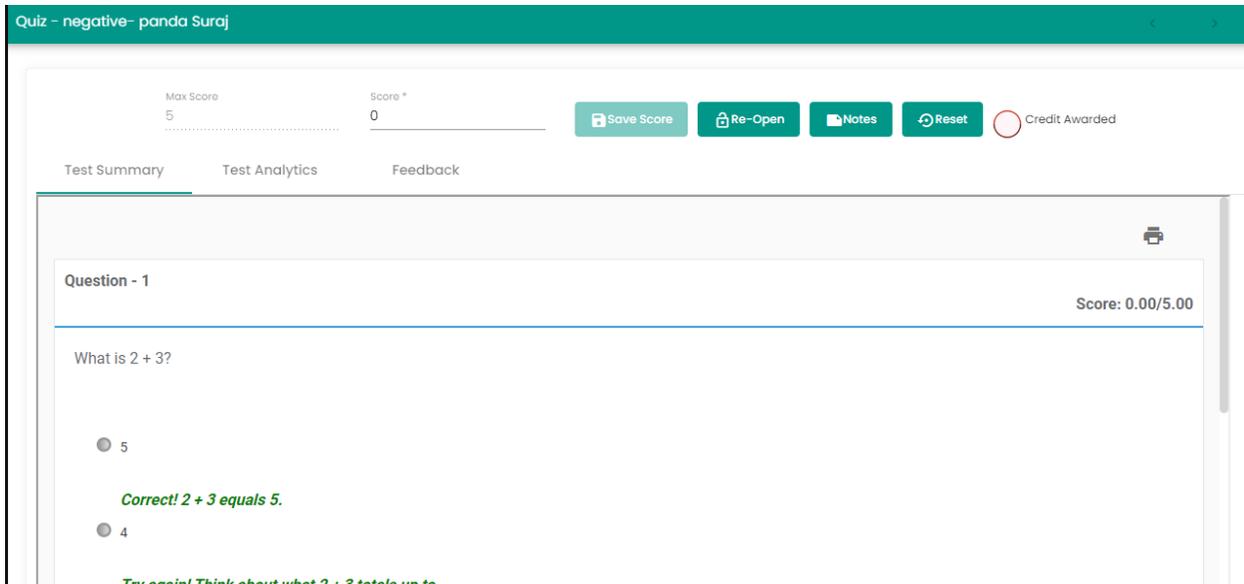
Standards: MSSE7.EE.1, MSSE7.EE.2, MSSE7.EE.3, MSSE7.EE.4, MSSE7.NS.1, MSSE7.NS.2, MSSE7.NS.3, MSSE7.RP.1, MSSE7.RP.3

1 Not Started, 0 In Progress, 0 In Review, 4 Completed

2 Beginner, 0 Developing, 1 Proficient, 1 Distinguished

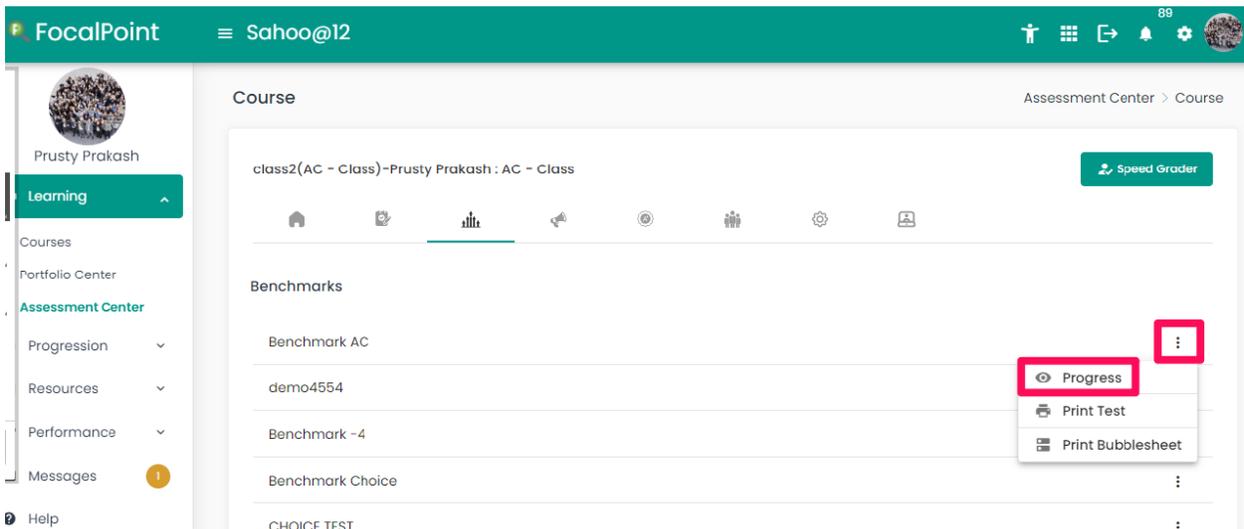
NOT YET AVAILABLE

Student Name	Token	Test Status	Status / Performance	Actions
GS Georgia Student1	156AC6	<input checked="" type="checkbox"/>	BEGINNER (10/20 = 50%)	



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

Select the Assessment Center and navigate to the course to choose the assessment. Click on "More Actions," then "Progress," and select "Performance Report."



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

Teachers now have access to a feature called Speed Grader, which allows them to manually grade student scores more efficiently.

Click on Speed Grader and choose the student you want to score on.

Then, click on "Actions."

CommunityName	GoalName	ActivityName	MemberName	Student SubmitDate	Action
Token	Token	1234	panda Suraj	Aug 30 2024 12:00:53	

It 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.

(OR)

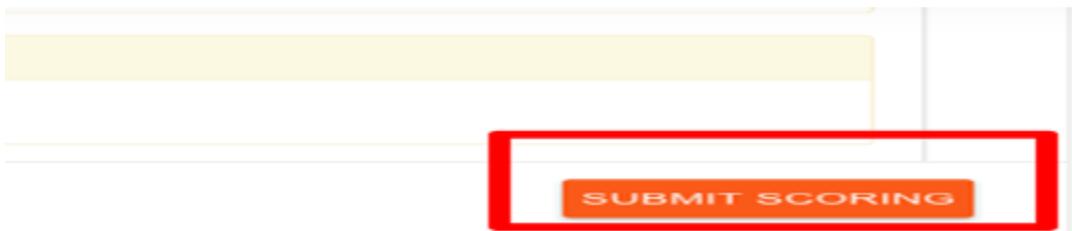
Each student's entry must be scored individually. To score the constructed response questions, from the benchmark click on the 'Score' button beside the student.

Navigation<< Select Benchmark << Select Activity progress<< Status/Performance<< Click on score.

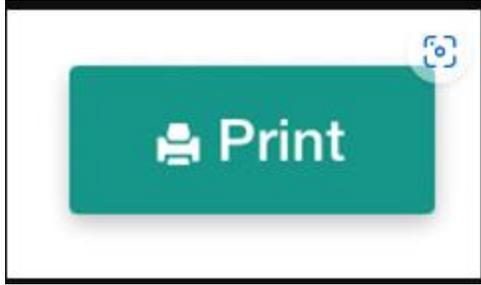
You will then be able to review the student response and score the response based on the rubric embedded into the platform. The Rubric provides success criteria for each level of scoring and sample responses as well.

The screenshot displays the 'Activity Progress' interface. At the top, there are tabs for 'ASSESSMENT DETAILS' and 'PERFORMANCE REPORT'. The main content area shows 'Quiz 01' with a 'Start Date' of Oct 01 2024 and a 'Due Date' of Dec 20 2024. The 'Test Status' is shown as a toggle switch. Below this, there is a 'Description' section with 'Standards' listed as MGSE7.RP.3, MGSE7.RP.1, MGSE7.NS.3, MGSE7.NS.2, MGSE7.NS.1, MGSE7.EE.4, MGSE7.EE.3, MGSE7.EE.2, and MGSE7.EE.1. A progress bar shows 1 Not Started, 0 In Progress, 0 In Review, and 4 Completed. On the right, a 'NOT YET AVAILABLE' badge is present, and a performance level indicator shows 2 Beginner, 0 Developing, 1 Proficient, and 1 Distinguished. Below the progress bar is a table with columns: Student Name, Token, Test Status, Status / Performance, and Actions. The table contains one entry for 'Georgia Student1' with token '156AC6', a toggle switch for 'Test Status', and a 'BEGINNER (10/20 = 50%)' badge. Below the table is a 'Question - 1' section with a 'TEACHER READS' instruction: 'Read and complete the task that follows.' The 'Candidate Response' section shows a paragraph of text: '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!' Below the response is a rubric instruction: '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.' The rubric text continues: '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 of my bat well into left field. BACK, BACK, BACK, BACK, GOOOOOOOOOONE! We win! We did it!' A score of 2 is shown at the bottom right of the response area, with a note '(Between 0 and 2)'.

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



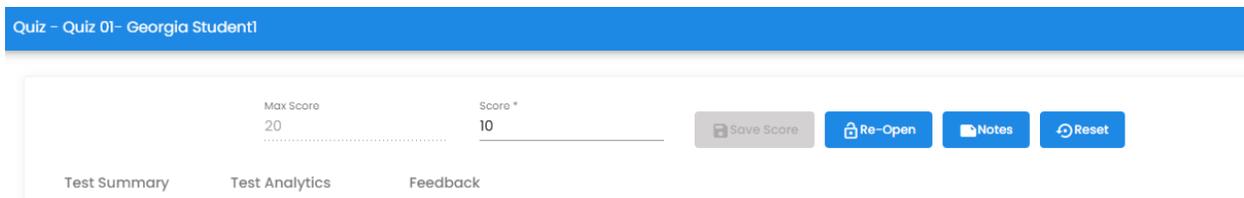
Teachers can print the page by clicking on the print icon.



Return to the benchmark and continue for all students needing manual scores.

How to reset/reopen the student assessment?

Teacher can reset or reopen the student assessment from assessment details. Reopening 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.



Data Dashboards, Reports, & Other Functions:

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

To access the Assessment Dashboards, go to the Performance section in the left-hand menu and click on Assessments. Next, choose either the classroom or district assessment, depending on your needs.

You can also use the filter options to generate reports by school, classroom, course section, and more.

You will find the test name and down arrows to pull the data for that assessment.

Assessments Dashboard

School: All | Year: All | Classroom: All | Teacher: All | Course Section: All

DISTRICT ASSESSMENTS

Assignment Name	School	Teacher	Average Score	Performance
asdfb	Sahoo@I2	Prakash Prusty(Test s-Classroom-Grade 12)	100%	Highly Proficient: 1
asdfb	Sahoo@I2	Prakash Prusty(-ve-Grade 12)	100%	Highly Proficient: 1
negative	Sahoo@I2	Prakash Prusty(Test s-Classroom-Grade 12)	33.33%	Invalid Range: 1 Highly Proficient: 2
negative	Sahoo@I2	Prakash Prusty(Test s-Classroom-Test Grade 12 2)	33.33%	Invalid Range: 1 Highly Proficient: 2
negative	Sahoo@I2	Prakash Prusty(-ve-Grade 12)	100%	Highly Proficient: 1

By applying filters to the options mentioned above, the teacher can observe dashboards categorized by school, year, classroom, teacher, and course section.

Assessments Dashboard

School: All | Year: All | Classroom: All | Teacher: All | Course Section: All

DISTRICT ASSESSMENTS

Assignment Name	School	Teacher	Average Score	Performance
asdfb	Sahoo@I2	Prakash Prusty(Test s-Classroom-Grade 12)	100%	Highly Proficient: 1
asdfb	Sahoo@I2	Prakash Prusty(-ve-Grade 12)	100%	Highly Proficient: 1
negative	Sahoo@I2	Prakash Prusty(Test s-Classroom-Grade 12)	33.33%	Invalid Range: 1 Highly Proficient: 2
negative	Sahoo@I2	Prakash Prusty(Test s-Classroom-Test Grade 12 2)	33.33%	Invalid Range: 1 Highly Proficient: 2
negative	Sahoo@I2	Prakash Prusty(-ve-Grade 12)	100%	Highly Proficient: 1

District assessments:

District assessments involve the ability for teachers to promptly access reports on classroom quizzes and formative assessments. These reports encompass Student Analysis, Item Analysis, and Standard Analysis.

To access the comprehensive assessment report, select the "down arrow."

The screenshot shows the 'Assessments Dashboard' in FocalPoint. The user is Prusty Prakash, logged in as Sahoo@12. The dashboard includes filters for School, Year, Classroom, Teacher, and Course Section. A red box highlights the 'DISTRICT ASSESSMENTS' tab. Below it, a table lists assignments with columns for Assignment Name, School, Teacher, Average Score, and Performance. A red box highlights a dropdown arrow next to the first assignment row.

Assignment Name	School	Teacher	Average Score	Performance
asdfb	Sahoo@12	Prakash Prusty(Test s-Classroom-Grade 12)	100%	Highly Proficient: 1
asdfb	Sahoo@12	Prakash Prusty(-ve-Grade 12)	100%	Highly Proficient: 1
negative	Sahoo@12	Prakash Prusty(Test s-Classroom-Grade 12)	33.33%	Invalid Range: 1 Highly Proficient: 2
negative	Sahoo@12	Prakash Prusty(Test s-Classroom-Test Grade 12 2)	33.33%	Invalid Range: 1 Highly Proficient: 2
negative	Sahoo@12	Prakash Prusty(-ve-Grade 12)	100%	Highly Proficient: 1

After clicking the dropdown arrow, the teacher can then view.

The screenshot shows the 'Assessments Dashboard' with the 'DISTRICT ASSESSMENTS' tab selected. A red box highlights the 'STUDENT ANALYSIS' sub-tab. Below it, a table shows student performance details for 'panda Suraj'.

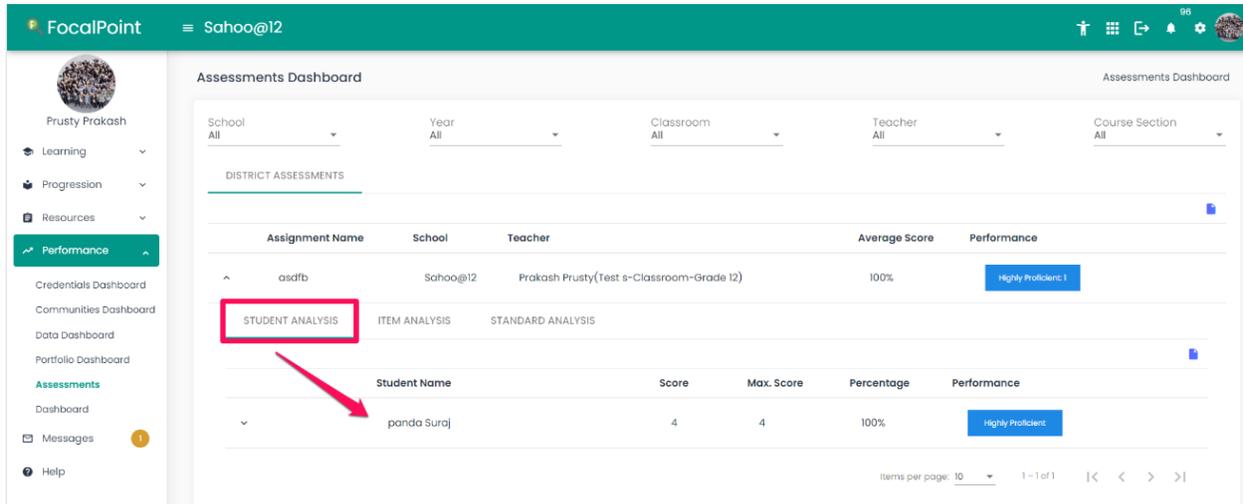
Student Name	Score	Max. Score	Percentage	Performance
panda Suraj	4	4	100%	Highly Proficient

Items per page: 10 | 1 - 1 of 1

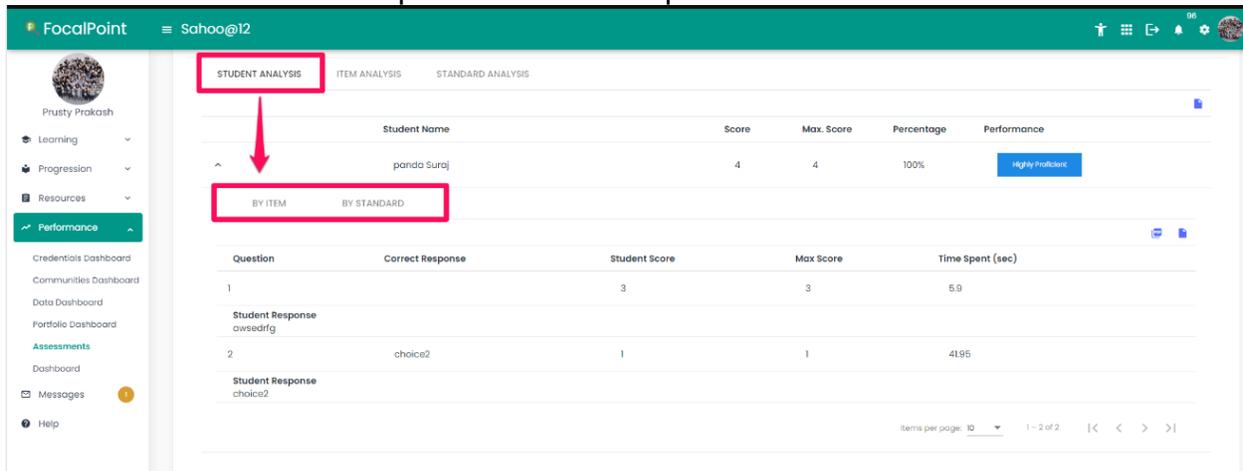
You can export the report for the current tab.

The screenshot shows the 'Assessments Dashboard' with the 'DISTRICT ASSESSMENTS' tab selected. A red box highlights an export icon (a document with a download arrow) in the top right corner of the table area, with a red arrow pointing to it.

a) Student Analysis: This is where a teacher can access the analysis on a student-by-student basis.



To access the comprehensive assessment report, select the "down arrow"
 In this section, the teacher can examine a comprehensive report/overview of each student categorized by item and standard. Additionally, the teacher has the ability to observe student responses, scores, maximum attainable scores, and the time taken by each student to address/respond to individual questions.



Note: The teacher also has the option to print the report by clicking on the Excel/PDF icon situated on the right-hand side.

STUDENT ANALYSIS ITEM ANALYSIS STANDARD ANALYSIS

Student Name	Score	Max. Score	Percentage	Performance
panda Suraj	4	4	100%	Highly Proficient

BY ITEM BY STANDARD

Question	Correct Response	Student Score	Max Score	Time Spent (sec)
1		3	3	5.9
Student Response awseidfg				
2	choice2	1	1	41.95
Student Response choice2				

b) Item Analysis: This is where the teacher can access the analysis of students' performance on an item-by-item or question-by-question basis.

ITEM ANALYSIS STUDENT ANALYSIS STANDARD ANALYSIS

Assessments Dashboard

School: All Year: All Classroom: All Teacher: All Course Section: All

DISTRICT ASSESSMENTS

Assignment Name	School	Teacher	Average Score	Performance
asd1b	Sahoo@12	Prakash Prusty (Test s-Classroom-Grade 12)	100%	Highly Proficient 1

Question & Standard	Student Name	Summary	1/1	0/1	0/1	5.90	1/1	0/1	0/1	41.95
Question# 1 CCSS.ELA-Literacy.CCR.1.1	panda Suraj	2/2 0/2 0/2	Correct	5.90	Correct	41.95				
Question# 2 CCSS.ELA-Literacy.CCR.1.1										

c) Standard Analysis: This is the section where a teacher can observe the analysis of student performance categorized by standards.

Assessments Dashboard

School: All | Year: All | Classroom: All | Teacher: All | Course Section: All

DISTRICT ASSESSMENTS

Assignment Name	School	Teacher	Average Score	Performance
asdfb	Sahoo@12	Prakash Prusty(Test s-Classroom-Grade 12)	100%	Highly Proficient

STUDENT ANALYSIS | ITEM ANALYSIS | **STANDARD ANALYSIS**

Student Name	0913.14.b.1.a	0913.20.b.1.a	ma.cn10.1.1a	mu.cn10.0.1a
panda Suraj	1 90.91	1 5.8	1 5.00	1 3.44
sarthi Parth	1 7.97	1 3.39	1 3.99	1 2.47

Items per page: 10 | 1 - 2 of 2

How do I create and use student badges?

You have the option to record the criteria for earning the badge and a brief description of the badge by completing the appropriate fields.

Resources << Badges <<Add new badge and click on standards and select the subject and grade.

FocalPoint | FocalpointK12

test1 testdemo

User Badges

BadgeTitle | CreatedBy | Standards | TagType | TagName

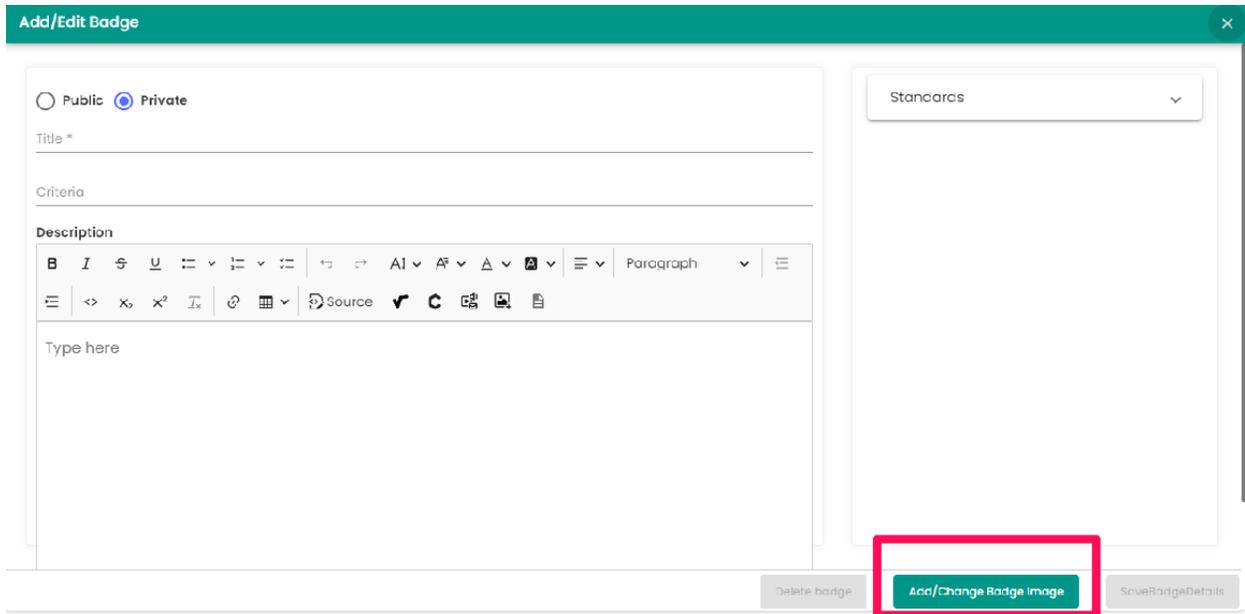
Public Badges My Badges

Search here | Go | Clear | Newest First

+ Add New Badge

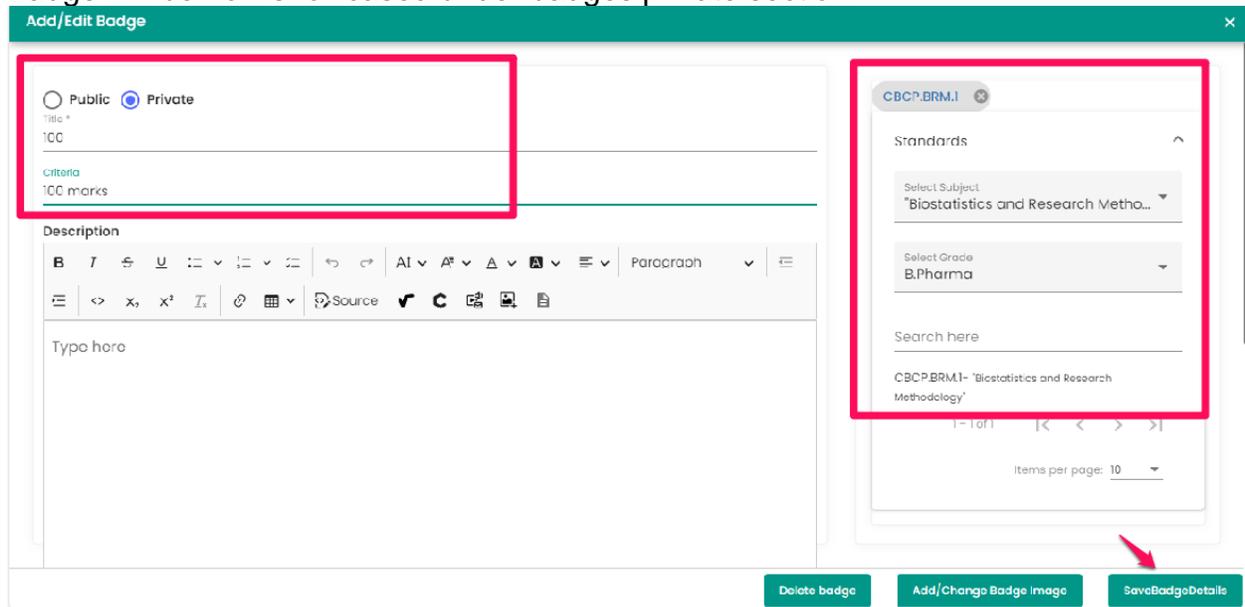
Items per page: 10 | 1 - 10 of 131

Add the badge and create it according to the specified requirements. Once done, save the badge. If it's set to private, you'll be able to view it and have the option to delete it.



Once done with adding title, criteria and standards select to save it.

Badge will be now showcased under badges private section.



Go to my badges and select the 3 dots action and Search for the user whom you want to assign badge to and select the user and award badge.

Sahoo@12

BadgeTitle ▾
 CreatedBy ▾
 Standards ▾
 TagType ▾
 TagName ▾

Public Badges My Badges

Search here Newest First

Items per page: 10 1 - 1 of 1 |< < > >|



Badge for grade 1

Title	Description	CreatedBy	CreatedOn
Badge for grade 1		Prusty Prakash	09/18/2024



Edit
 Delete
 Assign

Assign Badge

!School AC ▾

Search Users

search here

02 student
 03 student
 4 2
 check studentAc
 student aug28
 student sep

Items per page: 10 1 - 6 of 6 |< < > >|

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

- Go to the **Learning** section and select **Assessment Center**.
- Choose the relevant **Course**.
- Select the desired **Assessment**.
- Click on the **three dots** next to the test.

- Select **Progress**.
- Under **Status/Performance**, click on the **Score** to view details

ity Progress			
Student Name	Token	Test Status	Status / Performance
123213213 12345678998765	29EDA5		NOT STARTED
23949823798 Surya123452112345653	710DCA		NOT STARTED
Johnson Kelley	081773		NOT STARTED
panda Suraj	CE8B79		MINIMALLY PROFICIENT (12/20 = 60%)
rytuo1234567 ertyuic23456	23C485		NOT STARTED

Quiz - negative - panda Suraj

Max Score: 5, Score: 0

Save Score, Re-Open, Notes, Reset, Credit Awarded

Test Summary, **Test Analytics**, Feedback

NEGATIVE - AUG 21 2024

PS panda Suraj
FocalpointK12
Token: 2DE494

OVERALL SCORE
0/5

Percentages

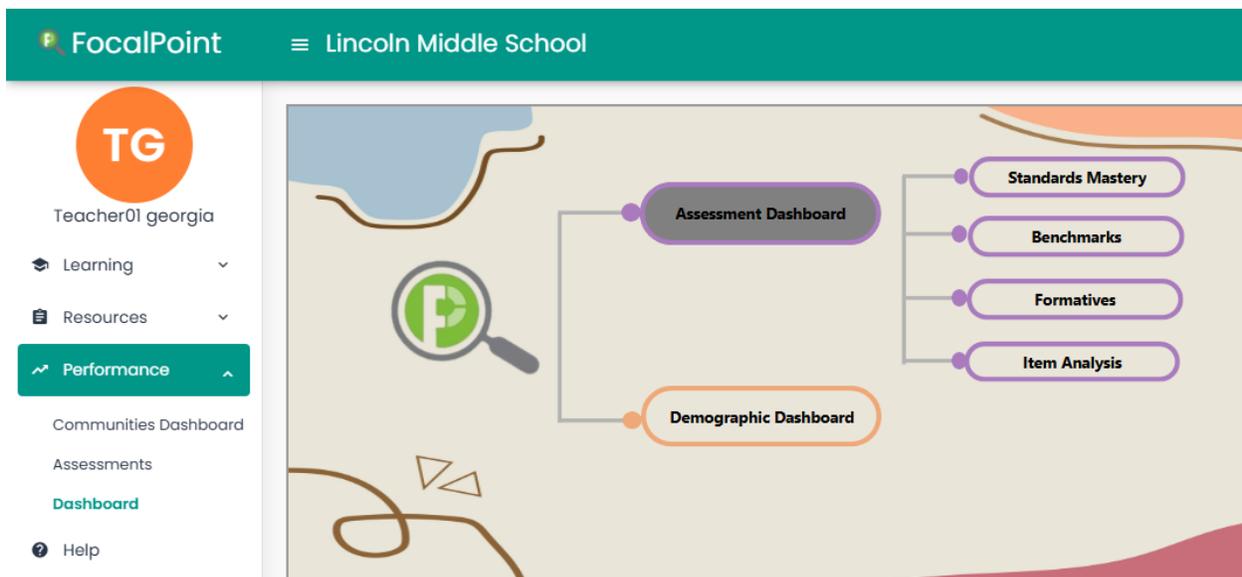
SCORE ANALYSIS
Minimally Proficient

Not Attempted: 0, Correct: 0, Partially Correct: 0, Not Correct: 4

SCORE BY DOMAIN
Domains: 1

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

Choose "Dashboard" under the performance section, then select the "Assessment Dashboard."

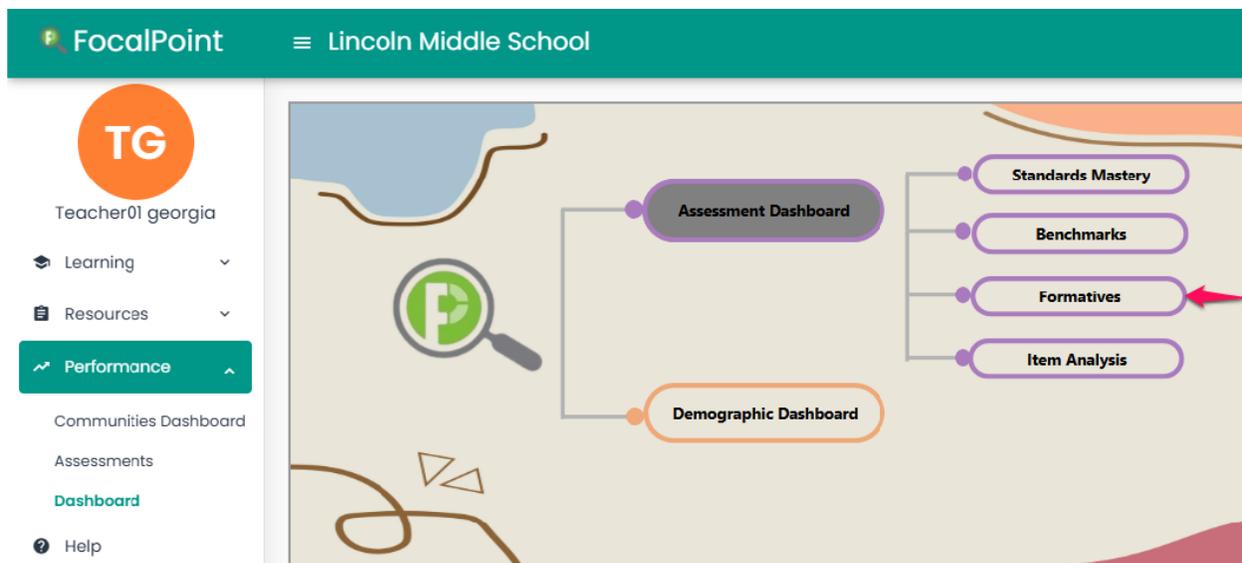


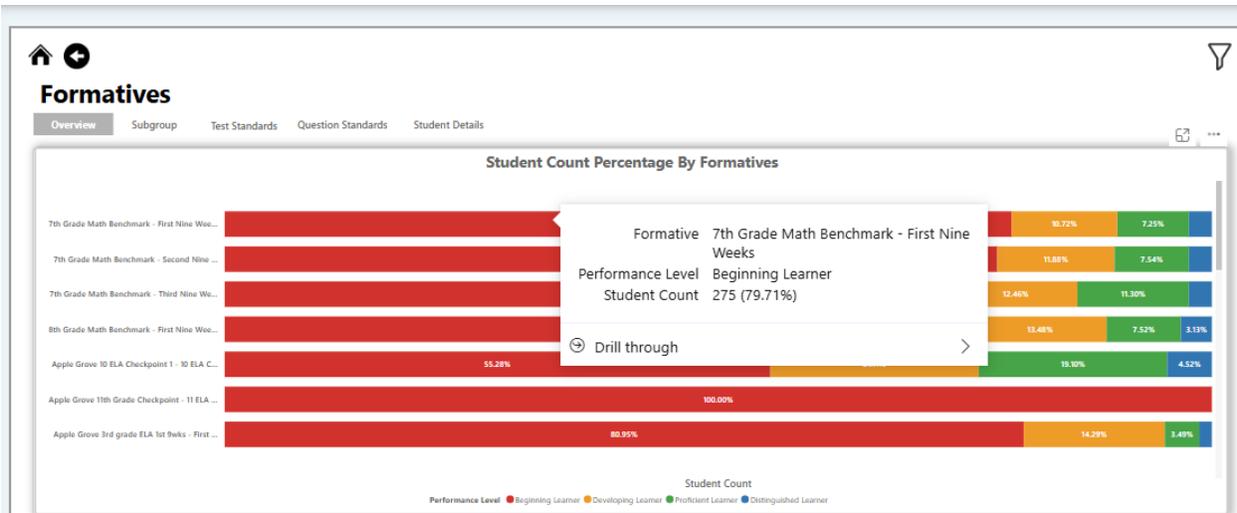
Select the benchmark or formative to view the reports.
How do I access reports that show performance levels on all students in my class?

Choose "Dashboard" under the performance section, then select the "Assessment Dashboard." and then select the formative

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.





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

As soon as students complete their assessment, teachers have real-time access to view performance results under various sections.

1. Learning Tree > Assessment Center > Home Page:

Select Assessment Center tab Click on Exam and choose the required Benchmark to view the results.

The Status/Performance section shows the results.

Activity Progress

TEST DETAILS PERFORMANCE REPORT

Demo Benchmark Test 1

Test Status ●

Description: test description

Standards: CRCP-88K.1

0 Not Started 0 In Progress 0 In Review 1 Completed

0 Minimally Proficient 0 Partially Proficient 0 Proficient 1 Highly Proficient

Student Name	Token	Test Status	Status / Performance	Actions
student12123	277199	●	HIGHLY PROFICIENT (N = 100%)	⋮

Test Analytics/Test Summary can be viewed under Actions section when you click on the 3 dots

2. Learning Tree > Assessment Center > Benchmarks Page:

These results show 'live' in the system on the 'Benchmarks' page.

FocalPoint #Ashok_school#

teacher 456

Learning

Assessment Center

Progression

Resources

Performance

Credentials Dashboard

Data Dashboard

Portfolio Dashboard

Assessments

Dashboard

Messages

Help

Course

Ashok_class(#telugu_123#)-teacher 456: #telugu_123#

Speed Grader

Benchmarks

Aug 19 benchmark 1

browserStack_BenchMark

Demo Benchmark Test 1

Progress

Print Test

Print Bubblesheet

3. Performance reports tab > Assessments

Teachers and students can also click on the 'performance reports' tab to get a quick view of performance at the standard and item level.

Assessments Dashboard Assessments Dashboard

School: All | Year: All | Classroom: All | Teacher: All | Course Section: All

CLASSROOM ASSESSMENTS | DISTRICT ASSESSMENTS

Formative Name	Course	School	Teacher	Average Score	Performance
▼ Demo Test 05	georgia Classroom 01	Lincoln Middle School	georgia Teccher01	21%	
▼ Spring 2023 Math Benchmark	georgia Classroom 01	Lincoln Middle School	georgia Teccher01	0%	Beginner: 1

STUDENT ANALYSIS | ITEM ANALYSIS | STANDARD ANALYSIS

Question & Standard: Question# 1 MGSE7.EE.2 | Question# 2 MGSE7.G.4 | Question# 3 MGSE7.G.6 | Question# 4 M

Student Name	Summary	0/1	0/1	1/1	0	0/1	0/1	1/1	0	0/1	0/1	1/1	0	0/1	0/1	1/1
Georgia Student1	0/20 0/20 20/20	Not Correct	0	Not Correct	0	Not Correct	0	Not Correct	0	Not Correct	0	Not Correct	0	Not Correct	0	Not Correct

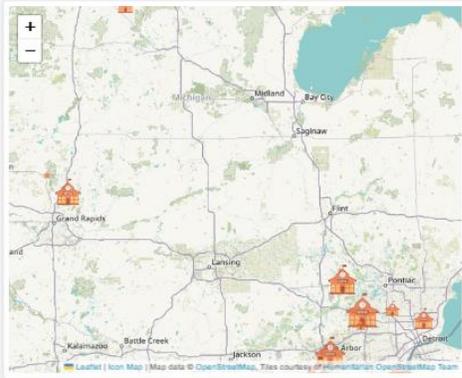
How do I access reports that show results by domain and standard?

Choose "Dashboard" under the performance section, then select the "Assessment Dashboard". Select the formative or benchmark and then select the test standards.

Home | Refresh

Test Standards

Overview | Subgroup | Test Standards | Question Standards | Student Details



Performance By Domain

A-APR	29.53%
A-CED	39.44%
A-REI	46.84%
A-SSE	43.38%
CCSS.EI	100.00%
CCSS.EL	31.56%
CCSS.IL	48.05%
CCSS.EL	61.71%
CCSS.EL	38.54%

Performance By Standard

A-APR.1	31.68%
A-APR.2	42.59%
A-APR.3	7.78%

Performance By Question

1	61.07%
2	63.72%
3	49.50%
4	60.73%
5	52.38%
6	56.01%
7	52.72%
8	54.91%
9	50.68%
10	51.01%
11	47.34%
12	45.56%
13	50.27%
14	47.86%
15	50.59%
16	25.34%
17	3.42%
18	4.11%
19	12.33%

68%

How do I export the reports?

Select either the Assessment Dashboard or the Demographic Dashboard, then choose Formative, Benchmarks, or any other report you wish to export.

Click on the three-dot menu at the top right corner of the screen and select Export Data.

-
-  Export data 
 -  Show as a table
 -  Spotlight
 -  Get insights
 - Sort axis >
 - Sort legend >