

# Entering Standardized Test Scores

- Step 1. Go to your Roster. (Teachers>PLS/Student Roster)
- Step 2. Find the student you want to work with.
- Step 3. Open the student's dashboard in a new tab.
- Step 4. Scroll down to the Test Score History block and click the magnifying glass.
- Step 5. Click Add New Test Score. This will make new fields appear on the right.
- Step 6. Fill in the fields for the test.
- Step 7. Click Save. You must type CONFIRM to save.

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