admin, testing

## **Entering Local Benchmarks Assessments**

1. To begin entering scores go to **Teacher Pages > Testing > Local Benchmark Assessments** 

- 2. Select from the list of options to filter which students you would like to enter scores:
  - Staff, Course, Grade Level, School Year, School Track, Range



- Note: Course tab will default to Homeroom (Oversight)
  - However, If you teach a specific course you can select from Course drop-down and it will pull students in your specific course
- Select the Benchmark from the drop-down that you will be entering scores: Math, English, or Writing
- Click "Select Students" to generate roster to enter scores
- 3. Begin entering score information
  - Notice that if the student has a SPED, EL or 504 Enrollment, you will see the icon in the first column.
  - Enter the **Test Date**
  - Select **Score/Results** from the drop-down menu
    - Not Testing
    - 1 Does not Meet Standard
    - 2 Nearly Meets Standard
    - 3 Meets Standard
    - 4 Exceeds Standard
  - **Comments** enter per test score if needed
  - Save Results



- 4. By default, you will now see an expanded version of the students test results and color-coded **Trend Lines** become visible indicating progress or lack of progress.
  - To **COLLAPSE** the view for **ALL Students**, click on the SMALL magnifying glass icon
  - To **EXPAND** the view for **ALL Students**, click on the SMALL magnifying glass again.
  - Otherwise, use the LARGE Magnifying glass to see the results of an individual student
- 5. Once the results are saved a Trend line will be displayed. Hovering over the trend line will display score details
- 6. On the roster screen click on the "English" tab or "Writing" tab to continue to add scores for students. Click on "Select Students" tab to pull up another student roster for a specific class or teacher.
- 7. Once scores have been entered for a student they will be displayed on the Student Dashboard under the Test Score History

×

Last update: 2018/01/19 products:admin:reports:benchmark\_assessments https://schoolpathways.com/knowledgebase/doku.php?id=products:admin:reports:benchmark\_assessments&rev=1516396829 21:20

From:

https://school pathways.com/knowledge base/- School Pathways Knowledge Base

 $https://school pathways.com/knowledge base/doku.php? id=products: admin:reports: benchmark\_assessments \& rev=1516396829$ 

Last update: 2018/01/19 21:20