## Synergy - Math Chapter Tests

## **Activating Chapter Tests to Students**

TeacherVue -Go to Assessment - Assessment Dashboard - Scheduled For Your Classes

Coding will be example: G(grade) 1
(level)

Certain grade levels and chapters may have a Paper Pencil Version (Paper Pencil will be noted on the test).

You will have access to all K-6th
Grade Chapter Tests - to make it easier to find the Chapter Test you are looking for you can use the filter

Once you find the test you are looking to activate - click on the Student Access Button (red if not active)



To active the class during the open school dates and time frames - click anywhere on the class line to turn it light green.

Red - Inactivate

option

Light Green - Active during School Dates and Times

Dark Green - Active all the time

If there is a paper pencil version of the test and you wish to only have certain students take the paper pencil version, you can active just certain students for each test.

To see your students - click on the plus in front of your class name - turns to a minus and your students display.

Click on the students you wish to inactive (red)

You may wish to inactivate any students that are absent.



If you have activated only a few students within the course - the front screen will still have a red Students with Access Button because not all are activate.

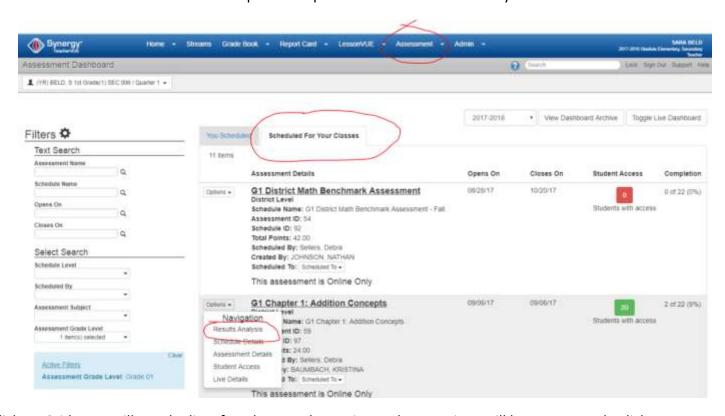
Once you have activated the tests - students will have a message in their StudentVue account and can take the test.

If the test you assigned has constructed response questions on it (meaning you need to look over and score it manually), you will need to do the following - two ways to get to Constructed Response Grading:

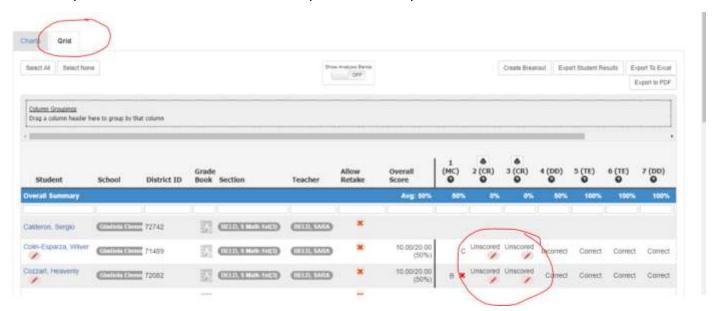
1st way to get to Constructed Response Grading

Assessment - Assessment Dashboard - Scheduled For Your Classes

Find the assessment - Click on Options drop down - choose Results Analysis

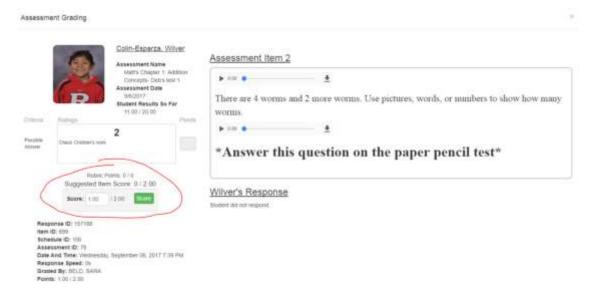


Click on Grid - you will see the list of students and questions - the questions will have Unscored - click on



It will pop up a new window - displaying the question and a spot for you to score it.

Fill in and click score.



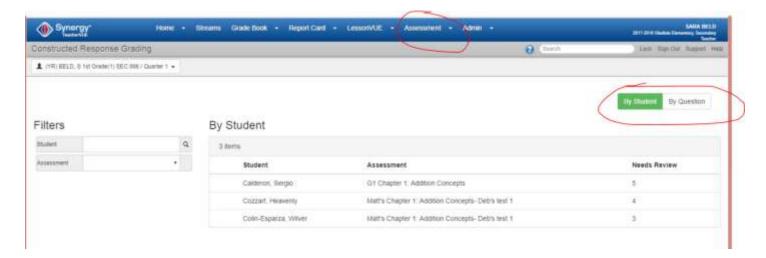
It will then show in green, the score.



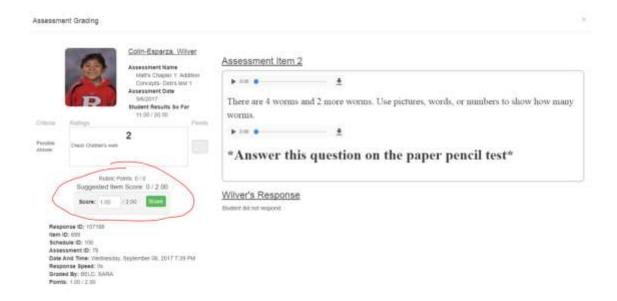
2nd way to get to Constructed Response Grading

**Assessment - Constructed Response Grading** 

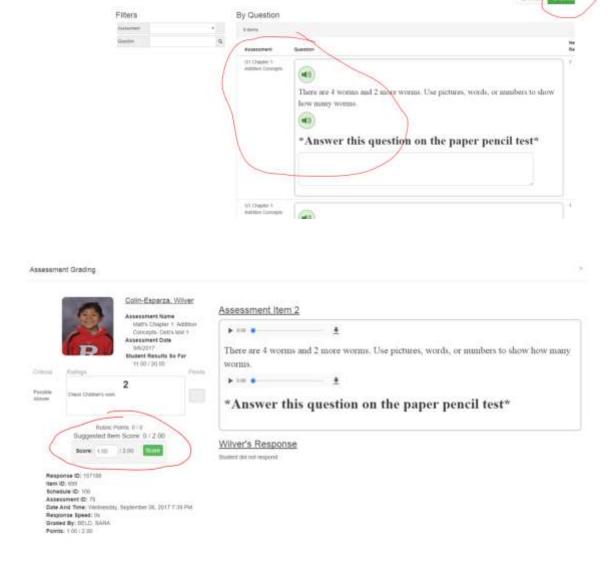
Can choose to grade by Student or By Question



By Student - click on the name - fill in the score and press score

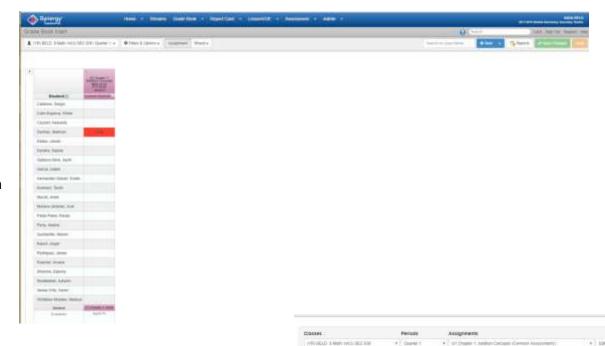


By Question - click on by Question - then click on the question you wish to score.



After the student has finished taking the test, the assignment and scores (overall and standard scores) will

drop into the Math course in the grade book. To see that assignment's standard scores you can click on the assignment name and click on **Enter Scores** 



Then click on the arrow to expand and see the standard(s) scores that go with that assignment.



of cases it added covers



Reminder - standards mode will be a calculation of the standard from assignments that use that standard that marking period.

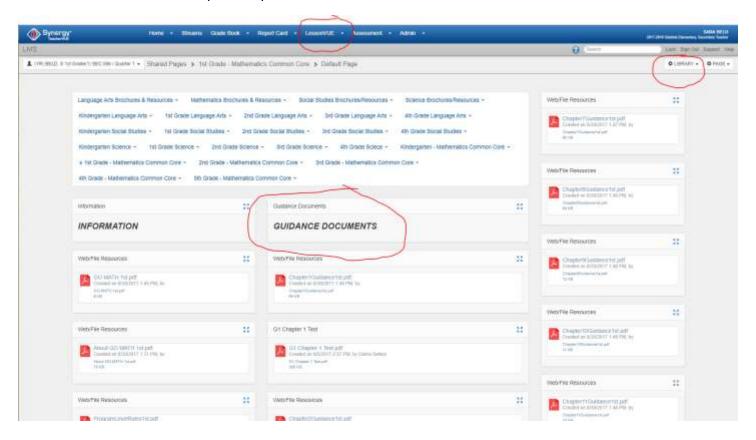
If you have assigned a <u>Paper Pencil Test</u>, you can get the Test from the LessonVue LMS page to print out and copy for students to take.

Click on LessonVue - LMS

To see the shared district curriculum - click on Library - Shared Pages

Under the Guidance Documents - you will find the Chapter Guidance Documents, Paper Pencil Tests, or Constructed Response Documents if available.

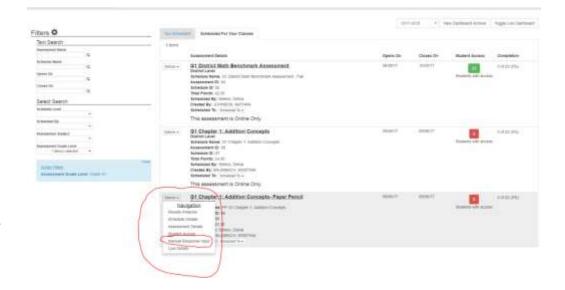
Click on the document and open the pdf



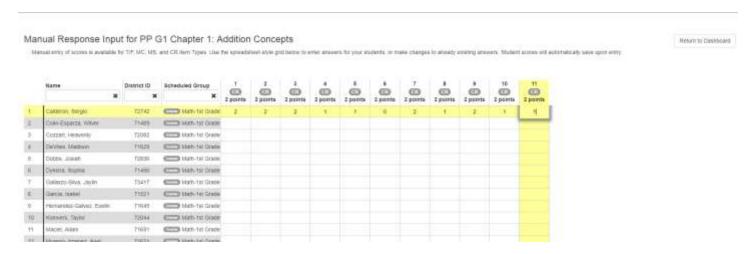
After the students take the Paper Pencil Test - go to TeacherVue

Assessment -Assessement Dashboard -Scheduled for Your Classes -Find that Paper Pencil Test

Click on the Options drop down next to the name and choose Manual Response Input to enter scores



Find the student that took the paper pencil test, enter in the points for each question. When finished, click on Return to Dashboard.



When it returns to the Dashboard, assignment and scores go directly into the Math Course (overall score and standards.

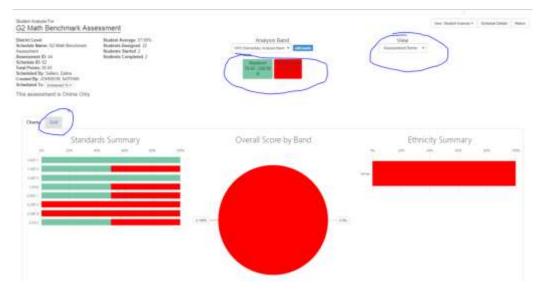
If you had some students take the on-line test and the paper pencil version of that test, there will be two assignments in the grade book with just those students that scored in each assignment.

Data Analysis for the Chapter Tests works the same as the Benchmark Screener - Go to Assessment Dashboard - Click on Scheduled for Your Classes

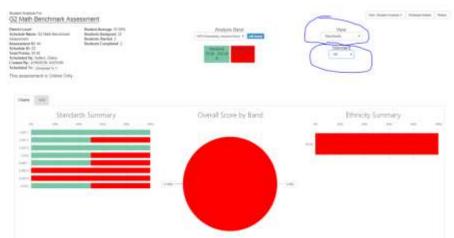
To get into the data analysis - click on the assessment name

The dashboard analysis will default to overall class information by assessment. You will see a breakdown by Mastered -

Not Mastered



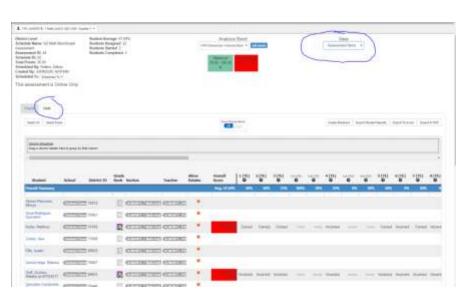
You can change it to View by standard by clicking on the dropdown under View to Standards - and then All Standards or Individual Standards



To look at individual student information - click on the Grid

The view will depend on what you have selected - Assessment overall score broken down by question or by Standard

To look at an individual student - click their name.

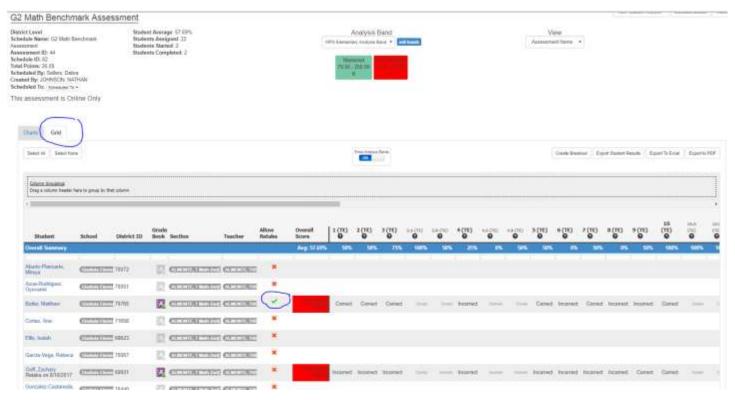


on

If you need to re-test the student during that open window:

## Click on Grid

Click on the Allow Retake for that individual student(s).



The retake score will automatically be replaced in your grade books....it replaces - does not keep the old score within that quarter.