Overview

The Mid-Year Assessment is designed to be given upon completion of the Units and Lessons contained in Volume 1 of the Teacher’s Lesson Guide. The Mid-Year Assessment is set up in the same manner as the Progress Check: Written Assessment. Both have a Part A which supplies summative information for grading purposes (Recognizing Student Achievement) and a Part B which supplies formative information (Informing Instruction) to help plan future instruction.
**Settings**

Select **Tracking Progress / Mid-/End-of-Year Assessment** in the left navigation pane. The default view is the scoring screen for the **Mid-Year Assessment**.

**TRACKING PROGRESS: MID-/END-OF-YEAR ASSESSMENT: MID-YEAR ASSESSMENT:**

![Image of tracking progress](image)

A **Class** drop-down list allows you to switch between classes.

**NOTE:** If you change the **Class** selection, you will be sent to the Home Page for the newly selected class.

The text below the banner indicates which problems provide summative information for grading purposes and which problems provide formative information for planning future instruction.
**View Assessment**

Click **View Assessment** to see the assessment and a chart indicating the Grade-Level Goal(s) assessed by each item in the assessment.

**TRACKING PROGRESS: MID-/END-OF-YEAR ASSESSMENT:**

**MID-YEAR ASSESSMENT:**

**View Assessment Window:**

The bottom bar indicates the number of pages included in the assessment window.

Close the **View Assessment** window by clicking the ❌ in the upper right corner.
Select a student from the **Student** drop-down list.

Enter the date in the **Date Assessed** text box.

**NOTE:** The date may be entered manually in the form MM/DD/YYYY or by clicking on the calendar icon (📅) and navigating to and selecting the desired date.

Part A problems provide summative information for grading purposes. These items are assessed as **Making Adequate Progress**, **Not Making Adequate Progress**, or **Not Assessed**.

Assess all Part A problems the same for the selected student by clicking the appropriate **Select All** button in the gray bar (you retain the opportunity to change the assessed progress on individual problems by selecting the appropriate button next to that problem), or assess each problem individually by clicking the appropriate button to its right.

**NOTE:** You may click **Submit** as often as you wish while scoring. If you leave this screen or select a new student in the **Student** drop-down list without first clicking **Submit**, data entered will be lost.
Detailed Scoring: Part A

Click in the gray Select All bar to open the detailed scoring boxes for all Part A problems in the assessment, or click next to the desired Part A problem to open the Detailed Scoring box for that particular problem. (You enter detailed scoring on the same screen that you enter assessed progress for the Mid-Year Assessment.)

TRACKING PROGRESS: MID-/END-OF-YEAR ASSESSMENT: MID-YEAR ASSESSMENT: PART A

Student Detailed Scoring View:

Enter detailed scoring for each desired problem on a scale of 0 to 4; 0 being low and 4 being high.

NOTE: You may click as often as you wish while scoring. If you leave this screen or select a new student in the Student drop-down list without first clicking , data entered will be lost.

You may choose to assess all students for Part A problems prior to assessing Part B problems or assess both Part A and Part B problems for one student at a time.
Recording Assessed Progress: Part B

Scroll down to Part B of the Mid-Year Assessment.

Part B problems are recorded for informing instruction purposes. These items are scored as Correct, Incorrect, or Not Assessed.

TRACKING PROGRESS: MID-/END-OF-YEAR ASSESSMENT:

MID-YEAR ASSESSMENT: PART B

Student Detailed Scoring View:

Assess all Part B problems the same for the selected student by clicking the appropriate Select All button in the gray bar (you retain the opportunity to change the assessed progress on individual problems by selecting the appropriate button next to that problem), or assess each problem individually by clicking the appropriate button to its right.

NOTE: You may click Submit as often as you wish while scoring. If you leave this screen or select a new student in the Student drop-down list without first clicking Submit, data entered will be lost.
Detailed Scoring: Part B

Click [Detailed Scoring] in the gray Select All bar to open the detailed scoring boxes for all Part B problems in the assessment, or click [Detailed Scoring] next to the desired Part A problem to open the Detailed Scoring box for that particular problem. (You enter detailed scoring on the same screen that you enter assessed progress for the Mid-Year Assessment.)

Enter detailed scoring for each desired problem on a scale of 0 to 4; 0 being low and 4 being high.

NOTE: You may click [Submit] as often as you wish while scoring. If you leave this screen or select a new student in the Student drop-down list without first clicking [Submit], data entered will be lost.

Scroll down, if necessary, to enter Comments about Student.

TRACKING PROGRESS: MID-/END-OF-YEAR ASSESSMENT:

Student Detailed Scoring View: Bottom of Screen

Click [Submit] to save assessed progress, Detailed Scoring, and Comments about Student.

NOTE: You may click [Submit] as often as you wish while scoring. If you leave this screen or select a new student in the Student drop-down list without first clicking [Submit], data entered will be lost.

Select the next student to assess from the Student drop-down list.