

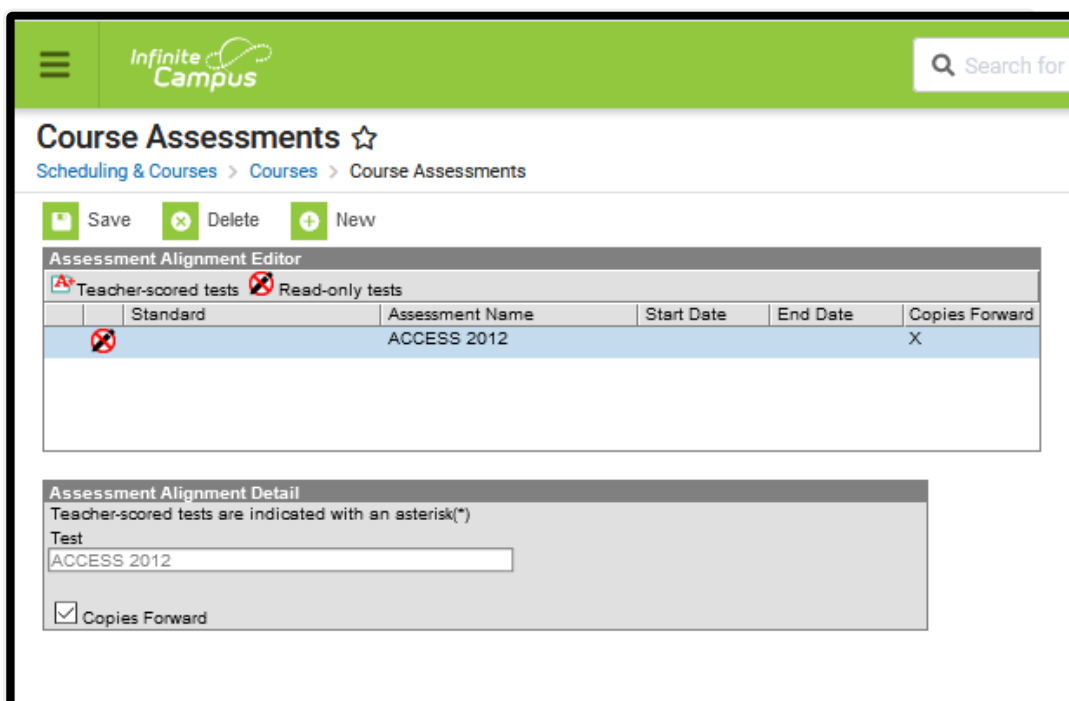
Course Assessments

Last Modified on 03/31/2025 3:10 pm CDT

Tool Search: Courses > Assessments

The Courses Assessments tool lists the names of the assessments that are associated with a course. These can be standard tests, district tests or tests that the teacher scores. A teacher-scored test is determined by the Test Structure.

In order to assign assessments to a course, the assessment must be created first in the [Test Setup](#) tool.



The screenshot shows the 'Course Assessments' tool interface. At the top, there is a green header with the 'Infinite Campus' logo and a search bar. Below the header, the title 'Course Assessments' is followed by a star icon. A breadcrumb trail reads 'Scheduling & Courses > Courses > Course Assessments'. There are three buttons: 'Save' (green square), 'Delete' (green square with an 'x'), and 'New' (green square with a plus). Below these is the 'Assessment Alignment Editor' section, which has a tab for 'Teacher-scored tests' (active) and a tab for 'Read-only tests' (disabled). A table lists assessments with columns for 'Standard', 'Assessment Name', 'Start Date', 'End Date', and 'Copies Forward'. One row is visible for 'ACCESS 2012' with 'X' in the 'Copies Forward' column. Below the table is the 'Assessment Alignment Detail' section, which includes a note 'Teacher-scored tests are indicated with an asterisk(*)', a 'Test' dropdown menu with 'ACCESS 2012' selected, and a checked checkbox for 'Copies Forward'.

Course Assessments

See the [Course Assessments Tool Rights](#) article for information about rights needed to use this tool.

There may be several assessments from which to choose. The Test dropdown list is searchable; enter a start of a test name or a part of a test name and matching results display.

Course Assessments ☆

Scheduling & Courses > Courses > Course Assessments

Save New

Assessment Alignment Editor

☒ Teacher-scored tests
 ☒ Read-only tests

	Standard	Assessment Name	Start Date	End Date	Copies Forward
<input checked="" type="checkbox"/>		ACCESS 2012			X

Assessment Alignment Detail

Teacher-scored tests are indicated with an asterisk(*)

*Test

Other Assessments

- Mathematics SS
- Mathematics SS
- Mathematics SS
- Mathematics SS
- Mathematics SS
- 2. Mathematics Score
- 2. Math SS (36 pts)
- 2. Math SS (36 pts)
- 2. Math SS (36 pts)
- 2. Math SS (36 pts)
- 2. Math SS (36 pts)
- 2. Math SS (36 pts)
- 2. Math SS (36 pts)

Assessment Search

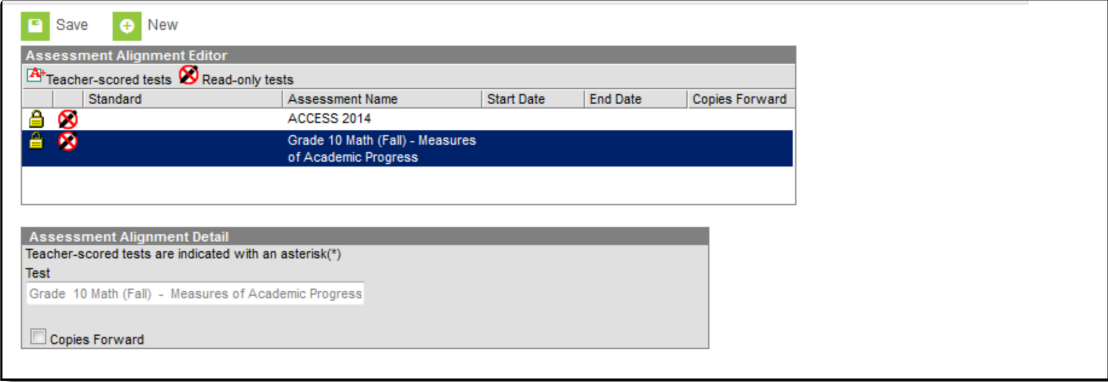
Course Assessments Options

The following fields are populated when adding an assessment to a course.

Field	Description
Standard	Displays the name of the standard aligned to the selected assessment. This column is populated only when the chosen assessment has a standard aligned to it (done in the Standards Bank).
Assessment Name	Displays the name of the assessment.
Start Date	When the assessment is a teacher-scored assessment, dates are required. This column shows the start date of the selected test.
End Date	When the assessment is a teacher-scored assessment, dates are required. This column shows the end date of the selected test.
Copies Forward	Displays an X when the assessment is marked to copy forward into future calendars.

Course Master Aligned Courses and Assessments

If the course is linked to a Course Master, and editing of Assessments is marked as Locked on the Course Catalog, a lock button displays next to the test. Any changes to these locked tests must be done on the Course Master.



The screenshot shows the 'Assessment Alignment Editor' window. At the top, there are 'Save' and 'New' buttons. Below them, a tabbed interface shows 'Teacher-scored tests' (active) and 'Read-only tests'. A table lists assessments with columns for 'Standard', 'Assessment Name', 'Start Date', 'End Date', and 'Copies Forward'. Two rows are visible: 'ACCESS 2014' and 'Grade 10 Math (Fall) - Measures of Academic Progress'. The second row is highlighted in blue and has a lock icon in the 'Standard' column. Below the table, the 'Assessment Alignment Detail' section shows a 'Test' dropdown menu with 'Grade 10 Math (Fall) - Measures of Academic Progress' selected, and a 'Copies Forward' checkbox.

Locked Assessments

Add Teacher-Scored Assessments to a Course

Teacher-scored assessments are marked as Teacher-scored on the [Test Setup](#) tool and are preceded with an asterisk in the list of available tests.

1. Click the **New** button. An Assessment Alignment Detail editor displays.
2. Type in the **Test** dropdown field to find the test to assign to the course. Or, scroll through the list of tests available.
3. Enter the **Start Date** and **End Date** fields to indicate the first day and the last day of the grading window. During that time, teachers are allowed to enter test scores that will post on the student's Assessment tab. These fields will auto-fill with the start and end dates of the test as entered on the Assessment tab.
4. Click the **Save** button.


Teacher-scored assessments **cannot** be copied forward, as they require a start and end date.

Course Assessments ☆

Scheduling & Courses > Courses > Course Assessments

Assessment Alignment Editor

☒ Teacher-scored tests
 ☐ Read-only tests

Standard	Assessment Name	Start Date	End Date	Copies Forward
	46H4HQET46QET46	08/03/2020	08/28/2020	

Assessment Alignment Detail

Teacher-scored tests are indicated with an asterisk(*)

Test

*46H4HQET46QET46

*Start Date 08/03/2020

*End Date 08/28/2020

Teacher Scored Assessments Assigned to a Course

Assign an Assessment to a Course

1. Select the **New** button. An Assessment Alignment Detail editor displays.
2. Type in the **Test** dropdown field to find the test to assign to the course. Or, scroll through the list of tests available.
3. Determine if the test should follow the course as it moves forward into future calendars. If yes, mark the **Copies Forward** checkbox.
4. When finished, click the **Save** button. The test displays in the Assessment Alignment Editor.

Assign a Standard Aligned to an Assessment to a Course

The Standard column in the Assessment Alignment editor displays a standard if the test has been aligned to a standard in the Standards Bank (as part of aligning assessments with assignments).

The screenshot shows the 'Assessment Alignment Editor' interface. At the top, there are buttons for 'Save', 'Delete', and 'New'. Below this is a table with columns: 'Standard', 'Assessment Name', 'Start Date', 'End Date', and 'Copies Forward'. The table contains three rows: 'Gr 7 Math VAAP' with 'X' in the 'Copies Forward' column, 'LS VS National Test Math', and 'Teacher Score Test' with dates '09/01/2013' and '06/01/2014'. Below the table is the 'Assessment Alignment Detail' section, which includes a 'Test' dropdown menu with 'Gr 7 Math VAAP' selected and a 'Copies Forward' checkbox that is checked.

Standard Assessments Assigned to a Course

These assessments display at the top of the list of assessments.

The screenshot shows the 'Assessment Alignment Editor' interface with a dropdown menu open for the 'Test' field. The dropdown menu has a search bar and a list of options. The first section is 'Standards-Aligned Assessments' with 'ACT Reading' selected. Below this is the 'Other Assessments' section, which includes a legend: '* Not Teacher Scored - starts with symbol', '**Access Test for LEP', and '**LS VC Test - District teacher scored * (2014)'. The background shows the same table as the previous screenshot, but the 'Gr 7 Math VAAP' row is now highlighted in blue.

Standards Aligned to Assessments

1. Review the standard in the [Standards Bank](#) to see if an assessment has been aligned to the standard.
2. Verify the [standard](#) is assigned to the course.
3. Select the standard-aligned assessment from the Test dropdown list.
4. Mark the **Copies Forward** checkbox if the assessment should be copied forward into future calendars.
5. Click the Save button when finished.