

Assessments (Course Masters)

Last Modified on 12/14/2025 8:45 pm CST

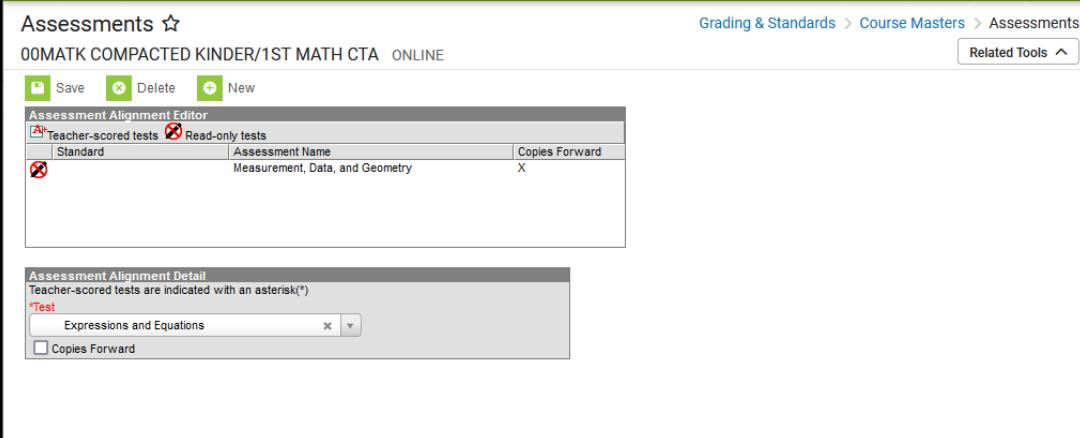
[Course Master Assessments Options](#) | [Course Master Aligned Courses and Assessments](#) | [Assign an Assessment to a Course Master](#) | [Assign a Teacher-Scored Assessment to a Course Master](#) | [Assign a Standard to a Course Master](#)

Tool Search: Assessments

The Course Master Assessments tool lists the names of the assessments that are marked as teacher-scored tests and read-only tests. A teacher-scored text is determined by the [Test Structure](#). Tests display as Teacher-scored or Read-only test.

Review the [Course Masters Overview](#) article for information on Course Masters best practices and a Course Master Workflow.

In order for a test to be selected and assigned to a Course Master, the test must be created in the Test Setup structure.



Assessments ☆

Grading & Standards > Course Masters > Assessments

Related Tools ^

Assessment Alignment Editor

Standard	Assessment Name	Copies Forward
Measurement, Data, and Geometry	X	

Assessment Alignment Detail

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

Test

Expressions and Equations

Copies Forward

Course Master Assessments

See the [Assessments Tool Rights](#) article to learn 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.

The screenshot shows the 'Assessment Alignment Editor' interface. At the top, there are three buttons: 'Save' (green), 'Delete' (red), and 'New' (blue). Below these are two sections: 'Assessment Alignment Editor' and 'Assessment Alignment Detail'. The 'Assessment Alignment Editor' section contains a table with columns 'Standard', 'Assessment Name', and 'Copies Forward'. It lists two items: '1. Reading (600 pts)' with an 'X' in 'Copies Forward' and 'AAAA Test' with a blue background. The 'Assessment Alignment Detail' section shows a list of 'Other Assessments' with a search bar above it. The search bar contains the text 'teal'. The list includes various TEAE Reading and Writing assessments from Grade 3 to Grade 12. A note at the top of this section says 'Teacher-scored tests are indicated with an asterisk(*)'. A tooltip 'Searchable Field for locating test' is shown at the bottom of the search bar.

Searchable Field for locating test

Course Master 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.
Copies Forward	Displays an X when the assessment is marked to copy forward into future calendars.

Course Master Aligned Courses and Assessments

When the course is linked to a Course Master, and editing of Assessments is marked as Locked on the [Course Catalog](#), a lock icon displays next to the test when viewing [Assessment aligned to a Course](#). Any changes to these locked tests must be done on the Course Master.

Course Catalog

Choose the items that should be locked for a course. Changes will be pushed from the linked Course Master to Courses in selected calendars. Items that are locked cannot be modified on the Course, with the exception of those items marked with the information tool tip. Changes to these items will be pushed to courses but can also be modified on the Course editor screen.

Lock editing of:

- Grading Tasks/Standards
- Grade Calc Options
- Composite Grades

Assessments

Grading & Standards > Course Masters > Assessments

	Standard	Assessment Name	Copies Forward
<input checked="" type="checkbox"/>		1. Reading (600 pts)	X
<input checked="" type="checkbox"/>		AAAA Test	

Course Master Assessments

Course Assessments

Scheduling & Courses > Courses > Course Assessments

	Standard	Assessment Name	Start Date	End Date	Copies Forward
<input checked="" type="checkbox"/>		1. Reading (600 pts)			X
<input checked="" type="checkbox"/>		AAAA Test			

Course Information Assessments

Locked Assessment on Course

Assign an Assessment to a Course Master

1. Select the **New** icon. 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** icon.

The test displays in the Assessment Alignment Editor.

Any changes made to Assessment or any other Course Master tab require a push process to the courses. This option is available on the [Course Master Information](#) tool.

Assessments cannot be added more than once, but multiple assessments may be added for any Course Master. For example, a teacher-scored test named Reading - Teacher Scored is selected and added. The user cannot add the Reading - Teacher Scored test again. But any other test that hasn't been added that needs to be added can be without error.

Assign a Teacher-Scored Assessment to a Course Master

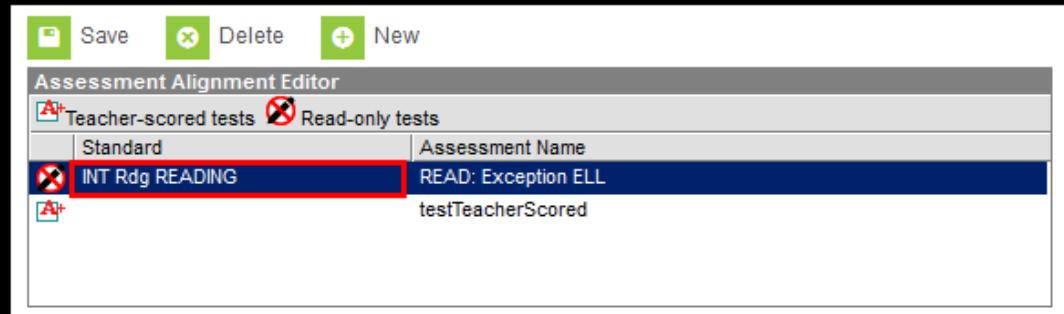
Teacher-scored assessments are preceded with an asterisk.

1. Click the **New** icon. 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. Click the **Save** icon.

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

Assign a Standard to a Course Master

The Standard column in the Assessment Alignment editor will display a standard if the test has been aligned to a standard in the Standards Bank (as part of aligning assessments with assignments). Only one teacher-scored test is allowed per course. Teacher-scored assessments are preceded with an asterisk.



Standard	Assessment Name
INT Rdg READING	READ: Exception ELL

Standards Aligned to Assessments