

Create Teacher-Scored Assessments

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The **Test Setup** tool described below will be deprecated in a future release. The **Assessment Center** (released in Campus.2223) provides users with the ability to create and manage assessments administered to students, including teacher-scored assessments.

Setup of a Teacher-Scored Assessment | Additional Steps

School and/or district-level assessments can be scored by teachers as grading tasks, as desired. The following information provides details on creating teacher-scored assessments.

The screenshot shows the 'Test Detail' form with the following fields and settings:

- Name:** TK English Test
- Parent Test:** (no parent)
- Code:** [Empty]
- Year:** 13-14
- Subject:** Writing
- Test Grade Level:** 11: 11th Grade
- Assessment Type:** GEN: General Assessment
- NCLB Test Type:** Reading/Language Arts
- Standards Type:** [Empty]
- Start Date:** [Calendar icon]
- End Date:** [Calendar icon]
- Test Type:**
 - District Test
 - State Test
 - National Test
- Teacher-scored:** (highlighted with a red box)
- Display in Portal:**
- Display in Transcripts:**
- State Code:** [Dropdown]
- National Code:** [Dropdown]
- Select the score fields you want to use:**
 - Date
 - Scale Score
 - Raw Score (highlighted with a red box)
 - Reason Code
 - Received Accommodation
 - Percentile
 - Percent
 - Normal Curve Equivalent
 - Result (highlighted with a red box)
 - Invalid
- Academic Achievement Standard:** TK Test

Setup of a Teacher-Scored Assessment

Teacher-scored Assessments are only allowed to be created for district tests. Teacher-scored tests cannot be done for state or national tests.

Before following these steps, verify an appropriate test structure (Parent, Child 1, Grandchild 1, etc.) has been created.

These steps must be followed for each parent, child and/or grandchild tests that are to be scored by teacher.

1. Select the test that should be scored by teachers.
2. Enter the **Start Date** and **End Date**, indicating the first and last day on which the assessment can be graded.
3. Verify that the test is marked as a district test (*i.e.*, the **District Test** radio button is marked).
4. Mark the **Teacher-Scored** checkbox.
5. Mark the following score fields:
 - **Raw Score**
 - **Result**

You may select Scale Score (if the teacher will manually enter the scale score) but please be aware, no Result is calculated.

6. Click the **Save** button.

Additional Steps

After the Teacher-Scored Assessment has been created, the assessment must be aligned with the course using the Course Assessments tool. In addition, the teacher will grade the test as a Grading Task when appropriate and the score can be viewed on the student's [Assessment](#) tab.