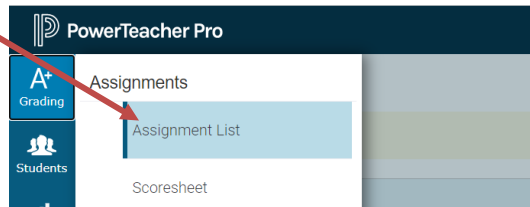


Scoring Assessments Using Achievement Levels

Providing an overall mark to an assessment is not the only way to score an assessment. When linking outcomes to assessments, teachers can use achievement levels to score the assessment. To learn more about how to link outcomes to assessments, this topic is covered in the *Creating and Duplicating Assessments in PT Pro* user guide.

If outcomes are aligned to the assessment, to enter achievement level scores for a single assessment:

1. Click **Grading**, then select **Assignment List**.



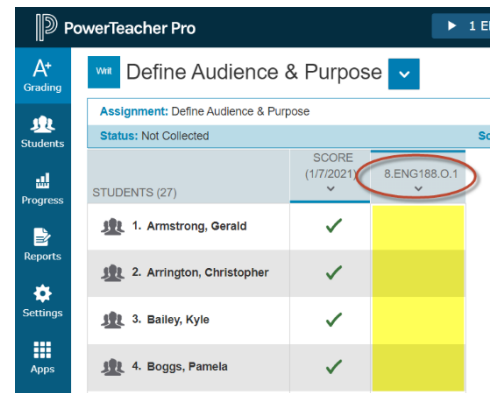
2. Click the name of the assessment.

Assignments

CATEGORY	ASSIGNMENTS	SCORED	DUE DATE	SCORE TYPE	EDIT
Writ	1. Define Audience & Purpose	27 / 27 ✓	1/7/2021	Collected Only	

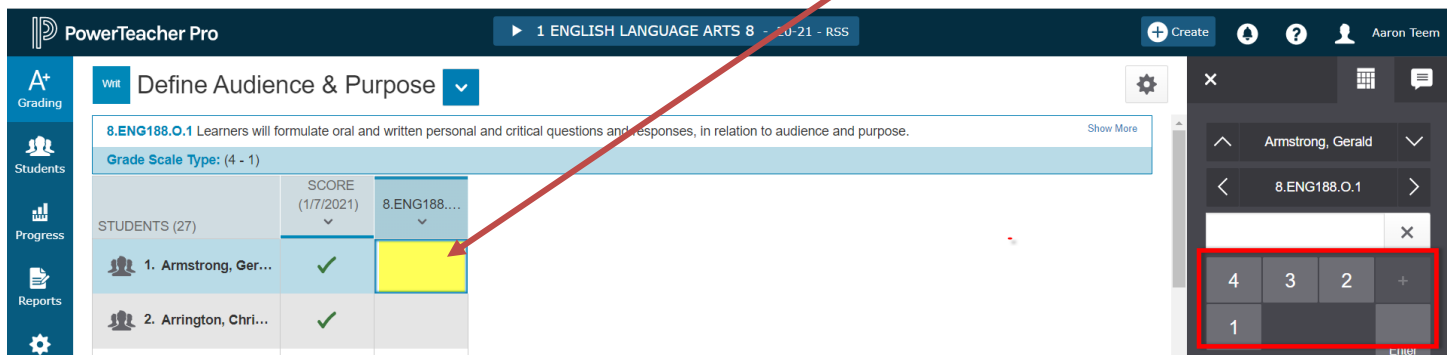
3. The page that appears will allow you to enter achievement level scores to any outcomes associated to the assessment.

Note that the outcome column title (in this example 8.ENG188.O.1) displays the outcome identifier. To see the full description of the outcome, either hover over the column title or click in one of the cells to see the full description in the summary area.



If you cannot see the summary area on your page, click on the gear icon towards the upper-right of the page, and then select **Show Summary**.

4. To enter the achievement level scores, open the **Score Inspector** by clicking in one of the cells next to any student's name.



Scoring Assessments Using Achievement Levels

- Use your keyboard or the number pad in the Score Inspector to enter an achievement level score for the student. If using the Score Inspector, and if the cell is blank, you will notice that the + sign is greyed out. You must first enter a number before you can enter the + sign.



Note: In the renewed grade 7 & 8 curriculum, skills can also be associated to an assessment. They are scored using **Independent (I)** or **With Support (WS)**. Use of these scoring codes will have **no impact** on the students' grade as they do not factor into the grade calculation.

STUDENTS (27)	SCORE (1/7/2021)	8.ENG188...	8.ENG188...
1. Armstrong, Ger...	✓		
2. Arrington, Chri...	✓		

- Use the arrow keys on your keyboard or the arrows at the top of the Score Inspector, to move to different score cells.

STUDENTS (27)	SCORE (1/7/2021)	8.ENG188...
1. Armstrong, Ger...	✓	3
2. Arrington, Chri...	✓	
3. Bailey, Kyle	✓	

You can also hit the Enter key on your keyboard or press the Enter key in the Score Inspector to move to the next student in the list.

- Once all scores are entered, click **Save**.

Note: Achievement level scores can also be entered and/or updated from the **Outcomes Scoresheet** page.

NE (No Evidence) Special Code

If a student has shown no evidence of learning for a particular outcome, or set of outcomes, you can modify a calculated or blank outcome grade and assign a NE special code as an outcome grade. By default, the **outcome grade** for any given outcome is determined by averaging the three most recent outcomes scores.

Note: **The NE code can only be assigned to the outcome grade** and cannot be used to replace an achievement level score for outcomes assessed on individual assessments.

Keep in mind that when assigning the NE special code as an outcome grade, and if using Outcomes Weighting to calculate progress and final percentage grades for your students, NE is equivalent to a value of zero. Once a student has demonstrated some evidence of learning for the outcome, be sure to remove the NE code in order for the calculated outcome grade to display, or else the student's overall percentage grade will be negatively impacted. If a student has shown no evidence of learning for an outcome(s), and if NE remains in your gradebook, then NE will essentially become a qualified grade for that outcome(s).

Entering NE as an Outcome Grade on the Outcomes Scoresheet

In the below example, a student lacks evidence to demonstrate progress of outcome 10.1, and teacher wishes to enter NE as the outcome grade for this outcome.

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Moore, Stephanie - Outcomes Scoresheet

9.ENG9.O.9.1 SCO 9.1: demonstrate facility in using a variety of forms of writing to creat...

Grade Scale Type: (4 - 1)

OUTCOME GRADE	9.ENG9.O.10.1	9.ENG9.O.10.2	9.ENG9.O.10.3	9.ENG9.O.10.4
ASSIGNMENT				
Write Writer's Workshop Due: 11/3/2020		3	2+	3
Write Autobiography Due: 10/26/2020				
Speak Novel Study: Characters Due: 10/16/2020			2+	3
Read Novel Study Introduction Due: 10/14/2020				
Read Open Letter Analysis Due: 10/9/2020				
Read Short Fiction: What is the Theme? Due: 10/6/2020				
Write The Sniper Analysis Due: 9/29/2020				
Speak My Life in Pictures Due: 9/28/2020				
Read The Sniper Reading Due: 9/23/2020				
Read Reading Assignment #1 Due: 9/21/2020				
Write Memoir: Who I Am in Six Words Due: 9/10/2020			2	2+

For the desired outcome, click in the cell where the outcome grade appears, or if blank, where the outcome grade should appear. The Score Inspector will open.

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Moore, Stephanie - Outcomes Scoresheet

9.ENG9.O.10.1 SCO 10.1: demonstrate an awareness of what prewriting, drafting, revising, ed...

Grade Scale Type: (4 - 1)

Score Inspector: 9.ENG9.O.10.1

Scoring Assessments Using Achievement Levels

Click on the **Codes** button in the Score Inspector. **NE** will appear as a special code.

ASSIGNMENT	SCORE	9.ENG9.O.10.1	9.ENG9.O.10.2	9.ENG9.O.10.3	9.ENG9.O.10.4
Writer's Workshop			3	2+	3
Autobiography	✓			2+	3
Novel Study: Characters	✓				
Novel Study Introduction	✓				
Open Letter Analysis	✓				
Short Fiction: What is the Theme?	✓				
The Sniper Analysis	✓		3		
My Life in Pictures	✓				
The Sniper Reading	✓				
Reading Assignment #1	✓				
Memoir: Who I Am in Six Words	✓			2	2+

Select **NE** to add the code as the outcome grade. Repeat process to add **NE** to other outcome grades and save all changes once finished.

ASSIGNMENT	SCORE	9.ENG9.O.10.1	9.ENG9.O.10.2	9.ENG9.O.10.3	9.ENG9.O.10.4
Writer's Workshop		NE	3	2+	3
Autobiography	✓			2+	3

Once a student has demonstrated some evidence of learning, click the **Revert** button to remove an overridden **NE** grade with the calculated grade.

Revert button

Calculated Outcome Grade