

ENTRY LEVEL ASSESSMENTS

By default, upon logging into the ESSA application, teachers, vice principals, principals, and site leads will be placed in the “**Assessments**” screen. Your name, school name, and the school year will all be displayed in the upper right-hand corner of the screen. None of these fields can be changed unless you have access to more than one school in which case a different school can be selected from the school dropdown list.

Teachers, both the default teacher as well as any supporting teachers, can enter entry level assessment data for students in their class(es). Principals, vice principals, and site leads can enter entry level assessment data for any student in their school. Central Admin staff can enter entry level assessment data for any student in any school.

To enter Entry Level Assessments, there are two choices which are controlled by the radio buttons near the top of the Assessments screen. By default, “**Entry Level By Student**” will be selected. If you prefer to use the “**Entry Level By Program**” screen, click on the radio button immediately to the left of this option.

The screenshot displays the user interface for the Elementary Summer School Assessment application. At the top left is the 'tdsb' logo. The main header reads 'Elementary Summer School Assessment'. On the top right, there is a 'Welcome!' message, a user name, a 'Logout' link, a school selection dropdown menu, and the 'School Year: 2017-2018'.

A navigation bar contains three tabs: 'Assessments' (active), 'Reports', and 'Admin'. Below this, the 'Assessments' section is titled, with a link for 'Assessment Status Report' on the right.

Two main assessment categories are shown:

- Grades 01-08 Assessments:** This section contains four radio button options:
 - Entry Level By Student
 - Exit Level By Program
 - Entry Level By Program
 - Exit Level By Student / Progress Report
- Kindergarten Assessments:** This section contains one radio button option:
 - By Student/Progress Report

The "Entry Level By Student" screen places the focus on a single student's programs/strands.

tdsb Elementary Summer School Assessment

Welcome! | Logout

School Year: 2017-2018

Assessments | Reports | Admin

Assessments [Assessment Status Report](#)

Grades 01-08 Assessments **Kindergarten Assessments**

Entry Level By Student Exit Level By Program By Student/Progress Report

Entry Level By Program Exit Level By Student / Progress Report

[Show / Hide Criteria](#)

Teacher/Class: LTNM12-01

Student Status: Active All Inactive Student:

Program Type: Mandatory

Student Information

Name:	OEN:	ID:
IEP:	IPRC:	Status: Active
Exceptionality:	Non-TDSB Student:	

Student Assessments

Program	Entry Level Assessment
Literacy	-- unassessed --
Numeracy	-- unassessed --

Save Save & Next Cancel

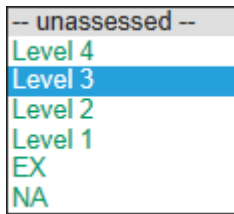
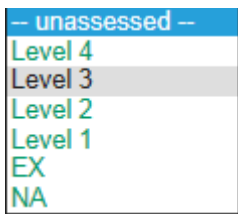
ONE STUDENT AT A TIME

ALL PROGRAMS IN THE CLASS

CYCLES TO THE NEXT STUDENT IN THE STUDENT DROPDOWN LIST

The “Entry Level By Program” screen places the focus on a single program/strand.

To enter an assessment, simply click on the down arrow next to the Assessment dropdown box beside the student or program you want to assess, scroll down to the assessment you want to assign and click on it. To remove an assessment, select “-- unassessed --”.



If you have access to more than one class, you can select a different class from the “Teacher/Class” dropdown list. This will refresh the “Student” dropdown list in the “Entry Level By Student” screen with the students in the new class selected or it will refresh the Programs in the “Program” dropdown list in the “Entry By Programs” screen.

The “**Student Status**” radio button lets you choose which group of students you want to work with in the current screen. You can choose to work with only your “**Active**” students (the default), only with your “**Inactive**” students, or with “**All**” of your students (i.e. both “Active” and “Inactive”).

The “**Program Type**” dropdown list lets you select which Program/Strands you want to work with in the current screen. The default is “**Mandatory**” which will filter on only those programs/strands that your central administration department has decided require a mandatory Entry Level Assessment. For the most part this includes all Literacy and Numeracy Programs/Strands. For those wishing to provide Entry Level Assessments for Programs/Strands not deemed mandatory, you can select either “**Optional**” or “**All**”. “**Optional**” will include only Programs/Strands that do not require a mandatory Entry Level Assessment while “**All**” will include all Program/Strands regardless of their Entry Level Assessment requirements.

THE SCREEN BUTTONS

The “**Save**” button will immediately save any new/changed data currently displayed on the screen to the database. The focus will remain on the current student (“**Entry Level By Student**” screen) or the current Program (“**Entry Level By Program**” screen).

The “**Save and Next**” button will immediately save any new/changed data currently displayed on the screen to the database. The focus will change to the next student in the “**Student**” dropdown list (“**Entry Level By Student**” screen) or to the next Program in the “**Program**” dropdown list (“**Entry Level By Program**” screen). This button is disabled when the last student or program in the list is displayed.

The “**Cancel**” button refreshes the screen with the original contents of the current student’s data (“**Entry Level By Student**” screen) or the current Program assessments (“**Entry Level By Program**” screen). Any changes that were made on the screen prior to clicking on the “**Cancel**” button are not saved to the database.

NOTE: The data currently displayed on the screen will be implicitly saved if the user changes the display using something other than the above buttons --- this would include making a selection from a dropdown list, selecting another tab, running the Assessment Status Report, etc.