National Geographic Science for Florida
eAssessment User's Guide
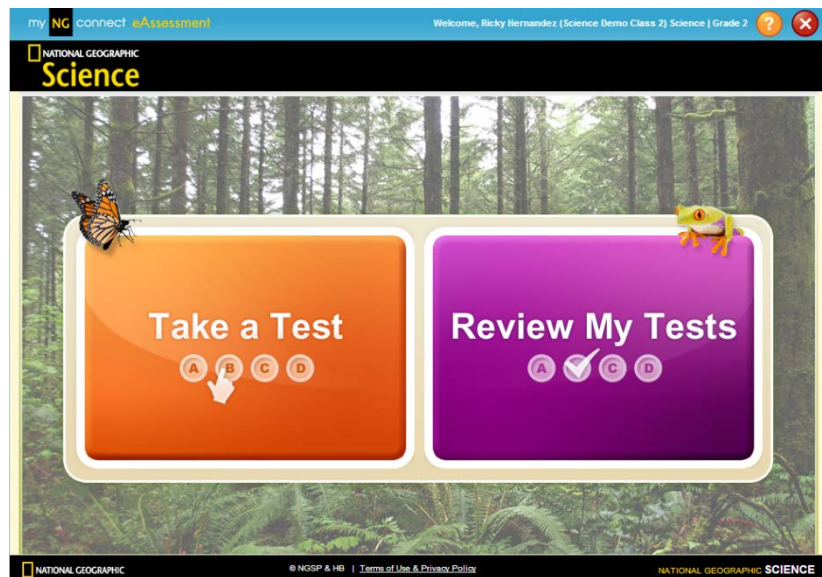## Version 2

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Overview

Accessing myNGconnect eAssessment

myNGconnect eAssessment offers a variety of reports to track student performance. You will also use the application to activate tests and add rubric scores via the User Management Console.

To access eAssessment, you will need a myNGconnect username and password. Contact the school or district administrator in charge of myNGconnect if you have not received this information.
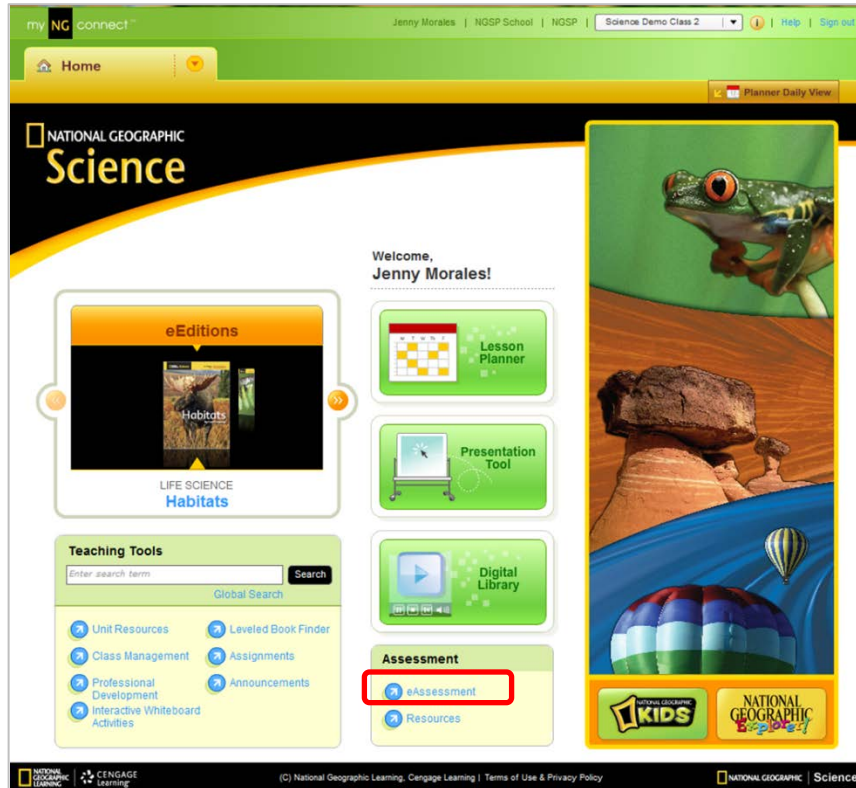
Click the **eAssessment** button on the myNGconnect homepage. The User Management Console will open in a new browser window. Or, you can open the User Management Console directly.

Administering Tests with eAssessment

The ***National Geographic Science*** tests available through myNGconnect eAssessment depend on your students' grade level.

- Grades 1-2: Unit Tests
- Grades 3-5: Chapter Tests, Benchmark Tests, and FCAT Practice Tests

To administer eAssessment tests to your students, activate tests by setting a start date. When the start date arrives, students can take and submit the online tests. Some tests require rubric scores, which you can input online. Then, you can view class reports and make informed instructional decisions.

The User Management Console

The User Management Console (UMC) provides quick access to test management tools and reports.

Manage tab allows you to activate tests for the students in your class. You can manage tests by classes or by student.

Reports & Grading tab gives you access to each student's responses, rubric scoring, and customized reports.
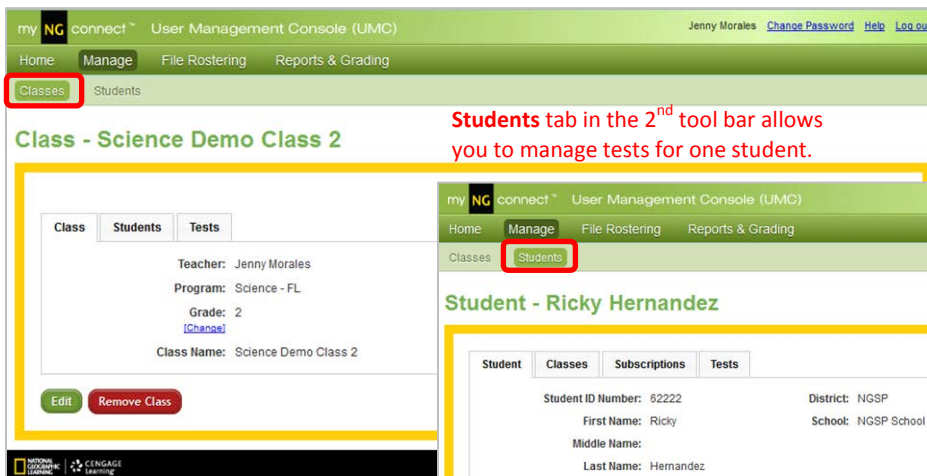
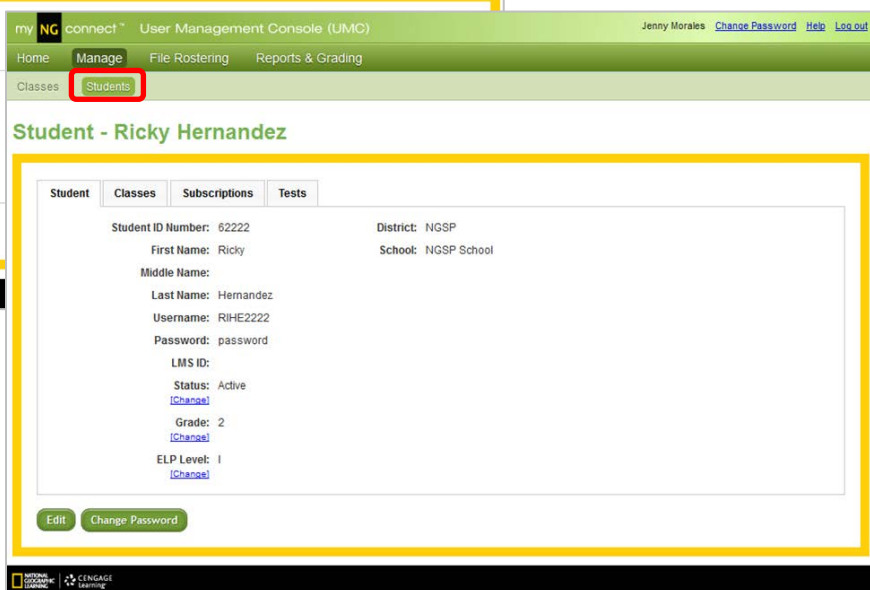**UMC** screen header displays your name and links to change your password, access the help page, and log out.
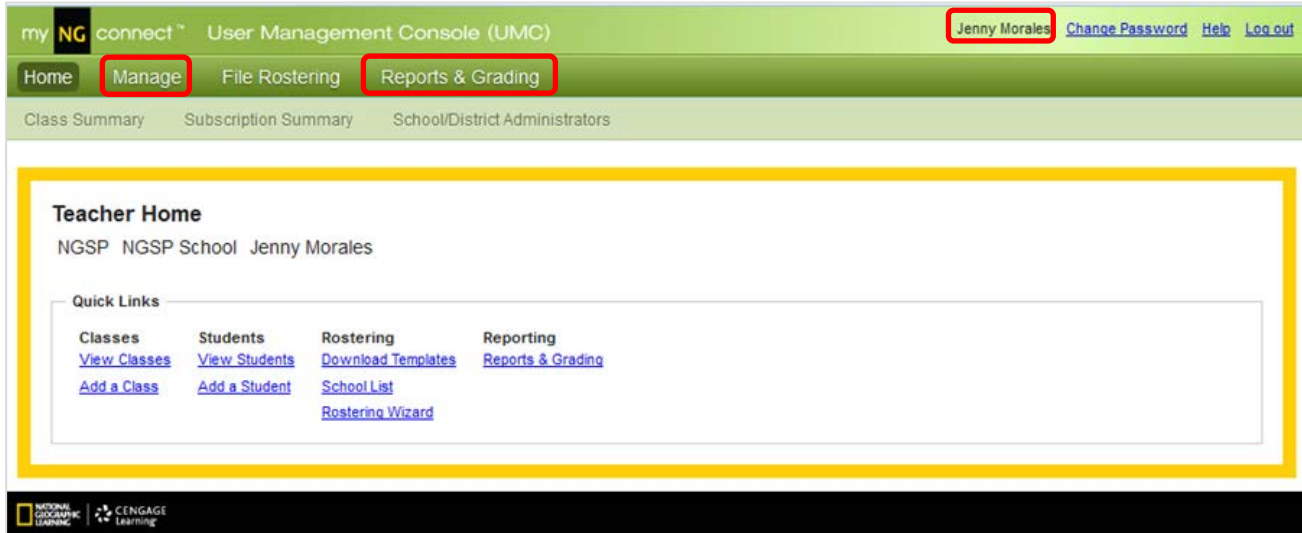
1st Tool Bar

2nd Tool Bar

Classes tab in the 2nd tool bar allows you to manage tests for your entire class.

Students tab in the 2nd tool bar allows you to manage tests for one student.

Test Activation, Grading, and Reports

Activating Tests by Class

myNGconnect eAssessment automatically assigns all tests to subscribed students. Teachers must activate tests by selecting a start date. Follow these steps from the UMC:

1. Click the **Manage** tab on the first tool bar. Then click the **Search** button to view all Classes.

2. Locate the class you wish to manage and click **View** in the "Action" column.

3. Click the **Tests** tab for the selected test.

4. A list of tests available for the selected class will display. Click **Activate** in the "Activate Online Tests" column for the desired test.

5. Click the text box in the "Start Date" column. Select a date from the calendar pop-up or type it into the text box.

6. Click **Save** to activate the test. The test will display in the student's Take a Test list on the selected date.

Notes
You can activate a test for several students by selecting the corresponding checkboxes and clicking the **Change Selected Start Date** button.

You can use this same button to change a date before students start their test. To deactivate a test, which students have not yet started, delete the activation date and click **Save**.

Activating Tests by Student

There may be times when you need to activate tests for an individual student rather than the whole class. The UMC provides a student view for these instances.

1. Click the **Students** tab on the second tool bar of the UMC. Then click **Search**.

2. Locate the student you wish to view and click **View** in the "Action" column.

3. Click the **Tests** tab.

4. A list of available tests will display. Click the text box in the "Start Date" column for the desired test. Select a date from the calendar pop-up or type it into the text box. Click **Save** to activate the test.

> Note
>
> You can activate several tests for the student by selecting the corresponding checkbox and clicking the Change Selected Start Date button.

Manual Grading

Most tests contain at least one constructed response (CR) item. You will need to enter rubric scores for CR items before you can view reports. The manual grading feature allows you to input these scores. Refer to your teacher's guide for scoring rubrics.

1. Click on the **Reports & Grading** tab on the first tool bar of the UMC homepage.
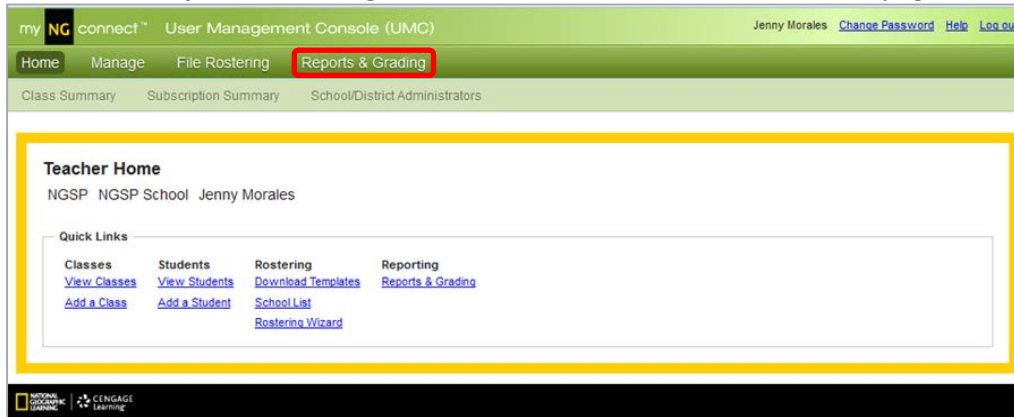
2. Click the class for which you need to input scores.
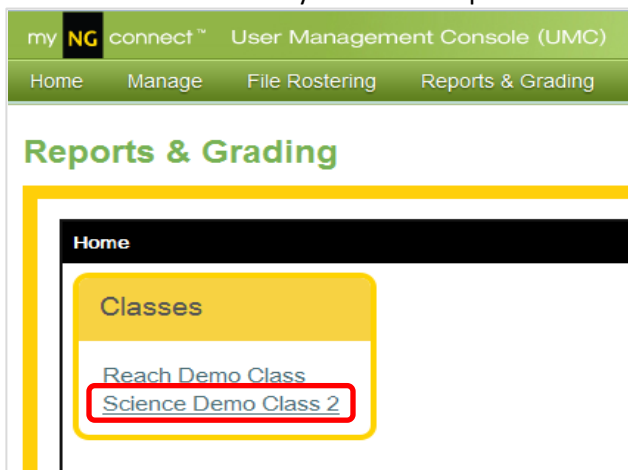
3. Under "Grading", click **Assignment Take List**.
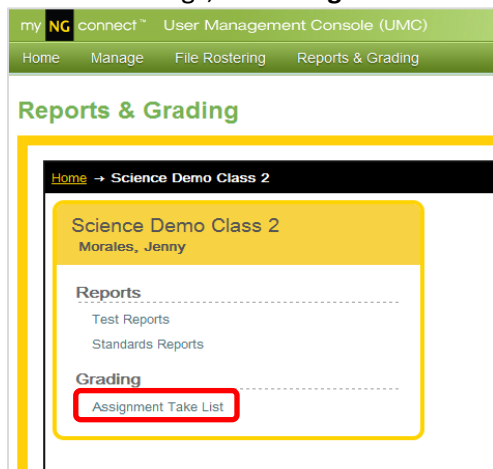
4. The next screen lists all submitted tests. Tests with items that require rubric scores display "Requires Manual Grading" in the "status" column. Click the row for the test you wish to grade.

5. You will see the student's responses for each item in the test.

6. Scroll down to locate the item that requires manual grading. Select scores from the pull-down menu.

7. Click [Apply Changes] at the bottom of the screen to save the scores.

8. Scroll to the top of the screen and click the **Next** button near the student pull-down to score the next student's test. Click the **Next** button near the test pull-down to score another test for the selected student.

Click Revert Changes to undo any changes made during the current session.

Viewing Reports

Overview

Reports are available as soon as responses are submitted online and constructed response scores are entered. myNGconnect offers a variety of reports customized to the *National Geographic Science* program.

1. From the UMC homepage, click the **Reports & Grading** tab.
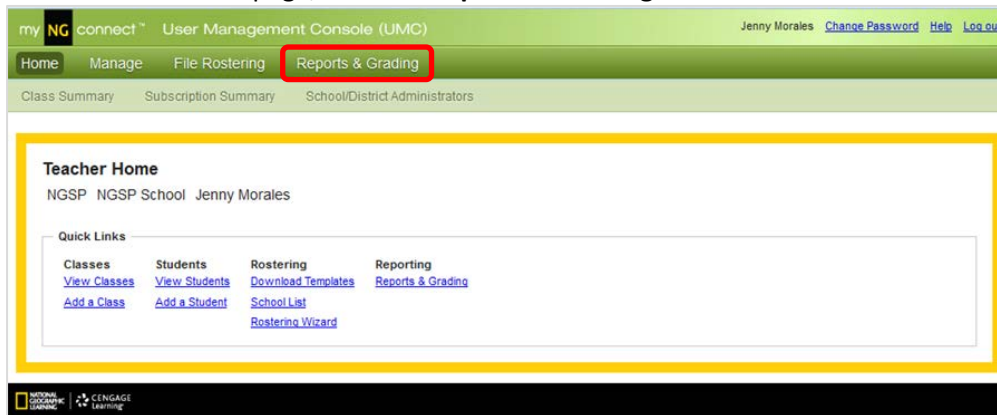
2. Click the Class you wish to view.
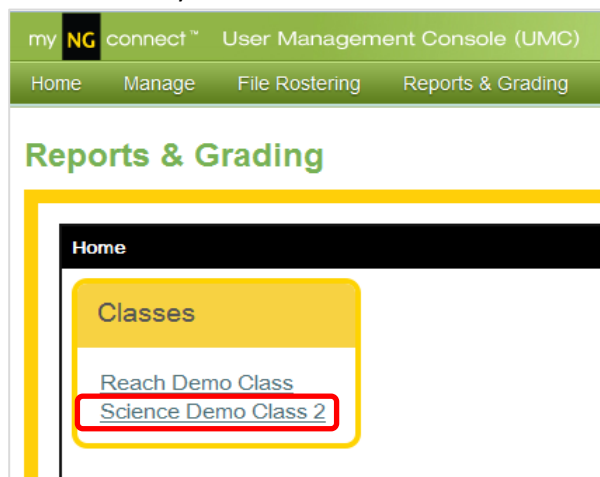
3. You will see a list of currently available reports. Click the link for the report you would like to view.
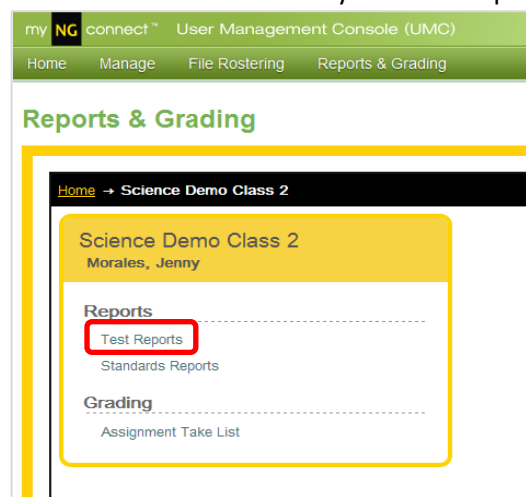
4. A selection pop-up will appear. Use the pull-down menus to make your selections. Then click **Go**. In this example, the user selects the **Grade 2, Habitats Test** report.
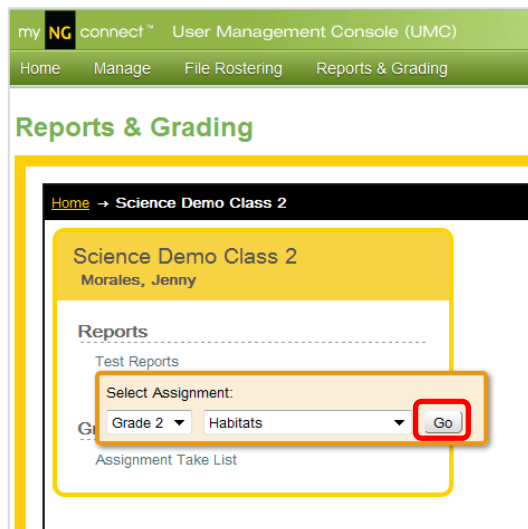
5. To return to the Reports & Grading menu, click the class name in the navigation breadcrumb trail.
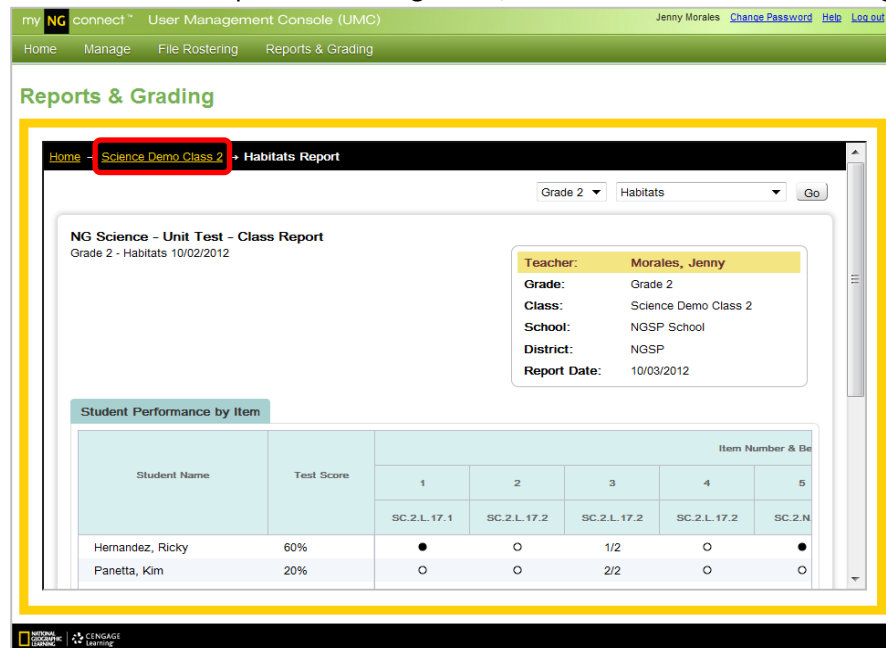
6. To view a different unit report, select it from the pull-down menu in the upper right. Then click **Go**.
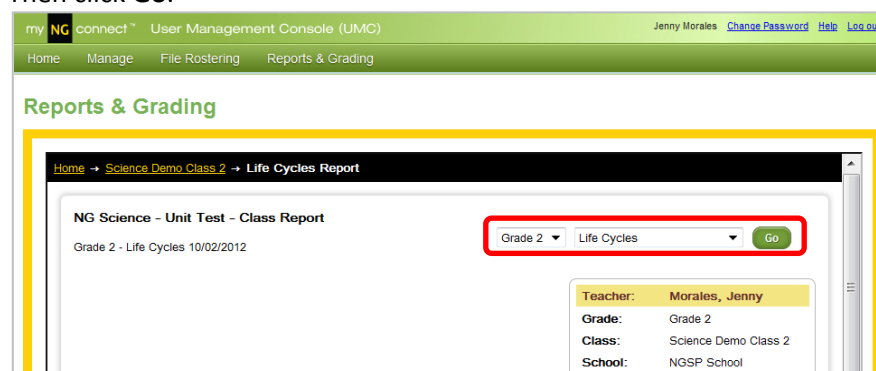
Unit, Chapter, and Benchmark Test Reports

National Geographic Science Unit Tests (grades 1-2) and Chapter and Benchmark tests (grades 3-5) measure student understanding of the concepts taught in the unit's Big Ideas. The class report provides an overall test score and performance by item for each of the students in your class.

Class Unit Test Report (Grades 1-2)

NG Science – Unit Test – Class Report

Grade 2 – Habitats 10/02/2012

| | Grade 2 ▾ | Habitats ▾ | Go | 🖨 |

Teacher:	Morales, Jenny	a. Information Box
Grade:	Grade 2	
Class:	Science Demo Class 2	
School:	NGSP School	
District:	NGSP	
Report Date:	02/22/2013	

Student Performance by Item

Student Name	Test Score	Item Number & Benchmark Code						
		1	2	3	4	5	6
		SC.2.L.17.1	SC.2.L.17.2	SC.2.L.17.2	SC.2.L.17.2	SC.2.N.1.1	SC.2.N.1.2
Hernandez, Ricky	60%	●	○	1/2	○	●	●
Lewis, Erick	80%	●	●	1/2	●	●	○
Martinez, Sebastian	60%	●	●	1/2	●	○	○
Moore, Alice	90%	●	●	1/2	●	●	●
Moretti, Tony	64%	○	●	0/2	●	●	●
Noriega, Paula	70%	●	○	1/2	●	●	●
Panetta, Kim	91%	●	●	2/2	●	●	●
Roberts, Kate	70%	●	●	1/2	●	●	○
Sosa, Michael	70%	○	●	2/2	●	○	●
Class Average	**73.53%**						

b. Item Numbers and Benchmark Codes

c. Student Performance Rows

● Correct Response
○ Incorrect Response

a. **Information Box** identifies your name, the grade associated with the test, the class name, your school and district, and the report date.

b. **Item Numbers and Benchmark Codes** display in the top two rows. Place your curser over a benchmark code to read the descriptive text.

c. **Student Performance Rows** display student names, followed by overall test scores and performance by item. For multiple-choice items, a black dot indicates a correct response and a white dot indicates an incorrect response. A numeric score displays for rubric-scored items.

Class Benchmark Test Report (Grades 3-5)

NG Science – Benchmark Test – Class Report

Grade 3 – Benchmark Test – Life Science 10/11/2012

Grade 3 ▾   Benchmark Test ▾   Life Science ▾   Go

Teacher:	**Morales, Jenny**
Grade:	Grade 3
Class:	Science Demo Class 3
School:	NGSP School
District:	NGSP
Report Date:	03/01/2013

Student Performance by Item

Student Name	Test Score	1 SC.3.L.14.1	2 SC.3.N.1.3	3 SC.3.L.14.1	4 SC.3.N.1.6	5 SC.3.L.14.2	6 SC.3.L.14.2
Anderson, James	90%	●	●	●	●	●	●
Fields, Scott	60%	●	○	○	●	●	○
Lowe, Danielle	70%	●	●	●	●	●	●
Mendez, Antonio	80%	●	●	●	●	●	●
Moreno, Natalie	90%	●	●	○	●	●	●
Petrovic, Vera	70%	●	○	○	●	●	○
Ramey, Abigail	80%	●	●	●	●	●	●
Schuman, Greg	70%	●	○	○	●	●	○
Turner, Wayne	50%	●	●	●	●	○	○
Class Average	**71.0%**						

● Correct Response
○ Incorrect Response

a. Item Numbers and Benchmark Codes

b. Student Performance Rows

a. **Item Numbers and Benchmark Codes** display in the top two rows. Place your curser over a benchmark code to read the descriptive text.

b. **Student Performance Rows** display student names, followed by overall test scores and performance by item. For multiple-choice items, a black dot indicates a correct response and a white dot indicates an incorrect response. A numeric score displays for rubric-scored items.

Standards Summary Reports

The standards summary report provides a summary of student performance on the Next Generation Sunshine State Standards content benchmarks, organized by a body of knowledge (Life, Earth, Physical, and Nature of Science). The report draws from each of the Unit Tests (grades 1-2) or Chapter and Benchmark Tests (grades 3-5) administered throughout the school year.

1. To access Standards Summary reports, return to the Reports & Grading menu and click **Standards Reports**.
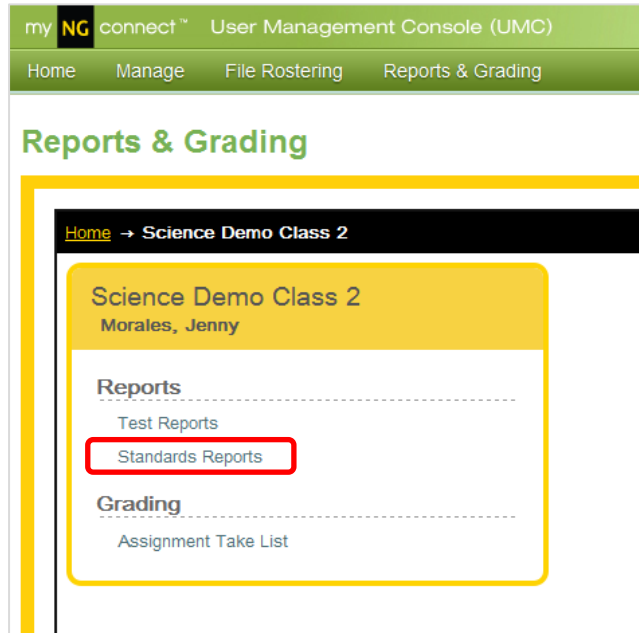
2. A selection pop-up will appear. Use the pull-down menus to make your selections. Then click **Go**. In this example, the user selects the **Life Science Standards** for Grade 2.

Class Standards Report

a. **Benchmark Codes** display in numeric order across the top row. The number of items tested display in parenthesis below the code. Hover the curser over a benchmark code to read the text.

b. **Student Performance Rows** display student performance by benchmark. Performance is indicated by one of four symbols, each representing a score range. A key below the chart identifies the range for each symbol. Dashes display when test or scoring is incomplete.

c. **Student Name Hotlinks** open student standards summary reports.

Student Standards Report

NG Science – Life Science Summary – Student Report   Noriega, Paula ▾ Life Science ▾ Go 🖶

Test	Test Submitted
Grade 2 – Habitats	10/02/2012
Grade 2 – Life Cycles	11/02/2012

a. Information Box

Student:	**Noriega, Paula**
Grade:	Grade 2
Class:	Science Demo Class 2
Teacher:	Morales, Jenny
School:	NGSP School
District:	NGSP
Report Date:	03/01/2013

b. Performance by Benchmark Table

Performance by Benchmark

Benchmark Code ▲	Benchmark	Points	Unit
SC.2.L.14.1	Distinguish human body parts (brain, heart, lungs, stomach, muscles, and skeleton) and their basic functions.	2/2	Life Cycles
SC.2.L.16.1	Observe and describe major stages in the life cycles of plants and animals, including beans and butterflies.	3/3	Life Cycles
SC.2.L.17.1	Compare and contrast the basic needs that all living things, including humans, have for survival.	1/1	Habitats
SC.2.L.17.2	Recognize and explain that living things are found all over Earth, but each is only able to live in habitats that meet its basic needs.	2/4	Habitats

a. **Information Box** identifies the student's name, the grade, your name, the class name, your school, your district, and the report date.

b. **Performance by Benchmark Table** displays benchmark codes and text, points earned, and the unit in which each benchmark was tested.

FCAT Practice Test Reports

National Geographic Science FCAT Practice Tests provide an opportunity for students to practice test-taking strategies while reviewing important science concepts. Use the reports for a final check of your students' understanding of the NGSSS content benchmarks.

1. To access FCAT Practice Test reports, return to the Reports & Grading menu and click **FCAT Practice Test Reports**.
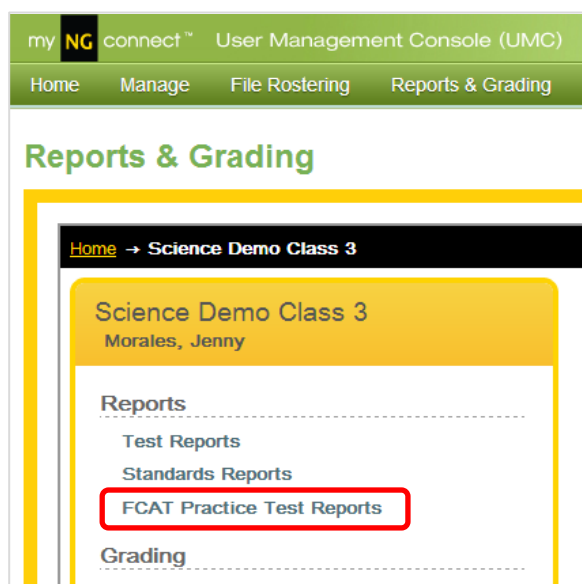
2. A selection pop-up will appear. Use the pull-down menu to select a grade. Then click **Go**. In this example, the user selects **Grade 3**.
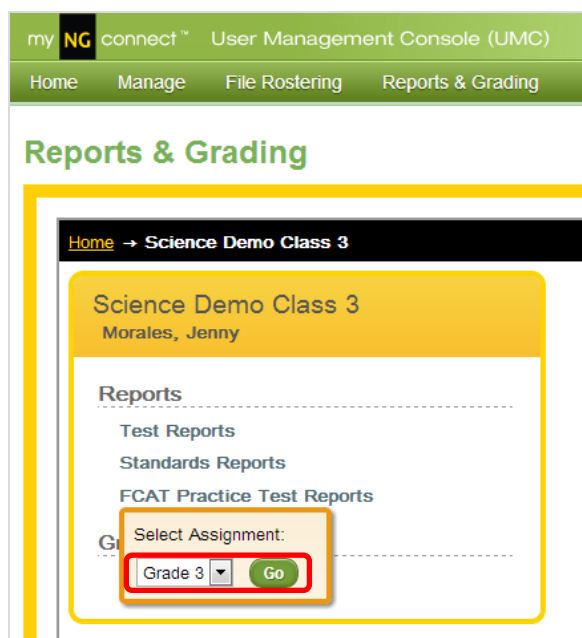
Class FCAT Practice Test Report

NG Science – FCAT Practice Test – Class Report

Grade 3 - FCAT Practice Test 10/11/2012

Grade 3 ▾ [Go] 🖨

Teacher:	Morales, Jenny
Grade:	Grade 3
Class:	Science Demo Class 3
School:	NGSP School
District:	NGSP
Report Date:	02/22/2013

a. Class Performance by Student Table

Class Performance by Student

Student Name ▲	% Score	Points Earned by Content Area			
		Earth and Space (5 points possible)	Life and Environmental (6 points possible)	Scientific Thinking (4 points possible)	Physical and Chemical (10 points possible)
Anderson, James	92%	5	5	4	9
Fields, Scott	64%	2	4	4	6
Lowe, Danielle	80%	5	3	4	8
Mendez, Antonio	92%	4	6	3	10
Moreno, Natalie	88%	4	5	4	9
Petrovic, Vera	76%	3	5	3	8
Ramey, Abigail	84%	5	3	4	9
Schuman, Greg	80%	3	5	3	9
Turner, Wayne	56%	2	3	2	7
Class Average	**78.0%**	**3**	**4**	**3**	**8**

b. Student Name Hotlinks

a. **Class Performance by Student Table** displays student scores for the overall test and points earned by content area. You can compare student performance to the class average in the bottom row. Possible points display in the header.

b. **Student Name Hotlinks** open student FCAT Practice Test reports.

Student FCAT Practice Test Report

NG Science – FCAT Practice Test – Student Report

Petrovic, Vera ▼ Go 🖨

Test	Test Submitted
Grade 3 – FCAT Practice Test	10/11/2012

Student:	Petrovic, Vera
Grade:	Grade 3
Class:	Science Demo Class 3
Teacher:	Morales, Jenny
School:	NGSP School
District:	NGSP
Report Date:	02/22/2013

a. Overall Test Score

Overall Test Score

76%

0%   50%   100%

b. Student Performance by Content Area Table

Student Performance by Content Area

Content Area ▲	Points Possible	Points Earned	Class Average
Earth and Space	5	3	3
Life and Environmental	6	5	4
Physical and Chemical	10	8	8
Scientific Thinking	4	3	3

c. Student Performance by NGSSS Table

Student Performance by Next Generation Sunshine State Standard

| Standard	Benchmark Code ▲	Benchmark	Item No. & Performance
Earth in Space in Time	SC.3.E.5.1	Explain that stars can be different: some are smaller, some are larger, and some appear brighter than others; all except the Sun are so far away that they look like points of light.	23 ✔
Earth in Space in Time	SC.3.E.5.2	Identify the Sun as a star that emits energy; some of it in the form of light.	13 ✔
Earth in Space in Time	SC.3.E.5.3	Recognize that the Sun appears large and bright because it is the closest star to Earth.	18 ✘
Earth in Space in Time	SC.3.E.5.4	Explore the Law of Gravity by demonstrating that gravity is a force that can be overcome.	20 ✔
Earth Structures	SC.3.E.6.1	Demonstrate that radiant energy from the Sun can heat objects and when the Sun is	14 ✘

a.   **Overall Test Score** displays the student's score on the overall test.

b.   **Student Performance by Content Area Table** displays points possible, points earned by the student, and class average points for each content area.

c.   **Student Performance by Next Generation Sunshine State Standard Table** displays the NGSSS standard code and text associated with each item, along with student performance by item.
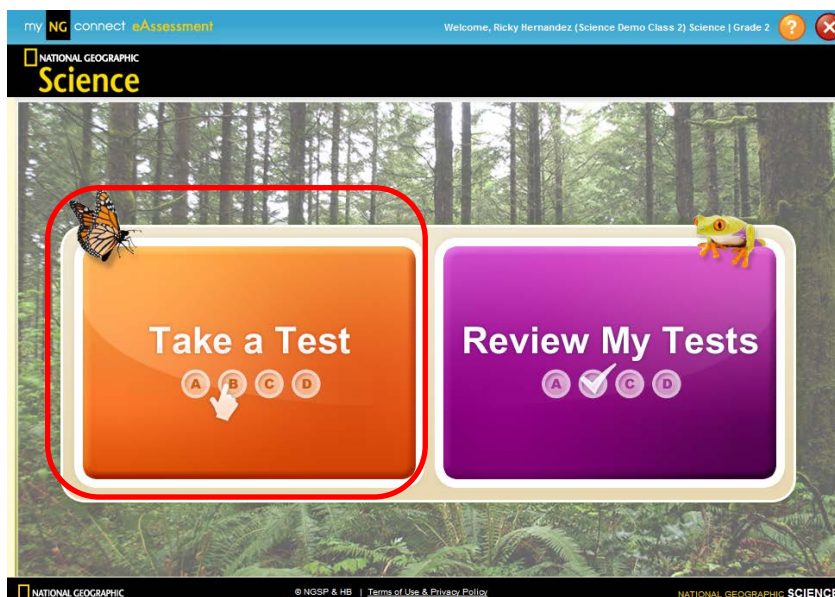
Online Testing

Take a Test

Students access online tests by clicking the **My Tests** button on their myNGconnect homepage. Students can access a help video by clicking the orange question mark at the top of the screen. The video shows students the basics of online test-taking and navigation.

1. Log into myNGconnect and click **My Tests**. The eAssessment student homepage will open in a new browser window.
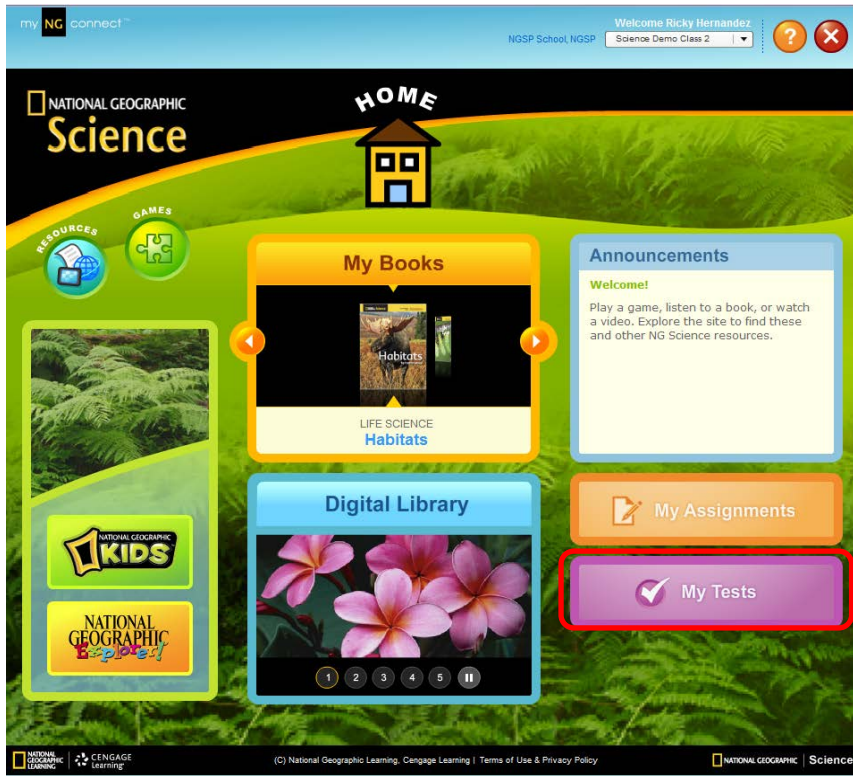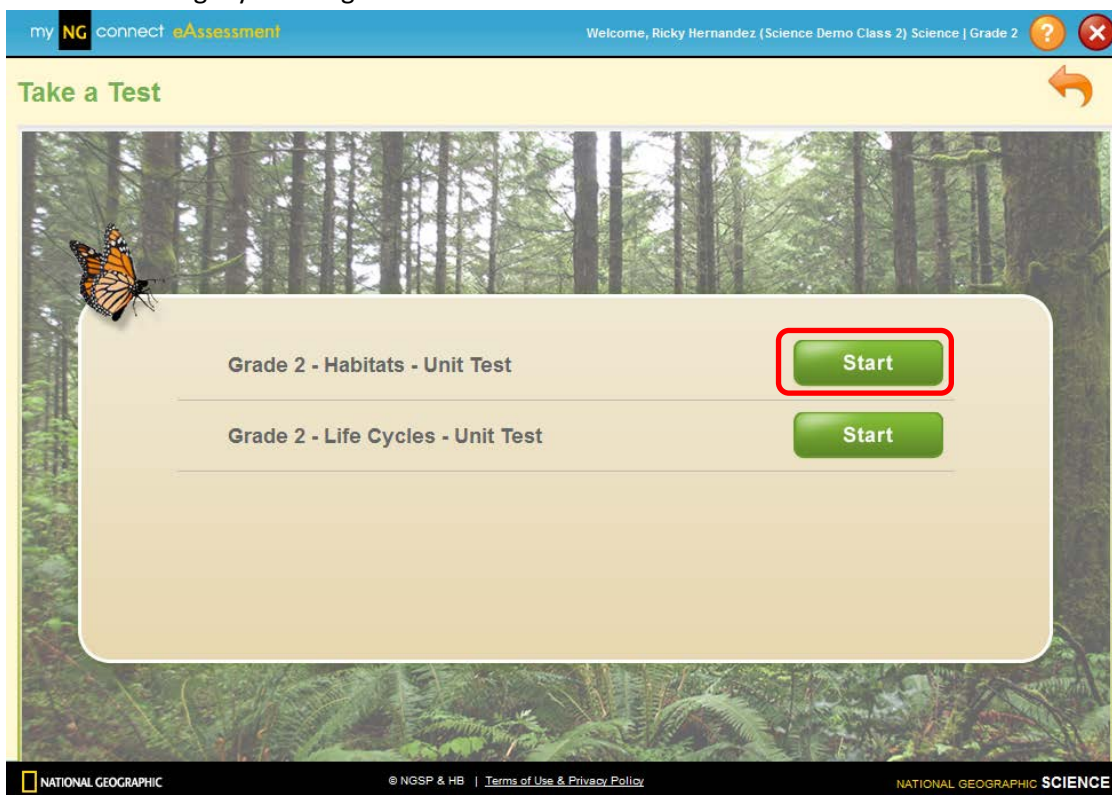

2. Click **Take a Test**.

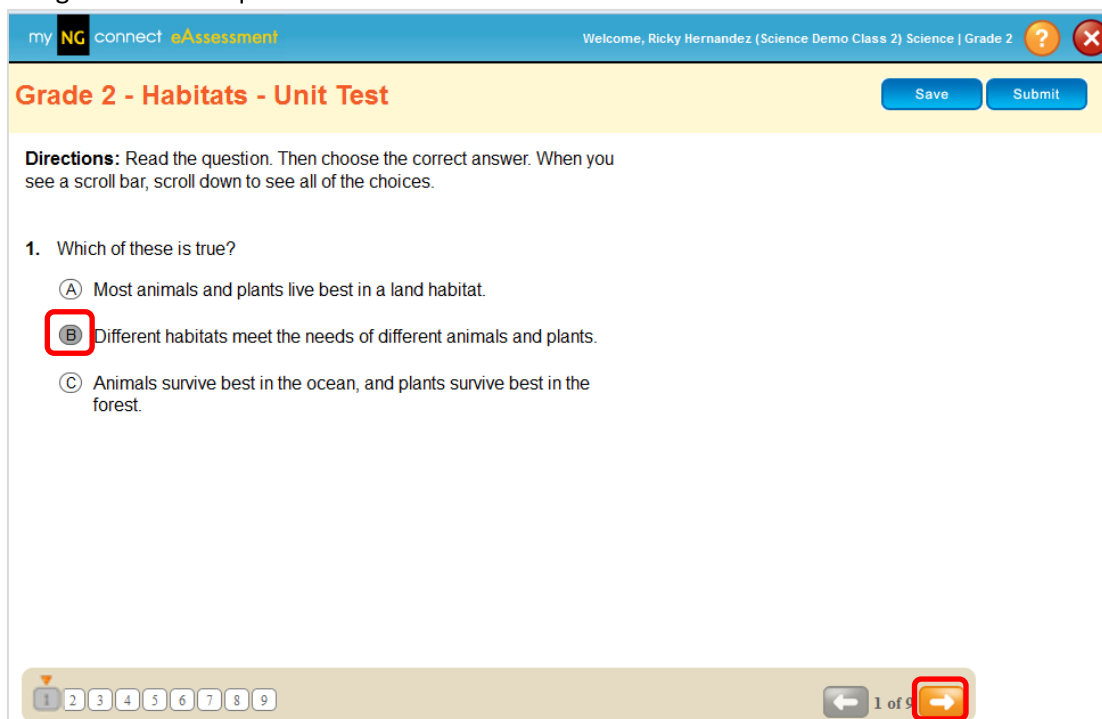The **close button** signs you out of eAssessment (answers are saved)

The **question mark** button opens the online testing video

3. Click **Start** to begin your assigned test**.**

4. Click a letter to select your answer. Then click the forward arrow in the orange box to save your response and go to the next question.

Shaded boxes indicate answered questions

5. When you have reached the final question, click **Submit**. Or, click **Save** if you would like to complete the test at another time. The system will save your answers.
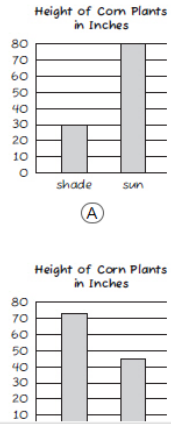
Jump to any question by clicking a number

Use the **Back arrow** to view the previous question

> Note
> Click the red close button in the upper right of the screen to sign out of eAssessment. The system will save your answers.
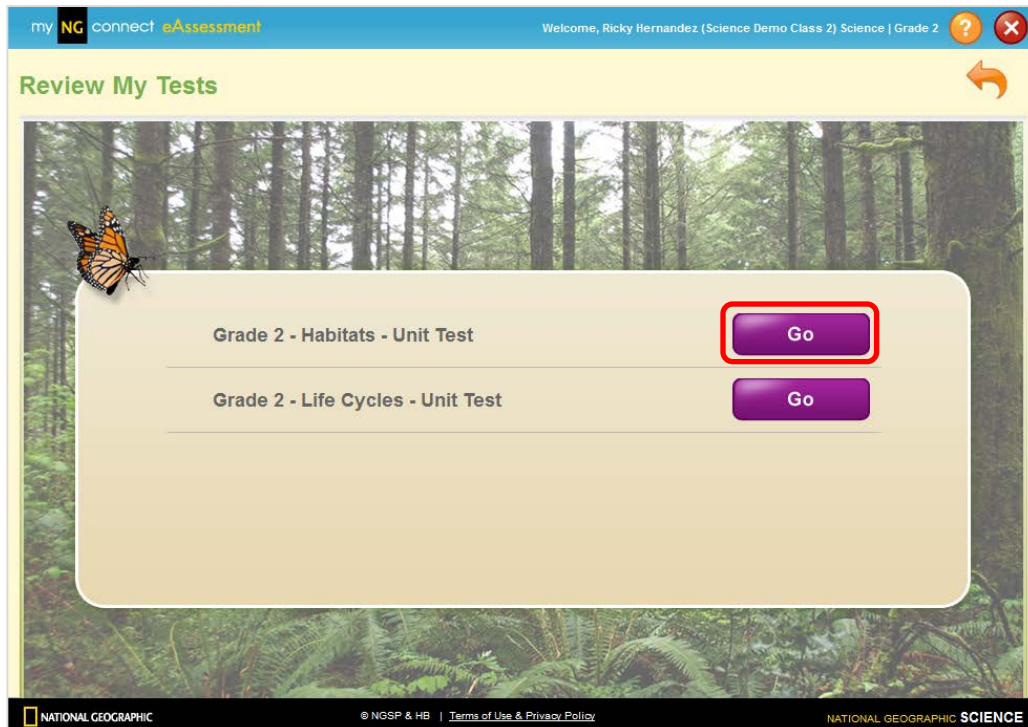
6. When tests are submitted, multiple-choice items will be automatically scored. Teachers enter rubric scores online to complete scoring.

Review a Test

1. Click the purple **Review My Tests** button on your eAssessment homepage.
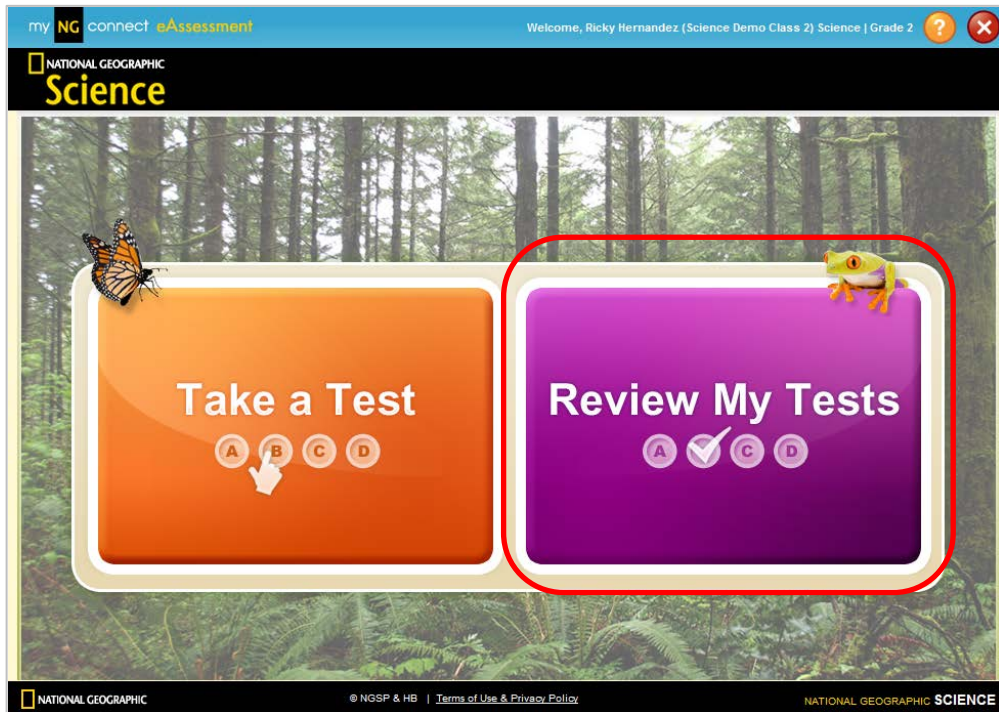
2. Click the purple **Go** button to the right of the test you wish to review.

3. Use the forward and back arrows to review each item in the test. Click **Exit** to close the test.
   - The shaded letter bubble represents the selected answer.
   - A green checkmark indicates the correct answer.
   - A red "x" indicates an incorrect answer.
   - The test score is displayed in the cream band.

White box with red outline indicates
item with incorrect or no response.