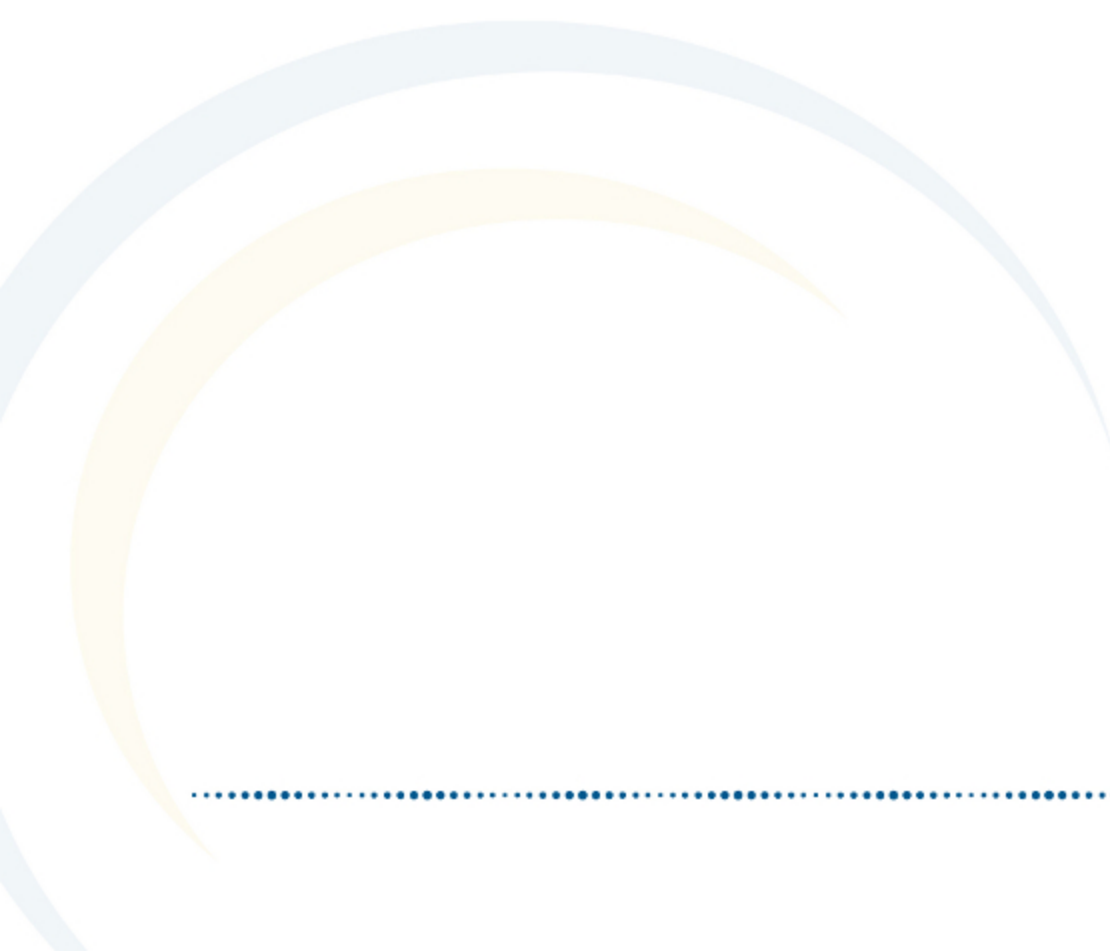


Assessment (Student)

June 2012



This document is intended for restricted use only.

Infinite Campus asserts that this document contains proprietary information that would give our competitors undue advantage should they come into possession of any part or all of it. As such, this document cannot be publicly disclosed unless so ordered by a court of competent jurisdiction.

©2012 Infinite Campus, Inc. All rights reserved.

INFINITE CAMPUS and Transforming K12 Education are registered trademarks of Infinite Campus, Inc. The INFINITE CAMPUS logo is a trademark of Infinite Campus, Inc. This publication, or any part thereof, may not be reproduced or transmitted in any form or any means, electronic or mechanical, including photocopying, recording, storage in an information retrieval system, or otherwise, by anyone other than Infinite Campus, Inc. without written permission of Infinite Campus, Inc., 4321 109th Avenue NE, Blaine, MN 55449, tel. (651) 631-0000, email info@infinitecampus.com.

1. Assessment (Student)	4
1.1 Assessment (Student) (.1114 through .1130)	8

Assessment (Student)

[Overview](#) | [Viewing the Assessment Tab \(District\)](#) | [Viewing the Assessment Tab \(State\)](#) | [Viewing Teacher-Scored Tests on the Assessment Tab](#)

i This page incorporates changes made in the [E.1134 Release Pack](#). Previous versions of this article are available for customers not operating on the most current version of Infinite Campus software:

- [Assessment \(Student\) \(.1114 through .1130\)](#)

For more information on identifying the version of Campus you are currently using, see the [Finding the Infinite Campus Version](#) article.

Overview



Student test scores can be viewed, manually entered and/or imported to the student Assessments tab.

✓ A significant amount of setup is required before test fields display properly on the student Assessment tab. Fields available on this tab vary, depending on the fields that apply to the specific test being viewed. For more information on assessment setup, please refer to the System Administration [Assessment (Admin)] toolset.

Assessment information on this tab can also be set to display on the [Parent Portal](#) and/or student transcripts.

Viewing the Assessment Tab (District)



PATH: *Student Information > General > Assessment*

The district-level student Assessment tab is the main area for viewing, modifying and saving student test results. Student test data is populated to this tab in the following methods:

- **Individual Data Import** - Scores for transfer students may be populated to this tab through the Assessment Data Import Wizard available on the [Records Transfer \(Student\)](#) tab.
- **Mass Data Import** - When a district/school receives test files containing multiple students records, these records can be imported to student Assessment tabs through use of the System Administration [Score Import Wizard](#) tool.
- **Teacher-Scored Data Entry** - If the test is a teacher-scored assessment, teachers can enter scores on the

Instruction [Grading By Task \(Teacher\)](#) tool, when the task has been properly configured for this purpose.

- **Manual Data Entry** - Scores may be manually entered on this screen.

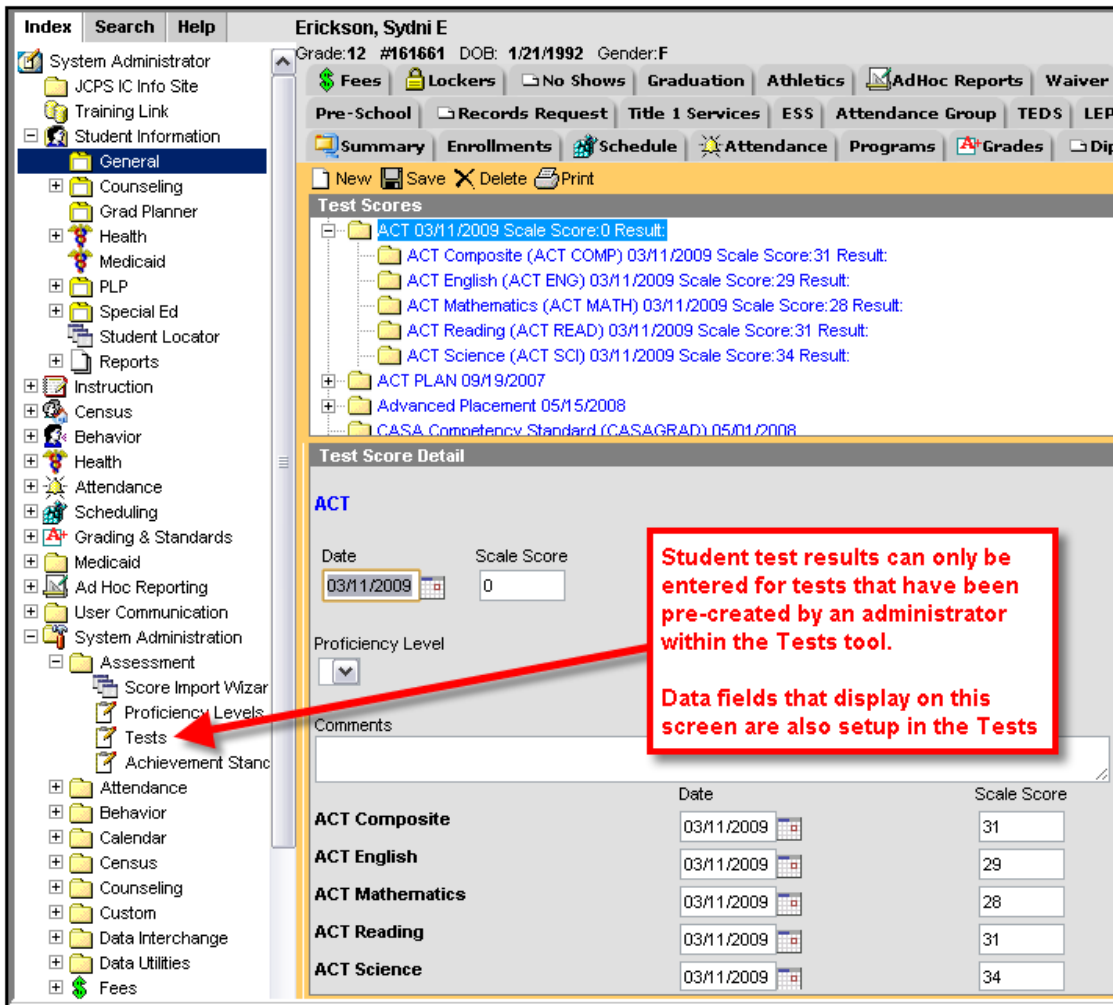


Image 1: Student Assessments Tab

✔ Settings on the System Administration [Tests] tool determine which fields display on this tab and whether users may edit test details.

Score fields and standards types of child tests will be summarized on the parent test. Scores and results for child tests may be entered on either the parent or child test. The score/result only needs to be entered once to auto-populate the other area.

Dropdown fields that may appear on this screen will be populated with codes created in various areas:

- **Proficiency Level field** – Populated by values from the System Administration [Test Setup](#) tool.
- **Standards Type field** – Hard-coded.
- **Result field** – Populated by values created on the Result Statuses editor in System Administration [Test Setup](#) tool.

- **Other dropdown list fields** – Populated by codes defined in the System Administration [Attribute Dictionary](#) tool.

Certain limitations are included when adding test scores to the Student Assessment tab:

- If a student takes the same test more than once, a separate test structure needs to be created for each date that test is taken.
- The test structure will not allow data from one test to overwrite data from another test.
- Test scores will not be automatically advanced to assessments when a student takes the same test more than once.
- Depending upon setup, some State-published test will display as read-only and will not allow test scores to be modified. The following image is an example of a locked state-published test structure containing state-published test scores:

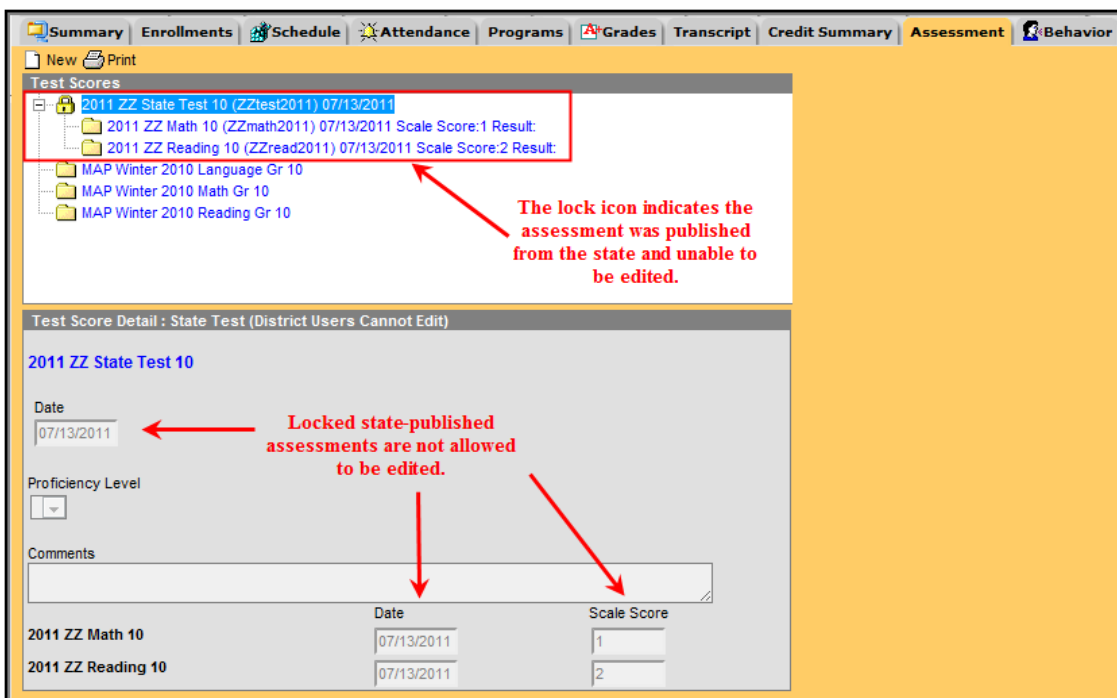


Image 2: Example of a Locked State-Published Assessment

Viewing the Assessment Tab (State)

PATH: *Student Information > General > Assessment*

i This section only applies to State Edition users.

The state-level student Assessment tab reflects student test results as entered at the district level and automatically synched to the state. State Edition users will see the information that a district user sees, plus two additional fields indicating the district and school at which the test scores were recorded.

As desired, state-level users may enter student test result data at the state level. The **District Tested** and

School Tested are required fields that only display in State Edition. If a district/school is currently selected, these fields are auto-populated with matching information. If the “All Districts” option is selected, the user will need to manually select the applicable district and school.

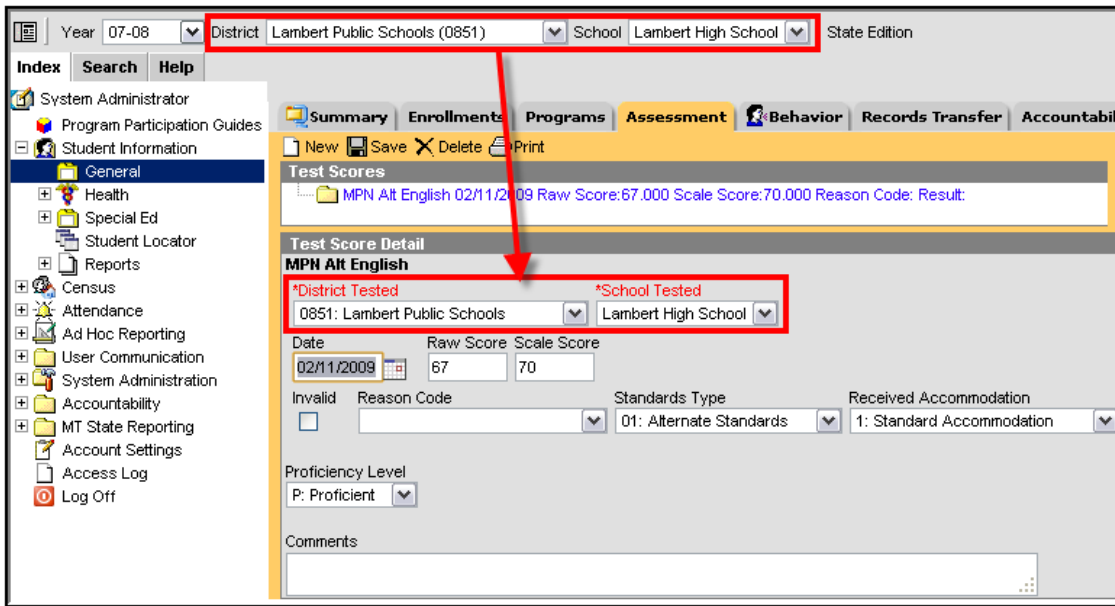


Image 3: Viewing the Assessment Tab (State)

State-level users should be aware that entering or modifying student assessment data for state-published assessments requires scores for that assessment to be republished via the [Publish Test](#) tool. Modifications made to unpublished assessments at the state-level will NOT sync down to the district. District-level assessment modifications may overwrite state data upon sync.

Viewing Teacher-Scored Tests on the Assessment Tab

PATH: *Student Information > General > Assessment*

When a score has been entered on the [Grading By Task](#) tab by a teacher, it will show up on the student’s Assessment tab.

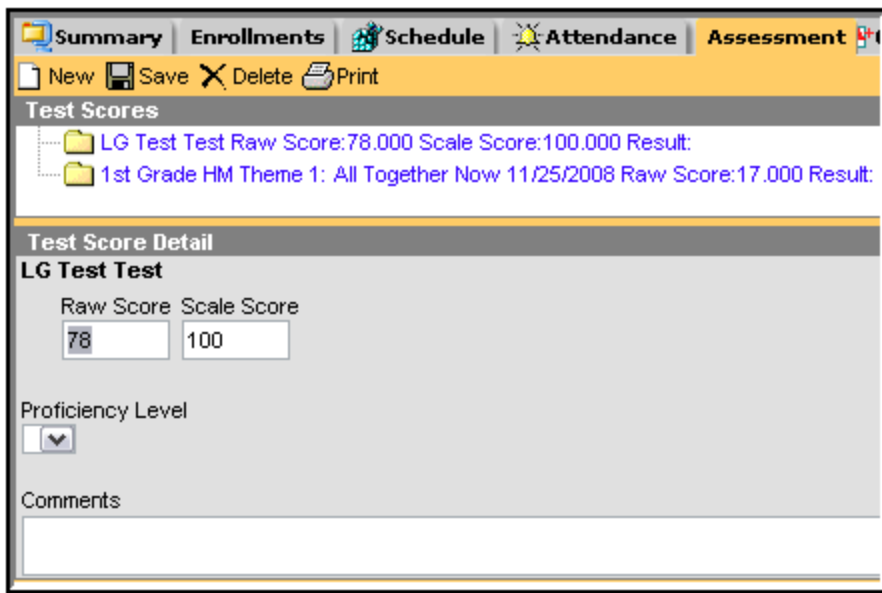


Image 4: Teacher-Scored Tests on Assessment Tab

Assessment (Student) (.1114 through .1130)

[Overview](#) | [Viewing the Assessment Tab \(District\)](#) | [Viewing the Assessment Tab \(State\)](#) | [Viewing Teacher-Scored Tests on the Assessment Tab](#)

i This article contains information related to past versions of Infinite Campus. See the [Assessment Student](#) article for the most up-to-date functionality. For information on finding your Campus version, see [Finding the Infinite Campus Version](#) article.

Overview

Student test scores can be viewed, manually entered and/or imported to the student Assessments tab.

✓ A significant amount of setup is required before test fields display properly on the student Assessment tab. Fields available on this tab vary, depending on the fields that apply to the specific test being viewed. For more information on assessment setup, please refer to the System Administration [Assessment (Admin)] toolset.

Assessment information on this tab can also be set to display on the Parent Portal and/or student transcripts.

Viewing the Assessment Tab (District)

PATH: *Student Information > General > Assessment*

The district-level student Assessment tab is the main area for viewing, modifying and saving student test results. Student test data is populated to this tab in the following methods:

- **Individual Data Import** - Scores for transfer students may be populated to this tab through the Assessment Data Import Wizard available on the [Records Transfer \(Student\)](#) tab.
- **Mass Data Import** - When a district/school receives test files containing multiple students records, these records can be imported to student Assessment tabs through use of the System Administration [Score Import Wizard](#) tool.
- **Teacher-Scored Data Entry** - If the test is a teacher-scored assessment, teachers can enter scores on the Instruction [Grading By Task \(Teacher\)](#) tool, when the task has been properly configured for this purpose.
- **Manual Data Entry** - Scores may be manually entered on this screen.

ACT

Date: 03/11/2009 Scale Score: 0

Proficiency Level: [Dropdown]

Comments: [Text Area]

	Date	Scale Score
ACT Composite	03/11/2009	31
ACT English	03/11/2009	29
ACT Mathematics	03/11/2009	28
ACT Reading	03/11/2009	31
ACT Science	03/11/2009	34

✔ Settings on the System Administration [Tests] tool determine which fields display on this tab and whether users may edit test details.

Score fields and standards types of child tests will be summarized on the parent test. Scores and results for child tests may be entered on either the parent or child test. The score/result only needs to be entered once to auto-populate the other area.

Dropdown fields that may appear on this screen will be populated with codes created in various areas:


- **Proficiency Level field** – Populated by values from the System Administration [Test Setup](#) tool.
- **Standards Type field** – Hard-coded.
- **Result field** – Populated by values created on the Result Statuses editor in System Administration [Test Setup](#) tool.
- **Other dropdown list fields** – Populated by codes defined in the System Administration [Attribute Dictionary](#) tool.

Certain limitations are included when adding test scores to the Student Assessment tab:

- If a student takes the same test more than once, a separate test structure needs to be created for each date that test is taken.
- The test structure will not allow data from one test to overwrite data from another test.
- Test scores will not be automatically advanced to assessments when a student takes the same test more than once.

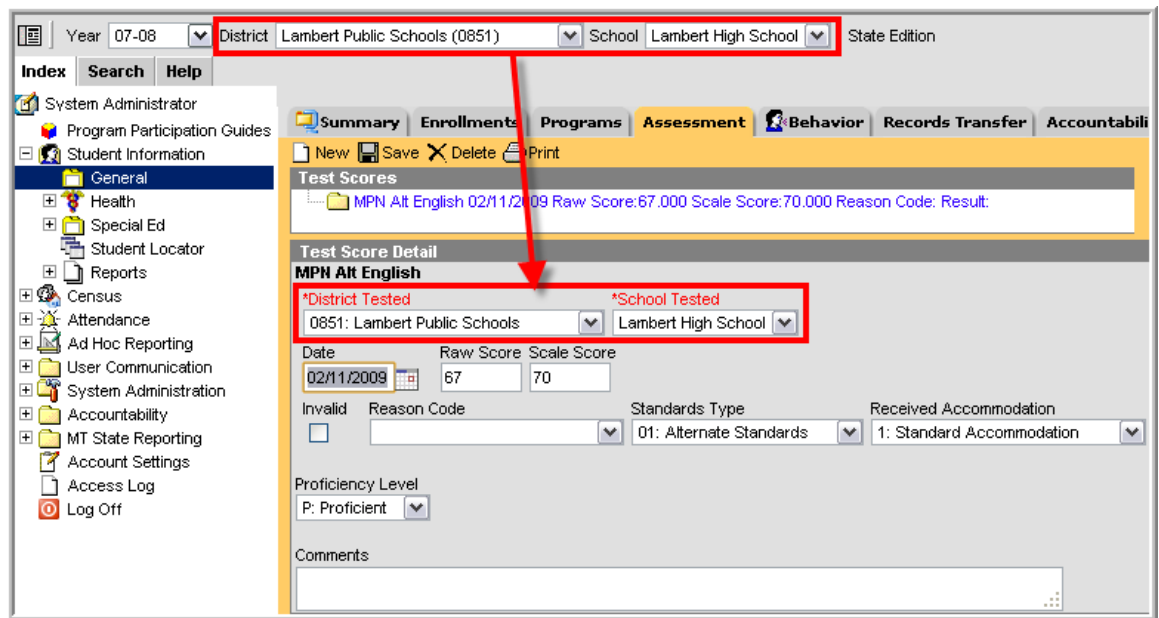
Viewing the Assessment Tab (State)

PATH: *Student Information > General > Assessment*

 This section only applies to State Edition users.

The state-level student Assessment tab reflects student test results as entered at the district level and automatically synced to the state. State Edition users will see the information that a district user sees, plus two additional fields indicating the district and school at which the test scores were recorded.

As desired, state-level users may enter student test result data at the state level. The **District Tested** and **School Tested** are required fields that only display in State Edition. If a district/school is currently selected, these fields are auto-populated with matching information. If the “All Districts” option is selected, the user will need to manually select the applicable district and school.



State-level users should be aware that entering or modifying student assessment data at the state level will NOT sync down to the district. District-level changes may overwrite state data upon sync.

Viewing Teacher-Scored Tests on the Assessment Tab

PATH: *Student Information > General > Assessment*

When a score has been entered on the Grading By Task tab by a teacher, it will show up on the student's Assessment tab.

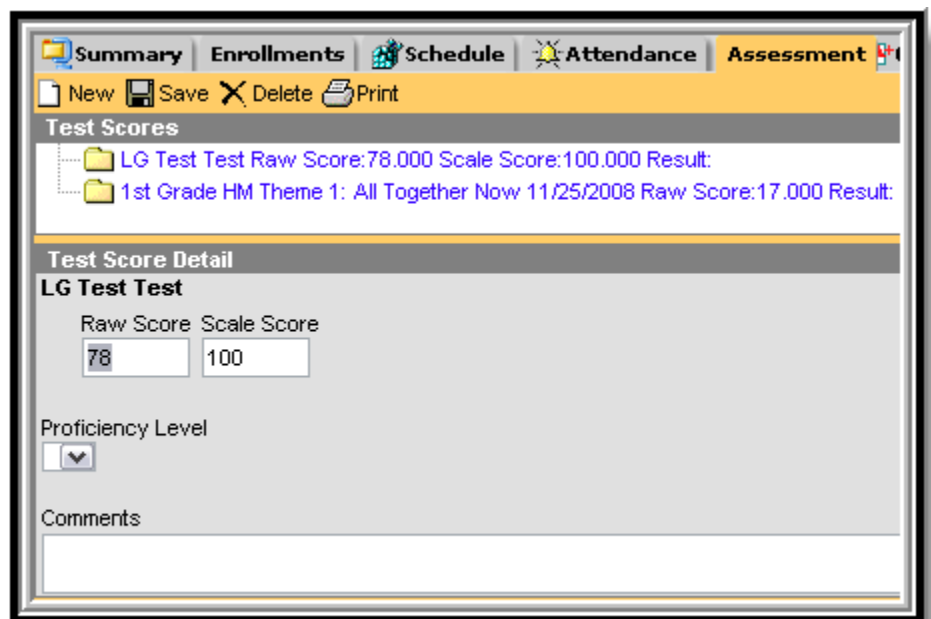


Image 5: Teacher-Scored Tests on Assessment Tab