To create an assessment in Illuminate Education:

There are two options:

Create an assessment using Illuminate Ed Itembank questions.	OR	Create an assessment using a test you've already created.

Create an assessment using Illuminate Ed Itembank questions.

1. There are two ways to start:

   - Along the top left, choose **Assessments**, then select "**Create a New Assessment**."

   - Or, on the main screen, select "**Create an Assessment**."

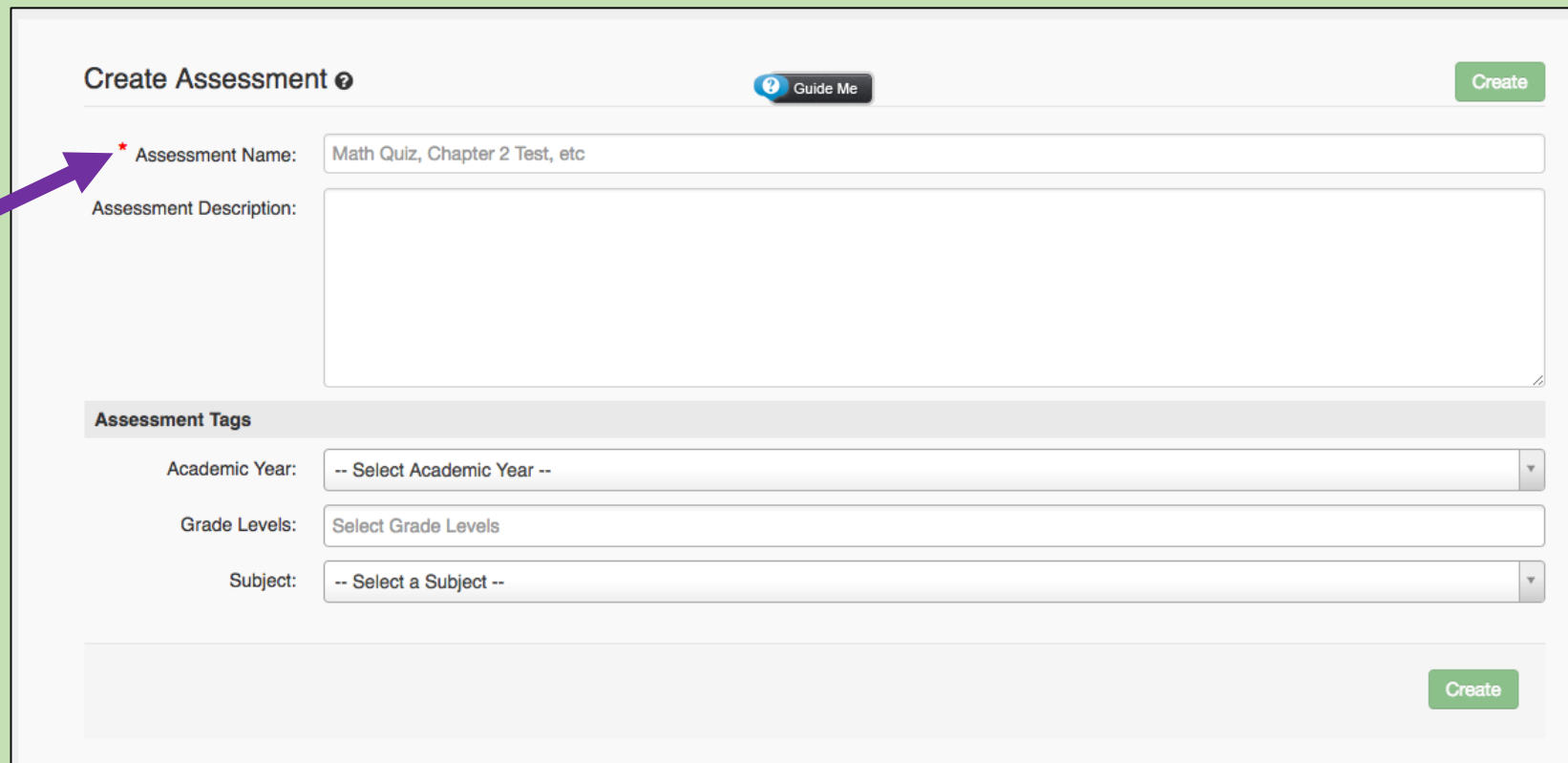# 2. You will then have four options. Choose **"Itembank."**

Create a New Assessment

○ **On The Fly**
SCAN NOW! Quickly scan your answer sheets and your student responses.

○ **Manual/Hybrid Assessment**
Click through the pages to title your assessment, enter or scan your key, optionally align standards, etc. Setup your assessment for scanning now or later.

○ **Skills Assessment**
Give one-on-one skills assessments.

● Itembank
Jump out to the Illuminate Itembank to build an assessment from a bank of items.

Learn More

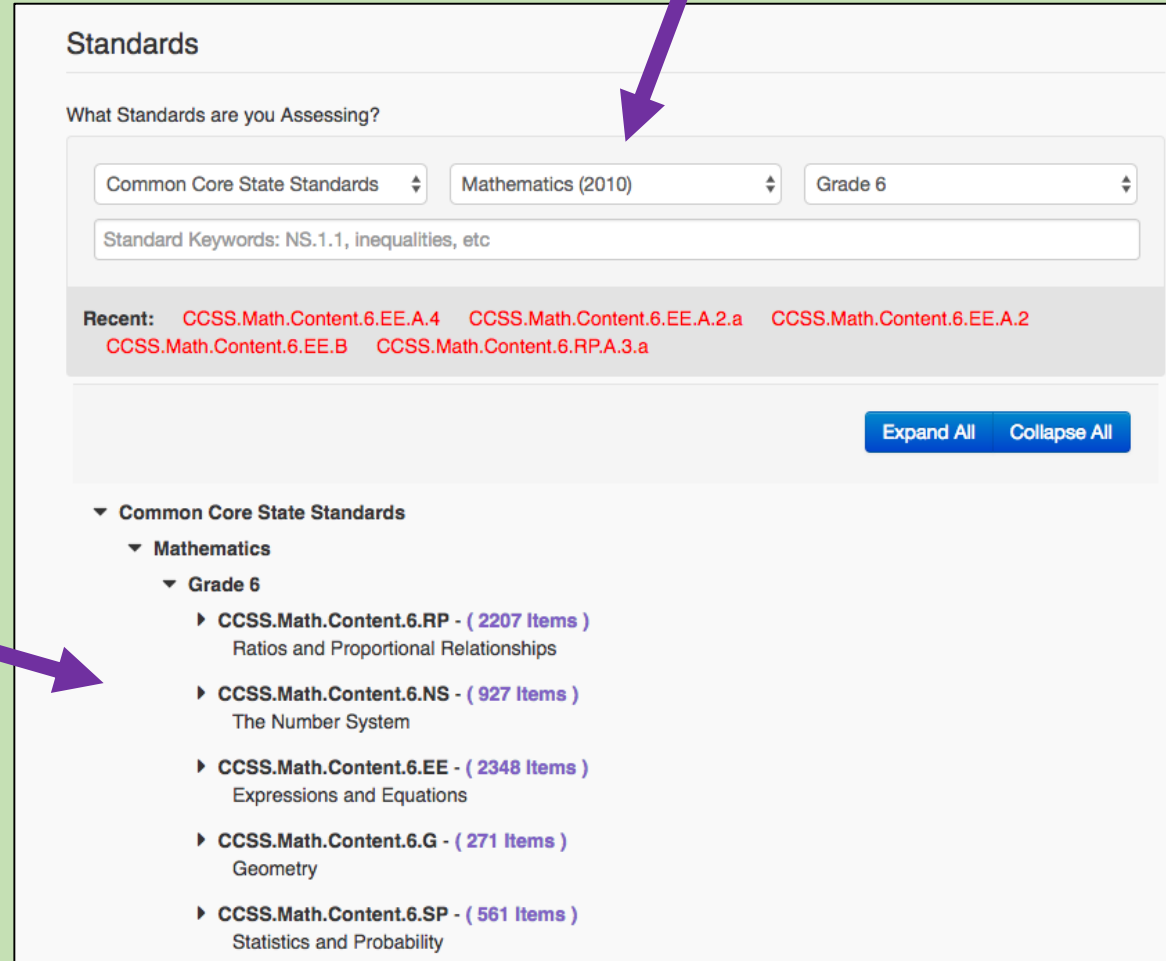Okay   Cancel

3. Then create a name for your assessment.

→The other fields below are optional; you might
fill them in if you think you'll ever want to search
for your assessment by subject, year, etc.

4. Then choose your Standard Type, Subject, and Grade Level.

→After you make your selections, the standards will pop up below.

Standards

What Standards are you Assessing?

| Common Core State Standards ▼ | Mathematics (2010) ▼ | Grade 6 ▼ |

Standard Keywords: NS.1.1, inequalities, etc

Recent: CCSS.Math.Content.6.EE.A.4 CCSS.Math.Content.6.EE.A.2.a CCSS.Math.Content.6.EE.A.2
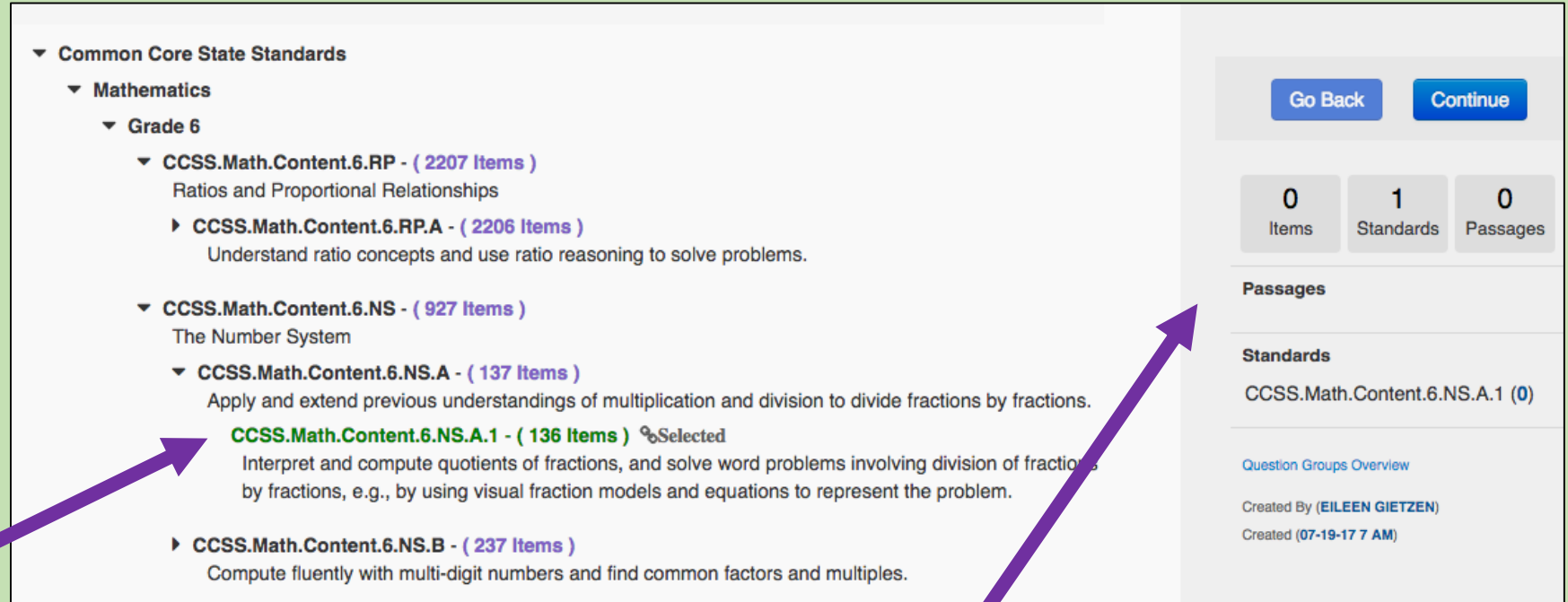CCSS.Math.Content.6.EE.B CCSS.Math.Content.6.RP.A.3.a

Expand All **Collapse All**

▼ **Common Core State Standards**
  ▼ **Mathematics**
    ▼ **Grade 6**
      ▸ **CCSS.Math.Content.6.RP** - (2207 Items)
        Ratios and Proportional Relationships

      ▸ **CCSS.Math.Content.6.NS** - (927 Items)
        The Number System

      ▸ **CCSS.Math.Content.6.EE** - (2348 Items)
        Expressions and Equations

      ▸ **CCSS.Math.Content.6.G** - (271 Items)
        Geometry

      ▸ **CCSS.Math.Content.6.SP** - (561 Items)
        Statistics and Probability

5. Click the arrow tabs to drop down to the sub standards.

When you find the standards you want to include in your assessment, click on them.

They will turn green and show a link icon to the right.

▼ **Common Core State Standards**
   ▼ **Mathematics**
      ▼ **Grade 6**
         ▼ **CCSS.Math.Content.6.RP** - (2207 Items)
            Ratios and Proportional Relationships
            ▶ **CCSS.Math.Content.6.RP.A** - (2206 Items)
               Understand ratio concepts and use ratio reasoning to solve problems.

         ▼ **CCSS.Math.Content.6.NS** - (927 Items)
            The Number System
            ▼ **CCSS.Math.Content.6.NS.A** - (137 Items)
               Apply and extend previous understandings of multiplication and division to divide fractions by fractions.
               CCSS.Math.Content.6.NS.A.1 - (136 Items) 🔗Selected
                 Interpret and compute quotients of fractions, and solve word problems involving division of fractions by fractions, e.g., by using visual fraction models and equations to represent the problem.

            ▶ **CCSS.Math.Content.6.NS.B** - (237 Items)
               Compute fluently with multi-digit numbers and find common factors and multiples.

Go Back   **Continue**

0	1	0
Items	Standards	Passages

Passages

Standards

CCSS.Math.Content.6.NS.A.1 (0)

Question Groups Overview

Created By (EILEEN GIETZEN)
Created (07-19-17 7 AM)

Every time you select a standard, it will show you how many and which standards you've selected to the right here.

6. Once you've selection all the standards you want in your assessment, click **Continue**.

You will now see this screen.

So that you are not overwhelmed with hundreds of possible questions, there are a few ways to filter down your options.

- One, only selection one of you standards at a time. Click on that standard, then a box will pop up where you can unselect the other standards.

- Or, choose a specific question type. These two question types allow you to use bubble sheets and make grading simple!

Select Standards   x

Unselect All

Common Core - Common Core State Standards » Grade 6 » Mathematics (2010)

CCSS.Math.Content.6.NS.A.1	Interpret and compute quotients of fractions, and solve word problems involving division of fractions by fractions, e.g., by using visual fraction models and equations to represent the problem.
CCSS.Math.Content.6.NS.B.2	Fluently divide multi-digit numbers using the standard algorithm.
CCSS.Math.Content.6.NS.B.3	Fluently add, subtract, multiply, and divide multi-digit decimals using the standard algorithm for each operation.

Unselect All   Select All   Update Filters   Cancel

Select Item Types   x

☐	**Item Type**
☑	Multiple Choice / Selected Response (one correct)
☑	Non-Traditional Selected Response (select all, T/F, Y/N, C/I)
☐	Evidence Based Selected Response
☐	Highlight - Selectable Text
☐	Highlight - Shading
☐	Highlight - Hotspot
☐	Select Dropdown
☐	Constructed Response
☐	Explicit Constructed Response

Update Filters   Cancel

7. Now it is time to choose your questions.

When you find an item you like, just click the blue **Add** button.

To remove an item, just click on the Add button again. (It will turn red and say **Remove**.)

As you add questions, it will show you how many you've added for each standard on the right side.

Go Back   Continue

| 5 Items | 3 Standards | 0 Passages |
| 3 MC | 2 NTSR | 0 ECR |

Passages

Standards

CCSS.Math.Content.6.NS.A.1 (2)
CCSS.Math.Content.6.NS.B.2 (2)
CCSS.Math.Content.6.NS.B.3 (1)

8. After you've added all your items, click **Continue**. You can now review your items and remove any you no longer want.
If everything looks good, click **Continue** again.

Questions Overview   Add Section

1	MC	A recipe requires [table]of a cup of cra	CCSS.Math.Content.6.NS.A.1	✛
2	NTSR	The answer to a division problem in Davi	CCSS.Math.Content.6.NS.A.1	✛
3	NTSR	Which of the following equations have a	CCSS.Math.Content.6.NS.B.2	✛
4	MC	Evaluate. [table]	CCSS.Math.Content.6.NS.B.2	✛
5	MC	What is the value of the expression 279.	CCSS.Math.Content.6.NS.B.3	✛

You may now move around your items to change the order. Click on the double arrows icon to move an item up or down.

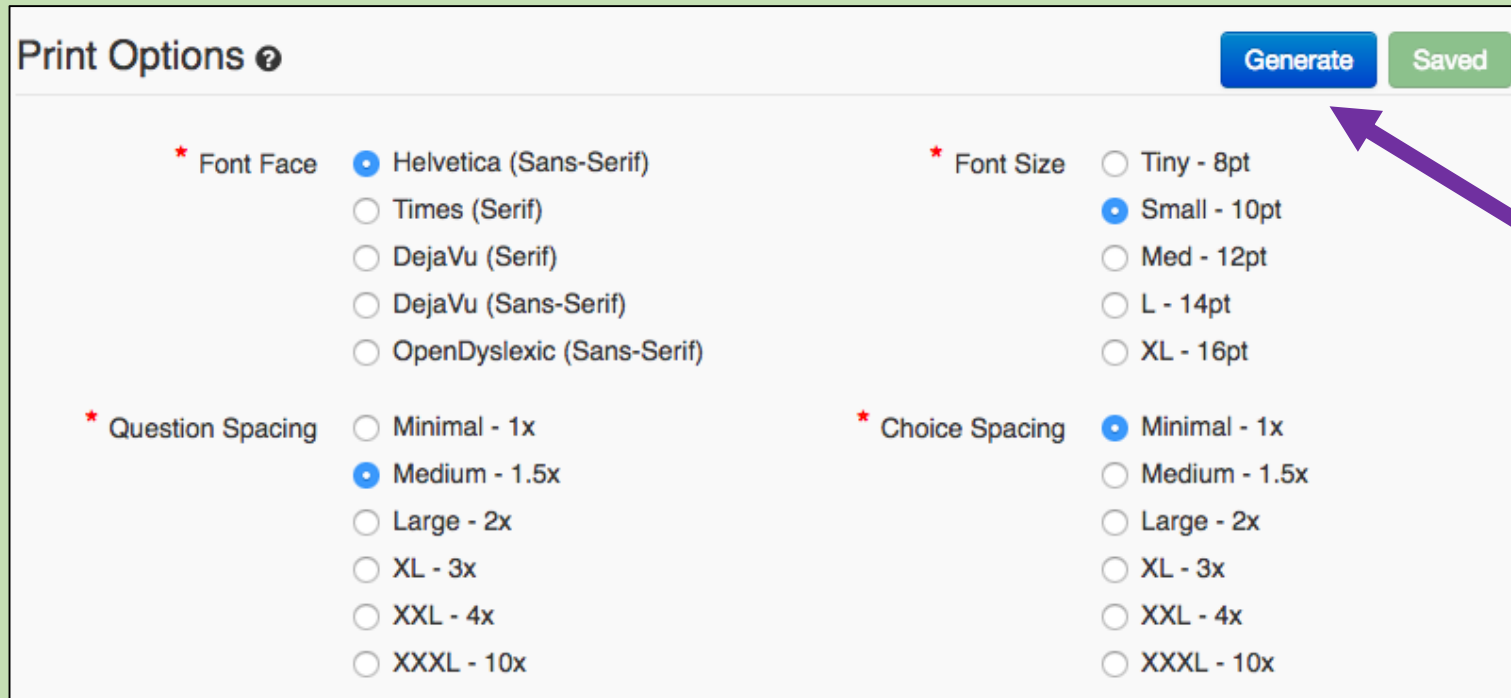# 9. You may now make some formatting choices.

Print Options ❓ [Generate] [Saved]

* Font Face	● Helvetica (Sans-Serif)		* Font Size	○ Tiny - 8pt
	○ Times (Serif)			● Small - 10pt
	○ DejaVu (Serif)			○ Med - 12pt
	○ DejaVu (Sans-Serif)			○ L - 14pt
	○ OpenDyslexic (Sans-Serif)			○ XL - 16pt
* Question Spacing	○ Minimal - 1x		* Choice Spacing	● Minimal - 1x
	● Medium - 1.5x			○ Medium - 1.5x
	○ Large - 2x			○ Large - 2x
	○ XL - 3x			○ XL - 3x
	○ XXL - 4x			○ XXL - 4x
	○ XXXL - 10x			○ XXXL - 10x

After you've made your selections, click on the **Generate** button to create a PDF of your assessment.

Once you are satisfied with your assessment, click **Continue**.

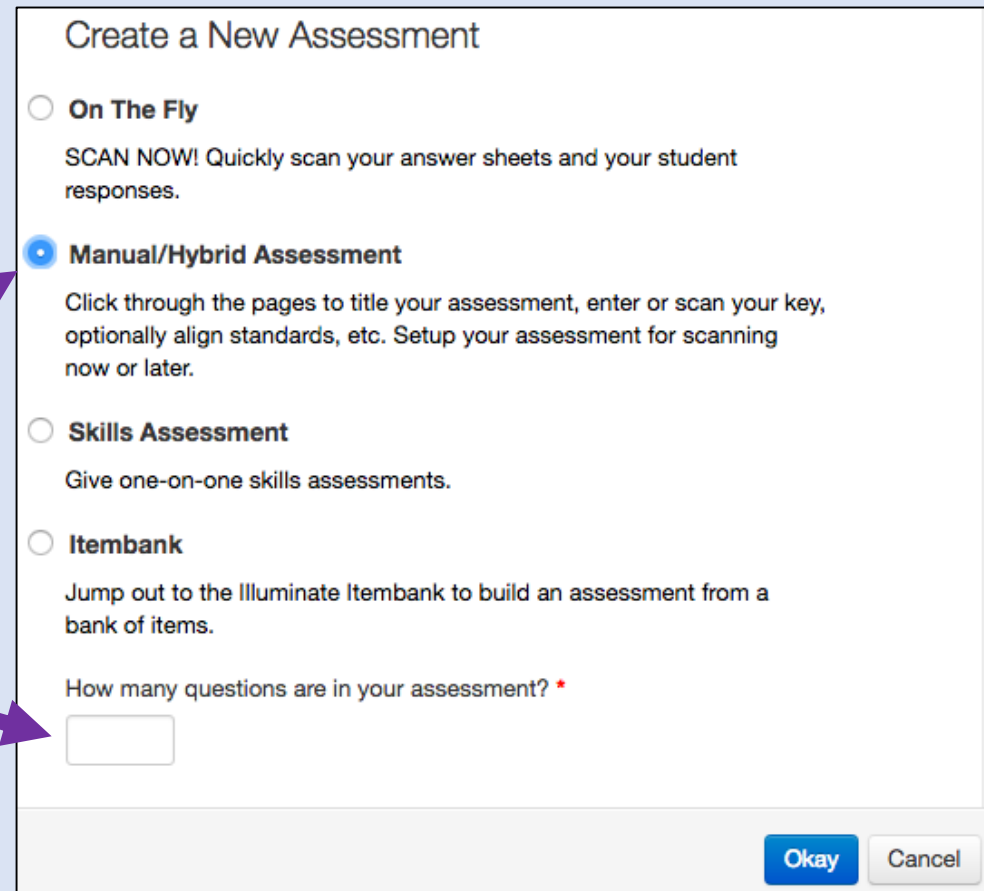10. You are now ready to publish! Make sure you are happy with everything before you select **Publish**.

Now on to....

Again, start by selecting Create a New Assessment.

This time, choose **Manual/Hybrid Assessment.**

Then, type in how many questions are on your test.

Create a New Assessment

○ **On The Fly**

SCAN NOW! Quickly scan your answer sheets and your student responses.

◉ **Manual/Hybrid Assessment**

Click through the pages to title your assessment, enter or scan your key, optionally align standards, etc. Setup your assessment for scanning now or later.

○ **Skills Assessment**

Give one-on-one skills assessments.

○ **Itembank**

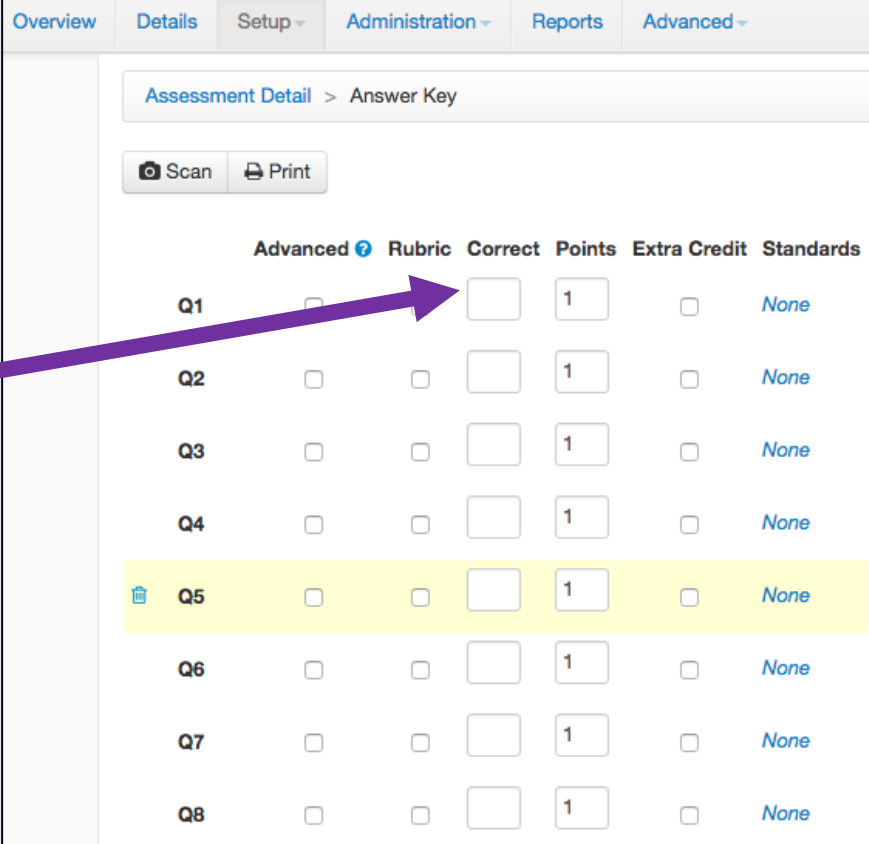Jump out to the Illuminate Itembank to build an assessment from a bank of items.

How many questions are in your assessment? *

[   ]

[Okay] [Cancel]

First, determine if your assessment is **Multiple Choice** or Short Answer graded with a rubric.

If it is **Multiple Choice**, fill in the correct answer (A, B, C, etc) under the column titled **Correct**.

** After you type in all correct answers, **BE SURE TO CLICK ON SAVE** before moving on! ******

If your assessment is **<u>Short Answer</u>** graded with a rubric, you will need to check the box under **Advanced** for each question.

Then, in the box under **Correct**, you will need to assign the possible point values to the number you'll be filling in on the bubble sheet. **Tip: COPY & PASTE!**

Assessment Detail > Answer Key

📷 Scan   🖨 Print

	Advanced ❓	Rubric	Correct
Q1	☑	☐	4:4, 3:3, 2:2, 1:1
Q2	☑	☐	4:4, 3:3, 2:2, 1:1
Q3	☑	☐	4:4, 3:3, 2:2, 1:1
Q4	☑	☐	4:4, 3:3, 2:2, 1:1

After you type in all correct answers, **BE SURE TO CLICK ON SAVE** before moving on!
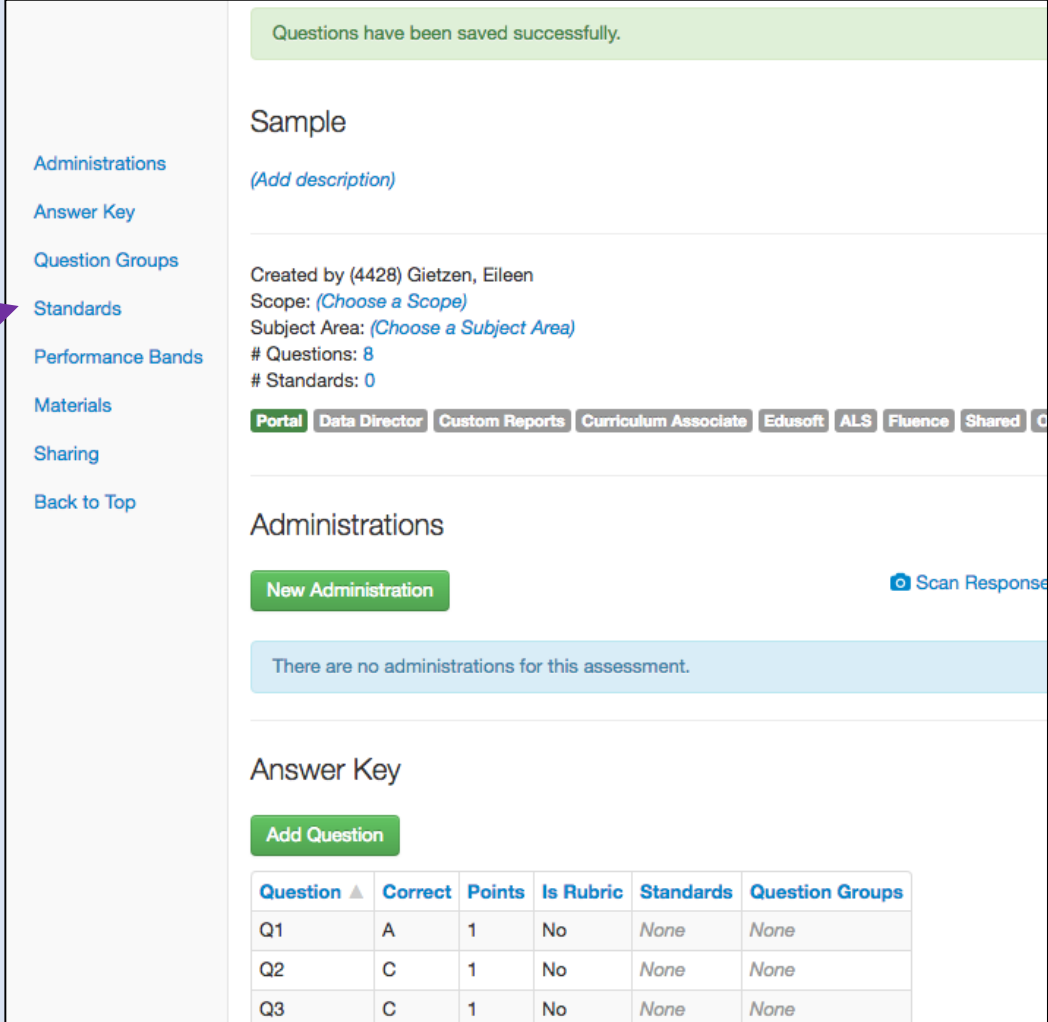
The answer key is automatically set up to use A, B, C, etc. as the choices. If you are using a point-based rubric, instead of assigning each point value to a letter, you can use the **Sheet Designer** tab to change the letters (A, B, C, D) to your point values (4, 3, 2, 1).
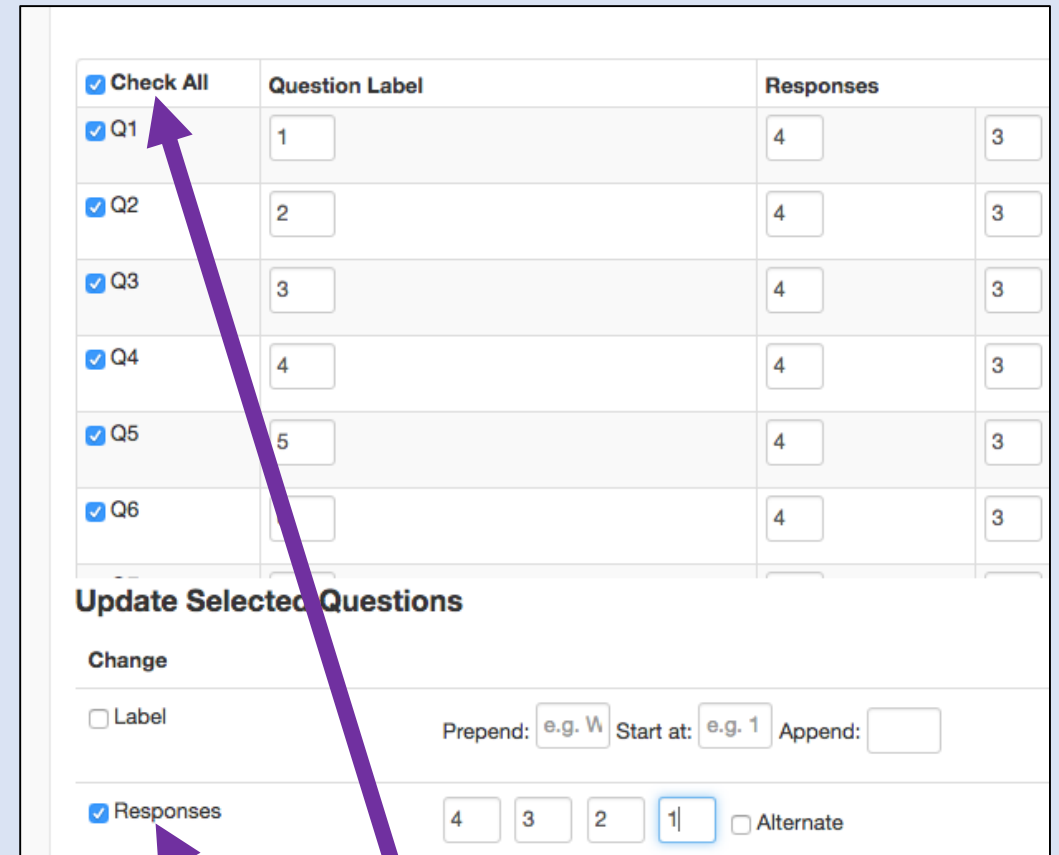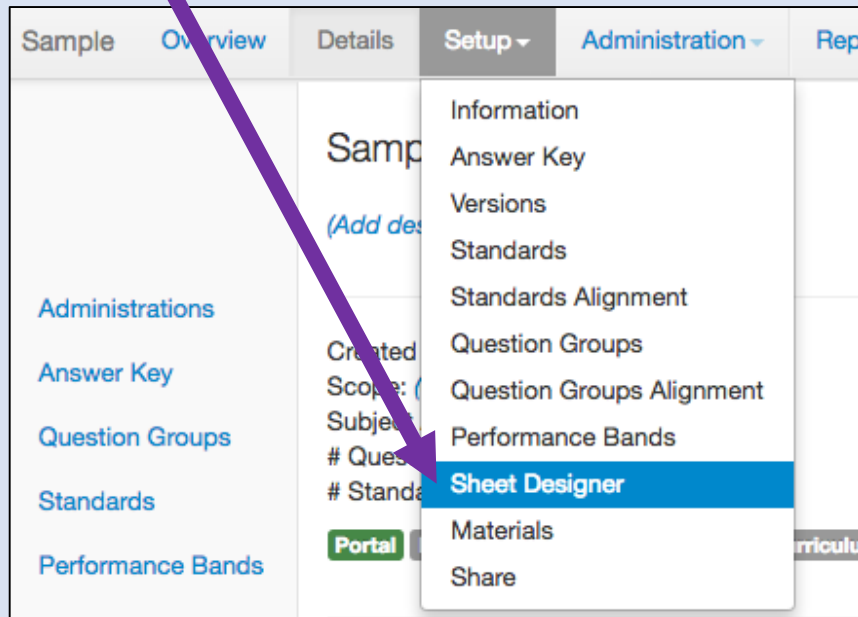
Click on **Check All**, then click on **Responses** and fill in the point values you're using.

Whether your test is Multiple Choice or Short Answer, you'll want to assign a **Standard** to each question.

After you click **Save**, you'll have a few options on the left side. Click on **Standards**, and then **Add Standards**. Choose all of the standards you want to include in your assessment.

After you've selected all of the standards you want linked to your test questions, click on the button that says **Link Selected Standards**.

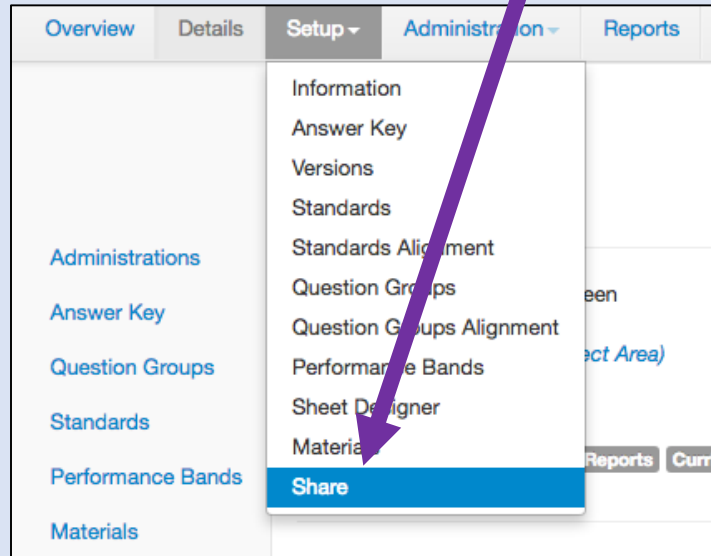Next, click on **Setup** at the top. Then click on **Standards Alignment**.

From there, you can select which standards to link to each question.
Again, remember to **SAVE**!

If you want to share this assessment with others, go to **Setup**, then **Share**.

Overview | Details | Setup ▾ | Administration ▾ | Reports

Information
Answer Key
Versions
Standards
Standards Alignment
Question Groups
Question Groups Alignment
Performance Bands
Sheet Designer
Materials
Share

Administrations
Answer Key
Question Groups
Standards
Performance Bands
Materials

Reports | Curr

Add Some Users to this Permission Group

Select how you would like to share this assessment

Share With   User

Example: Anita Book, Al Jibra, & Kurt Lecture

Type the name of a staff member you'd like to access your assessment.

User

Example: Begin typing the name (1st or last) of a staff member. Keep
necessary to add additional staff.
To reduce the risk of selecting an old account, you may only share with

☑ Can View & Download

Allows user(s) to open the assessment, view its reports, & download its results

☑ Can Administer

Allows user(s) to scan student answer sheets, manually enter student responses, download as
this assessment; user(s) may also remove responses for students to which they have access.

☐ Can Edit

Allows user(s) to modify the structure of the assessment (change info, answers, standard align
assessment

Share

Next to **Share With**, choose **User**.

Then type in the names of those you want to share it with.

Finally, check both "Can View & Download" and "Can Administer" – then click **Share**.