

# Welcome to Remote Assessing with Utah!

Key points to know **before** you assess:

- Determine how you will show student materials and score in mCLASS at the same time.

Setting up
Recommended set-up <ul style="list-style-type: none"><li>• One computer for video conferencing and sharing student materials</li><li>• One. touch screen device for scoring mCLASS.</li></ul>
Modified set-up <ul style="list-style-type: none"><li>• one computer</li><li>• Note: mCLASS app is optimized for touchscreen scoring with a mouse, may need more practice</li></ul>

- Familiarize yourself with the [digital copies of student materials](#).
- Schedule virtual meetings with students.
  - To communicate with English-speaking caregivers, consider sending this [email](#) or [video](#).
  - To communicate with Spanish-speaking caregivers, consider sending this [email](#) or [video](#).

- Determine how you will handle scenarios where there's a lag:

### **Recording the meeting**

- Before the assessment begins, press the recording button on your video conferencing tool.
- After the virtual meeting, listen to the recording and rescore in mCLASS if needed.
- Pick a decision rule for how to score ambiguous items and be consistent. For example, if you decide that you will give a student the benefit of the doubt and mark ambiguous similar sounding items correct when you can't quite hear their answer, do this for all students you assess.

### **Using a phone**

- Before the assessment begins, call the caregiver's phone using your phone (type \*67 before your number if you want your number to be hidden).
- Ask the caregiver to press the speaker button.
- Mute yourself and your student on the virtual learning platform.

## Three key points to know **while** you assess:

1. Take the opportunity to connect individually with your students as they experience so much change. Don't make the session solely about testing, and remind caregivers and students that the assessment is a way to see how you can best tailor instruction.
2. Make student materials visible to your student.

### **Acadience Reading student materials**

- Use the share screen feature to display student materials on your screen.
- Optional next step for measures that have student materials:
- Zoom users: grant your student control of your screen so you can see their cursor as they read:
  - Click "Remote Control" and select your student's name in the dropdown.
  - Ask your student to use their cursor to point to words as they read.
- Note: For Mac OSX, you will need to give Zoom access in the Accessibility tab in the Privacy and Security preferences of your Mac. For more information on giving Zoom access in Security and Privacy, [click here](#).

For Maze, choose the model that works best for you:

#### **Students complete online Maze during a video conference**

- Put a link to the student assessment site ([mclass.amplify.com/student](https://mclass.amplify.com/student)) and the student's credentials into the chat box (learn how to generate student credentials in this video)
- Ask your student to complete Maze.

#### **Students complete online Maze outside of a video conference (caregiver support is needed with log-in)**

- To provide student credentials and instructions to English-speaking caregivers, consider sending this [email](#) and [video](#).
- To provide student credentials and instructions to Spanish-speaking caregivers, consider sending this [email](#) and [video](#).

#### **Students complete Maze on paper**

- Locate the benchmark Maze Acadience Learning's [site](#).
- Print a copy of the form you need (e.g. BOY) for each student in your class.
- Send the form home in a sealed envelope with students, mail the form to caregivers, or have caregivers get forms via school-based pick-up. Provide instructions not to open the envelope until the student is ready to take the assessment.
- Provide parents with instructions on how to proctor the assessment for their child. They need to:
  - Give the form to their child
  - Sit with their child and read the instructions and practice items
  - Tell their child to stop when 3 minutes has elapsed
  - Send screenshots of their child's work via email or text, or return the completed form to the school in a sealed envelope provided by the school.
  - Enter results into the mCLASS web reports

### 3. Score in mCLASS

For Acadience Reading (formerly known as DIBELS Next) student materials during Benchmark and Progress Monitoring, download them for free from the Acadience Learning [website](#).

## Key resources:

Videos:

[How to prepare for remote assessments](#)

[Administering Acadience: Reading remotely](#)

Remote Assessment Guidance from the Acadience Team:

[mCLASS®: Acadience® Reading \(formerly known as DIBELS Next\)](#)

## How to get help

### **Need an answer fast?**

Our chat agents are standing by to assist you! Simply log in at [learning.amplify.com](https://learning.amplify.com) and click the orange chat button in the bottom right corner. Here, you can chat live with our support team or search the help collection for step-by-step guidance.