

Chapter 19

Assessing Students

easyCBM Teacher Edition supports both benchmark testing (**Deluxe only**) and progress monitoring. Measures can be administered in different ways, depending on the type of testing required. Benchmark testing is conducted on grade-level materials three times per year (Fall, Winter, and Spring), while progress monitoring can be administered more frequently to students receiving additional supports to evaluate whether they are making sufficient progress. Progress monitoring can also be administered out-of-grade for students who require monitoring on lower-level material.

easyCBM Test Administration Methods

Administration Method	Description	Measures Available
Student online testing	Students take these measures online through the easyCBM website.	Basic Reading* Proficient Reading Vocabulary Basic Math Proficient Math* Spanish Vocabulary*
Live scoring	Enter student responses into easyCBM as you administer the assessment to the student. This option is available for individually administered measures.	Letter Names Letter Sounds Phoneme Segmenting Word Reading Fluency Passage Reading Fluency Spanish Syllable Sounds* Spanish Syllable Segmenting* Spanish Word Reading Fluency* Spanish Sentence Reading Fluency*
Paper-and-pencil with item-level data	Test students on paper-and-pencil, then enter student responses into easyCBM.	All measures
Paper-and-pencil with total scores only	Test students on paper-and-pencil, then enter total scores into easyCBM.	All measures, but for benchmark testing only

* **Deluxe only**

Student Online Testing

Online testing refers to students taking the tests through the easyCBM website. Student online testing is available for the following measures: Basic Reading, Proficient Reading, Vocabulary, Basic Math, Proficient Math, and Spanish Vocabulary.

You do not need to download or print any testing materials for student online testing.

Benchmark Testing

For online benchmark testing, the current date must fall within one of the benchmark windows. During the benchmark windows, the grade-level benchmark measures will automatically appear as options for your students to select.

Progress Monitoring

For online testing for progress monitoring, you'll first have to assign the appropriate test forms to your students. You can do so by going to the **Measures** tab and clicking on **Progress Monitoring**. Find the test form you wish to assign and click on **Take Online**. From there, identify which group or groups should have that test form assigned (see figure below).

Figure 27: Assigning Online Progress Monitoring Forms to Students

The screenshot shows the 'Reading: Vocabulary' test form assignment interface. At the top, the title 'Reading: Vocabulary' is displayed. Below the title, there are two tabs: 'Paper/Pencil' and 'Online'. The 'Online' tab is selected. Under the 'Online' tab, there are several options: 'Vocabulary 3_1', 'Student Copy', 'Enter Scores', 'Hide options', and 'Take Online (Preview)'. The 'Take Online (Preview)' option is checked. Below these options, there is a section for 'Which Groups?' with 'check all' and 'uncheck all' links. There are three checkboxes: 'All Students', 'Grade 3', and 'Reading Group'. The 'Reading Group' checkbox is checked. There is also a 'Tier II' checkbox which is unchecked. To the right of the 'Which Groups?' section, there is a 'Student Feedback:' section with three radio button options: 'Simple thank-you', 'Overall score', and 'Detailed scoring'. The 'Detailed scoring' option is selected.

When it's time to administer the online test, direct students to log in using your account URL. You can find this URL on the **Measures** tab under "Measures on easyCBM". The blue URL is at the bottom of the dark gray box and begins with <https://app.easycbm.com/> followed by your classroom name.

Once the students are logged in to that page, they will be asked to select their group, their name, and the test form they're taking (see figure below).

Figure 28: Selecting Student Name and Test

The screenshot shows the student selection interface. At the top, there is a 'Classroom Name' field with the value 'DemoTeacher'. Below this, there are three selection steps. The first step is 'Select your Group' with a dropdown menu showing 'Grade 3' and a green checkmark to the right. The second step is 'Select your Name' with a dropdown menu showing 'Bella Brown' and a green checkmark to the right. The third step is 'Select the Test' with a dropdown menu showing 'Click to Select' (highlighted in blue), 'Basic Math 3_Winter', and 'Basic Reading 3_Winter'. There is a 'Back' button to the right of the dropdown menu.

Before students begin their tests, you should check that each student has selected their correct name from the drop-down list. The student's name is displayed at the top right corner of the screen. If a student has chosen someone else's name, direct them to go 'back' and select their own name.

To complete the test, students should follow the directions on the screen. If a student is unable to complete testing during one sitting, the system will remember where the student left off and will return to the same item when the student logs back on to the site and selects the same test again.

Live Scoring

Live scoring refers to entering item-level data (student responses) into easyCBM at the same time as you are administering the form to the student. Live scoring is available for the individually administered measures (one-on-one testing): Letter Names, Letter Sounds, Phoneme Segmenting, Word Reading Fluency, and Passage Reading Fluency. For the Spanish-language measures, live scoring is available for Syllable Sounds, Syllable Segmenting, Word Reading Fluency and Sentence Reading Fluency.

When live scoring the individually administered measures, you will need to download and print a single Student Copy of the test form for most of the measures (Letter Names, Letter Sounds, Word Reading Fluency, Passage Reading Fluency, Spanish Syllable Sounds, Spanish Word Reading, Spanish Sentence Reading). The other individually administered measures (Phoneme Segmenting and Spanish Syllable Segmenting) do not require Student Copies.

You will only need one Assessor Copy of the testing form, for the administration directions. You won't need a copy for each student because you'll be entering student responses into easyCBM rather than on the paper form.

Benchmark Testing

For live scoring while administering a benchmark form to a student, the current date must fall within one of the benchmark windows. Click on the **Measures** tab, then on **Benchmarks**, then on the appropriate season. There should be a black arrow pointing to the current testing window. Click on that season.

You will see a list of students by grade. If you have students in multiple grades, first select the grade level for which you wish to enter data. The data entry page defaults to **Total Score**, but you can change it to **Item-level Data**. When you do that, the data entry boxes will be replaced by a link to **Enter Answers**. Click on that link to view a test administration form with a stopwatch. Follow the standardized testing directions to administer the form, then save the results when you're done. Note that for Passage Reading Fluency (PRF), there is an additional option to enter just the **Total Words** and the number of errors, but if you click on **Passage Text**, you can see the full test administration form instead.

Progress Monitoring

For live scoring while administering a progress monitoring form to a student, click on the **Measures** tab, then on **Progress Monitoring**. Select the grade level of the test form you wish to administer, then scroll down to that form and click on **Enter Scores**. If you have multiple groups set up, it will ask you to select a group; otherwise, it will select all your students by default.

The next page will show a copy of the test form and a stopwatch for each student in the group you selected. Follow the standardized testing directions to administer the form, then save the results when you're done. You can test other students on the same page, or you can return to that page any time you wish.

Paper-and-Pencil with Item-Level Data

You can also test students on paper-and-pencil, then enter their responses into easyCBM. This feature is available for all measures.

You can download PDF files of student materials and assessor materials by clicking on the **Measures** tab and then selecting either **Benchmarks** or **Progress Monitoring**. Scroll down to find the test forms you wish to download.

For the timed, individually administered measures, you will need a single Student Copy of the test form plus one Assessor Copy for every student you'll be testing. Follow the standardized testing directions to administer and score the forms.

For the untimed measures, you will need a Student Copy of the test form for every student you'll be testing.

To enter item-level data (student responses) from paper-and-pencil administration, follow the same steps under **Live Scoring** above, but ignore the timer. This option is also available for measures without a timer.

Note: Unless you're entering the data on the same day you conducted the testing, you'll need to change the date at the top of the page before saving the test form. If different students were tested on different days, you'll need to change the date each time you save a student's responses. Always check the date before saving the form.

Paper-and-Pencil with Total Scores Only (Benchmark Results Only)

This option allows you to test students on paper-and-pencil and enter only total scores into easyCBM. You can use this option for all easyCBM benchmark measures, but not for progress monitoring.

You can download PDF files of student materials and assessor materials by clicking on the **Measures** tab, then selecting **Benchmarks**. Scroll down to find the test forms you wish to download.

For the timed, individually administered measures, you will need a single Student Copy of the test form plus one Assessor Copy for every student you'll be testing. Follow the standardized testing directions to administer and score the forms.

For the untimed measures, you will need a Student Copy of the test form for every student you'll be testing. Use the Answer Keys available on the **Benchmarks** section of the **Measures** tab to score the forms.

To enter total scores from benchmark testing, the current date must fall within one of the benchmark windows. After testing, return to the **Measures** tab, click on **Benchmarks**, then on the appropriate season. There should be a black arrow pointing to the current testing window. Click on that season.

You will see a list of students by grade. If you have students in multiple grades, first select the grade level for which you wish to enter data. Enter the total score for each test form, then click on **Save Scores**.

A Note Regarding Testing Dates

When entering item-level progress monitoring data, either during live scoring or after paper-and-pencil testing, be sure the date at the top of the page is set to the date on which the student was tested. For benchmark testing, that date will be set for you to the first day of the benchmark window.

For student online testing, this step is unnecessary. The system will automatically record the date on which the student took the test.

It is important to enter the dates as accurately as possible so that trends in reports and graphs are representative of students' true growth.