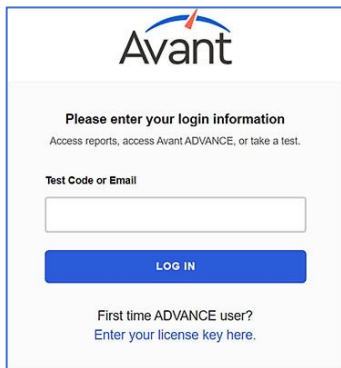


STAMP Teacher Monitoring Site Guide

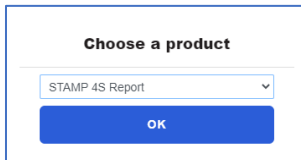
FINDING STUDENT TEST RECORDS

1. Go to <https://app.avantassessment.com/login>
2. Enter the results test code from the colored box on your test code sheet and click LOG IN



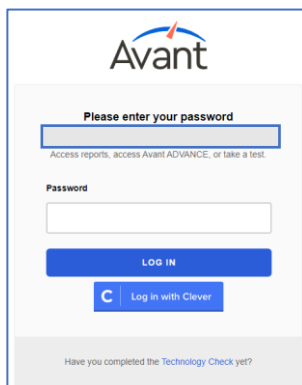
The login screen features the Avant logo at the top. Below it, the text reads "Please enter your login information" followed by "Access reports, access Avant ADVANCE, or take a test." There is a text input field labeled "Test Code or Email" and a blue "LOG IN" button. At the bottom, it says "First time ADVANCE user? Enter your license key here."

3. Leave STAMP 4s selected and click OK. (Its ok if the test isn't a 4s.)



The screen is titled "Choose a product". It has a dropdown menu currently showing "STAMP 4S Report" and a blue "OK" button below it.

4. Enter the password from the colored box on your test code sheet and click LOG IN



The password screen features the Avant logo. It says "Please enter your password" followed by "Access reports, access Avant ADVANCE, or take a test." There is a password input field and a blue "LOG IN" button. Below the button is a "Log in with Clever" link. At the bottom, it asks "Have you completed the Technology Check yet?"

5. Scroll down or collapse the summary to select the testing group you are proctoring.

Note:
Hybrid testers
will show up
in a separate
group from
fully online.

Everett Public Schools

North Middle School

DATE FILTER: 01/14/2022 to 07/14/2022 Key Print Download

Summary

Distribution of Test Takers Across Levels for 01/14/2022 - 07/14/2022

ARABIC

9 8 9 8

Testing Groups

Group Name ↓	Language	Last Testing Date	Data Available in Date Range
NOR	Multiple Languages	11/25/2019	Yes
NOR - Handwritten	Arabic		No

STAMP Teacher Monitoring Site Guide

6. Scroll down or collapse the summary to see Test Instances list.

List

Test Instances

for 04/02/2017 - 10/02/2019

Report	Last Name	First Name	Login Name	Reading	Scaled Reading	Writing	Listening	Scaled Listening	Speaking	Com	Start Date	Finish Date	Length
<input type="checkbox"/>	NS	johnny		NS	NS	NS	NS	NS	NS		02/21/2019 08:26AM		
<input type="checkbox"/>	NS	Max		1	455	SP	NS	NS	NS		02/25/2019 08:36AM		61 mins
<input type="checkbox"/>	NS	Crystal		3	484	NR	4	525	NR		02/21/2019 08:29AM	02/28/2019 08:25AM	94 mins
<input type="checkbox"/>	NS	Joseph		1	451	3	4	521	4		02/21/2019 08:27AM	02/25/2019 08:56AM	110 mins
<input type="checkbox"/>	NS	Jeff		4	514	SP	7	555	IP		02/21/2019 08:33AM		88 mins

Login

Test Status

Session Info

For each instance of testing see test login/profile information, as well as results and status information, and the start/end/duration for each test instance. These lists will start to show information as soon as the test taker creates a new test and completes the profile screen.




DO NOT SHARE ANY SCORE INFORMATION YOU SEE ON SCREEN.

The column headers are interactive and can be clicked on to sort the data in the list.

FILTER BY DATE

The date filter defaults to showing test results from the last 6 months. To select a different date, type the date or click on the calendar, then, click **APPLY**. There are also presets that can be selected to show the **Last 3 Months**, **Last 6 Months**, and **Last Year** of testing. The Date Filter can also specify searching by **Start Date** or by **Recent Activity**.

DATE FILTER:

02/22/2019 to 08/22/2019  Key  

< February 2019 >

SU	MO	TU	WE	TH	FR	SA
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28		

< August 2019 >

SU	MO	TU	WE	TH	FR	SA
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

☒ Recent Activity
☐ Start Date
LAST 3 MONTHS
LAST 6 MONTHS
LAST YEAR
CANCEL **APPLY**

STATUS KEY

NS Section Not Started

The test taker has not started this section of the test. If all sections are marked NS, the test taker has completed only the Profile

IP Section In Progress

The test taker has started, but not completed this section of the test. For the Writing and Speaking sections, click the IP to see how many responses have been submitted.

STAMP Teacher Monitoring Site Guide

SP Scoring In Progress

This section of the test is complete, but grading is not complete for one or more responses. Click the SP to see how many responses have been graded.

NR Not Ratable

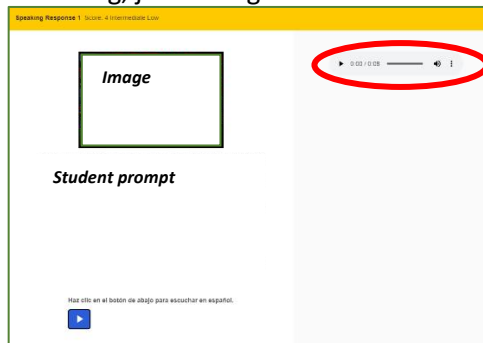
Graders were not able to rate any of the responses in the section. To determine the cause, click the NR to review the test taker's responses. Possible reasons for "Not Ratable" Writing or Speaking responses include:

- Non-target language – The response is not in the target language
- Off-topic – The response does not relate to the item topic
- Violent/Profane – The response includes violent or inappropriate language
- No speaking – A Speaking response was submitted, but has only background noise or is not understandable
 - When reviewing Speaking responses before student leaves testing room, please consider if someone could hear and understand the recording. If the recording is not there or too quiet, you will need to contact Avant testing to have the Speaking section reset. Call Avant Assessment at 1-888-713-7887 to reset the entire speaking section. Please have the test code, student first and last name, and login code ready.

REVIEW SPEAKING RESPONSES

Once students have completed testing ensure that their speaking responses are clear and loud enough to be scored.

1. Click the student's last name from the test monitoring page.
2. An informational window will appear on the right side of your screen. Speaking will be towards the bottom. Select the arrow next to Speaking, and the responses will appear.
3. Select each response. A window will pop up. The student response play button is on the right. You do not need to listen to the entire recording, just enough to confirm it is there and clear.



TIP: If a student's writing score comes back as NR before they leave, review what was written to see if perhaps there was a technical issue.

