

# i-Ready at Middle Schools Middle School Teacher Instructions

**Purpose**: provide diagnostics in reading and math to determine which students need additional supports by measuring progress against benchmarks in fall, winter, and spring.

#### Schedule:

Fall: September 7-October 14Winter: January 4-February 10

• Spring: May 1-June 9

# **Expectations:**

Teachers ensure that students complete the relevant assessment with fidelity:

- Provide sufficient time for students to complete the diagnostic (estimated at 45 minutes per diagnostic) in an appropriate testing environment.
- Ensure students do not access other programs, websites, or cell phones.
- Encourage students to do their best work.
- Review student progress to ensure:
  - o students complete the diagnostic in time
  - students flagged for rushing are addressed (see below)

### Administering i-Ready Diagnostics:

There is no teacher interface to start the session. Students log themselves in using Clever.

- 1. Students go to <a href="www.everettsd.org">www.everettsd.org</a> and hover over the Students tab and click Student Tools.
- 2. Scroll to i-Ready and click.
- 3. At the log in screen, click the lock.
- 4. Enter student id and password, then click login.
- 5. Click i-Ready.
- 6. Click the subject diagnostic: reading or math.

Student instructions with screenshots are available for teachers to show on Smart Boards:

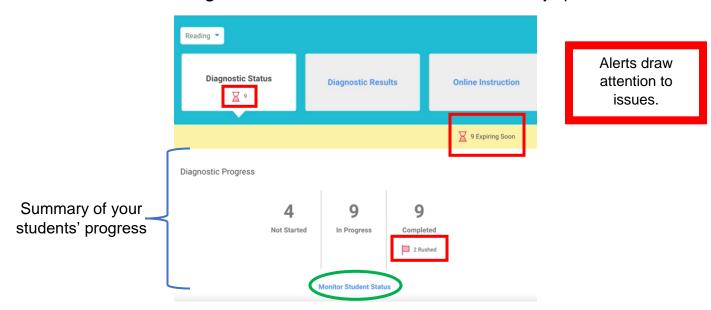
- PowerPoint with generic i-Ready Reading and Math Diagnostic instructions
- PDF Math Diagnostic Login Instructions (1 page)
- PDF Reading Diagnostic Login Instructions (1 page)

#### **Checking for Completion:**

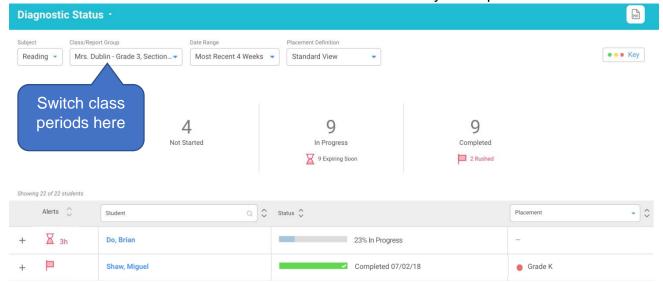
Video: How to: Use Your Diagnostic Status Report as a Teacher

- 1. Teachers log in to i-Ready through Clever (just like students)
  - Go to <a href="https://www.everettsd.org">www.everettsd.org</a> and hover over the Students tab and click Student Tools.
  - Scroll to i-Ready and click.
  - At the log in screen, click the lock.
  - Enter staff id and password, then click login.

2. You should land on the **Diagnostic Status Card** but click it if it's not already open.



3. Click Monitor Student Status to see individual students by class period.



# What to do about Alerts (left column)



**Expiring Test:** Incomplete tests expire at 21 days after the student begins the diagnostic and must be started over.



**Red Rush Flag:** the student moved at far too fast a pace to have an accurate score.



Yellow Rush Flag: the student moved at a suspicious pace. The score may not be accurate.

What to do: Have the student complete the test as soon as possible. If the test expires, and the student can't get in, contact your administrator to assign it again.

**What to do:** The student should retake the diagnostic. Ask your administrator to delete & reassign it.

What to do: Use your professional judgement and knowledge of the student to decide if the score is reasonable. If not, ask your administrator to reassign it.

Help: x4057; assessment@everettsd.org