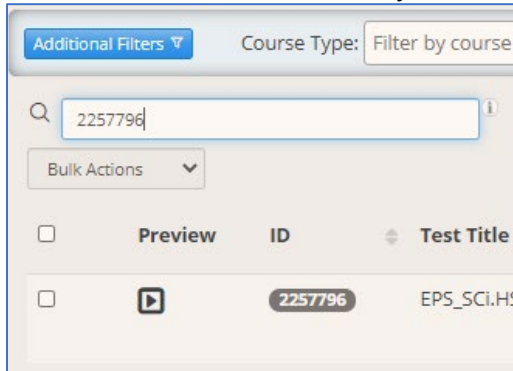
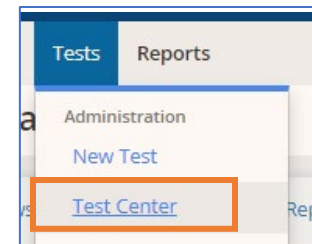


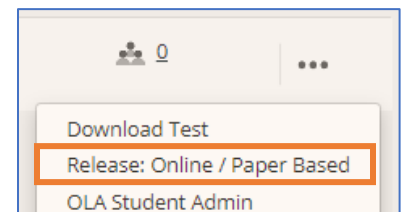
- Click tests at the top and select **Test Center**
- Select the test. Search by number or name in upper left box

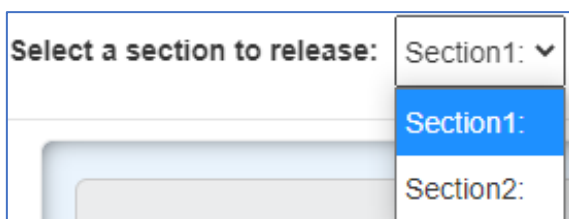
- The test numbers for the Recovery Diagnostics are:

| TEST ID        | Title                                                          |
|----------------|----------------------------------------------------------------|
| <b>2378623</b> | EPS - Math Gr.6 Fall Recovery Diagnostic (Gr.5 standards)      |
| <b>2379697</b> | EPS - Math Gr.7 Fall Recovery Diagnostic (Gr.6 standards)      |
| <b>2379699</b> | EPS - Math Gr.8 Fall Recovery Diagnostic (Gr.7 standards)      |
| <b>2379701</b> | EPS - Math Alg 1 Fall Recovery Diagnostic (Gr.8 standards)     |
| <b>2382690</b> | EPS - Math Geometry Fall Recovery Diagnostic (Alg 1 standards) |
| <b>2379702</b> | EPS - Math Alg 2 Fall Recovery Diagnostic (Geometry standards) |
| <b>2350510</b> | EPS - ELA Gr.6 Fall Recovery Diagnostic (Gr.5 standards)       |
| <b>2350544</b> | EPS - ELA Gr.7 Fall Recovery Diagnostic (Gr.6 standards)       |
| <b>2350507</b> | EPS - ELA Gr.8 Fall Recovery Diagnostic (Gr.7 standards)       |
| <b>2350530</b> | EPS - ELA Gr.9 Fall Recovery Diagnostic (Gr.8 standards)       |
| <b>2350505</b> | EPS - ELA Gr.10 Fall Recovery Diagnostic (Gr.9 standards)      |
| <b>2350538</b> | EPS - ELA Gr.11 Fall Recovery Diagnostic (Gr.10 standards)     |
| <b>2350499</b> | EPS - ELA Gr.12 Fall Recovery Diagnostic (Gr.11 standards)     |

- Click on the three dots under the Actions column on the far right of the screen.  
Select **Release: Online / Paper Based**



- A new box will pop up. ELA tests have multiple sections. You will need to release them one at a time. Select the **section** to release at the top of the box. You can release all sections at once or wait until your class completes a section before releasing the next.



6. All test eligible students will be listed. You may select all students or use the dropdown at the bottom of the box to filter on specific classes. Once you have selected the appropriate students, select the **Release** button. Contact your administrator if a student is not showing.

The screenshot shows the Canvas LMS interface. At the top, there is a search bar labeled "Add Student Filter". Below it, a summary bar shows the status of 83 students: 83 Unassigned, 0 Assigned (with a star icon), 0 In Progress (with a blue circle icon), and 0 Finished (with a green checkmark icon). Below this, it says "Showing 1 to 11 of 83 students" and "Selected: 83".

The main table has columns for "Student ID", "Name", and "Status". The "Status" column is currently set to "Unassigned" for all students. A large gray box with the text "Suppressed Student IDs and Names" is overlaid on the table, indicating that the student information is hidden.

At the bottom, there is a search bar labeled "Search:". To the left of the search bar, there is a dropdown menu labeled "All Classes" with a search input field. Below the dropdown, a list of classes is visible: "Biology and the Environment - SC1122 - 909", "Biology and the Environment - SC1122 - 910", and "Biology and the Environment - SC1122 - 911".

At the bottom right, there are three buttons: "Release", "Unrelease", and "Close". The "Release" button is highlighted with an orange box.

7. To review your students' progress on the test, you can select **OLA Student Admin** from the Tests tab, search for the test number or name and select the correct test.

Tests

Reports

Administration

New Test

Test Center

OLA Student Admin

Scoring

Online Scoring

Scanview

Test Title

Select a test

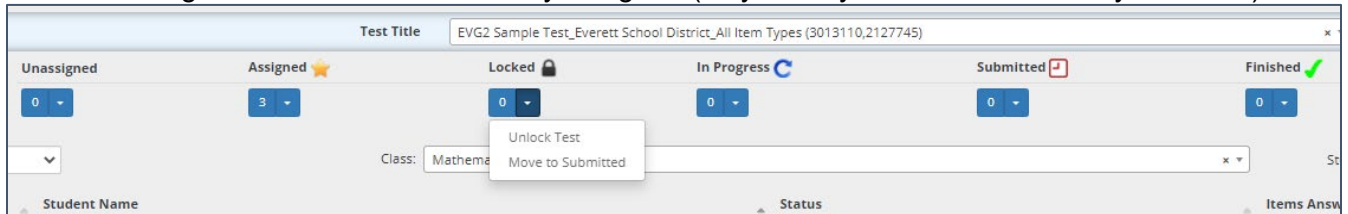
2257796

EPS\_SCI.HS.BATE\_LS3-3\_StatisticsProbablility\_VariationOfTraits (3005782,2257796)

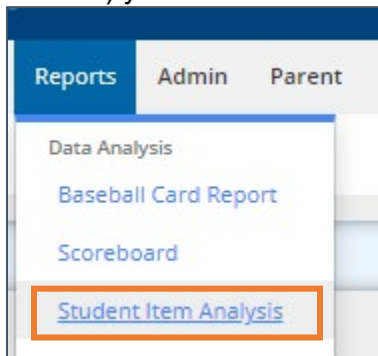
8. From here, you can click the **Live Updates** checkbox and can view, in real time, how far along students are on a test, who may be locked out and needs to be let back in, and who has submitted.

☒ Live Updates

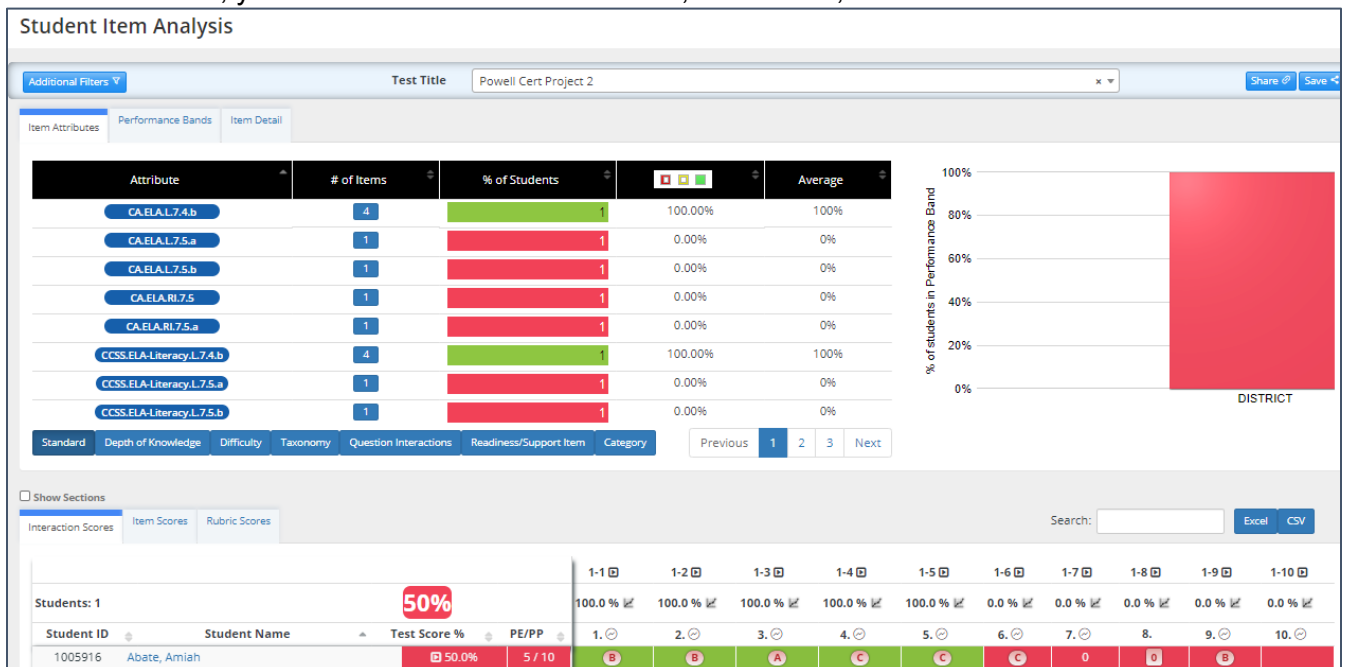
9. From the OLA Student Admin window, you will be able to:
- assign the test to additional students
  - unlock student tests
  - move students from **in progress** to **submitted** if they log out without hitting the submit button
  - unassign a test that was mistakenly assigned (only for any student who hasn't yet started)



10. Once all the tests are complete and in finished status (about 15 minutes after your last student submits) you will be able to view the results in **Student Item Analysis**.



11. From there, you will be able to see final scores, CCSS met, and more.



12. Tools included in the diagnostics:

**a. Math Tools**

i. **Math Gr. 6**, 2378623 - Highlighter, Eliminator, Ruler, Line Tool, Line Focus, Text to Speech

ii. **Math Gr. 7**, 2379697

**Section 1:** Highlighter, Eliminator, Ruler, Calculator, Line Tool, Line Focus, Text to Speech

**Section 2:** Highlighter, Eliminator, Ruler, Line Tool, Line Focus, Text to Speech

iii. **Math Gr. 8**, 2379699

**Section 1:** Highlighter, Eliminator, Ruler, Scientific Calculator, Line Tool, Line Focus, Text to Speech

**Section 2:** Highlighter, Eliminator, Ruler, Line Tool, Line Focus, Text to Speech

iv. **Math Alg 1**, 2379701 - Highlighter, Eliminator, Ruler, Line Tool, Scientific Calculator, Line Focus, Text to Speech

v. **Math Geometry 1**, 2382690 - Highlighter, Eliminator, Ruler, Line Tool, Scientific Calculator, Line Focus, Text to Speech

vi. **Math Alg 2**, 2379702 - Highlighter, Eliminator, Ruler, Line Tool, Scientific Calculator, Line Focus, Text to Speech

**b. ELA Tools**

i. **ELA Gr. 6**, 2350510

**All 4 Sections:** Highlighter, Eliminator, Line Focus

ii. **ELA Gr. 7**, 2350544

**All 4 Sections:** Highlighter, Eliminator, Line Focus

iii. **ELA Gr. 8**, 2350507

**All 3 Sections:** Highlighter, Eliminator, Line Focus

iv. **ELA Gr. 9**, 2350530

**All 3 Sections:** Highlighter, Eliminator, Line Focus

v. **ELA Gr. 10**, 2350505

**All 3 Sections:** Highlighter, Eliminator, Line Focus

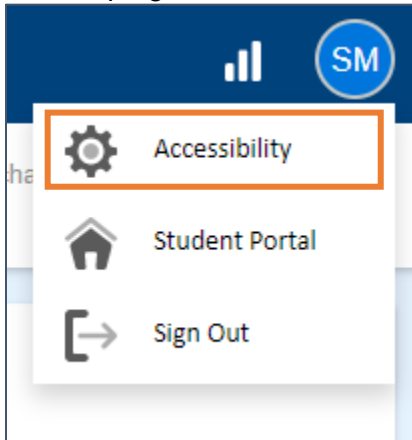
vi. **ELA Gr. 11**, 2350538

**All 3 Sections:** Highlighter, Eliminator, Line Focus

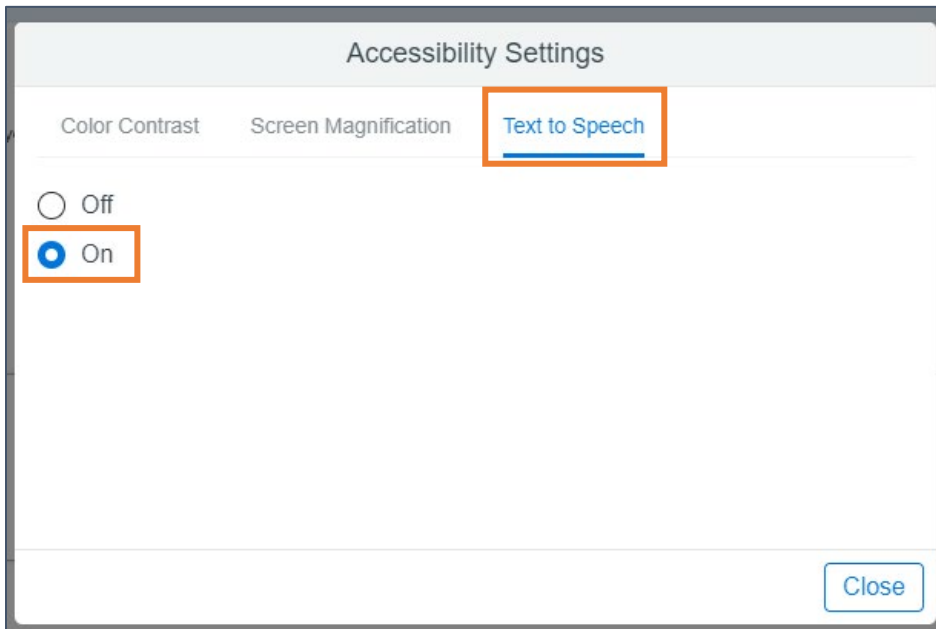
vii. **ELA Gr. 12**, 2350499

**All 3 Sections:** Highlighter, Eliminator, Line Focus

13. For the Math tests, students can access the **Text To Speech** option by clicking on their initials in the top right corner and selecting Accessibility



14. From there, they can select Text to Speech in the Accessibility Settings box and click the **On** button.



15. Once activated, the Text to Speech options bar will appear at the top of their assessment. Students should use the point indicator to indicate where the Text to Speech should begin dictating.



16. Students will need to adjust this setting for each section of the test (for math tests with multiple settings)