



Software Manual

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As technology advances it becomes necessary for software companies to drop support for older operating systems and third-party software. It is the responsibility of the customers to keep their computers, networks, operating systems, and third-party software up-to-date and functional. Although Renaissance Learning will not discontinue support for older products immediately, we will continue to evaluate system requirements and do our best to provide advance notice when it becomes necessary to raise our requirements.

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WELCOME TO STAR MATH

STAR Math is a computer-adaptive, norm-referenced mathematics assessment program. It gives you the math levels of your students in grades K–12 in 10–15 minutes (20 minutes for STAR Math Enterprise). In STAR Math, the student works through a short, assisted-response (multiple-choice) test. If a student misses a question, the difficulty level of the next question is reduced. If a student’s response is correct, the difficulty level of the next question is increased. This system minimizes frustration and provides more accurate scores for both high- and low-performing students.

Who Can Take the STAR Math Test?

The STAR Math test is intended for students in grades K–12.

In general, the student should have beginning reading skills and some math skills.

- If the student can work through the practice questions unassisted, that student should be able to be tested using STAR Math software.
- If the student has a lot of trouble getting through the practice, the student probably does not have the basic skills necessary to be measured by STAR Math.

Your student capacity limit determines how many students can take the STAR Math test in a school year or subscription year. For more information about student capacity, see page 27.

How It Works in Your Classroom

A typical STAR Math session operates something like this:

1. You explain the test to your students using the Pretest Instructions (see page 9). These instructions show your students what the test looks like, how to answer questions, and what happens if they don’t answer a question in time.
2. Depending on the device you are testing with, you...



Throughout this manual, “computer” refers to a desktop or laptop computer that accesses STAR Math via Renaissance Place using a web browser.

Computer	iPad®
<ol style="list-style-type: none">a. Start the web browser at each computer, go to the address (URL) for your STAR Math RP server, and click I’m a Student on the Welcome page.b. The first student logs in with his or her user name and password and then clicks Take a Test under STAR Math.	<ol style="list-style-type: none">a. Open STAR Apps on iPad® and let the first student log in with his or her user name and password.b. The student taps STAR Math, then taps Next.

3. You enter the monitor password if the program asks for it. (For more information about the monitor password, see “Setting the Testing Password Preference” on page 186.)



4. The student answers practice questions to show that he or she knows how to answer the questions.
5. After the student passes the practice, the student answers the test questions.
6. When the student finishes the test, the next student can log in to test.
7. When all students have finished testing, you close the web browser or App to end the test session.

Programs You Will Use

STAR Math Software

The STAR Math software—accessible from the Home page—will manage the testing in your classrooms and keep track of students’ test results.



At this time, Renaissance Place has not been

optimized for use on tablets or mobile devices. Teachers may be able to successfully connect, but they may have unexpected results when viewing screens or performing tasks.

What You Will Use STAR Math to Do	See Page
Get the Pretest Instructions	9
Set Math Instructional Levels (MIL), if necessary	192
Extend question time limits, if necessary	193
Register students for testing (if you choose to require registration)	190
Note: Both requiring registration and registering students are done via the Test Registration Preference	
Print reports	103
Set benchmarks and cut scores	49
Create groups	87
Set preferences	180
Get tips and manuals to help you use STAR Math in your classroom	9



STAR Math Enterprise

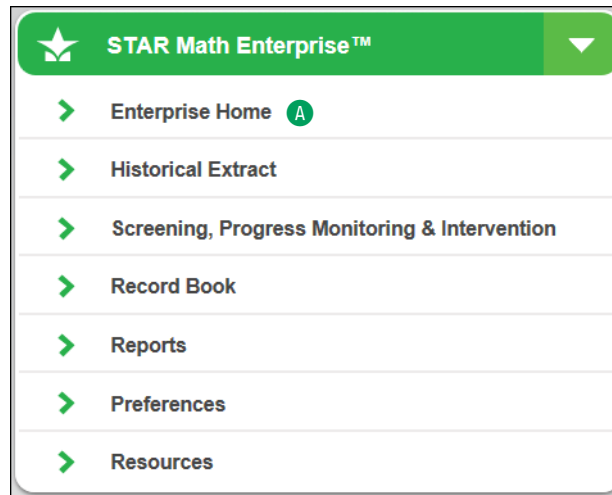


For more information about the Enterprise version of STAR Math, contact Renaissance Learning.

STAR Math Enterprise is the same as STAR Math, but with some enhanced features, including additional reports and expanded benchmark management.

In this manual, instructions and information that refer to Enterprise-only program functions will have the **ENTERPRISE** indicator next to them.

If your school is using STAR Math Enterprise, an **Enterprise Home** link **A** will appear on the Home page, below STAR Math Enterprise. Use this link to go to the STAR Math Enterprise Home page.



Note: For district administrators and district staff, the **Enterprise Home** link will appear if *any* school in the district is using STAR Math Enterprise; for school administrators and school staff, it will appear if *their own school* is using STAR Math Enterprise.

The STAR Math Enterprise Home page has links to a number of Enterprise-only features and reports:

- A** Choose the school you want to work with from the **School** drop-down list.
 - Only schools using STAR Math Enterprise will be in this list.
 - School administrators and teachers will not see the **School** drop-down list unless they are assigned to more than one school.
- B** **Preferences:** See page 180. If you are not working in the current school year, this link will be disabled (see the *Renaissance Place Software Manual*).
- C** **Benchmarks:** See page 61.
 - Screening Dates:** See page 79. If you are not working in the current school year, this link will be disabled (see the *Renaissance Place Software Manual*).
- D** **Record Book:** See page 93.
- E** **Core Progress** includes definitions and examples that help you plan your instructional program. See page 93.
- F** **Historical Extract** let you export STAR test scores from previous school years for evaluation. See page 178.

The screenshot shows the STAR Math Enterprise Home page. At the top, it says 'Home > Enterprise Home'. Below that, it says 'Enterprise Home' and 'STAR Math Enterprise provides valuable information critical to student learning, and helps you take action with instructional tools and resources.' There is a 'School' dropdown menu set to 'Gil School'. The page is divided into several sections, each with a callout letter:

- Important Features** (Callout A): A small window showing a math problem: 'Find the missing number: 72, 78, 79, ..., 81, 82' with radio buttons for 79, 83, 84, and 79.
- STAR Math Enterprise Test** (Callout B): Includes content covering a broader range of skills. A 'Learn More' link is present. Below it, a 'Preferences' link is shown with callout B.
- Benchmark Options** (Callout C): Lists 'School Benchmarks (current setting)', 'District Benchmark', and 'S-State'. Below it, 'Benchmarks' and 'Screening Dates' links are shown with callout C.
- Record Book** (Callout D): Teachers can view students' test scores and progress, assign them to instructional groups, and see suggested skills to help with instructional planning. Below it, a 'Record Book' link is shown with callout D.
- Core Progress** (Callout E): Learning Progression for Math. Go to a research-based progression of knowledge and skills. Helps you identify knowledge gaps, differentiate instruction, and determine next steps. Below it, an 'Enter Core Progress' link is shown with callout E.
- Historical Extract** (Callout F): District and school administrators can retrieve students' STAR test scores from previous school years. Below it, a 'Historical Extract' link is shown with callout F.

On the right side of the page, there are three sections:

- Students must take Enterprise Test for:**
 - Instructional Planning Report
 - State Standards Report
- Reflected in:**
 - Instructional Planning Report
 - Longitudinal Report
 - Screening Report
 - Growth Proficiency Chart
- Contains:**
 - Student Scores
 - Instructional Group Assignments
 - Recommended Skills
 - Instructional Activities
- Provides:**
 - Definitions
 - Sample items
 - Prerequisite skills
 - Instructional activities
- Provides:**
 - Historical data for STAR Reading, STAR Math, and STAR Early Literacy

At the bottom right, there is a green arrow pointing down and the text: 'See page 5 for the rest of the STAR Math Enterprise Home page.'

- G Reports:** See page 103.
 - H Diagnostic Report:** See page 115.
 - I Instructional Planning Report - Student:** See page 142.
Instructional Planning Report - Class: See page 137.
 - J Longitudinal Report:** See page 145.
 - K Growth Proficiency Chart:** See page 120.
 - L State Performance Report - Student:** See page 156.
State Performance Report - Class: See page 154.
State Performance Report - District: See the “STAR Performance Report” section of the *Renaissance Place Software Manual*.
 - M State Standards Report - Student:** See page 164.
State Standards Report - Class: See page 158.
State Standards Report - District: See page 161.
- Note:** If a link does not exist between the STAR Math scale and your state test, you will not be able to create State Performance Reports (Student, Class, or District).

Enterprise Reports

Go to: [Reports](#) | [Consolidated Reports](#) **G**

See page 4 for the rest of the STAR Math Enterprise Home page.



Diagnostic Report

Presents diagnostic and skill information for an individual student

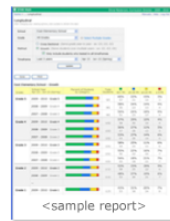
[Diagnostic Report](#) **H**



Instructional Planning

Provides a list of recommended skills for individualized instruction based on most recent assessment

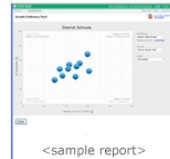
[Student](#) | [Class](#) **I**



Longitudinal

Shows growth over multiple years

[Growth](#) | [Cross Sectional](#) **J**



Growth Proficiency Chart

Plots Student Growth Percentiles (SGP) and proficiency on a quadrant graph; companion to the Growth Report.
[Learn More](#)

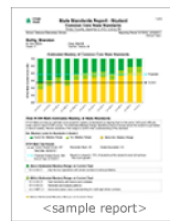
[Growth Proficiency Chart](#) **K**



State Performance

Graphs student progress on the pathway to proficiency on the S-State Test

[Student](#) | [Class](#) | [District](#) **L**



State Standards

Estimates student mastery of State Standards or Common Core State Standards based on STAR Math Enterprise scaled score

[Student](#) | [Class](#) | [District](#) **M**

Done



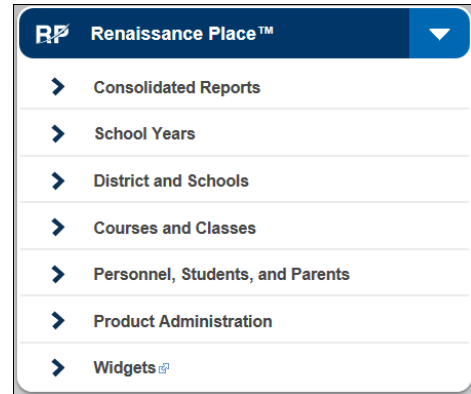
Renaissance Place Management System



For information on the Renaissance Place Management system, see the Renaissance Place Software Manual or click *Help* in the software.

The Renaissance Place Management System—found on the Home page—lets you view and manage district, school, student, teacher, parent, course, and class information in the Renaissance Place database, which is shared by all Renaissance Place software used in your district or school.

The tasks you can perform in the management program depend on your user group. For example, administrators have more management tasks to perform than teachers. Sample tasks may include:



- Adding, editing, or deleting courses and classes
- Assigning teachers and students to classes
- Selecting a different school year to work in
- Viewing student information
- Clearing a lock if a student's login is denied
- Downloading software needed to run Renaissance Place programs
- Printing reports with data from multiple Renaissance Place programs

Other Programs

Supporting Software

Adobe Flash Player

Adobe Flash Player *must* be installed on any computer used by students to take STAR Math tests.

STAR Math checks for the Adobe Flash Player whenever a student tries to take a test. If the computer doesn't have the player installed, the student will see the Checking Setup page, which tells the student to ask for help.

For more information, see page 25.

Adobe Reader

To view or print reports, Adobe Reader *must* be installed on the computer being used (certain Macintosh computers can use Preview instead).

For more information, see page 16.

STAR Apps on iPad®

In order for students to take the STAR Math or STAR Math Enterprise test on an iPad®, STAR Apps on iPad® must be installed on the iPad®.

For more information, see page 21.

Tour of the Home Page

For more information on the Home page and the program functions that can be accessed from it, see the *Renaissance Place Software Manual*.

Click this arrow to expand/collapse the list of links under all the products on the Home page at once.

If you belong to more than one user group, or are assigned to more than one school, use this drop-down list to choose which group/school you want to work in.

After logging in, you go to the Home page. Your name and user type are shown here.

- Click **Log Out** to exit the program.
- Click **Manuals** to access all the products' software manuals.
- Click **Help** to open a help page related to the software page you're viewing.

The screenshot shows the Renaissance Learning Home page interface. At the top, there is a navigation bar with the user name 'Rupert Smith, District', a 'Log Out' button, and 'Manuals' and 'Help' links. Below this, the main content area is titled 'Home' and features a sidebar with program categories like 'Renaissance Place™', 'Renaissance Home Connect™', 'Accelerated Math Enterprise™', 'Accelerated Reader Enterprise™', and 'English in a Flash™'. The main area contains an 'Open Your Dashboard' button, a 'Live Support Available' indicator, and several alert boxes. One alert box is expanded to show 'New STAR Enterprise features now available' and 'Courses and Classes' information. A callout points to the 'Alerts' and 'Did you know?' tabs on the alert box.

You can chat with a member of our support staff by clicking here.

The Dashboard gives users a way to quickly get an overall view of how their school(s) are performing.

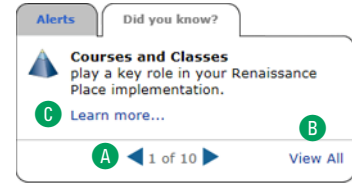
Click the tabs to switch between Alerts and Did you know? articles.

- **Alerts** let you know when there is new information about your software, or if it needs administrative attention (for example, a subscription renewal).
- **Did you know?** articles provide information about program functions and resources to help you use the software more effectively.

Each program used by your school is listed on the Home page. The links below the program name allow you to go to specific program features easily. You can click the program name to collapse/expand the list of links. See each program's software manual for in-depth explanations of its program features.

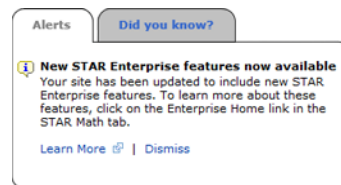
Did You Know?

On the Home page, the “Did you know?” tab displays information about program features to help you use the software more effectively. The tab will automatically cycle from one topic to the next each time the Home page is refreshed. You can click the left or right arrows at the bottom of the tab **A** to move through the topics at your own pace, or you can click **View All** **B** to go to a new page where all the current topics (and some of the previously featured items) can be seen. For each topic, you can click **Learn more** **C** to get more in-depth information about that feature.






Alerts

When you log in to Renaissance Place, you may see one or more alerts on the Alerts tab on the right side of the Home page, depending on your role:



There are three types of alerts:

- **General product information** : Inform you of new product features or other changes to your software. For example, if the server hosting Renaissance Place for you will be undergoing maintenance, you would be notified in an alert.
- **Action necessary** : You must take specific action in the software. For example, if a parent has requested access to Renaissance Place, you will see an alert here so you can view the request and choose to accept or deny it.
- **Immediate attention** : You must take immediate action. For example, if the terms of the Renaissance Place License Agreement change, you will need to agree to the new terms before you can use the software.

Alerts will have whatever links are necessary for you to take action, view more information, or dismiss the alert. License agreement alerts and subscription alerts require special attention:

- **License agreement alerts:** District administrators and school administrators will be presented with a notice that they must view and accept the terms of the Renaissance Place License Agreement. They will be provided with a link to view the license; on the license page, they can choose to accept or not accept the agreement.



If an administrator-level user does not accept the agreement within 30 days after the alert first appears, the alert will appear on the Home pages for district staff, school staff, and teachers. At least one user per site must agree to the license agreement.

- **Subscription alerts:** When 90 days remain before your subscription runs out, an alert appears to remind you. This alert can be dismissed, but it will reappear again when the subscription is down to 60 days, then 30, then 15. During this time frame, if your subscription is renewed, Renaissance Learning will enter the new subscription code, and this alert will not reappear until 90 days prior to the end date of the new code (next year).

Tools to Help You with STAR Math

You'll find many tools in the software to help you learn how to use STAR Math:

- Manuals and other documents (see below)
- Help in the software (see page 10)
- Live Chat Support (see page 11)
- Training (see page 11)
- Resources (see page 11)

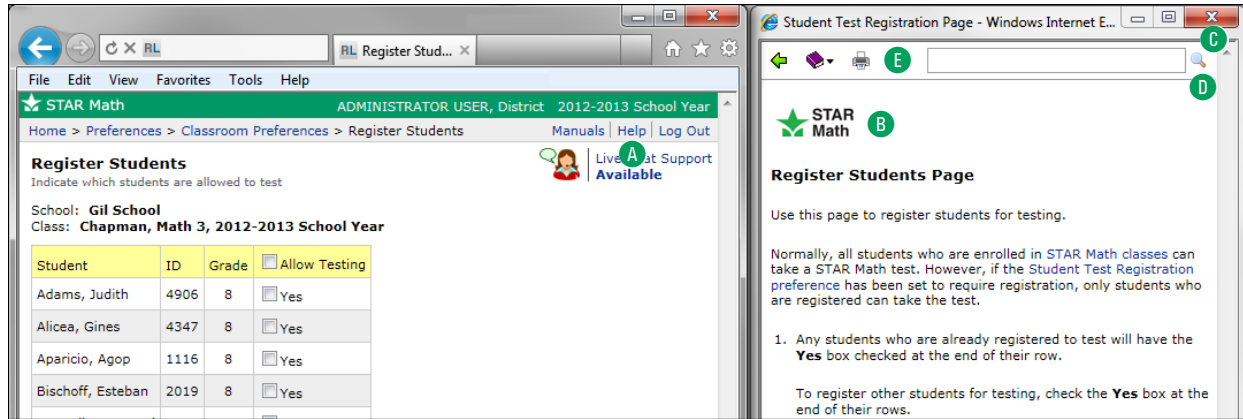
Manuals and Other Documents

To access the software manuals and other useful documents, click **Manuals** in the upper-right corner of any page. Clicking that link lists the documents available for the Renaissance Place programs on your server. For STAR Math, you'll find these documents helpful:

Document	What It Provides
Pretest Instructions	<ul style="list-style-type: none">• Instructions you can read to students to explain how the test works
Software Manual	<ul style="list-style-type: none">• General information about the program• Step-by-step instructions for working with the program
Tips for Getting Started	<ul style="list-style-type: none">• Helpful hints to get you started using the program
Technical Manual	<ul style="list-style-type: none">• Technical information about how STAR Math was developed and about its reliability and validity
<i>Renaissance Place Software Manual</i>	<ul style="list-style-type: none">• Procedures for managing all school and district information• Instructions for consolidating data and generating custom reports

Help in the Software


To access the help, click **Help** in the upper-right corner of any page. The help opens in a separate window, as shown below.




Presently, STAR Apps on iPad® does not have its own online help system, but you can look up information about the App using STAR Math's online help as described here.

There is also a link to the Renaissance Learning support website (www.renlearn.com/support) on the App's "Settings" screen.

- The **Help** link **A** is on every page in the program. Click it to get more information about the page currently displayed in the program.
- This logo **B** lets you know you're in the STAR Math help. If you go to another program's help, the logo for that program will appear.
- To close the help, click the close button **C**.
- To search, use the search field at the top of the help page. Enter words to look for in the help, and click the search icon **D** to see the results. When you do this, the program searches the help for all the installed Renaissance Place programs. Since the search covers all available help, this is the best way to find what you need.
- To navigate the help, use the icons **E** at the top of the help page:

To view previously selected help, click the back arrow .

Click the book icon  and choose **Contents, Index, or Other Help**.

Contents: Displays the table of contents for the current product help.

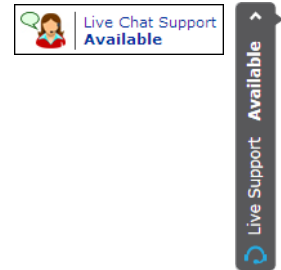
Index: Displays an alphabetical list of topics for the current product help.

Other Help: Takes you to a page where the Renaissance Place products installed on this server are listed, including STAR Math and Renaissance Place. When you click on one of the products, the Contents for that product's online help will open.

To print the current help topic, click the print icon .

Live Chat Support

Click **Live Chat Support** or **Live Support** (as shown to the right) to chat with a member of the support staff. By default, you can access chat from any Renaissance Place page; however, district administrators can set a preference to make it accessible from the Home page only or to turn it off entirely. For details, see the *Renaissance Place Software Manual*.



Free Online Training

Renaissance Learning provides free online training and additional resources for its products through the Renaissance Training Center. Visit www.renlearn.com/training and choose from a variety of learning opportunities, including:

- **Recorded Web Seminars:** View a pre-recorded tour of Renaissance software.
- **On-Demand Sessions:** These short tutorials cover essential step-by-step guidance on specific software tasks.
- **Getting Results Guides:** Printable resources that provide practical guidance on techniques and best practices to help you maximize implementation of Renaissance products.

Resources

The STAR Math software contains other resources to help you use STAR Math in your classroom. To find definitions, pretest instructions, technical manuals, Core Progress for math, and other helpful documents, go to the Home page. Below STAR Math, click **Resources**.

Note: Some resources are only available to STAR Math Enterprise customers.

Need More Help?

- **Knowledge Base:** For technical support information, search the Renaissance Learning Knowledge Base on the web at: support.renlearn.com/techkb/.
- **Email:** Send general questions to: answers@renlearn.com. Send technical questions to: support@renlearn.com.
- **Phone:** For assistance, call (800) 338-4204. Outside the US, call 1.715.424.3636.

GETTING STARTED

Checking Software Requirements

Many Renaissance Place programs, including STAR Math, require supporting software programs (such as Adobe Reader to print reports). The supporting software must be installed on *each* individual computer used to work with Renaissance Place programs.

For more information, see “Checking for the Supporting Software You Need” on page 16.

Logging In and Changing Your Password

Use these instructions to log in to Renaissance Place and access the STAR Math program.



*If you have forgotten your user name or password, click **Forgot***

***Your User Name or Password?** on the right side of the login page **A**. You can use your email address or security questions to verify your identity and retrieve your user name or reset your password.*

You can only use this feature if you have previously entered your email address on the My Settings page in Renaissance Place and verified that address. For more information, see the Renaissance Place Software Manual.

1. In your web browser, go to the URL for Renaissance Place.
2. On the Welcome page, click **I'm a Teacher/Administrator**.
3. Enter your user name and password.

4. Click **Log In**.

If you're not required to change your password, your Home page opens (see page 7).

If you are asked to change your password, one of two things has happened. Either your system administrator wants you to change it for security reasons or you haven't changed it in a year and the software requires it.

Setup Checklist for the STAR Math Software

The tasks listed below must be performed before you start using STAR Math in your classroom. You may or may not be the one required to complete any of these tasks.

Task	Usually Performed By					Where to Find Instructions
	District		School		Teacher	
	Admin.	Staff	Admin.	Staff		
Add school administrators and district staff	✓	✓				<i>Renaissance Place Software Manual</i>
Add teachers, school staff, and students; add parents, if desired	✓	✓	✓			
Add school marking periods	✓		✓			
Add courses and classes, assign products (select STAR Math in the products for the class), and enroll students in classes. Note: Check students' grade levels when you enroll them in classes. Each student should have a grade level assigned from K–12. Students without a grade level can't take the test.	✓	✓	✓	✓		
Get a list of student user names and passwords.	✓	✓	✓	✓	✓	
Make sure teacher and student computers have the necessary software installed	✓	✓	✓	✓	✓	Page 16 (computer) Page 21 (iPad®)
Set up school benchmarks	✓	✓	✓	✓		Page 52
Set up school benchmarks ENTERPRISE	✓	✓	✓	✓		Page 61
Set up district benchmarks ENTERPRISE	✓	✓				Page 66
Set up state benchmarks ENTERPRISE	✓	✓				Page 71
Set up screening dates	✓	✓	✓	✓		Page 80
Set/check your preferences • If a STAR Math class is copied into the current school year from the prior school year, the settings for that class's Testing Password, Enterprise Test, and Student Test Registration Preferences are also carried over into the new school year.	✓		✓		✓	Page 180

Navigating the Software

The navigation bar at the top of each page shows you where you are in the software, as shown here.



If you need to go back to a previous page, use the links in the navigation bar rather than the web browser's Back button, which can sometimes give you unexpected results. For example, if you're on the Create Group page and you want to go to the Home page, click **Home** in the navigation bar.

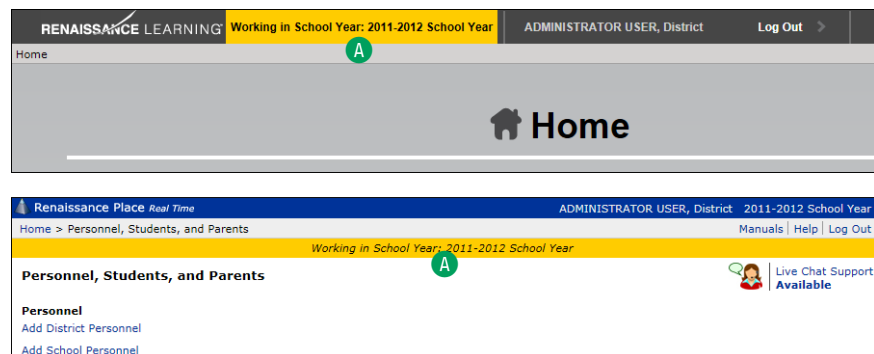
Working in a Different School Year

The school year that you are working in now is shown to the right of your name in the upper-right section of any Renaissance Place program page.



You may want to work in a different school year if you are adding information for the next school year or reviewing results from a previous school year. To work in another school year, follow these steps:

1. On the Home page, below Renaissance Place, click **School Years**.
2. Click **Work in a Different School Year** on the School Years page.
3. Click the school year that you want to work in. You will return to your Home page; the new active school year will be shown to the right of your name.
4. If you choose to work in a past or future school year, you will see a gold bar toward the top of every page **A** with a message to remind you which school year you are working in.



Switching Roles and Schools

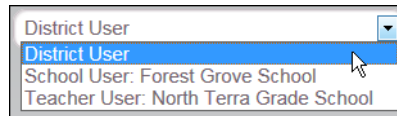


You may also see this drop-down list if you have been given extra capabilities, even if you do not have more than one role in your school or school network. If you have been granted more capabilities and you do not see the links you need, check for this drop-down list on the Home page and choose the role that applies to the task. For more about capabilities, see page 195.

Some people in your district or school may be assigned more than one role, or they may be assigned to more than one school. For example, the librarian in the high school might also teach a class in one of the middle schools.

Renaissance Place keeps track of these multiple roles and school assignments. You can switch between roles or schools after you log in or any time while you are using the software.

People normally change their user types in order to perform tasks in the program that are restricted to specific user groups. If you are trying to perform a task and finding you don't have access, try switching your user type in the drop-down list on the Home page:



Logging Out and Closing the Software



Automatic logout after 80 minutes. If you do not use any Renaissance Place product for about 80 minutes, you'll automatically be logged out and you'll have to log in again when you return to the software.

When you've finished working in STAR Math, log out to keep your data secure.

1. Click **Log Out** in the upper-right corner of any page.
2. Close the software by closing your web browser.

SOFTWARE REQUIREMENTS

Current Requirements

For the most up-to-date software, hardware, operating system, and browser requirements for Renaissance Place, visit www.renlearn.com/requirements.

Computer Rights versus Capabilities in Renaissance Place

The rights/permissions/access you have on a specific computer are separate from the capabilities you have within Renaissance Place.

- Administrative rights on an individual computer are part of your school's computer security policy. For more information, see your school's technology/computer coordinator.
- Capabilities give you the right to perform specific tasks in the RP software. For more information, see "Capabilities" on page 195.

Checking for the Supporting Software You Need

Many Renaissance Place programs require supporting software programs, such as Adobe Reader to print reports. The supporting software must be installed on *each* individual computer used to work with Renaissance Place programs.

The rights you are given for a specific computer determine

- whether you can install supporting software programs on that computer
- if the installed supporting software program is available to *all* users of that computer, or just you

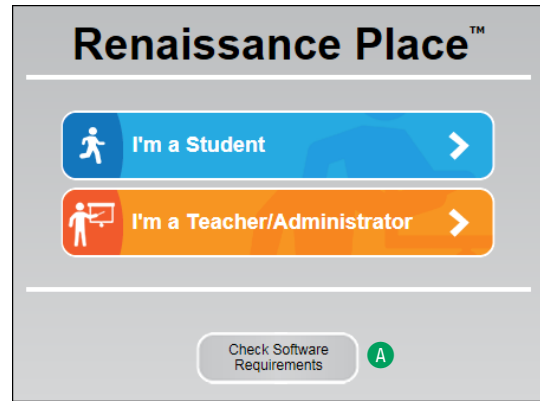
If some of the software that you need to use Renaissance Place is not installed, or is outdated, you or your students may see messages about the missing software.



Before Logging In

To check that a specific computer has the necessary software to run Renaissance Place programs, click **Check Software Requirements** on the Renaissance Place Welcome page **A** before you log in.

The Software Requirements page will open. See “Software Requirements Page” on page 18.

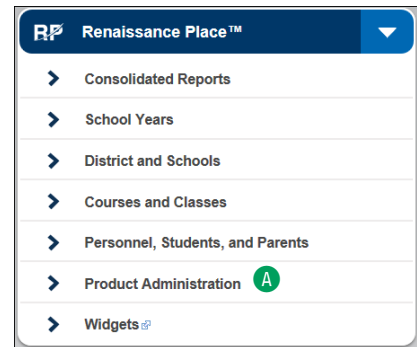


After Logging In

After logging in, follow these steps to reach the Software Requirements page:

1. On the Home page, below Renaissance Place, click **Product Administration** **A**.
2. On the Product Administration page, below Setup and Maintenance, click **Download Supporting Software**.

The Software Requirements page will open. See “Software Requirements Page” on page 18.



Software Requirements Page

The Software Requirements page includes:

A Server name or address: This is required information when you use some client application software.

B Renaissance Place ID: This is a unique identifier that provides a shortcut to your Renaissance Place site. It can be used during the setup of STAR Apps on iPad®. The Renaissance Place ID can be used wherever you see the RPID image going forward.

C Client Application Software: This is software that works with your Renaissance Place products. For example, STAR Apps on iPad® allows students to take STAR Math and STAR Math Enterprise tests on an iPad®. If you need any of this software, click the link for your operating system.

D Supporting Software: Your computer is checked for the supporting software you need to run Renaissance Place software (such as Adobe Reader or Flash Player). Adobe Flash Player will show an animation if it is working properly. To make sure Adobe Reader is installed, click **Test Adobe Reader**. If any programs are missing or need to be updated, click the **install Version** link **E** for that program.

RENAISSANCE LEARNING Manuals Help

Your Server Name or IP Address is: **A** RenaissanceServer

Your Renaissance Place ID is: **B** RP1234XYZ **RP ID™**

Client Application Software **C**
After installation, client applications will need your Renaissance Place ID, your Server Name or IP Address to access data.

Software / Primary Use	Action
Accelerated Reader for iOS Student quizzing on iPad®, iPhone® or iPod touch® RP ID™	Accelerated Reader for your iPad®, iPhone® or iPod touch® running iOS 4.x or later
AccelScan Student scanner scoring Used by: Accelerated Math	AccelScan 2.0.3 for Macintosh OS 10.4 or later (not compatible with AccelScan Model 1100 serial scanners) AccelScan 1.43 for Windows
Renaissance Responder Student NEO 2 and Renaissance Responder scoring Used by: NEO 2 Renaissance Responder	Renaissance Responder 1.8 for Macintosh OS X or later Renaissance Responder 1.8 for Windows
STAR on iPad Student testing on iPad® RP ID™	STAR for your iPad® running iOS 5.x or later

Supporting Software **D**

Software / Primary Use	Action
Adobe Flash Player Student testing and scoring as well as student practice and quizzing Used by: Accelerated Math Accelerated Reader English in a Flash MathFacts in a Flash Renaissance Home Connect STAR Early Literacy STAR Math STAR Reading STAR Reading Spanish	 Flash Player meets the requirement. If "Flash Player meets the requirement." does not display above, install Version 10.0 or later.
Adobe Reader Viewing and printing reports as well as assignments Used by: All Products	Test Adobe Reader If Adobe Reader won't open, install Version 9.0 or later. E
Renaissance Place Print Plug-In Auto printing TOPS report when the preference is set to Enable Used by: Accelerated Math Accelerated Reader MathFacts in a Flash	 Not Installed Install Version 1.3 or later.

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If any programs need to be installed or updated, make sure you are logged into the computer with the rights or permissions required to install software for all users. If you do not know whether you have those rights at the computer, or if you don't have those rights, contact your school's technology/computer coordinator.

GETTING READY FOR A NEW SCHOOL YEAR



If you want to use your Renaissance Place programs

during summer school, see Knowledge Base article 7901571 at support.relearn.com/techkb/techkb/7901571e.asp.

Before you start each new school year, you need to check, add, edit, and delete information as needed so that your teachers are ready to use STAR Math with their new classes.

Perform these tasks after the previous school year has ended but before the start of the next school year.

Note: If you have the Renaissance Data Integrator (RDI) service, your Renaissance Place database is automatically linked to your student information system (SIS) data. Do not follow the steps in this section; instead, contact your Technical Services Consultant to set up RDI for the new school year.

Renaissance Place Tasks for the New School Year

Before you get STAR Math ready for the new school year, **administrators or other non-teaching staff** need to perform these tasks in Renaissance Place. For details, see the *Renaissance Place Software Manual*.

- Add the new school year (must be done by district administrators or district staff).
- Add the marking periods for each school (used for goals and reports) or copy the marking periods from the previous school year.
- Add the days off for each school (used for report calculations) or copy the days off from the previous school year.
- Set reporting periods for Renaissance Place consolidated reports.
- If a properly formatted file is available from a student information system, import student, personnel, class, and/or course information. You may also be able to import updates to student enrollments and personnel assignments.
- Check to see which personnel are in the software and add, edit, or delete personnel as needed.
- Check to see which students are in the software and add or delete students as needed. You can also transfer students from one school to another, edit student information, and edit student characteristics.
- Review the course list for each school and add, edit, or delete courses as needed.
- Add additional classes as needed. As you add classes, choose the primary teacher, select the products the classes will use, and add students to the classes.

If your classes are similar to those from the previous school year, copy your previous classes (if they are available). When you do this, you can choose whether to copy the assigned teachers, assigned products, and enrolled students. Class preference settings will also be copied.

Technology/Computer Coordinator Tasks for the New School Year

	Task	Where to Find Instructions
<input type="checkbox"/>	Check for required supporting software on new and updated computers, and recheck other computers to make sure they have the latest versions of the software. Note: You must be logged in to each computer with the rights required to install software for all users.	See “Checking for the Supporting Software You Need” on page 16.
<input type="checkbox"/>	If you will be using an iPad® with STAR Math, make sure: <ul style="list-style-type: none"> • STAR Apps on iPad® is downloaded on each iPad®. • You have established settings by connecting to Renaissance Place on one iPad®, then sharing those settings. 	See “Using an iPad® with STAR Math” on page 21.

STAR Math Tasks for the New School Year

Complete the Renaissance Place setup tasks on page 19 *before* completing the tasks below so that your new classes will be available for STAR Math.

These tasks can be performed by district administrators, school administrators, and teachers unless otherwise noted.



Getting ready for testing. For a list of students' user names and passwords, search for the students you need user names and passwords for (click **Personnel, Students and Parents** under Renaissance Place on the Home page, then click **View Students**); click the **Passwords** tab once the correct students have been found.

If your students have not taken a STAR Math test before, use the Pretest Instructions to introduce the test; these instructions are in the STAR Math Resources.

	Task	Where to Find Instructions
<input type="checkbox"/>	Set the preferences for STAR Math: district preferences, classroom preferences, and student preferences.	See page 180.
<input type="checkbox"/>	Register students for testing if registration is required.	See page 190.
<input type="checkbox"/>	Set up benchmarks (administrators and non-teaching staff only).	See page 49.
<input type="checkbox"/>	Set screening dates (administrators and non-teaching staff only).	See page 79.
<input type="checkbox"/>	Set up student groups if necessary. Groups carry over from year to year, but you may need to make changes.	See page 87.

USING AN IPAD® WITH STAR MATH

STAR Apps on iPad® allows students to take the STAR Math or STAR Math Enterprise test on an iPad®.

Before Students Take the Test on an iPad®

You must complete the following steps before students take a test on an iPad®:

- Establish an Internet connection on the iPad®.
- Download STAR Apps on iPad®. **Note:** You must have established and verified an iTunes® account with an Apple® ID before you can download the App.
- Establish settings by connecting to Renaissance Place on one iPad®.
- Share those settings with any iPad® the students will be using to take STAR Math tests.

Download STAR Apps on iPad® and Connect to Renaissance Place

1. Download STAR Apps on iPad® from the iTunes Store® or App StoreSM. See the store where you downloaded the App for more information about system requirements.
2. Launch the App by tapping **STAR**.
3. The first time you launch the App, tap **Connect to Renaissance Place** to connect to Renaissance Place.



If this is not your first time launching the App, tap **Settings** to connect to Renaissance Place.

4. On the Settings page, tap the Connect to Renaissance Place field **A**, type your web address (URL) or Renaissance Place ID (RPID) on the keyboard, and tap **Join B**. Your connection will be validated. If it is not validated, try this step again.
 - Sample web address: <https://hosted123.renlearn.com/456789>
 - Sample RPID: RLI-123XYZ

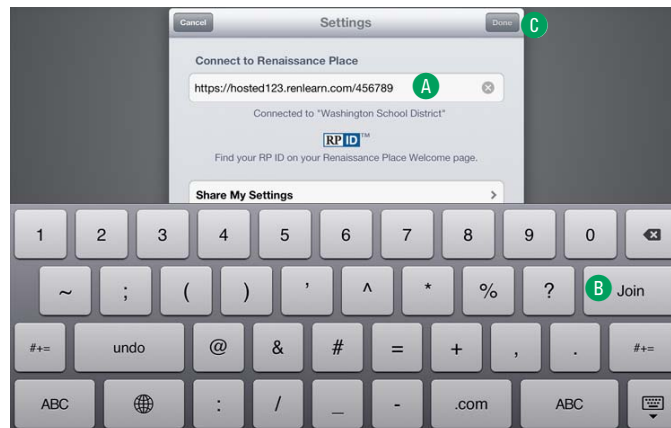


Where can I find my Renaissance Place ID (RPID)? It is on the

Welcome page and the Software Requirements page (see page 16).



If the Accelerated Reader App is already installed on the iPad® and connected to Renaissance Place, STAR Apps on iPad® will automatically connect to the same URL or RPID.



5. Tap **Done C**. You will be taken to the student login screen.

Sharing iPad® Settings

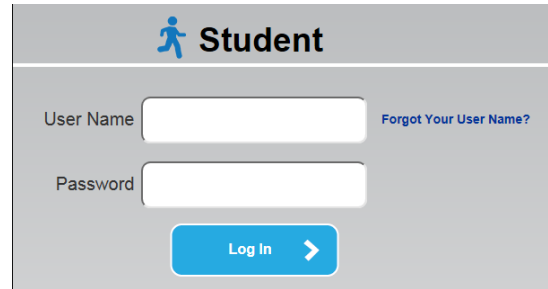
Instead of typing the web address or RPID on each iPad®, you can share the settings of one iPad® with others, enabling students to start testing more quickly. To share the settings of one iPad® (such as a teacher's iPad®) with others (such as a student's iPad®), follow these steps.

1. Launch STAR Apps on iPad® on the teacher's iPad®.
2. Tap **Settings**.
3. Tap **Share My Settings**. Keep this screen up on the teacher's iPad® as you complete the following steps.
4. On the student's iPad® (that will be using those shared settings for STAR testing), launch the App.
5. Tap **Settings**.
6. Tap **Find Settings**.
7. Tap the settings you want the student's iPad® to use. You will go back to the Settings screen and the connection will be validated.
8. Tap **Done** to go to the student login screen.
9. If you don't have another student iPad® to share settings with, go to step 10. If you do have another student iPad® to share settings with, repeat steps 4–8 on each one.
10. Back on the teacher's iPad®, tap **Settings** on the Share My Settings screen, then tap **Done** to stop sharing your settings and go to the student login screen. (Your students will still be connected through your shared settings and will be able to take a test.)

HOW STUDENTS LOG IN

How Students Log In on a Computer

1. Start the web browser and go to the Renaissance Place address (URL).
2. On the Welcome page, click **I'm a Student**.
3. The student enters his or her user name and password, and then clicks **Log In**.



How Students Log In on an iPad®

1. Start STAR Apps on iPad®.
2. The student enters his or her user name and password, and then taps **Go**.



If Students Cannot Remember Their User Names

Find User Name

During log-in on a computer, students who don't know their user names can click **Forgot Your User Name?** The software will ask the student to choose the school and search for his or her name; then it will fill in the user name. Students cannot search for their passwords.

The ability to find user names is an option in Renaissance Place that can be turned on or off; if the **Forgot Your User Name?** link is not visible, contact your administrator.

Search in Renaissance Place



For more information about searching for students, see the Renaissance Place Software Manual.

Note: If you are a teacher, you can only search for students in your own classes.

1. Click **Personnel, Students, and Parents** under Renaissance Place on the Home page.
2. Click **View Students** on the Personnel, Students, and Parents page.
3. Use the View Students page to search for the students whose information you want to view. Then, click **Search** to see the search results.
4. On the search results page, click the **Passwords** tab to see the user names and passwords for all the students that were found in the search.
5. Click **Print Page** on the right side of the screen to print the list.

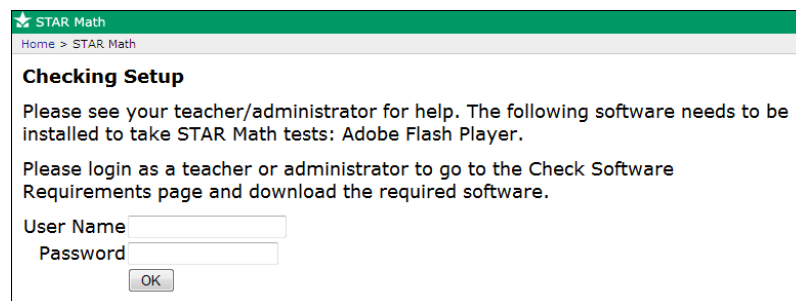
TROUBLESHOOTING AND FREQUENTLY ASKED QUESTIONS (FAQs)

Troubleshooting

A student is unable to take a test. What might be the cause?

Adobe Flash Player may not be installed.

STAR Math checks for the Adobe Flash Player whenever a student tries to take a test on a computer. If the computer doesn't have the player installed, the student will see the Checking Setup page, which tells the student to ask for help:



If Adobe Flash Player is missing or needs to be updated:

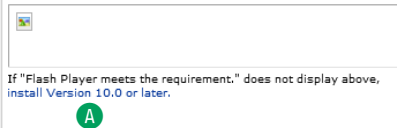
- Contact the person who manages the computers for your school or district to find out if you have the rights required to install the supporting software for *all* users of the computer (not just you).
- If you cannot install software, ask the person who manages the computers for your school or district to help you.

If you *can* install software so it is accessible to all users of a computer, follow the steps below.

1. Enter your user name and password and click **OK**.
2. On the Software Requirements page, click the **install Version** link **A** to get instructions on how to download and install the Adobe Flash Player.



You can check to see if the Adobe Flash Player is installed on a computer before the test begins by following the procedures described in "Checking for the Supporting Software You Need" on page 16.

Supporting Software	Action
Software / Primary Use	
Adobe Flash Player Student testing and scoring as well as student practice and quizzing	
Used by: Accelerated Math Accelerated Reader English in a Flash MathFacts in a Flash Renaissance Home Connect STAR Early Literacy STAR Math STAR Reading STAR Reading Spanish	

Who Can Do This?

- District Administrators
- District Staff
- School Administrators
- School Staff
- Teachers

Learn more about capabilities on page 195.



District administrators and district staff can unlock any student record. School administrators and school staff can unlock records for students in their own school. Teachers can unlock records for students in their own classes.

The student may be locked out of Renaissance Place and cannot log in to take a test.

Students may be locked out of all Renaissance Place software if they attempt to log in too many times with an incorrect password.


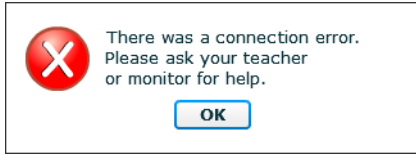
If an account is locked, it will automatically be unlocked at midnight. If you would like an account unlocked before then:

1. Click **Personnel, Students, and Parents** under Renaissance Place on the Home page.
2. Click **Clear Locked Students**.
3. The Clear Locked Students page lists all students whose records are locked.

- If the list is long, it will be split into more than one page, and you can click **<< Previous** and **Next >>** **A** to move back and forth through the list.
 - To narrow the list to a certain student or group of students, enter the first name, last name, ID and/or grade (school administrators, school staff, and teachers can also choose the class) **B**; then, click **Search** **C**.
4. To clear account locks:
 - for all students, click **Clear All Student Locks** **D**.
 - for individual students, click **Clear** in the row for each student whose account should be unlocked **E**; when you do this, the student's name will be removed from the list.
 5. When you have finished unlocking student accounts, click **Done** **F**.

The connection to the server may have been lost.

If there are connection problems between the server which is hosting Renaissance Place and the computer that the student is testing on, the test may be interrupted. The following error messages will let you know what the problem is and what to do next.

<p>Trying to connect <i>or</i> Please wait</p> 	<p>Network delays have caused the program to slow down temporarily. The program will continue to try to re-establish a connection.</p>
<p>Connection error</p> 	<p>The program was unable to re-connect to the server, or the user clicked Cancel in the "Trying to connect" message.</p> <p>Log out of Renaissance Place, and then log back in again. See "Resuming an Unfinished Test" on page 46.</p>

The student capacity limit may have been reached.

Your STAR Math student capacity limit determines how many students can take a test during your subscription. Your school or district purchased this capacity with the software.

If you reach your student capacity limit, students who have not yet tested during this subscription period will not be allowed to take the test. The program will notify you that you have reached the student capacity limit.

If you need to increase the limit or reallocate the existing capacity, contact Renaissance Learning. After your order is complete, your capacity limit will be increased for you by Renaissance Learning.

Internet Explorer's security settings might be making the browser "hang" when the student clicks **Take a Test**.

This can happen when the "Active scripting" security setting in Internet Explorer (versions 7 and above) has been disabled. To re-enable the setting:

1. Open Internet Explorer.
2. In the Tools menu, click **Internet Options**.
3. Click the **Security** tab.
4. If your Renaissance Place site or domain is in the list of trusted sites, click the **Trusted sites zone**. Otherwise, click the **Internet zone**.
5. Click **Custom level**.
6. In the "Scripting" section, change "Active scripting" back to the default **Enable**.
7. Click **OK**. If prompted, click **Yes** to confirm the change.
8. Click **Apply** if available, then click **OK** again.

The web browser settings may be interfering with the Renaissance Place program.

If a student is unable to take a test on a computer, a setting or feature in your web browser might be the cause. You may need to:

- Clear the browser's cache
- Disable pop-up blockers
- Disable third-party toolbars
- Enable ActiveX controls

Consult your web browser's help for instructions on how to perform these actions.

Frequently Asked Questions

STAR Math and Renaissance Place: General Questions

Do I need additional software to use STAR Math? Where can I find the system requirements?

Go to www.renlearn.com/support/requirements.aspx for the system requirements and additional software needed to work with Renaissance Place and STAR Math.

How do I make STAR Math available in a class?

View the class information to make sure that the class has a primary teacher assigned to it and that STAR Math is an assigned product for the class.

1. On the Home page, click **Courses and Classes** under Renaissance Place.
School administrators and school staff members assigned to more than one school should use the drop-down list on the Home page to choose the school they want to view classes for.
2. On the Courses and Classes page, click the course in which you can find the class.
3. The next page shows you more information about the course you selected, including tabs with lists of Complete and Incomplete classes. Click the name of the class that you want to view.
4. On the next page you can see the class information, including the primary teacher and assigned products.

See the *Renaissance Place Software Manual* if the primary teacher or products assigned to a class need to be changed.

Who Can Do This?

- District Administrators
- District Staff
- School Administrators
- School Staff
- Teachers

Learn more about capabilities on page 195.

Can I take a sample STAR Math test? Does STAR Math have a “demo mode” that I can try?

There is no “demo mode” for taking a STAR Math test, and we recommend that you *not* try taking a STAR Math test yourself. Only students can take a STAR Math test, and test results cannot be deleted. In order to take a test, you would either have to:

- Log in as an existing student (which would make your test results a permanent part of that student’s test history), or
- Create a fake student account to log in and test with (which would use up some of your school or district’s capacity for STAR Math).

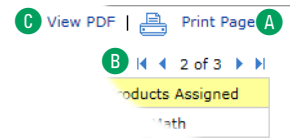
To see what the test procedure is like, please go to the STAR branch of the Renaissance Training Center (<http://www.renlearn.com/training/app/ondemand.aspx?p=STAR>) and watch a short video, “STAR Math - Administering the Assessment” (8 minutes).

How do I keep students from taking STAR tests at home?

Internet protocol (IP) restrictions can be set up to limit student testing to the computers at your school. For more information, see the *Renaissance Place Software Manual*.

How do I find my students’ user names and passwords?

1. Click **Personnel, Students, and Parents** under Renaissance Place on the Home page.
2. Click **View Students**.
3. Select a school if you have the **School** drop-down list.
4. Select or enter information about the students whose user names and passwords you want to find. You can select just the school to see all students in the school, or you can select a grade or class, or enter information about a specific student. Then, click **Search**.
5. In the search results, click the **Passwords** tab to see student user names and passwords. You can print the page of results that you are viewing by clicking **Print Page** **A**. (If you have more than 50 results, only the page of results that you are viewing will print; click the arrows **B** to move back and forth between multiple pages.) If you want to print all results and choose grouping and sorting options, click **View PDF** instead **C**.



Who Can Do This?

- District Administrators
- District Staff
- School Administrators
- School Staff
- Teachers

Learn more about capabilities on page 195.

Who Can Do This?

- District Administrators
- District Staff
- School Administrators
- School Staff
- Teachers

Learn more about capabilities on page 195.

I forgot my user name and/or password: how can I recover it?

Finding user names for personnel:

1. Click **Personnel, Students, and Parents** under Renaissance Place on the Home page.
2. Click **View Personnel**.
3. Search for the person whose information you want to view.
 - To retrieve a list of *all* personnel, don’t enter any search criteria and skip to step 4. (If you are a school administrator, this only finds personnel in your school.)

- Type the person's first and/or the last name in the appropriate blank fields. You do not need to enter complete information; the software can perform partial matches.
- You can also select the person's school by using the **School** drop-down list.
- If you want your search to include personnel who are not assigned to any school or the district or personnel who are inactive because they were deleted, check the **Show Inactive/Unassigned Personnel Records** box.

4. Click Search.

5. The people who matched your search will be listed at the bottom of the page. Click **Select** next to the person's name. (If the list is long, you may see only a part of the list; if so, click << **Previous** and **Next** >> to move back and forth in the list.)

6. The View Personnel page will show you the person's information, including the user name.

Finding passwords for personnel:

For security reasons, you *cannot* view or print a list of personnel passwords.

If personnel members forget their passwords, either a district administrator or a school administrator will have to assign them a new password.

- District administrators can assign passwords to district staff, school administrators, school staff, and teachers.
- School administrators can assign passwords to school staff and teachers in their own school.
- If the district administrator password is forgotten, contact Renaissance Learning (see page 11).

See the *Renaissance Place Software Manual* for instructions on how to assign passwords.

I'm unable to log in to Renaissance Place.

Personnel members may be locked out if they attempt to log in too many times with an incorrect password.

If an account is locked, it will automatically be unlocked at midnight. If you would like an account unlocked before then:

1. Click **Personnel, Students, and Parents** under Renaissance Place on the Home page.
2. Click **Clear Locked Personnel**.



Personnel can use the My Settings page in Renaissance

Place to enter an email address and answers to some security questions; this will allow them to reset their own password if they forget the original password. See the Renaissance Place Software Manual for more information.

Who Can Do This?

- District Administrators
- District Staff
- School Administrators
- School Staff
- Teachers

Learn more about capabilities on page 195.

3. The Clear Locked Personnel page will show a list of all personnel whose accounts are locked.



District administrators can unlock accounts for district staff, school administrators, school staff, and teachers. District staff can unlock accounts for school administrators, school staff, and teachers. School administrators can unlock accounts for school staff and teachers in their own school.

Personnel	Location	Primary Position	Clear
Kaewert, Carol	North Terra Grade School	Teacher - Lead	Clear
King, John	North Terra Grade School	Other School Staff	Clear

- If the list is long, it will be split into more than one page, and you can click **<< Previous** and **Next >>** to move back and forth through the list.
 - To narrow the list to a specific person, enter the first name and/or last name in the appropriate fields; then, click **Search**.
4. To clear locks:
- on all accounts, click **Clear All Personnel Locks**.
 - on an individual account, click **Clear** at the end of the row for that person; when you do this, the person will be removed from the list.
5. When you have finished clearing locked personnel accounts, click **Done**.

Note: If the district administrator account is locked, contact Renaissance Learning to have it unlocked (see page 11).

Testing Procedures

How do I pause or stop a test?

See page 44 for instructions on pausing or stopping tests. The differences between pausing and stopping tests are also explained in those sections. To summarize:

- *Pausing* a test puts it “on hold” temporarily, allowing the student to resume it at a later time.
- *Stopping* a test ends it completely. The student cannot resume the test, and must begin a new test instead.

Sometimes my students accidentally close the web browser or STAR Apps on iPad® and the test disappears. Is there a way to go back in or do they have to start the test over?

A test that has been interrupted by technical problems or by an accidental closure of the web browser or App is treated as a paused test, and it can be resumed. See “Resuming an Unfinished Test” on page 46.

Are there time limits in STAR Math?

The STAR Math test itself does not have an overall time limit; however, each test question has its *own* time limit. If a student does not enter an answer within that time limit, the program moves on to the next question.

During the development of STAR Math, the time it took for students to answer questions was noted. The time limits used in STAR Math are based on those observed times—most students will be able to answer a question in the time allotted. See the *STAR Math Technical Manual* for more information on the program's development.

The amount of time allowed for each question can be extended by setting the Extended Question Time Limit Preference (see page 193).

What if the student cannot pass the practice?

The practice session is primarily meant to gauge the student's ability to work with the program's interface, to see if the student understands how to select and enter an answer. Have the student try another practice, and carefully observe the student.

- If the student understands how to answer questions, but keeps giving incorrect answers, this may indicate that the student is not ready to have his or her abilities assessed by STAR Math.
- If the student understands how to answer questions, but keeps running out of time before entering an answer, you may need to extend the time limits for that student (see page 193).
- If the student does not understand how to answer questions, review the testing procedures with the student. The Pretest Instructions are an excellent resource for performing such a review (click **Resources** under STAR Math on the Home page, then click **Pretest Instructions**).

Am I allowed to read questions to the students?

No. One of the things the STAR Math test is assessing is a student's ability to read and correctly interpret problems without assistance. Reading the test questions to the student would have an adverse effect on the validity of the test results.

After the Test

Can I delete a test?

There is no way to remove a test from a student's record or edit a student's test records. However, you *can* re-test a student (by giving the student the same *type* of test: STAR Math or STAR Math Enterprise) and then use the results from the later test when reports are generated.

For more information, see Knowledge Base article 7443262 at <http://support.renlearn.com/techkb/techkb/7443262e.asp>.

Is it okay to retest a student if I know he or she can do better?

Yes, if you know that a student has rushed through a test or if you believe the student has not taken it seriously.

If the student takes another test before midnight on the same day as the test you don't want to count, only the retest data will appear on most reports.

If the student tests after midnight of the day as the test you don't want to count, the retest is treated as a separate test.

Note: If a student tests more than once during a screening period, data from the last test taken is shown on the Screening Report (see page 151).

Why can't I see which questions a student missed?

With computer-adaptive tests, the student's performance on individual items is not as meaningful as the pattern of responses to the entire test.

How do I view last year's STAR Math information for a student?

You must be granted the capability to view students' historical STAR Math assessments. See the *Renaissance Place Software Manual*.

STAR Math data always stays with the student. Use the Test Record Report (see page 172) to view a student's results from a different year: pick last year's dates when choosing report options.

STAR Apps on iPad®

What devices will support testing? Where can I find the system requirements?

STAR Apps on iPad® is available for Apple's iPad® with iOS 5.x and higher. For system requirements, look at the store where you downloaded STAR Apps on iPad®.

Where can I get the App?

STAR Apps on iPad® is available in the iTunes Store® and the App StoreSM. **Note:** You must have established and verified iTunes and Apple accounts before you can download the App.

Can anyone download the App and start testing?

Anyone can download STAR Apps on iPad®. However, only those who have STAR Math powered by Renaissance Place and have an iPad® connected to Renaissance Place can take actual tests.

Can a teacher log in and perform management tasks on an iPad®?

At this time, Renaissance Place has not been optimized for use on tablets or mobile devices. Teachers may be able to successfully connect, but they may have unexpected results when viewing screens or performing tasks.

Are there plans to create apps for other mobile devices?

We are exploring the option of creating apps for other devices and would welcome customer suggestions.

Can students take tests from home on their own personal iPad®?

Each iPad® needs to be configured to work with a school's software. In addition, we recommend that schools set restrictions within the software such as monitor passwords and IP restrictions to further prevent testing from outside the school. This is our recommendation for all schools regardless of what devices they are using to ensure that testing takes place in a secure, monitored environment.

What if a student tries to cheat while taking a test?

If a student leaves the test screen by pushing the Home button on an iPad®, after 5 seconds he or she will be logged out of STAR Apps on iPad®. When that student logs back in, that test will be an unfinished test and a monitor password will be required for the student to finish the test (see "Resuming an Unfinished Test on an iPad®" on page 48).

ALGEBRA AND GEOMETRY ENTERPRISE

For students in grades 7 and higher, a normal STAR Math Enterprise test consists of questions in math, algebra, and geometry (students below grade 7 do not get algebra and geometry questions). For questions that require it, the student will be able to use an on-screen calculator **A** and refer to an on-screen formula reference sheet **B**.

The screenshot shows the test interface for user Oderico Abreu, question 25/34. The question asks for the measure of angle BAC in a circle with center O. Points A, B, and C are on the circumference, and angle BOC is labeled as 80 degrees. The text "(not drawn to scale)" is present. Below the diagram are four multiple-choice options: (A) 20, (B) 40, (C) 80, and (D) 90. A "Next" button is at the bottom right of the question area.

Panel A shows an on-screen calculator with a display of 0 and buttons for C, %, x!, +/-, sqrt, (,), +, -, 7, 8, 9, x, 4, 5, 6, /, 1, 2, 3, *, 0, ., (-), and =.

Panel B is a "Formula Reference" sheet with three diagrams and their corresponding formulas:

- Diagram 1: A circle with center O and inscribed angle ABC subtending arc AC. Formula: $m\angle ABC = \frac{1}{2}(m\widehat{AC})$
- Diagram 2: A circle with center O and inscribed angle APB subtending arcs AB and CD. Formula: $m\angle APB = \frac{1}{2}(m\widehat{AB} + m\widehat{CD})$
- Diagram 3: A circle with an exterior angle formed by two secants intersecting at point E outside the circle, subtending arcs AC and BD.

Students can click or tap the calculator buttons, or they can press the corresponding keys on the keyboard to use the calculator. They can use the scrollbar on the formula reference sheet to move up and down within it.

At this level of assessment, a student's ability to perform basic calculations and to interpret simple story problems and charts is no longer being tested—competency at performing these tasks is assumed. Instead, students are assessed for their ability to solve higher-order problems: algebra, polynomials, graphed equations, and calculations tied to geometric shapes, areas, and volumes.

Note: The Test Type preference (see page 194) can be set so that tests for students in grades 7 and higher will consist of:

- The usual combination of math, algebra, and geometry
- Algebra questions only
- Geometry questions only

The usual procedures for taking a STAR Math Enterprise test (spelled out in the next chapter) still apply during algebra-only or geometry-only tests.

TESTING STUDENTS

Taking the Test on a Computer

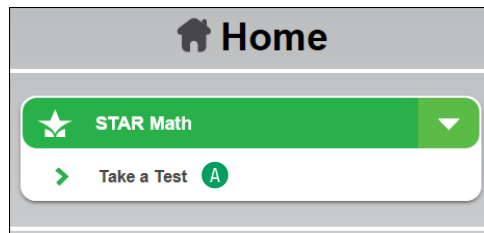


Because test results cannot be deleted, urge students to use care when logging in—make sure they are using the correct user name and password.

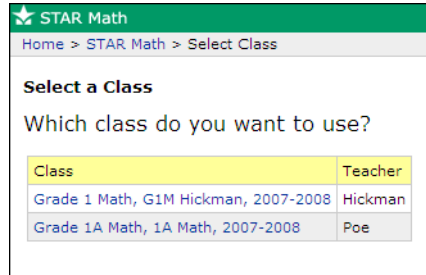


Some students may not be allowed to test if registration is required or if you've reached the student capacity limit. For more on registration, see page 190; for more on student capacity limits, see page 27.

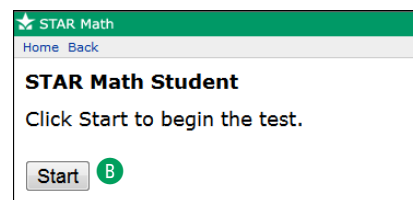
1. The student logs in (see page 23).
2. On the Home page, below STAR Math, the student clicks **Take a Test** **A**.




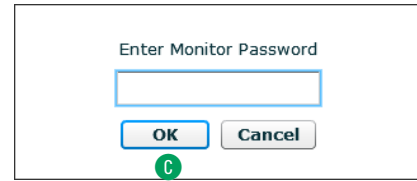
3. STAR Math will check for the Adobe Flash Player on the computer. If the computer doesn't have the player, the test will not start and the student should ask the teacher or test monitor for assistance (see "Testing Students" on page 36).
4. If STAR Math asks the student to choose a class, the student should click the class name. This happens when the student is enrolled in more than one STAR Math class.



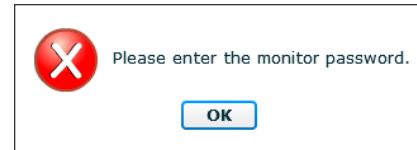
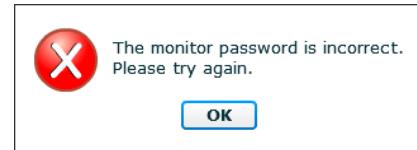
5. The student clicks **Start** to begin taking the test **B**.



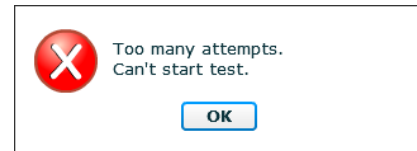
6. If STAR Math asks for a monitor password (determined by the Testing Password Preference; see page 186), the teacher or test monitor enters it and clicks **OK** . If no password is required, the student goes ahead to step 7.





- You cannot substitute your Renaissance Place password for the monitor password.
- If you forget to enter a password before clicking **OK**, you will be reminded to enter it, and you can try again.
- If you enter the wrong password, you can try again.

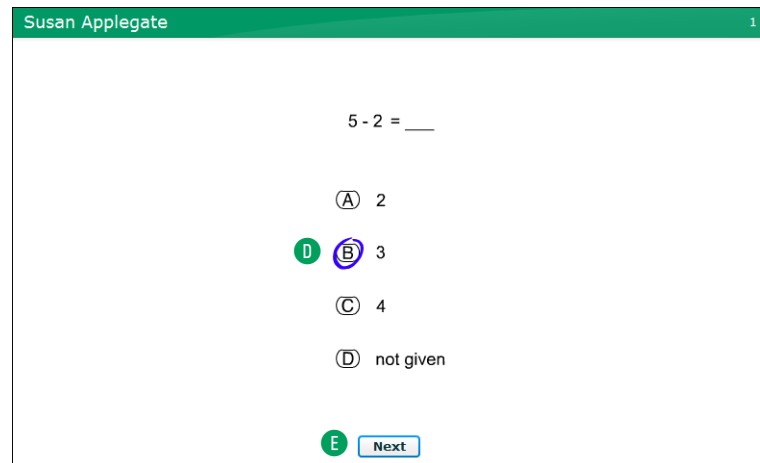



However, if you enter the wrong password three times in a row, you will not be able to start the student's test. Check the Testing Password preference (see page 186) to make sure you are using the correct monitor password.



 **You can help students choose answers during the practice, but *do not* help them during the test.**

7. If the student has not taken a STAR Math test in the past 180 days, the student will be presented with three practice questions:
- The student can choose an answer either by pressing the corresponding key on the keyboard (**A**, **B**, **C**, or **D**), or by clicking an answer with the mouse. STAR Math circles the chosen answer . The student can choose a different answer, but only *before* entering it—once the answer has been entered, it cannot be changed.

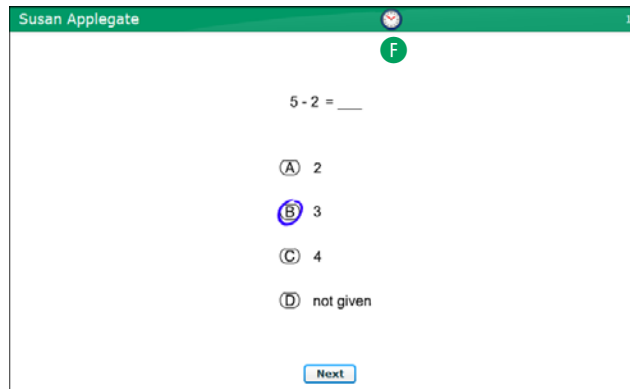




See “Setting the Extended Question Time Limit Preference” on page 193.

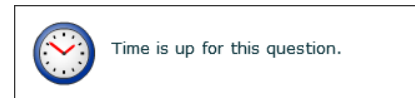
Once the student is satisfied that he or she has chosen the correct answer, the student enters the answer, either with the keyboard (by pressing **Enter** or **return**) or with the mouse (by clicking **Next** **E**).

- A clock **F** appears on the screen when the student has 15 or fewer seconds left to answer the question.

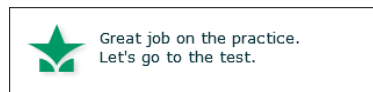


Before time runs out, if the student has chosen an answer, but has not entered it, STAR Math counts the chosen answer as the student’s answer to the question. If the student has not chosen an answer, STAR Math considers it an incorrect answer.

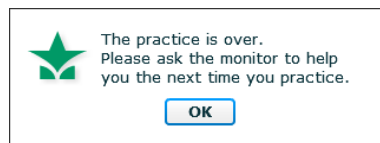
The student will be notified if time runs out on a question; the test will move on to the next question.



8. Once the student answers two of the three practice questions correctly, a message tells the student that the test is about to start.



If the student does *not* answer two of the three practice questions correctly, the student will be given another set of three practice questions. Once the student answers two of *those* three practice questions correctly, the test will begin. If the student does not answer two of those three practice questions correctly, STAR Math ends the practice and the test will not start. The student is told to ask for help.



ENTERPRISE
The STAR Math Enterprise test has 34 questions; the STAR Math test has 24.

The student answers the test questions, which are similar to the practice questions. The methods used for choosing and entering answers are the same as those used for the practice questions.

For students in grades 7 and above, certain algebra and geometry test questions will include an on-screen calculator **G** and/or an on-screen formula reference sheet **H** for the students to use.

- When the test is over, have the student click **OK** **I**. The program will log the student out so the next student can log in.

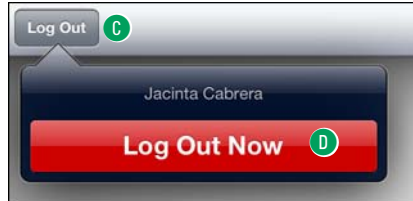
Taking the Test on an iPad®



Because test results cannot be deleted, urge students to use care when logging in—make sure they are using the correct user name and password.

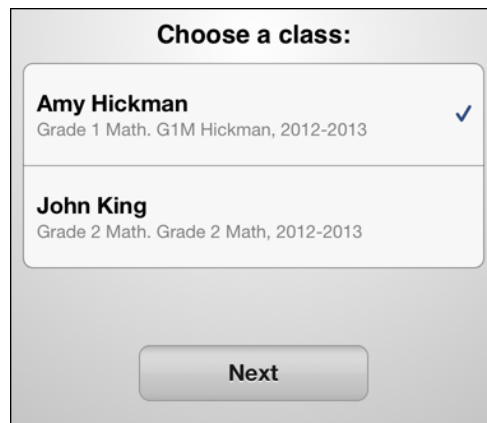
- The student logs in (see page 23).
- The student taps **STAR Math** **A**, then taps **Next** **B**.

Note: If the student has *mistakenly* logged in (as the wrong student, or at the wrong time), the student should tap **Log Out** in the upper-left corner of the Choose a Test page **C**, then tap **Log Out Now** **D**.

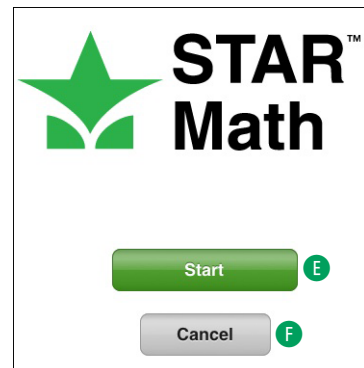


Some students may not be allowed to test if registration is required or if you've reached the student capacity limit. For more on registration, see page 190; for more on student capacity limits, see page 27.

- If STAR Math asks the student to choose a class, the student should tap the class name, then tap **Next**. This happens when the student is enrolled in more than one STAR Math class.



- The student taps **Start** to begin taking the test **E**.
If the student chose the wrong program to take a test in (for example, STAR Reading), the student should tap **Cancel** **F**. This will return the student to the Choose a Test page.



- If STAR Math asks for a monitor password (determined by the Testing Password preference; see page 186), the teacher or test monitor enters it and taps **Continue** **G**.
If STAR Math *doesn't* ask for a monitor password, go on to step 6.




- You cannot substitute your Renaissance Place password for the monitor password.
- If you forget to enter a password before tapping **Continue**, or if you enter the wrong password, you can try again **H**.



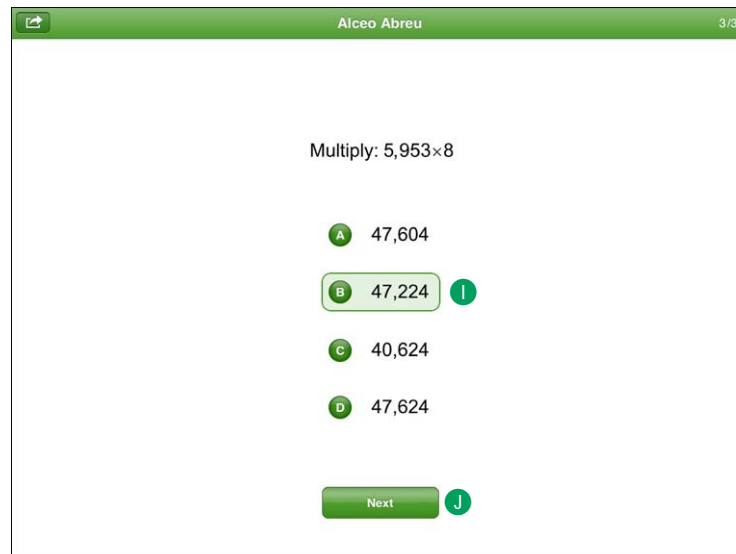
However, if you enter the wrong password three times in a row, you will not be able to start the student's test. Check the Testing Password preference (see page 186) to make sure you are using the correct monitor password.



 **You can help students choose answers during the practice, but *do not* help them during the test.**

6. If the student has not taken a STAR Math test in the past 180 days, the student will be presented with three practice questions:

- The student can choose an answer by tapping it. STAR Math highlights the chosen answer **I**. The student can choose a different answer, but only *before* entering it—once the answer is entered, it cannot be changed.



Once the student is satisfied that he or she has chosen the correct answer, the student enters the answer by tapping **Next** **J**.



See "Setting the
Extended Question
Time Limit
Preference" on page 193.

- A clock **K** appears on the screen when the student has 15 or fewer seconds left to answer the question.



K

Multiply: $5,953 \times 8$

A 47,604

B 47,224

C 40,624

D 47,624

Next

Before time runs out, if the student has chosen an answer, but has not entered it, STAR Math counts the chosen answer as the student's answer to the question. If the student has not chosen an answer, STAR Math considers it an incorrect answer.

The student will be notified if time runs out on a question; the test will move on to the next question.



Time is up for this question.

7. Once the student answers two of the three practice questions correctly, a message tells the student that the test is about to start.



Great job on the practice.
Let's go to the test.

If the student does *not* answer two of the three practice questions correctly, the student will be given another set of three practice questions. Once the student answers two of *those* three practice questions correctly, the test will begin. If the student does not answer two of those three practice questions correctly, STAR Math ends the practice and the test will not start. The student is told to ask for help.



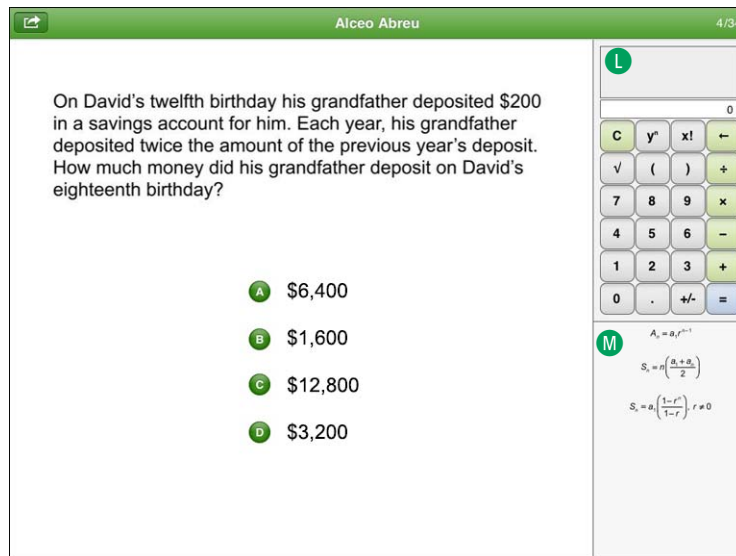
The practice is over.
Please ask the monitor to help
you the next time you practice.

OK

 **ENTERPRISE**
The STAR Math
Enterprise test has
34 questions; the STAR Math
test has 24.

8. The student answers the test questions, which are similar to the practice questions. The methods used for choosing and entering answers are the same as those used for the practice questions.

For students in grades 7 and above, certain algebra and geometry test questions will include an on-screen calculator **L** and/or an on-screen formula reference sheet **M** for the students to use.



Alceo Abreu 4/34

On David's twelfth birthday his grandfather deposited \$200 in a savings account for him. Each year, his grandfather deposited twice the amount of the previous year's deposit. How much money did his grandfather deposit on David's eighteenth birthday?

A \$6,400
 B \$1,600
 C \$12,800
 D \$3,200

L

0

C y^n $x!$ \leftarrow

$\sqrt{\quad}$ () +

7 8 9 \times

4 5 6 $-$

1 2 3 $+$

0 . +/- =

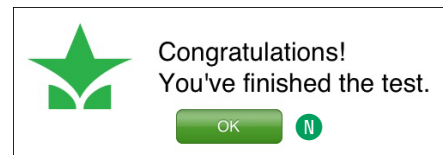
M


$A_n = a \cdot r^{n-1}$

$S_n = n \left(\frac{a + a_n}{2} \right)$

$S_n = a \left(\frac{1-r^n}{1-r} \right), r \neq 1$

9. When the test is over, have the student tap **OK** **N**. The App will log the student out so the next student can log in.



 Congratulations!
You've finished the test.

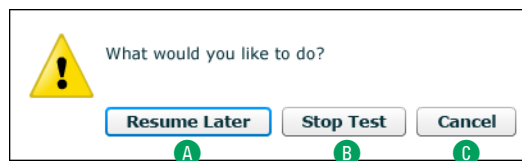
OK **N**

Stopping a Test

Situations may arise in the classroom which interrupt a test (for example, a surprise fire drill). If this happens, the teacher or test monitor can stop the test, either pausing it so the student can return to it later, or stopping it entirely so the student can start over on a new test.

Stopping a Test on a Computer

1. Press and release **Ctrl+A** (Windows) or **control+A** (Macintosh).
2. Click one of the following options:

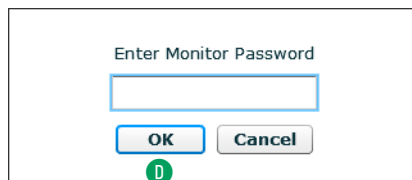


Option	Choose When...	Notes
A Resume Later	You want to stop the test, but plan to come back to it later.	<ul style="list-style-type: none"> • Test score will be recorded after test is resumed and completed. • Test will resume on the same question number, but the problem presented will be different (see page 46). • Resume Later can only be used during the actual test, not during the practice session. (Stop Test and Cancel are the only options available at that time.)
B Stop Test	You want to stop the test; you have finished with it and have no plans to come back to it.	<ul style="list-style-type: none"> • Test score will not be recorded. • The next time the student logs in to take a test, the student will begin a new test.
C Cancel	You want to continue taking the test now instead of pausing or stopping it.	<ul style="list-style-type: none"> • Test continues as usual.

3. Enter the monitor password and click **OK** **D**.

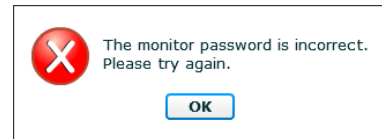
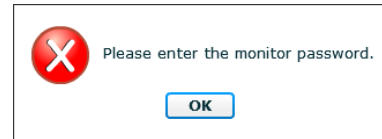


To find the monitor password, see the Testing Password preference (page 186). You may not need to use the monitor password to start a test, but you always need to use it to stop, pause, or resume a test.

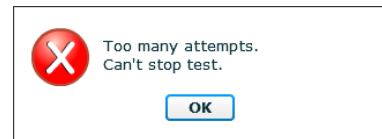


- You cannot substitute your Renaissance Place password for the monitor password.

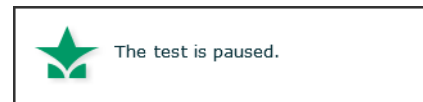
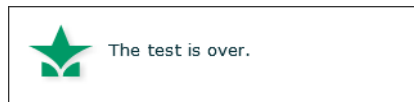
- If you forget to enter a password before clicking **OK**, you will be reminded to enter it, and you can try again.
- If you enter the wrong password, you can try again.



However, if you enter the wrong password three times in a row, you will not be able to stop the student's test. Check the Testing Password preference (see page 186) to make sure you are using the correct monitor password.



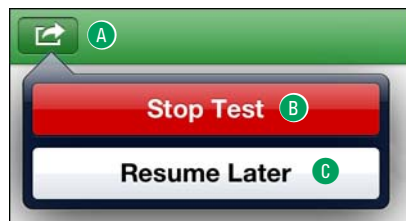
Once the correct monitor password is entered, the test is stopped or paused.



STAR Math doesn't record scores for incomplete tests (stopped and unfinished), but it does note the total number of incomplete tests for each student in the Test Activity Report (see page 171).

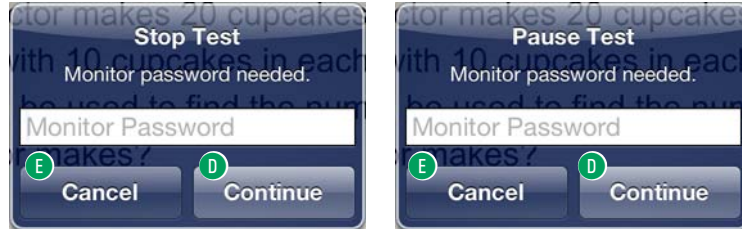
Stopping a Test on an iPad®


1. Tap the **Share** button in the upper-left corner of the screen **A**.
2. Tap one of the following options (or tap the main screen to close this menu and return to the test):



Option	Choose When...	Notes
B Stop Test	You want to stop the test; you have finished with it and have no plans to come back to it.	<ul style="list-style-type: none"> • Test score will not be recorded. • The next time the student logs in to take a test, the student will begin a new test.
C Resume Later	You want to stop the test, but plan to come back to it later.	<ul style="list-style-type: none"> • Test score will be recorded after test is resumed and completed. • Test will resume on the same question number, but the problem presented will be different (see page 46). • Resume Later can only be used during the actual test, not during the practice session. (Stop Test is the only option available at that time.)

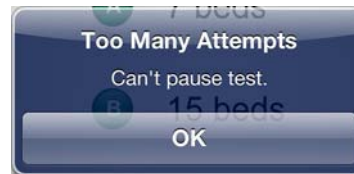
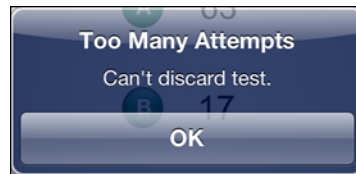
3. Whether you choose **Stop Test** or **Resume Later**, you will need to enter the monitor password; type the monitor password and tap **Continue** **D** to stop or pause the test, or tap **Cancel** **E** to go back to the test.



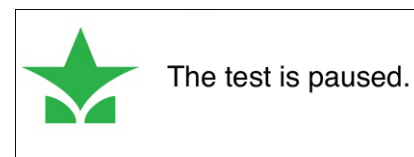
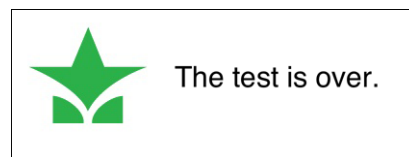
 **To find the monitor password**, see the *Testing Password preference (page 186)*. You may not need to use the monitor password to start a test, but you always need to use it to stop, pause, or resume a test.

- You cannot substitute your Renaissance Place password for the monitor password.
- If you forget to enter a password before tapping **Continue**, or if you enter the wrong password, you can try again.

However, if you enter the wrong password three times in a row, you will not be able to stop or pause the student's test. Check the Testing Password preference (see page 186) to make sure you are using the correct monitor password.



Once the correct monitor password is entered, the test is stopped or paused



STAR Math doesn't record scores for incomplete tests (stopped and unfinished), but it does note the total number of incomplete tests for each student in the Test Activity Report (see page 171).

Resuming an Unfinished Test

An unfinished test can be resumed if the test was interrupted in one of the following ways:

- If the test was intentionally paused by the teacher or test monitor (see pages 44 and 45).
- If the student lost connection to the server or accidentally closed the browser or App during the test.

Notes:

- An unfinished test can only be resumed within eight days of the interruption.
- A test can be paused and resumed repeatedly. When a test is resumed, the student returns to the same *place* in the test where the student left off (the same question number), but a different problem will be presented. This is done to prevent pausing the test in order to give a student more time to work on a problem.

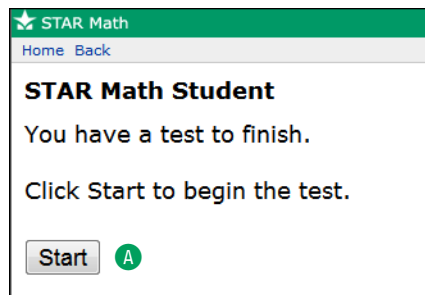
Example: On a Thursday afternoon, Lisa is taking a STAR Math test. She is on question 12 (a story problem) when she begins to feel ill. The teacher pauses the test and sends Lisa home. Lisa does not return to school until Monday; when she comes back, the teacher resumes the test. She continues the test, starting on question 12 where she left off, but question 12 is no longer the story problem she saw last Thursday; it has changed to a multiplication problem.

- A test can only be resumed on the platform on which it started. A test that was paused on a computer cannot be resumed on an iPad®, and vice-versa.
- STAR Math doesn't record scores for incomplete tests (stopped and unfinished), but it does record the total number of incomplete tests for each student in the Test Activity Report (see page 171).

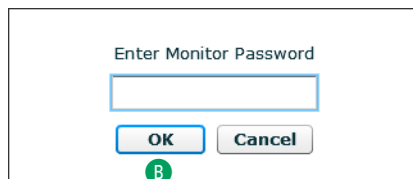
Resuming an Unfinished Test on a Computer

1. Log in to the student program. See page 23.
2. The student will see a message on the STAR Math Student page reminding the student that he or she has an unfinished test.

The student clicks **Start** to resume the test **A**.

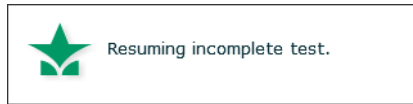


3. The teacher or test monitor should enter the monitor password and click **OK** **B**.



To find the monitor password, see the Testing Password preference (page 186). You may not need to use the monitor password to start a test, but you always need to use it to stop, pause, or resume a test.

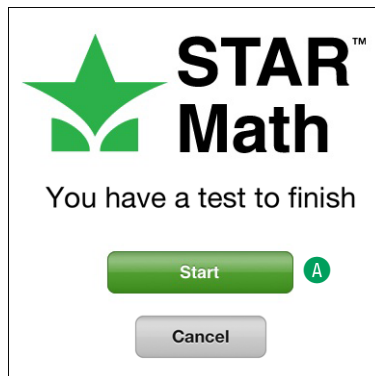
4. A message will confirm that the test is resuming, and then the student can finish taking the test.



Resuming an Unfinished Test on an iPad®

1. Log in to STAR Apps on iPad®. See page 23.
2. The student will see a message reminding the student that he or she has an unfinished test.

The student taps **Start** to resume the test **A**.

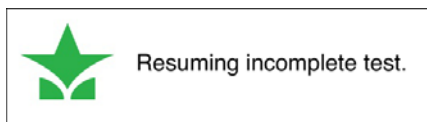


To find the monitor password, see the Testing Password preference (page 186). You may not need to use the monitor password to start a test, but you always need to use it to stop, pause, or resume a test.

3. The teacher or test monitor should enter the monitor password and tap **Continue** **B**.



4. A message will confirm that the test is resuming, and then the student can finish taking the test.



SCREENING, PROGRESS MONITORING & INTERVENTION

Cut Scores, Benchmarks, and Benchmark Structures



For more information about benchmarks and cut scores, click [Resources](#) on the STAR Math list, then click [Benchmarks and Cut Scores](#).

Several of the STAR Math and STAR Math Enterprise reports use cut scores, benchmarks, and category structures to identify students who are having difficulty. Once those students have been identified, you can begin to organize your intervention plan. Students who are not reaching a specific benchmark can be further divided into groups to help you focus your resources on the students who need the most help.

- A *cut score* is either a converted Percentile Rank (PR) score or, in the case of state benchmarks, a Scaled Score (SS) (see page 175).
- Cut scores that are chosen as targets for students to meet or surpass are *benchmarks*.
 - *School benchmarks* are targets that apply to every student in a school (each grade has its own benchmarks). These are available for all STAR Math and STAR Math Enterprise customers.
 - *District benchmarks* are targets that apply to every student in a school district; these are only available for STAR Math Enterprise customers.
 - A *state benchmark* correlates the STAR Math test scores within a school to a state test. A state benchmark is only available to customers who are (a) using STAR Math Enterprise *and* (b) are in a state that has a test linked to the STAR Math scale.

Each type of benchmark can have different values; for example, state benchmarks may be set higher than district benchmarks. For STAR Math Enterprise, one of these benchmarks can be chosen as a *default benchmark* (to be used in situations where a benchmark is required but one hasn't been chosen).

- The number of categories, the category names, and the minimum proficiency level chosen create a *benchmark structure*. There are four default categories (see below), but the number of categories in the structure can be changed from two to five.



Unlike STAR Math Enterprise, STAR Math only uses one benchmark (school), so there is no need to select a default benchmark.

Category	Description	Default Cut Score
■ At/Above Benchmark (green)	Students meeting or exceeding the benchmark score	At/Above 40 PR
■ On Watch (blue)	Students slightly below the benchmark score	Automatically calculated as the range between "At/Above Benchmark" and "Intervention"
■ Intervention (yellow)	Students below the benchmark score	Below 25 PR
■ Urgent Intervention (red)	Students far below the benchmark score	Below 10 PR

This chapter explains how to change the number of categories in the structure and the cut scores/benchmarks that define them.

Note: The procedures differ based on which version of the program you are using. If your school is part of a *mixed* district (where some schools are using STAR Math and others are using STAR Math Enterprise), follow the instructions for STAR Math Enterprise.

STAR Math			
Viewing benchmarks			Page 51
Editing benchmarks	Editing school benchmark structure		Page 52
	Editing school cut scores		Page 54
STAR Math ENTERPRISE			
Viewing benchmarks			Page 56
Editing benchmarks	School	Editing school benchmark structure	Page 61
		Editing school cut scores	Page 63
	District	Editing district benchmark structure	Page 66
		Editing district cut scores	Page 68
	State	Editing non-linked grades	Page 71
	Selecting a default benchmark	District administrators and district staff	
School administrators and school staff		Page 77	

Managing STAR Math Screening, Progress Monitoring & Intervention



For more information about capabilities, see page 195.

A new capability has been added to STAR Math: Manage STAR Math Screening, Progress Monitoring & Intervention. This capability allows users to view screening and progress monitoring scores, and set Response to Intervention (RTI) goals for all STAR Math students in a school (see page 195).

All users have this capability by default. Teachers who have this capability removed will still be able to view and manage screening, progress monitoring and intervention data, but only for their *own* students who are enrolled in STAR Math classes (further clarification will be provided where appropriate).

STAR Math: Viewing Benchmarks

Who Can Do This?

- District Administrators
- District Staff
- School Administrators
- School Staff
- Teachers

Learn more about capabilities on page 195.



If you can't click on View Benchmarks,
the selected school

does not have any screening dates. Make sure you see the name of the school you want to work with in the **School** drop-down list. To set screening dates, see page 79.

1. On the Home page, below STAR Math, click **Screening, Progress Monitoring & Intervention**.
2. On the left side of the page, in the gray sidebar, click **View Benchmarks** **A**.

3. On the View Benchmarks page, use the **School** drop-down list **B** to choose which school to view benchmarks for. (School administrators, school staff, and teachers can only view benchmarks for their own school.)

Grade	Urgent Intervention	Intervention	On Watch	At/Above Benchmark
Grade 1	Below 10 PR	10 - 24 PR	25 - 39 PR	At/Above 40 PR
Grade 2	Below 10 PR	10 - 24 PR	25 - 39 PR	At/Above 40 PR
Grade 3	Below 10 PR	10 - 24 PR	25 - 39 PR	At/Above 40 PR
Grade 4	Below 15 PR	15 - 24 PR	25 - 39 PR	At/Above 40 PR
Grade 5	Below 15 PR	15 - 29 PR	30 - 44 PR	At/Above 45 PR
Grade 6	Below 20 PR	20 - 29 PR	30 - 44 PR	At/Above 45 PR
Grade 7	Below 20 PR	20 - 32 PR	33 - 49 PR	At/Above 50 PR
Grade 8	Below 22 PR	22 - 34 PR	35 - 49 PR	At/Above 50 PR
Grade 9	Below 22 PR	22 - 36 PR	37 - 54 PR	At/Above 55 PR
Grade 10	Below 25 PR	25 - 36 PR	37 - 54 PR	At/Above 55 PR
Grade 11	Below 25 PR	25 - 36 PR	37 - 59 PR	At/Above 60 PR
Grade 12	Below 25 PR	25 - 39 PR	40 - 59 PR	At/Above 60 PR

4. Click **Done** when you have finished viewing the benchmarks.

STAR Math: Editing Benchmarks

The task of editing benchmarks in STAR Math is broken into two separate procedures:

- *Editing the school benchmark structure* (see the next section) allows you to choose how many categories are used for the school, the names assigned to those categories, and which category should serve as the minimum proficiency level students should try to achieve.
- *Editing school cut scores* (see page 54) allows you to change the default values of the PR scores used as benchmarks.

Editing the School Benchmark Structure

Who Can Do This?

- District Administrators
- District Staff
- School Administrators
- School Staff
- Teachers

Learn more about capabilities on page 195.



If you can't click on View Benchmarks, the selected school does not have any screening dates. Make sure you see the name of the school you want to work with in the **School** drop-down list. To set screening dates, see page 79.

1. On the Home page, below STAR Math, click **Screening, Progress Monitoring & Intervention**.
2. On the left side of the page, in the gray sidebar, click **View Benchmarks** **A**.

3. On the View Benchmarks page, use the **School** drop-down list **B** to choose which school to edit school benchmark structures for.
4. Click **Edit Benchmark Structure** **C**.

Grade	Urgent Intervention	Intervention	On Watch	At/Above Benchmark
Grade 1	Below 10 PR	10 - 24 PR	25 - 39 PR	At/Above 40 PR
Grade 2	Below 10 PR	10 - 24 PR	25 - 39 PR	At/Above 40 PR
Grade 3	Below 10 PR	10 - 24 PR	25 - 39 PR	At/Above 40 PR
Grade 4	Below 15 PR	15 - 24 PR	25 - 39 PR	At/Above 40 PR
Grade 5	Below 15 PR	15 - 29 PR	30 - 44 PR	At/Above 45 PR
Grade 6	Below 20 PR	20 - 29 PR	30 - 44 PR	At/Above 45 PR
Grade 7	Below 20 PR	20 - 32 PR	33 - 49 PR	At/Above 50 PR
Grade 8	Below 22 PR	22 - 34 PR	35 - 49 PR	At/Above 50 PR
Grade 9	Below 22 PR	22 - 36 PR	37 - 54 PR	At/Above 55 PR
Grade 10	Below 25 PR	25 - 36 PR	37 - 54 PR	At/Above 55 PR
Grade 11	Below 25 PR	25 - 36 PR	37 - 59 PR	At/Above 60 PR
Grade 12	Below 25 PR	25 - 39 PR	40 - 59 PR	At/Above 60 PR



If you change the number of categories, the cut scores will revert to their default values (see the diagram on page 55).



You can restore all the settings to their defaults at any time by clicking **Default.**

- On the Edit School Benchmark Structure page, use the **Number of Categories** drop-down list **D** to choose how many categories you want in the structure (from 2–5; the default is 4).

- If you want to change the names of the categories, type the names you want in the appropriate fields next to the colored boxes **E**. The default names differ based on the number of categories being used:

2 Categories	3 Categories	4 Categories	5 Categories
At/Above Benchmark	At/Above Benchmark	At/Above Benchmark	Above Benchmark
Below Benchmark	On Watch	On Watch	At Benchmark
	Intervention	Intervention	On Watch
		Urgent Intervention	Intervention
			Urgent Intervention

- The Screening Report (see page 151) has a graph showing which students fall into each of the categories. Choose one of those categories to serve as the “bar” that students must reach in the Minimum Proficiency Level column **F**. When a Screening Report is printed, a horizontal line will be placed on the graph at the chosen level, making it easier to see students who are “reaching the bar” and those who are not. (The lowest available category cannot be chosen as the minimum proficiency level).
- To save the changes you have made, click **Save**.
To exit this page without saving your changes, click **Cancel**.

Editing School Cut Scores

Who Can Do This?

- District Administrators
- District Staff
- School Administrators
- School Staff
- Teachers

Learn more about capabilities on page 195.



If you can't click on View Benchmarks, the selected school does not have any screening dates. Make sure you see the name of the school you want to work with in the **School drop-down list. To set screening dates, see page 79.**

1. On the Home page, below STAR Math, click **Screening, Progress Monitoring & Intervention**.
2. Click **View Benchmarks** in the gray sidebar on the left side of the page **A**.

3. On the View Benchmarks page, use the **School** drop-down list **B** to choose which school to edit cut scores for. (School administrators and school staff can only edit cut scores for their own school.)
4. Click **Edit Cut Scores** **C**.

Grade	Urgent Intervention	Intervention	On Watch	At/Above Benchmark
Grade 1	Below 10 PR	10 - 24 PR	25 - 39 PR	At/Above 40 PR
Grade 2	Below 10 PR	10 - 24 PR	25 - 39 PR	At/Above 40 PR
Grade 3	Below 10 PR	10 - 24 PR	25 - 39 PR	At/Above 40 PR
Grade 4	Below 15 PR	15 - 24 PR	25 - 39 PR	At/Above 40 PR
Grade 5	Below 15 PR	15 - 29 PR	30 - 44 PR	At/Above 45 PR
Grade 6	Below 20 PR	20 - 29 PR	30 - 44 PR	At/Above 45 PR
Grade 7	Below 20 PR	20 - 32 PR	33 - 49 PR	At/Above 50 PR
Grade 8	Below 22 PR	22 - 34 PR	35 - 49 PR	At/Above 50 PR
Grade 9	Below 22 PR	22 - 36 PR	37 - 54 PR	At/Above 55 PR
Grade 10	Below 25 PR	25 - 36 PR	37 - 54 PR	At/Above 55 PR
Grade 11	Below 25 PR	25 - 36 PR	37 - 59 PR	At/Above 60 PR
Grade 12	Below 25 PR	25 - 39 PR	40 - 59 PR	At/Above 60 PR



To change the number of categories used, their names, and the minimum proficiency level, see page 52.

- On the Edit School Cut Scores page, use the drop-down lists in the row for a grade to change the PR values that define the categories for that grade. The values must be in ascending order from left to right. In the example below, the default number of categories (4) are shown.

- In this example (where 4 categories are used), On Watch is automatically calculated as the range of scores between Intervention and At/Above Benchmark. The category that is automatically calculated changes depending on the number of categories used; see the diagram below.

Grade	Urgent Intervention	Intervention	On Watch	At/Above Benchmark
Grade 1	Below 10 PR	Below 25 PR	Auto-Calculated	At/Above 40 PR
Grade 2	Below 10 PR	Below 25 PR	Auto-Calculated	At/Above 40 PR
Grade 3	Below 10 PR	Below 25 PR	Auto-Calculated	At/Above 40 PR
Grade 4	Below 15 PR	Below 25 PR	Auto-Calculated	At/Above 40 PR
Grade 5	Below 15 PR	Below 30 PR	Auto-Calculated	At/Above 45 PR
Grade 6	Below 20 PR	Below 30 PR	Auto-Calculated	At/Above 45 PR
Grade 7	Below 20 PR	Below 33 PR	Auto-Calculated	At/Above 50 PR
Grade 8	Below 22 PR	Below 35 PR	Auto-Calculated	At/Above 50 PR
Grade 9	Below 22 PR	Below 37 PR	Auto-Calculated	At/Above 55 PR
Grade 10	Below 25 PR	Below 37 PR	Auto-Calculated	At/Above 55 PR
Grade 11	Below 25 PR	Below 37 PR	Auto-Calculated	At/Above 60 PR
Grade 12	Below 25 PR	Below 40 PR	Auto-Calculated	At/Above 60 PR

There can be from 2–5 categories for school benchmarks (the default number is 4). The values for some categories are automatically calculated based on the scores you choose for the other categories. The default PR values for the categories (along with their default names) are shown below:

Number of Categories	2		At/Above Benchmark: At/Above 40 PR		
		Below Benchmark: Calculated ^a			
	3	Intervention: Below 25 PR	On Watch: Calculated ^b	At/Above Benchmark: At/Above 40 PR	
4	Urgent Intervention: Below 10 PR	Intervention: 10–24 PR	On Watch: Calculated ^b	At/Above Benchmark: At/Above 40 PR	
5	Urgent Intervention: Below 10 PR	Intervention: 10–24 PR	On Watch: 25–39 PR	At Benchmark: Calculated ^c	Above Benchmark: At/Above 50 PR

- Below Benchmark is automatically calculated to be from 1 to (At/Above Benchmark – 1). For example, if At/Above Benchmark is At/Above 40 PR, Below Benchmark is 1–39 PR.
- On Watch is automatically calculated as the range of scores between At/Above Benchmark and Intervention. For example, if At/Above Benchmark is At/Above 40 PR and Intervention is Below 25 PR, On Watch is 25–39 PR.
- At Benchmark is automatically calculated as the range of scores between Above Benchmark and On Watch. For example, if Above Benchmark is At/Above 50 PR and On Watch is Below 40 PR, At Benchmark is 40–49 PR.

- To save the changes you have made, click **Save**. To exit this page without saving your changes, click **Cancel**.

STAR Math Enterprise: Viewing Benchmarks ENTERPRISE

Who Can Do This?

- District Administrators
- District Staff
- School Administrators
- School Staff
- Teachers

Learn more about capabilities on page 195.

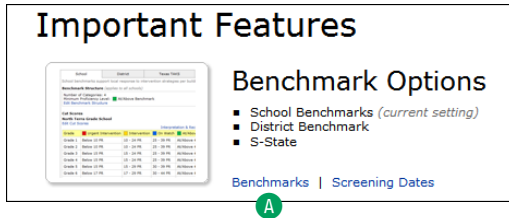
There are two ways to reach the View Benchmarks page:

- From the STAR Math Enterprise Home page
- From the Screening, Progress Monitoring & Intervention page

Use whichever method you prefer.

From the STAR Math Enterprise Home Page

1. On the Home page, below STAR Math Enterprise, click **Enterprise Home**.
2. On the STAR Math Enterprise Home page, click **Benchmarks** A (below “Benchmark Options” in the Important Features section of the page); go to “View Benchmarks Page” on page 57.



If you can't click on View Benchmarks,
 the selected school

does not have any screening dates. Make sure you see the name of the school you want to work with in the **School** drop-down list. To set screening dates, see page 79.

From the Screening, Progress Monitoring & Intervention Page

1. On the Home page, below STAR Math Enterprise, click **Screening, Progress Monitoring & Intervention**.
2. Click **View Benchmarks** in the gray sidebar (under “Setup”); go to “View Benchmarks Page” on page 57.

View Benchmarks Page



The default benchmark **D is the benchmark** that is used throughout STAR Math Enterprise. In some places (such as the Screening Report options), you are allowed to choose different benchmarks to use—if no choice is made in these situations, the default benchmark shown here is the one that will be used.

1. In the top section of the View Benchmarks page, click the tab to choose which type of benchmark you want to view: **School **A****, **District **B****, or **State **C****.

- The current setting for the default benchmark is shown at the top of the page **D**.
- The **Edit Default Benchmark** link beneath it will only appear if the user group you belong to is allowed to set the default benchmark (see page 75).
- The **State** tab will only be shown if a linking between the STAR Math scale and your state test has been completed for one or more grades. The name shown on the tab will be the name of your state and the state test name acronym

If you choose school benchmarks, see page 58.

If you choose district benchmarks, see page 59.

If you choose state benchmarks, see page 60.

Viewing School Benchmarks

To view school benchmarks:

- Verify that the School tab **A** is active.
- Use the **School** drop-down list **B** to select which school's benchmarks to view.
Note: School administrators, school staff, and teachers can only view school benchmarks for their own school.
- The number of categories and the minimum proficiency level for the chosen school are shown in the Benchmark Structure section of the page **C**. The **Edit Benchmark Structure** link beneath **D** will only appear if the user group you belong to is allowed to edit school benchmark structures (see page 61).
- The benchmarks for each grade in the chosen school are in the Cut Scores table. The **Edit Cut Scores** link above the table **E** will only appear if the user group you belong to is allowed to edit school cut scores (see page 63).
- Click **Done** when you have finished viewing the benchmarks.

STAR Math
 Home > Screening, Progress Monitoring & Intervention > View Benchmarks

View Benchmarks
 View or edit benchmarks

The Default Benchmark setting determines which benchmarks - school, district, state - appear by default on screen and in reports.
 Current setting: **School Benchmarks**
 (Only schools using the Enterprise model have access to district and state test-linked benchmarks)
[Edit Default Benchmark](#)

Done

School **A** District S-State

School benchmarks support local response to intervention strategies per building and grade level.

Benchmark Structure (applies to all schools)
C
 Number of Categories: 4
 Minimum Proficiency Level: **At/Above Benchmark**
[Edit Benchmark Structure](#) **D**

Cut Scores
B
 School: North Terra Grade School
E [Edit Cut Scores](#) Interpretation & Recommendations

Grade	Urgent Intervention	Intervention	On Watch	At/Above Benchmark
Grade 1	Below 10 PR	10 - 24 PR	25 - 39 PR	At/Above 40 PR
Grade 2	Below 10 PR	10 - 24 PR	25 - 39 PR	At/Above 40 PR
Grade 3	Below 15 PR	15 - 24 PR	25 - 39 PR	At/Above 40 PR
Grade 4	Below 15 PR	15 - 24 PR	25 - 39 PR	At/Above 40 PR
Grade 5	Below 15 PR	15 - 29 PR	30 - 39 PR	At/Above 40 PR
Grade 6	Below 17 PR	17 - 29 PR	30 - 44 PR	At/Above 45 PR
Grade 7	Below 17 PR	17 - 32 PR	33 - 44 PR	At/Above 45 PR
Grade 8	Below 20 PR	20 - 32 PR	33 - 44 PR	At/Above 45 PR
Grade 9	Below 20 PR	20 - 32 PR	33 - 49 PR	At/Above 50 PR
Grade 10	Below 20 PR	20 - 34 PR	35 - 49 PR	At/Above 50 PR
Grade 11	Below 20 PR	20 - 34 PR	35 - 49 PR	At/Above 50 PR
Grade 12	Below 20 PR	20 - 34 PR	35 - 54 PR	At/Above 55 PR

Done

Viewing District Benchmarks

To view district benchmarks:

- Verify that the District tab **A** is active.
- The number of categories and the minimum proficiency level for the district are shown in the Benchmark Structure section of the page **B**.
- The **Edit Benchmark Structure** link beneath will **C** only appear if the user group you belong to is allowed to edit the district benchmark structure (see page 66).
- The Cut Scores table will only have one row; a single district benchmark is applied to all grades in all the schools in the district.
- The **Edit Cut Scores** link above the table **D** will only appear if the user group you belong to is allowed to edit district cut scores (see page 68).
- Click **Done** when you have finished viewing the benchmarks.

STAR Math
 Home > Screening, Progress Monitoring & Intervention > View Benchmarks

View Benchmarks
 View or edit benchmarks

The Default Benchmark setting determines which benchmarks - school, district, state - appear by default on screen and in reports.
 Current setting: **School Benchmarks**
(Only schools using the Enterprise model have access to district and state test-linked benchmarks)
[Edit Default Benchmark](#)

Done

School **District** S-State

The district benchmark applies to all schools and grades and is always used for longitudinal reporting.

Benchmark Structure *(applies to all schools)*
 Number of Categories: 4
 Minimum Proficiency Level: **At/Above Benchmark**
[Edit Benchmark Structure](#)

Cut Scores *(applies to all schools)* [Interpretation & Recommendations](#)
[Edit Cut Scores](#)

Grade	Urgent Intervention	Intervention	On Watch	At/Above Benchmark
All Grades	Below 10 PR	10 - 24 PR	25 - 39 PR	At/Above 40 PR

Done

Viewing State Benchmarks

To view state benchmarks:

- Verify that the State tab **A** is active.
- Unlike school and district benchmarks, state benchmarks are linked to the Scaled Score (SS), not the Percentile Rank (PR); see page 176.
- There may be grades in the state that do not have a linking between the state test and STAR Math; the rows for these grades will be empty **B**.
- The **Edit Non-Linked Grades** link above the table **C** will only appear if the user group you belong to is allowed to edit scores for non-linked grades (see page 71).
- Click **Done** when you have finished viewing the benchmarks.

View Benchmarks
View or edit benchmarks

The Default Benchmark setting determines which benchmarks - school, district, state - appear by default on screen and in reports.
 Current setting: **School Benchmarks**
 (Only schools using the Enterprise model have access to district and state test-linked benchmarks)
[Edit Default Benchmark](#)

Done

School District **S-State** **A**

This benchmark helps determine if students are on track for state testing.

Grades with **S-State-linked** scores are pre-filled and not editable.
 Scores for the remaining grades can be defined by the district administrator.

Edit Non-Linked Grades **C** Interpretation & Recommendations

Grade	Standard Not Met	Met Standard	Commended Performance
Grade 1	--	--	--
Grade 2	--	--	--
Grade 3	Below 202 SS	202 - 439 SS	At/Above 440 SS
Grade 4	Below 359 SS	359 - 571 SS	At/Above 572 SS
Grade 5	Below 237 SS	237 - 554 SS	At/Above 555 SS
Grade 6	Below 417 SS	417 - 673 SS	At/Above 674 SS
Grade 7	Below 518 SS	518 - 913 SS	At/Above 914 SS
Grade 8	Below 361 SS	361 - 804 SS	At/Above 805 SS
Grade 9	Below 346 SS	346 - 915 SS	At/Above 916 SS
Grade 10	--	--	--
Grade 11	--	--	--
Grade 12	--	--	--

Done

STAR Math Enterprise: Editing Benchmarks ENTERPRISE

School Benchmarks

The task of editing school benchmarks in STAR Math Enterprise is broken into two separate procedures:

- *Editing the school benchmark structure* (see the next section) allows you to choose how many categories are used for the schools, the names assigned to those categories, and which category should serve as the minimum proficiency level students should try to achieve. The same school benchmark structure is used by all schools in the district.
- *Editing school cut scores* (see page 63) allows you to change the default values of the PR scores used as benchmarks. Each school can set its own values for the school cut scores.

Who Can Do This?

- District Administrators
- District Staff
- School Administrators
- School Staff
- Teachers

Learn more about capabilities on page 195.

Editing the School Benchmark Structure

The procedure for editing school benchmark structure begins on the View Benchmarks page; there are two ways to reach this page:

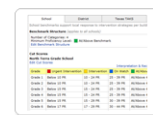
- From the STAR Math Enterprise Home page
- From the Screening, Progress Monitoring & Intervention page

Use whichever method you prefer.

From the STAR Math Enterprise Home Page

1. On the Home page, below STAR Math Enterprise, click **Enterprise Home**.
2. On the STAR Math Enterprise Home page, click **Benchmarks** A (below “Benchmark Options” in the Important Features section of the page); go to step 3 on page 62.

Important Features



Benchmark Options

- School Benchmarks (current setting)
- District Benchmark
- S-State

Benchmarks | Screening Dates

From the Screening, Progress Monitoring & Intervention Page

1. On the Home page, below STAR Math Enterprise, click **Screening, Progress Monitoring & Intervention**.
2. Click **View Benchmarks** in the gray sidebar (under “Setup”); go to step 3 on page 62.



If you can't click on View Benchmarks, the selected school does not have any screening dates. Make sure you see the name of the school you want to work with in the **School** drop-down list. To set screening dates, see page 79.

- In the top section of the View Benchmarks page, click the **School** tab **B**.
- Click **Edit Benchmark Structure** **C**.

View Benchmarks
 View or edit benchmarks

The Default Benchmark setting determines which benchmarks - school, district, state - appear by default on screen and in reports.
 Current setting: **School Benchmarks**
 (Only schools using the Enterprise model have access to district and state test-linked benchmarks)
[Edit Default Benchmark](#)

Done **B**

School **B** | District | S-State

School benchmarks support local response to intervention strategies per building and grade level.

Benchmark Structure (applies to all schools)
 Number of Categories: 4
 Minimum Proficiency Level: At/Above Benchmark
[Edit Benchmark Structure](#) **C**

Cut Scores
 School: North Terra Grade School

[Edit Cut Scores](#) [Interpretation & Recommendations](#)

Grade	Urgent Intervention	Intervention	On Watch	At/Above Benchmark
Grade 1	Below 10 PR	10 - 24 PR	25 - 39 PR	At/Above 40 PR
Grade 2	Below 10 PR	10 - 24 PR	25 - 39 PR	At/Above 40 PR
Grade 3	Below 15 PR	15 - 24 PR	25 - 39 PR	At/Above 40 PR
Grade 4	Below 15 PR	15 - 24 PR	25 - 39 PR	At/Above 40 PR
Grade 5	Below 15 PR	15 - 29 PR	30 - 39 PR	At/Above 40 PR
Grade 6	Below 17 PR	17 - 29 PR	30 - 44 PR	At/Above 45 PR
Grade 7	Below 17 PR	17 - 32 PR	33 - 44 PR	At/Above 45 PR
Grade 8	Below 20 PR	20 - 32 PR	33 - 44 PR	At/Above 45 PR
Grade 9	Below 20 PR	20 - 32 PR	33 - 49 PR	At/Above 50 PR
Grade 10	Below 20 PR	20 - 34 PR	35 - 49 PR	At/Above 50 PR
Grade 11	Below 20 PR	20 - 34 PR	35 - 49 PR	At/Above 50 PR
Grade 12	Below 20 PR	20 - 34 PR	35 - 54 PR	At/Above 55 PR

Done



If you change the number of categories, the cut scores will revert to their default values (see the diagram on page 65).

- On the Edit School Benchmark Structure page, use the **Number of Categories** drop-down list **C** to choose how many categories you want in the structure (from 2–5; the default is 4).

Edit School Benchmark Structure
 Change the number of categories, category names, or minimum proficiency level for all schools and grade levels

Number of Categories: 4 **C** | Minimum Proficiency Level

Category

At/Above Benchmark **D** **E**

On Watch

Intervention















Urgent Intervention

Cancel Default **F** Save



You can restore all the settings to their defaults at any time by clicking **Default **F**.**

6. If you want to change the names of the categories, type the names you want in the appropriate fields next to the colored boxes **D**. The default names differ based on the number of categories being used:

2 Categories	3 Categories	4 Categories	5 Categories
 At/Above Benchmark	 At/Above Benchmark	 At/Above Benchmark	 Above Benchmark
 Below Benchmark	 On Watch	 On Watch	 At Benchmark
	 Intervention	 Intervention	 On Watch
		 Urgent Intervention	 Intervention
			 Urgent Intervention

7. The Screening Report (see page 151) has a graph showing which students fall into each of the categories. Choose one of those categories to serve as the “bar” that students must reach in the Minimum Proficiency Level column **E**. When a Screening Report is printed, a horizontal line will be placed on the graph at the chosen level, making it easier to see students who are “reaching the bar” and those who are not. (The lowest available category cannot be chosen as the minimum proficiency level).
8. To save the changes you have made, click **Save**.
To exit this page without saving your changes, click **Cancel**.

Who Can Do This?

- District Administrators
- District Staff
- School Administrators
- School Staff
- Teachers

Learn more about capabilities on page 195.

Editing School Cut Scores

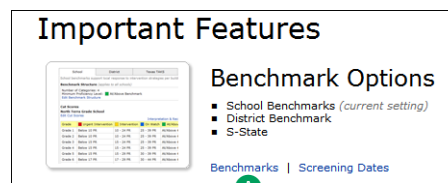
The procedure for editing school cut scores begins on the View Benchmarks page; there are two ways to reach this page:

- From the STAR Math Enterprise Home page
- From the Screening, Progress Monitoring & Intervention page

Use whichever method you prefer.

From the STAR Math Enterprise Home Page

1. On the Home page, below STAR Math Enterprise, click **Enterprise Home**.
2. On the STAR Math Enterprise Home page, click **Benchmarks** **A** (below “Benchmark Options” in the Important Features section of the page); go to step 3 on page 64.





If you can't click on View Benchmarks, the selected school does not have any screening dates. Make sure you see the name of the school you want to work with in the **School** drop-down list. To set screening dates, see page 79.

From the Screening, Progress Monitoring & Intervention Page

1. On the Home page, below STAR Math Enterprise, click **Screening, Progress Monitoring & Intervention**.
2. Click **View Benchmarks** in the gray sidebar (under "Setup"); go to step 3 on page 64.
3. In the top section of the View Benchmarks page, click the **School** tab **B**.
4. Use the **School** drop-down list **C** to select which school's cut scores to edit. **Note:** School administrators and school staff can only edit cut scores for their own school.
5. Click **Edit Cut Scores** **D**.

View Benchmarks
View or edit benchmarks

The Default Benchmark setting determines which benchmarks - school, district, state - appear by default on screen and in reports.
 Current setting: **School Benchmarks**
 (Only schools using the Enterprise model have access to district and state test-linked benchmarks)
[Edit Default Benchmark](#)

Done **B**

School District S-State

School benchmarks support local response to intervention strategies per building and grade level.

Benchmark Structure (applies to all schools)
 Number of Categories: 4
 Minimum Proficiency Level: At/Above Benchmark
[Edit Benchmark Structure](#)

Cut Scores
 School: North Terra Grade School **C**

D [Edit Cut Scores](#) Interpretation & Recommendations

Grade	<input checked="" type="checkbox"/> Urgent Intervention	<input type="checkbox"/> Intervention	<input type="checkbox"/> On Watch	<input checked="" type="checkbox"/> At/Above Benchmark
Grade 1	Below 10 PR	10 - 24 PR	25 - 39 PR	At/Above 40 PR
Grade 2	Below 10 PR	10 - 24 PR	25 - 39 PR	At/Above 40 PR
Grade 3	Below 15 PR	15 - 24 PR	25 - 39 PR	At/Above 40 PR
Grade 4	Below 15 PR	15 - 24 PR	25 - 39 PR	At/Above 40 PR
Grade 5	Below 15 PR	15 - 29 PR	30 - 39 PR	At/Above 40 PR
Grade 6	Below 17 PR	17 - 29 PR	30 - 44 PR	At/Above 45 PR
Grade 7	Below 17 PR	17 - 32 PR	33 - 44 PR	At/Above 45 PR
Grade 8	Below 20 PR	20 - 32 PR	33 - 44 PR	At/Above 45 PR
Grade 9	Below 20 PR	20 - 32 PR	33 - 49 PR	At/Above 50 PR
Grade 10	Below 20 PR	20 - 34 PR	35 - 49 PR	At/Above 50 PR
Grade 11	Below 20 PR	20 - 34 PR	35 - 49 PR	At/Above 50 PR
Grade 12	Below 20 PR	20 - 34 PR	35 - 54 PR	At/Above 55 PR

Done

- On the Edit School Cut Scores page, use the drop-down lists in the row for a grade to change the PR values that define the categories for that grade. The values must be in ascending order from left to right.

E In this example (where 4 categories are used), On Watch is automatically calculated as the range of scores between Intervention and At/Above Benchmark. The category that is automatically calculated changes depending on the number of categories used; see the diagram below.

Grade	Urgent Intervention	Intervention	On Watch	At/Above Benchmark
Grade 1	Below 10 PR	Below 25 PR	Auto-Calculated	At/Above 40 PR
Grade 2	Below 10 PR	Below 25 PR	Auto-Calculated	At/Above 40 PR
Grade 3	Below 10 PR	Below 25 PR	Auto-Calculated	At/Above 40 PR
Grade 4	Below 15 PR	Below 25 PR	Auto-Calculated	At/Above 40 PR
Grade 5	Below 15 PR	Below 30 PR	Auto-Calculated	At/Above 45 PR
Grade 6	Below 20 PR	Below 30 PR	Auto-Calculated	At/Above 45 PR
Grade 7	Below 20 PR	Below 33 PR	Auto-Calculated	At/Above 50 PR
Grade 8	Below 22 PR	Below 35 PR	Auto-Calculated	At/Above 50 PR
Grade 9	Below 22 PR	Below 37 PR	Auto-Calculated	At/Above 55 PR
Grade 10	Below 25 PR	Below 37 PR	Auto-Calculated	At/Above 55 PR
Grade 11	Below 25 PR	Below 37 PR	Auto-Calculated	At/Above 60 PR
Grade 12	Below 25 PR	Below 40 PR	Auto-Calculated	At/Above 60 PR

There can be from 2–5 categories for school benchmarks (the default number is 4). The values for some categories are automatically calculated based on the scores you choose for the other categories. The default PR values for the categories (along with their default names) are shown below:

Number of Categories	2		At/Above Benchmark: At/Above 40 PR		
		Below Benchmark: Calculated ^a			
	3	Intervention: Below 25 PR	On Watch: Calculated ^b	At/Above Benchmark: At/Above 40 PR	
4	Urgent Intervention: Below 10 PR	Intervention: 10–24 PR	On Watch: Calculated ^b	At/Above Benchmark: At/Above 40 PR	
5	Urgent Intervention: Below 10 PR	Intervention: 10–24 PR	On Watch: 25–39 PR	At Benchmark: Calculated ^c	Above Benchmark: At/Above 50 PR

- Below Benchmark is automatically calculated to be from 1 to (At/Above Benchmark – 1). For example, if At/Above Benchmark is At/Above 40 PR, Below Benchmark is 1–39 PR.
- On Watch is automatically calculated as the range of scores between At/Above Benchmark and Intervention. For example, if At/Above Benchmark is At/Above 40 PR and Intervention is Below 25 PR, On Watch is 25–39 PR.
- At Benchmark is automatically calculated as the range of scores between Above Benchmark and On Watch. For example, if Above Benchmark is At/Above 50 PR and On Watch is Below 40 PR, At Benchmark is 40–49 PR.

- To save the changes you have made, click **Save**. To exit this page without saving your changes, click **Cancel**.

District Benchmarks

The task of editing district benchmarks in STAR Math Enterprise is broken into two separate procedures:

- *Editing the district benchmark structure* (see the next section) allows you to choose how many categories are used for the district, the names assigned to those categories, and which category should serve as the minimum proficiency level students should try to achieve.
- *Editing district cut scores* (see page 68) allows you to change the default values of the PR scores used as benchmarks.

Who Can Do This?

- District Administrators
- District Staff
- School Administrators
- School Staff
- Teachers

Learn more about capabilities on page 195.

Editing the District Benchmark Structure

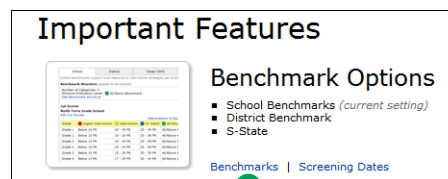
The procedure for editing district benchmark structure begins on the View Benchmarks page; there are two ways to reach this page:

- From the STAR Math Enterprise Home page
- From the Screening, Progress Monitoring & Intervention page

Use whichever method you prefer.

From the STAR Math Enterprise Home Page

1. On the Home page, below STAR Math Enterprise, click **Enterprise Home**.
2. On the STAR Math Enterprise Home page, click **Benchmarks** ^A (below “Benchmark Options” in the Important Features section of the page); go to step 3 on page 67.



From the Screening, Progress Monitoring & Intervention Page

1. On the Home page, below STAR Math Enterprise, click **Screening, Progress Monitoring & Intervention**.
2. Click **View Benchmarks** in the gray sidebar (under “Setup”); go to step 3 on page 67.



If you can't click on View Benchmarks, the selected school does not have any screening dates. Make sure you see the name of the school you want to work with in the **School** drop-down list. To set screening dates, see page 79.

- In the top section of the View Benchmarks page, click the **District** tab **B**.
- Click **Edit Benchmark Structure** **C**.

STAR Math
 Home > Screening, Progress Monitoring & Intervention > View Benchmarks

View Benchmarks
 View or edit benchmarks

The Default Benchmark setting determines which benchmarks - school, district, state - appear by default on screen and in reports.
 Current setting: **School Benchmarks**
 (Only schools using the Enterprise model have access to district and state test-linked benchmarks)
[Edit Default Benchmark](#)

Done

School **District** S-State

The district benchmark applies to all schools and grades and is always used for longitudinal reporting.

Benchmark Structure (applies to all schools)
 Number of Categories: 4
 Minimum Proficiency Level: At/Above Benchmark
[Edit Benchmark Structure](#)

Cut Scores (applies to all schools)
[Edit Cut Scores](#) [Interpretation & Recommendations](#)

Grade	<input checked="" type="checkbox"/> Urgent Intervention	<input checked="" type="checkbox"/> Intervention	<input checked="" type="checkbox"/> On Watch	<input checked="" type="checkbox"/> At/Above Benchmark
All Grades	Below 10 PR	10 - 24 PR	25 - 39 PR	At/Above 40 PR

Done

If you change the number of categories, the cut scores will revert to their default values (see the diagram on page 70).

- On the Edit District Benchmark Structure page, use the **Number of Categories** drop-down list **D** to choose how many categories you want in the structure (from 2–5; the default is 4).

STAR Math
 Home > Screening, Progress Monitoring & Intervention > View Benchmarks > Edit District Benchmark Structure

Edit District Benchmark Structure
 Change the number of categories, category names, or minimum proficiency level for all schools and grade levels

Number of Categories: 4 **D** Minimum Proficiency Level: At/Above Benchmark **E**

Category: At/Above Benchmark **E** On Watch **F** Intervention Urgent Intervention

Cancel **Default** Save **G**

You can restore all the settings to their defaults at any time by clicking **Default.**

- If you want to change the names of the categories, type the names you want in the appropriate fields next to the colored boxes **E**. The default names differ based on the number of categories being used:

2 Categories	3 Categories	4 Categories	5 Categories
<input checked="" type="checkbox"/> At/Above Benchmark	<input checked="" type="checkbox"/> At/Above Benchmark	<input checked="" type="checkbox"/> At/Above Benchmark	<input checked="" type="checkbox"/> Above Benchmark
<input checked="" type="checkbox"/> Below Benchmark	<input checked="" type="checkbox"/> On Watch	<input checked="" type="checkbox"/> On Watch	<input checked="" type="checkbox"/> At Benchmark
	<input checked="" type="checkbox"/> Intervention	<input checked="" type="checkbox"/> Intervention	<input checked="" type="checkbox"/> On Watch
		<input checked="" type="checkbox"/> Urgent Intervention	<input checked="" type="checkbox"/> Intervention
			<input checked="" type="checkbox"/> Urgent Intervention

- The Screening Report (see page 151) has a graph showing which students fall into each of the categories. Choose one of those categories to serve as the “bar” that students must reach in the Minimum Proficiency Level column **F**. When a Screening Report is printed, a horizontal line will be placed on the graph at the chosen level, making it easier to see students who are “reaching the bar” and those who are not. (The lowest available category cannot be chosen as the minimum proficiency level).
- To save the changes you have made, click **Save**. To exit this page without saving your changes, click **Cancel**.

Editing District Cut Scores

The procedure for editing district cut scores begins on the View Benchmarks page; there are two ways to reach this page:

- From the STAR Math Enterprise Home page
- From the Screening, Progress Monitoring & Intervention page

Use whichever method you prefer.

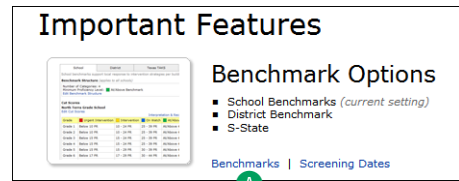
Who Can Do This?

- District Administrators
- District Staff
- School Administrators
- School Staff
- Teachers

Learn more about capabilities on page 195.

From the STAR Math Enterprise Home Page

- On the Home page, below STAR Math Enterprise, click **Enterprise Home**.
- On the STAR Math Enterprise Home page, click **Benchmarks** **A** (below “Benchmark Options” in the Important Features section of the page); go to step 3 on page 69.



From the Screening, Progress Monitoring & Intervention Page

- On the Home page, below STAR Math Enterprise, click **Screening, Progress Monitoring & Intervention**.
- Click **View Benchmarks** in the gray sidebar (under “Setup”); go to step 3 on page 69.



*If you can't click on **View Benchmarks**, the selected school does not have any screening dates. Make sure you see the name of the school you want to work with in the **School** drop-down list. To set screening dates, see page 79.*

- In the top section of the View Benchmarks page, click the **District** tab **B**.
- Click **Edit Cut Scores** **C**.

STAR Math
 Home > Screening, Progress Monitoring & Intervention > View Benchmarks

View Benchmarks
 View or edit benchmarks

The Default Benchmark setting determines which benchmarks - school, district, state - appear by default on screen and in reports.
 Current setting: **School Benchmarks**
 (Only schools using the Enterprise model have access to district and state test-linked benchmarks)
[Edit Default Benchmark](#)

Done

School **District** S-State

The district benchmark applies to all schools and grades and is always used for longitudinal reporting.

Benchmark Structure (applies to all schools)
 Number of Categories: 4
 Minimum Proficiency Level: ■ At/Above Benchmark
[Edit Benchmark Structure](#)

Cut Scores (applies to all schools)
[Edit Cut Scores](#) [Interpretation & Recommendations](#)

Grade	■ Urgent Intervention	■ Intervention	■ On Watch	■ At/Above Benchmark
All Grades	Below 10 PR	10 - 24 PR	25 - 39 PR	At/Above 40 PR

Done

- On the Edit District Cut Scores page, use the drop-down lists to change the PR values that define the categories for the district. The values must be in ascending order from left to right.

STAR Math
 Home > Screening, Progress Monitoring & Intervention > View Benchmarks > Edit District Cut Scores

Edit District Cut Scores
 Set the cut scores for each category

D

Grade	■ Urgent Intervention	■ Intervention	■ On Watch	■ At/Above Benchmark
All Grades	Below 10 PR	Below 25 PR	Auto-Calculated	At/Above 40 PR

Cancel Save

- In this example (where 4 categories are used), On Watch is automatically calculated as the range of scores between Intervention and At/Above Benchmark. The category that is automatically calculated changes depending on the number of categories used; see the diagram on page 70.



There can be from 2–5 categories for district benchmarks (the default number is 4). The values for some categories are automatically calculated based on the scores you choose for the other categories. The default PR values for the categories (along with their default names) are shown below:

Number of Categories	2	Below Benchmark: Calculated ^a		At/Above Benchmark: At/Above 40 PR		
	3	Intervention: Below 25 PR	On Watch: Calculated ^b	At/Above Benchmark: At/Above 40 PR		
	4	Urgent Intervention: Below 10 PR	Intervention: 10–24 PR	On Watch: Calculated ^b	At/Above Benchmark: At/Above 40 PR	
	5	Urgent Intervention: Below 10 PR	Intervention: 10–24 PR	On Watch: 25–39 PR	At Benchmark: Calculated ^c	Above Benchmark: At/Above 50 PR

- a. Below Benchmark is automatically calculated to be from 1 to (At/Above Benchmark – 1). For example, if At/Above Benchmark is At/Above 40 PR, Below Benchmark is 1–39 PR.
- b. On Watch is automatically calculated as the range of scores between At/Above Benchmark and Intervention. For example, if At/Above Benchmark is At/Above 40 PR and Intervention is Below 25 PR, On Watch is 25–39 PR.
- c. At Benchmark is automatically calculated as the range of scores between Above Benchmark and On Watch. For example, if Above Benchmark is At/Above 50 PR and On Watch is Below 40 PR, At Benchmark is 40–49 PR.

- 6. To save the changes you have made, click **Save**.
To exit this page without saving your changes, click **Cancel**.

State Benchmarks

If there is a linking between the state test and the STAR Math test, the Scaled Score (SS; see page 176) that a student receives can be used to see if the student has reached a state benchmark. Essentially, you use the results of a STAR Math test to predict how a student will perform on a state test.

However, some grades may not have a link; for example, a state test might only have a link to STAR Math for grades 3–8. In cases like this, no values are assigned to the non-linked grades, but you can assign your own if you want to.

Editing Non-Linked Grades

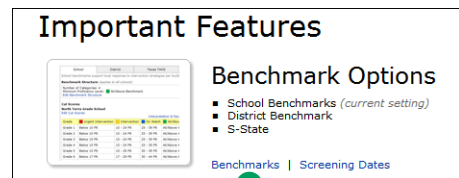
The procedure for editing non-linked grades begins on the View Benchmarks page; there are two ways to reach this page:

- From the STAR Math Enterprise Home page
- From the Screening, Progress Monitoring & Intervention page

Use whichever method you prefer.

From the STAR Math Enterprise Home Page

1. On the Home page, below STAR Math Enterprise, click **Enterprise Home**.
2. On the STAR Math Enterprise Home page, click **Benchmarks** ^A (below “Benchmark Options” in the Important Features section of the page); go to step 3 on page 72.



From the Screening, Progress Monitoring & Intervention Page

1. On the Home page, below STAR Math Enterprise, click **Screening, Progress Monitoring & Intervention**.
2. Click **View Benchmarks** in the gray sidebar (under “Setup”); go to step 3 on page 72.

Who Can Do This?

- District Administrators
- District Staff
- School Administrators
- School Staff
- Teachers

Learn more about capabilities on page 195.



If you can't click on View Benchmarks,
 the selected school

does not have any screening dates. Make sure you see the name of the school you want to work with in the **School** drop-down list. To set screening dates, see page 79.

3. In the top section of the View Benchmarks page, click the **State** tab **A**.
4. Click **Edit Non-Linked Grades** **B**.

★ STAR Math

[Home](#) > [Screening, Progress Monitoring & Intervention](#) > [View Benchmarks](#)

View Benchmarks

View or edit benchmarks

The Default Benchmark setting determines which benchmarks - school, district, state - appear by default on screen and in reports.
 Current setting: **School Benchmarks**
(Only schools using the Enterprise model have access to district and state test-linked benchmarks)
[Edit Default Benchmark](#)

School
District
A
S-State

This benchmark helps determine if students are on track for state testing.

Grades with **S-State-linked** scores are pre-filled and not editable.
 Scores for the remaining grades can be defined by the district administrator.

B
[Edit Non-Linked Grades](#)
[Interpretation & Recommendations](#)

Grade	Standard Not Met	Met Standard	Commended Performance
Grade 1	--	--	--
Grade 2	--	--	--
Grade 3	Below 202 SS	202 - 439 SS	At/Above 440 SS
Grade 4	Below 359 SS	359 - 571 SS	At/Above 572 SS
Grade 5	Below 237 SS	237 - 554 SS	At/Above 555 SS
Grade 6	Below 417 SS	417 - 673 SS	At/Above 674 SS
Grade 7	Below 518 SS	518 - 913 SS	At/Above 914 SS
Grade 8	Below 361 SS	361 - 804 SS	At/Above 805 SS
Grade 9	Below 346 SS	346 - 915 SS	At/Above 916 SS
Grade 10	--	--	--
Grade 11	--	--	--
Grade 12	--	--	--

- Enter the Scaled Score values you want in the appropriate fields.

STAR Math

Home > Screening, Progress Monitoring & Intervention > View Benchmarks > Edit Estimated S-State Scores

Edit Estimated S-State Cut Scores


Set cut scores for grades with no benchmark data

Cancel Save

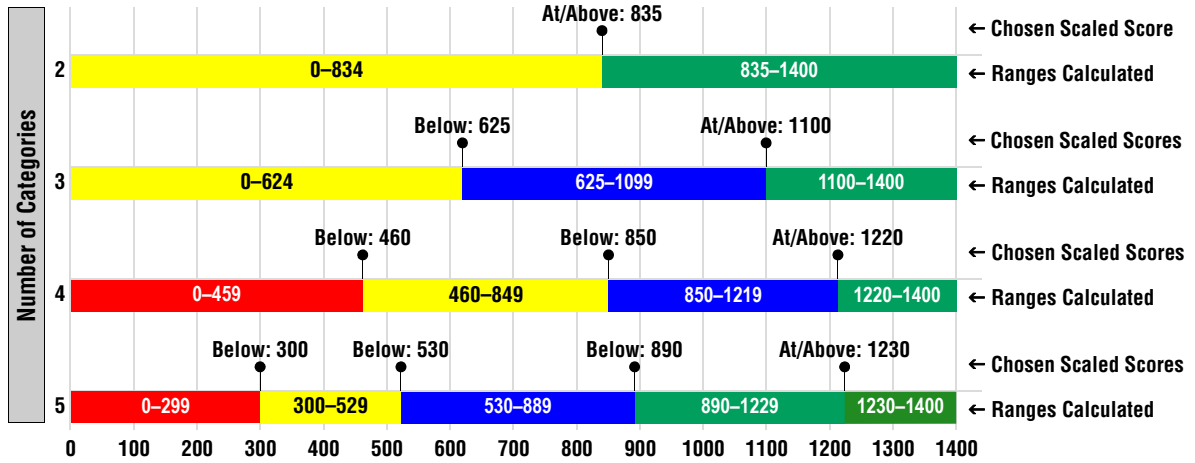
Recommend Scores (fills in suggested scaled score values for grades with no benchmark data)

Grade	Standard Not Met	Met Standard	Commended Performance
Grade 1	Below <input type="text" value="0"/> SS	Auto-Calculated	At/Above <input type="text" value="0"/> SS
Grade 2	Below <input type="text" value="0"/> SS	Auto-Calculated	At/Above <input type="text" value="0"/> SS
Grade 3	Below 202 SS	Auto-Calculated	At/Above 440 SS
Grade 4	Below 359 SS	Auto-Calculated	At/Above 572 SS
Grade 5	Below 237 SS	Auto-Calculated	At/Above 555 SS
Grade 6	Below 417 SS	Auto-Calculated	At/Above 674 SS
Grade 7	Below 518 SS	Auto-Calculated	At/Above 914 SS
Grade 8	Below 361 SS	Auto-Calculated	At/Above 805 SS
Grade 9	Below 346 SS	Auto-Calculated	At/Above 916 SS
Grade 10	Below <input type="text" value="0"/> SS	Auto-Calculated	At/Above <input type="text" value="0"/> SS
Grade 11	Below <input type="text" value="0"/> SS	Auto-Calculated	At/Above <input type="text" value="0"/> SS
Grade 12	Below <input type="text" value="0"/> SS	Auto-Calculated	At/Above <input type="text" value="0"/> SS

Cancel Save

- You can enter numbers from 2–1400.
- For each grade (row), the numbers must be lowest at the left and highest at the right.
- You can also click **Recommend Scores**  to have the software automatically calculate and enter Scaled Scores in all the fields for you. These calculated scores are not linked to the state test. They are extrapolated from the scores for grades that are linked to the state test. **Note:** Clicking **Recommend Scores** fills in values for *all* the fields—if you have already entered your own values in any of the fields before clicking **Recommend Scores**, they will be overwritten. You *can* change any of the recommended scores after they have been calculated.

Think of each Scaled Score as a point on a line. Once you have entered values for any of the Below or At/Above scores, the software calculates the ranges *between* those scores. Some examples are shown below for state tests that use from 2–5 categories.



6. To save the changes you have made, click **Save**.

To exit this page without saving your changes, click **Cancel**.

Once you have saved your changes, the new values will be shown in the table in the State tab on the View Benchmarks page.

Default Benchmarks

The *default* benchmark is the benchmark that is used throughout STAR Math Enterprise. In some places (such as the Screening Report options; see page 151), you are allowed to choose different benchmarks to use—if no choice is shown, the default benchmark will be used.

District administrators and district staff can either choose the default benchmark, which will apply to all schools in the district, or allow school administrators and school staff to choose their own benchmark, which will only apply in their own school. In a *mixed* district (where some schools use STAR Math and some use STAR Math Enterprise), the default benchmark chosen will only apply to schools using STAR Math Enterprise.


Setting Default Benchmarks: District Administrators and District Staff

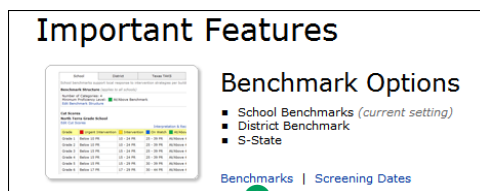
The Set Default Benchmark page is reached by means of the View Benchmarks page; there are two ways to reach the View Benchmarks page:

- From the STAR Math Enterprise Home page
- From the Screening, Progress Monitoring & Intervention page

Use whichever method you prefer.

From the STAR Math Enterprise Home Page

1. On the Home page, below STAR Math Enterprise, click **Enterprise Home**.
2. On the STAR Math Enterprise Home page, click **Benchmarks**  (below “Benchmark Options” in the Important Features section of the page); go to step 3 on page 76.



From the Screening, Progress Monitoring & Intervention Page

1. On the Home page, below STAR Math Enterprise, click **Screening, Progress Monitoring & Intervention**.
2. Click **View Benchmarks** in the gray sidebar (under “Setup”); go to step 3 on page 76.

Who Can Do This?

- District Administrators
- District Staff
- School Administrators
- School Staff
- Teachers

Learn more about capabilities on page 195.



If you can't click on View Benchmarks, the selected school does not have any screening dates. Make sure you see the name of the school you want to work with in the **School** drop-down list. To set screening dates, see page 79.

- On the View Benchmarks page, click **Edit Default Benchmark** **B**.

- The Set Default Benchmark page opens.

To permit school administrators to choose the default benchmark used in their own school, click **Allow school administrators to set** **C**.

To choose the default benchmark yourself, click **Apply the following to all schools** **D**, and then choose one of the benchmarks listed to serve as the default:

- School benchmarks** **E**: Each school will use the school benchmark (see page 61) as the default.
- District benchmark** **F**: The district benchmark (see page 66) will be the default for all schools. If some schools in the district do not have an Enterprise subscription, the district benchmark will not be used for those schools.
- “State”** **G**: If a linking between the STAR Math scale and your state test has been completed for one or more grades, the state benchmarks can be used as the default. (The name shown will be the name of your state and the state test name acronym.)

If no linking studies have been performed for your state, this option will not be available.

- To save the changes you have made, click **Save**. To exit this page without saving your changes, click **Cancel**.



Setting Default Benchmarks: School Administrators and School Staff

Who Can Do This?

- District Administrators
- District Staff
- School Administrators
- School Staff
- Teachers

Learn more about capabilities on page 195.

School administrators and school staff can only set default benchmarks for their own school, and only if they have been given permission by the district administrator or district staff (see step 4 on page 76).

The Set Default Benchmark page is reached by means of the View Benchmarks page; there are two ways to reach the View Benchmarks page:

- From the Screening, Progress Monitoring & Intervention page
- From the STAR Math Enterprise Home page

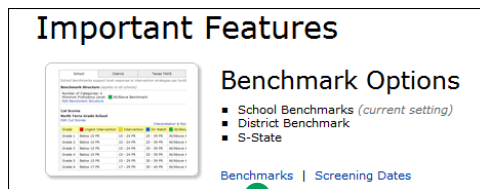
Use whichever method you prefer.

From the Screening, Progress Monitoring & Intervention Page

1. On the Home page, below STAR Math Enterprise, click **Screening, Progress Monitoring & Intervention**.
2. Click **View Benchmarks** in the gray sidebar (under “Setup”); go to step 3 on page 78.

From the STAR Math Enterprise Home Page

1. On the Home page, below STAR Math Enterprise, click **Enterprise Home**.
2. On the STAR Math Enterprise Home page, click **Benchmarks** (below “Benchmark Options” in the Important Features section of the page); go to step 3 on page 78.



If you can't click on View Benchmarks, the selected school does not have any screening dates. Make sure you see the name of the school you want to work with in the **School** drop-down list. To set screening dates, see page 79.

3. On the View Benchmarks page, click **Edit Default Benchmark** **B**.



If the Edit Default Benchmark link **B is not shown, you do not have permission to edit default benchmarks (see step 4 on page 76).**

View Benchmarks
 View or edit benchmarks

The Default Benchmark setting determines which benchmarks - school, district, state - appear by default on screen and in reports.
 Current setting: **School Benchmarks**
 (Only schools using the Enterprise model have access to district and state test-linked benchmarks)
[Edit Default Benchmark](#)

Done

School District S-State

The district benchmark applies to all schools and grades and is always used for longitudinal reporting.

Benchmark Structure (applies to all schools)
[Edit Benchmark Structure](#)

Number of Categories: 4
 Minimum Proficiency Level: At/Above Benchmark

Cut Scores (applies to all schools)
[Edit Cut Scores](#) [Interpretation & Recommendations](#)

Grade	<input checked="" type="checkbox"/> Urgent Intervention	<input type="checkbox"/> Intervention	<input type="checkbox"/> On Watch	<input checked="" type="checkbox"/> At/Above Benchmark
All Grades	Below 10 PR	10 - 24 PR	25 - 39 PR	At/Above 40 PR

Done

4. On the Set Default Benchmark page, choose one of the benchmarks listed to serve as the default:

- **School benchmarks **C****: All grades in your school will use the school benchmark (see page 61) as the default.
- **District benchmark **D****: The district benchmark (see page 66) will be the default for all grades in your school. If some schools in the district do not have an Enterprise subscription, the district benchmark will not be used for those schools.
- **“State” **E****: If a linking between the STAR Math scale and your state test has been completed for one or more grades, the state benchmarks can be used as the default. (The name shown will be the name of your state and the state test name acronym.)

If no linking studies have been performed for your state, this option will not be available.

Set Default Benchmark
 Select default benchmark set for school administrators and teachers

Default Benchmarks
 Choose which benchmarks to use by default on screen and in reports

C School benchmarks
 D District benchmark
 E S-State

Cancel Save

5. To save the changes you have made, click **Save**. To exit this page without saving your changes, click **Cancel**.

Screening Dates

STAR Math uses three default screening dates for Screening Reports and Student Progress Monitoring Reports:

- Fall (September 1–September 15)
- Winter (January 1–January 15)
- Spring (May 1–May 15)

These dates can be edited, and more screening dates can be added (up to a maximum of 10 for the school year).

Viewing Screening Dates

Who Can Do This?

- District Administrators
- District Staff
- School Administrators
- School Staff
- Teachers

Learn more about capabilities on page 195.

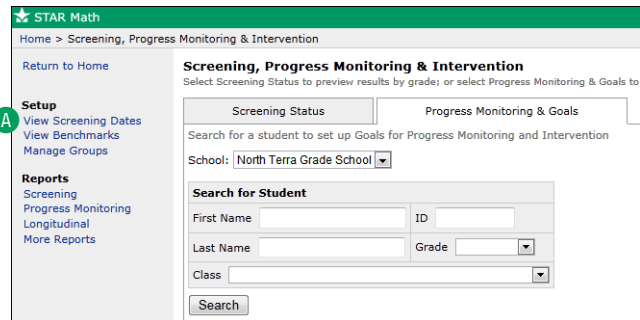
There are two ways to reach the View Screening Dates page:

- From the Screening, Progress Monitoring & Intervention page
- From the STAR Math Enterprise Home page

Use whichever method you prefer.

From the Screening, Progress Monitoring & Intervention Page

1. On the Home page, below STAR Math, click **Screening, Progress Monitoring & Intervention**.



2. If necessary, use the **School** drop-down list to choose which school to view the screening dates for.

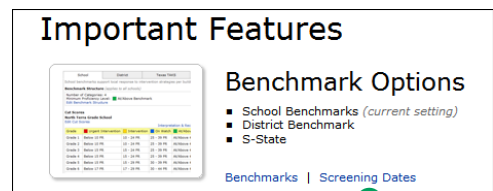
3. In the gray sidebar on the left side of the page, click **View Screening Dates** **A**; go ahead to step 4 on page 80.



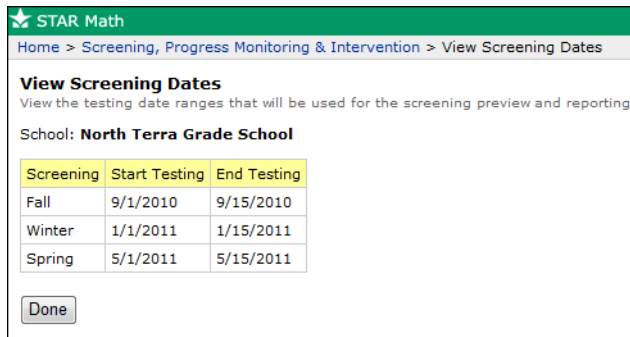
Teachers can only view screening dates; all other user groups can edit them (see “Adding or Editing Screening Dates” on page 80).

From the STAR Math Enterprise Home Page

1. On the Home page, below STAR Math Enterprise, click **Enterprise Home**.
2. Select your school from the **School** drop-down list, if necessary.
3. Click **Screening Dates** **A** (below “Benchmark Options” in the Important Features section of the page); go ahead to step 4 on page 80.



- The table on the View Screening Dates page shows the name, start date, and end date for all of the screening dates at the chosen school. When you have finished viewing the screening dates, click **Done**.



Adding or Editing Screening Dates

Who Can Do This?

- District Administrators
- District Staff
- School Administrators
- School Staff
- Teachers

Learn more about capabilities on page 195.

There are two ways to reach the Edit Screening Dates page:

- From the Screening, Progress Monitoring & Intervention page
- From the STAR Math Enterprise Home page

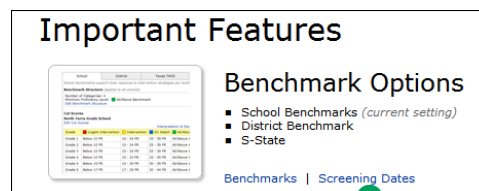
Use whichever method you prefer.

From the Screening, Progress Monitoring & Intervention Page

- On the Home page, below STAR Math, click **Screening, Progress Monitoring & Intervention**.
- If necessary, use the **School** drop-down list to choose which school to edit screening dates for
- Click **View Screening Dates** in the gray sidebar on the left side of the page; go to step 4 on page 81.

From the STAR Math Enterprise Home Page

- On the Home page, below STAR Math Enterprise, click **Enterprise Home**.
- Select your school from the **School** drop-down list, if necessary.
- Click **Screening Dates** **A** (below "Benchmark Options" in the Important Features section of the page); go to step 4 on page 81.



4. Make your changes to the screening dates:

STAR Math
Home > Screening, Progress Monitoring & Intervention > Edit Screening Dates

Edit Screening Dates
Edit the testing date ranges that will be used for the screening preview and reporting

School: North Terra Grade School

Considerations when setting screening dates:

- Test students within a narrow timeframe to ensure accurate comparison of student data.
- Set your Screening dates within the SGP testing windows for reporting Student Growth Percentiles. [Learn More](#)

Screening	Start Testing	End Testing	Actions
Fall B	9/1/2012 C	9/15/2012 D	Remove
Winter	1/1/2013	1/15/2013	Remove F
Spring	5/1/2013	5/15/2013	Remove

E Add Screening Dates (10 maximum)

Cancel Save

* SGP Windows used
Fall: Aug 1 - Sep 30
Winter: Dec 1 - Jan 31
Spring: Apr 1 - May 31



The following restrictions apply to editing and creating screening dates:

- Screening Dates cannot overlap.
- Screening Dates cannot range over more than 30 calendar days. It is best if the range falls within a single calendar month.
- The names of Screening Dates cannot exceed 35 characters.

- To change the name of an existing screening date, delete the current name **B** and type in a new name.
 - To change the dates, click the Start Testing date **C** and/or End Testing date **D** for an existing screening date and type in new dates. You can also click the calendar buttons next to these fields to choose dates.
 - To add a new screening date, click **Add Screening Dates** **E**. A new row will appear in the table; add the information you want as described above. Once the limit of 10 screening dates has been reached, the **Add Screening Dates** link will not be available.
 - To remove a screening date, click **Remove** **F** at the end of a row for the screening date. It is possible to remove all of the screening dates (including the three defaults), but if you remove all of them, you will be unable to create a Screening Report.
5. Click **Save** to save your changes. Click **Cancel** to leave this page without saving your changes. The screening dates will automatically rearrange themselves by calendar date.

Interventions and Goals

Setting Up or Editing Intervention Goals for Progress Monitoring

Who Can Do This?

- District Administrators
- District Staff
- School Administrators
- School Staff
- Teachers

Learn more about capabilities on page 195.

For students requiring additional help, you will need to start an intervention and set goals.

Interventions and goals are set for *individual* students, and can only be set after a student has taken his or her first STAR Math test.

Note: Teachers who have had the “Manage STAR Math Screening, Progress Monitoring & Intervention” capability removed (see page 197) can only set up and edit intervention goals for their own students.

The procedure for setting up or editing an intervention starts on the Student Detail page. There are two ways to reach this page:

- From a student search
- From a screening preview

Use whichever method you prefer.

From a Student Search

1. Click **Screening, Progress Monitoring & Intervention** under STAR Math on the Home page.
2. Use the **School** drop-down list to choose a school, if necessary.
3. Click the **Progress Monitoring & Goals** tab.
4. In the Search for Student area of the screen **A**, you can enter all or part of a student’s name in the appropriate fields to use as search criteria, or you can enter the student’s ID number. You may also use the **Grade** or **Class** drop-down lists **B** to narrow your search to students in a particular grade or class.



For teachers who have had the “Manage STAR Math Screening, Progress Monitoring & Intervention” capability removed, choosing All Classes from the Class drop-down list **B will only return search results from their own classes.**



For advice on setting goals, click Learn more about goals on the Progress Monitoring & Goals tab **E.**

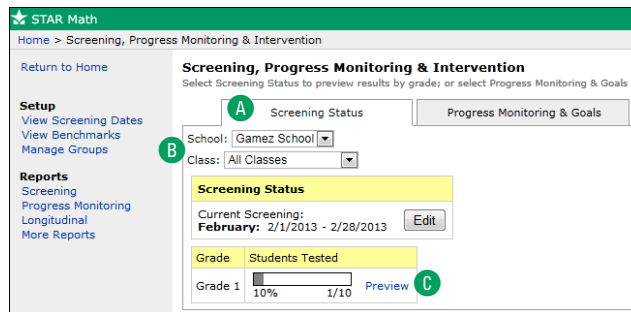
Student	Percentile Rank (PR)	Goal (growth rate)	Target Date
Avila-Sakar, Isabel	20		
Cabrera, Jacinta	20		
Daly, Alyssa	29		

5. Click **Search **C****.
6. A list of students matching your search criteria will be presented **D**. Students who fit your search criteria but have not taken a test yet will have a dash shown in place of a PR score.

Click the name of a student; go to “Student Detail Page” on page 84.

From a Screening Preview

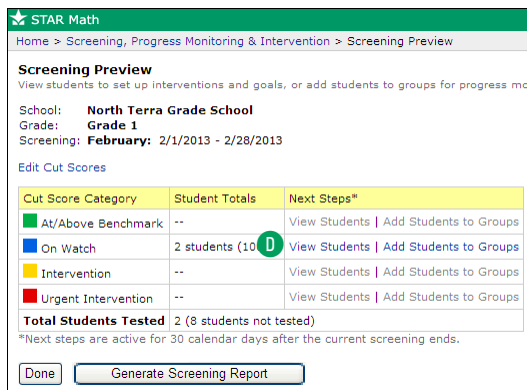
1. Click **Screening, Progress Monitoring & Intervention** under STAR Math on the Home page.
2. Click the **Screening Status** tab **A** to make sure you are using the Screening Status view and use the **School** and **Class** drop-down lists **B** to choose your school and class.



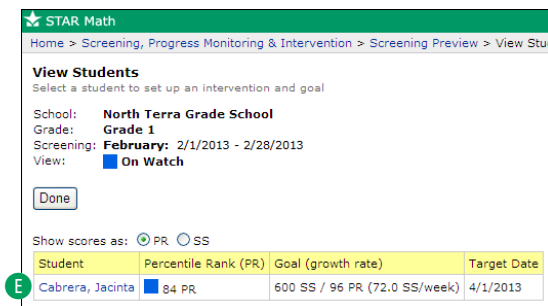
3. Click **Preview** in the row for a grade **C**. A grade will not appear in this list until at least one student in that grade has taken a test.

Note: For a teacher who has had the “Manage STAR Math Screening, Progress Monitoring & Intervention” capability removed, a grade will not appear in this list until at least one of *that* teacher’s students in that grade has taken a test.

4. On the Screening Preview page, click **View Students** in the row for a category **D** to view the students that are in that category.



5. On the View Students page, click a student’s name **E** to go to the Student Detail page; go to “Student Detail Page” on page 84.



Student Detail Page

- On the Student Detail page, you will see the name of the student, the school the student is enrolled in, the date of the student's most recent STAR Math test, the student's Scaled Score and Percentile Rank, and the student's Growth Rate (if the student has four or more scores).
 - To set up an *initial* goal for a student that doesn't have one yet, click **Add Goal** **A**; go to step 3 on page 85.

STAR Math
Home > Screening, Progress Monitoring & Intervention > Student Detail

Student Detail
View or edit intervention and goals

School: **North Terra Grade School**
Student: **Massey, Jared**

Current Goal - (No Goal Set) Edit Goal | Delete Goal

Latest Test	Score	Goal	Growth Rate
2/1/2013	536 SS / 89 PR	Add Goal	calculated after four scores

- To edit an *existing* goal, click **Edit Goal** **B** (or click on the goal itself **C**); continue to step 2.

STAR Math
Home > Screening, Progress Monitoring & Intervention > Student Detail

Student Detail
View or edit intervention and goals

School: **North Terra Grade School**
Student: **Cabrera, Jacinta**

Current Goal - Jacinta's Goal Edit Goal | Delete Goal

Latest Test	Score	Goal	Growth Rate
2/1/2013	510 SS / 84 PR	600 SS / 96 PR (7.0 SS/week)	calculated after four scores

- To delete the existing goal, click **Delete Goal** **D**.

STAR Math
Home > Screening, Progress Monitoring & Intervention > Student Detail

Student Detail
View or edit intervention and goals

School: **North Terra Grade School**
Student: **Cabrera, Jacinta**

Current Goal - Jacinta's Goal Edit Goal | Delete Goal


Latest Test	Score	Goal	Growth Rate
2/1/2013	510 SS / 84 PR	600 SS / 96 PR (7.0 SS/week)	calculated after four scores

Be careful: once you delete a goal, *all* references to it will be deleted. Be *very* certain that you want to delete it. After you delete a goal, you can add or edit goals (as described above in this step), or click **Done** if you are finished.

- Your choices for the next option are based on whether the student took a test *after* the goal was set:
 - If the student *has not* taken a test since the goal was set, click **Change duration or goal of existing intervention** **E**.
 - If the student *has* taken a test since the goal was set, click **Set up new intervention and goal** **F**. (This option will not be available if the student has not taken a test since the goal was set.)

Once you've made your choice, go on to step 3.

- In the Intervention Name field **G**, type a title for the intervention (maximum of 100 characters). This title will appear on any Student Progress Monitoring Reports created for the student.

 **If the student has only taken one test, there will not be a Starting test drop-down list. The date and scores from that test will serve as the student's starting test information.**

- Select the date you want the student to reach the goal by **H**. You can either type in a date or use the calendar button to select one.
- In the Goal section, use the **Starting test** drop-down list **I** to choose which test should serve as the student's starting test information (the date of the test and the student's Scaled Score and Percentile Rank on that test). Two calculations are automatically performed based on this information:
 - The number of Scaled Score points the student would have to gain every week in order to maintain his or her current Percentile Rank.
 - The number of Scaled Score points the student would have to gain every week in order to reach the benchmark (see "Cut Scores, Benchmarks, and Benchmark Structures" on page 49).



For additional information about the scores and the functions they serve in the Screening and Student Progress Monitoring Reports, click [Interpretations & Recommendations](#) at the top of the Intervention Details table [L](#).

Beneath these calculations, select a rate-of-progress goal [J](#) for the student (which is based on the performance of students with similar Scaled Scores and Percentile Ranks).

- The Moderate goal is one that at least 50% of students with the same PR score should be able to achieve within the time span you have set.
- The Ambitious goal is one that only 25% of students with the same PR score could be expected to achieve within the time span you have set.
- A Custom goal is one you define. Use the drop-down list to choose **Growth Rate, Scaled Score, or Percentile Rank**. Enter the goal growth rate, Scaled score, or Percentile Rank. Click **Calculate Goal** [K](#) to calculate the Scaled Score per week or equivalent Scaled Score/Percentile Rank.

Examples: Jacinta has taken her first STAR Math test. Her Scaled Score (SS) is 399 and her Percentile Rank (PR) is 39. The teacher sets up an intervention and goal for Jacinta to reach in 8 weeks.

- If the teacher wants to set a goal based on Scaled Score (SS), the teacher selects **Scaled Score** from the drop-down list, enters the SS Jacinta should reach within 8 weeks (for this example, 425), and then clicks **Calculate Goal**. The number of SS points Jacinta's score needs to increase by every week will be displayed (3.3 SS/week), as well as the PR score that is equivalent to the goal of 425 SS (48 PR).

Or define a custom goal:

[G](#) Scaled Score SS = 48 PR (3.3 SS/week)

- If the teacher wants to set a goal based on Percentile Rank (PR), the teacher selects **Percentile Rank** from the drop-down list, enters the PR Jacinta should reach within 8 weeks (for this example, 53), and then clicks **Calculate Goal**. The number of Scaled Score points Jacinta's score needs to increase by every week will be displayed (4.3 SS/week), as well as the SS that is equivalent to the goal of 53 PR (437 SS).

Or define a custom goal:

[G](#) Percentile Rank PR = 437 SS (4.3 SS/week)

- If the teacher wants to set a goal based on Growth Rate, the teacher selects **Growth Rate** from the drop-down list, enters the number of Scaled Score points *per week* (from 0.1–8.0) that the teacher would like the student to achieve over the next 8 weeks (for this example, 1.3 SS/week), and then clicks **Calculate Goal**. An ending Scaled Score (409 SS) and Percentile Rank (42 PR) are calculated based on the goal end date that the teacher entered.

Or define a custom goal:

[G](#) Growth Rate SS/week = 409 SS / 42 PR

6. When you have finished entering all the data for the student's intervention and goals, click **Save**.

To exit this page without saving any of the data, click **Cancel**.

Groups

Students can be placed in groups so that certain reports can be created *just* for the students in that group. A student can belong to more than one group.

Note: Use caution when working with groups. Administrators can delete groups that were made in other classes or by other users.

Managing Groups

Who Can Do This?

- District Administrators
- District Staff
- School Administrators
- School Staff
- Teachers

Learn more about capabilities on page 195.



Teachers who have had the “Manage STAR Math

Screening, Progress Monitoring & Intervention” capability removed can only manage their own students in groups.

1. On the Home page, below STAR Math, click **Screening, Progress Monitoring & Intervention**.
2. If necessary, use the **School** drop-down list to choose which school’s groups you want to work with.
3. On the left side of the page, in the gray sidebar, click **Manage Groups**.
4. The first table on the Manage Groups page shows all the groups created for STAR Math at the selected school that you are a member of. You will also see a list of any other groups that you have created or which you have been assigned to (these groups can be created in some of the other Renaissance Place programs).

There are several tasks you can perform on the Manage Groups page:

- Click **Create Group** **A** to open up a window where you can enter the name of a new group (see “Creating a Group” on page 88).
- Click **Edit** **B** in the row for a group to edit the name of the group or the personnel assigned to it (see “Editing a Group” on page 91).
- Click **Add/Remove Students** **C** to change the students assigned to a group (see “Adding or Removing Students from Groups: Method I” on page 89).
- Click **Delete** **D** to delete a group (see “Deleting a Group” on page 92).

STAR Math
Home > Screening, Progress Monitoring & Intervention > Manage Groups

Manage Groups
Create, edit or delete groups used for Successful Reader and STAR Progress Monitoring reports

School: North Terra Grade School

Create Group **A**

STAR Math Groups

Group Name	Personnel	Students	Use With	Actions
Deltas	Eric Brite, ADMINISTRATOR USER	0	STAR Math	Edit Add/Remove Students Delete
Epsilon	Amy Hickman, ADMINISTRATOR USER	0	STAR Early Literacy, STAR Math, STAR Reading	B Edit Add/Remove Students Delete
Gammas	Eric Brite, ADMINISTRATOR USER	0	STAR Math	Edit C Add/Remove Students D Delete

My Other Groups

Group Name	Personnel	Students	Use With	Actions
Alphas	Eric Brite, ADMINISTRATOR USER	5	STAR Early Literacy	Edit Delete

Done **E**

5. Click **Done** **E** when you have finished making changes to groups.

Creating a Group

Who Can Do This?

- District Administrators
- District Staff
- School Administrators
- School Staff
- Teachers

Learn more about capabilities on page 195.

1. On the Home page, below STAR Math, click **Screening, Progress Monitoring & Intervention**.
2. If necessary, use the **School** drop-down list to choose a school.
3. Click **Manage Groups** in the gray sidebar on the left side of the page.
4. Click **Create Group**.
5. On the Create Groups page, enter or update the following information for the group:
 - The name of the group **A**.
 - The personnel assigned to the group **B**. You can choose a single person from the **Personnel** drop-down list, or click **Select Multiple Personnel** to assign more than one personnel member to the group.
 - The programs the group will be used with **C**. STAR Math will already be checked. If there are other programs on your server that can use this group, they will be listed here; check the boxes for them if you want to use this group for those programs as well.
 - You can type a short description of the group in the Description field **D** (optional).

Note: The school the group belongs to **E** is the school you chose in step 2. If you need to create the group for a different school, click **Cancel**, use the **School** drop-down list on the Manage Groups page to choose the correct school, and then click **Create Group** again.

6. To save the new group, click **Save**.
To exit this page without saving the new group, click **Cancel**.

Adding or Removing Students from Groups: Method I

Who Can Do This?

- District Administrators
- District Staff
- School Administrators
- School Staff
- Teachers

Learn more about capabilities on page 195.



For an alternate way to add students to groups, see page 90.



Teachers who have had the “Manage STAR Math Screening, Progress Monitoring & Intervention” capability removed can only add or remove their own students from groups.

1. On the Home page, below STAR Math, click **Screening, Progress Monitoring & Intervention**.
2. If necessary, use the **School** drop-down list to choose a school.
3. Click **Manage Groups** in the gray sidebar on the left side of the page.
4. On the Manage Groups page, click **Add/Remove Students** in the row for the group you want to work with.
5. Search for the students you want to add to the group by using one or more of the criteria available and clicking **Search** **A**.

Note: Since the following procedure started by clicking a link in the STAR Math list, the search process described below will only find students in STAR Math classes.

STAR Math
Home > Screening, Progress Monitoring & Intervention > Manage Groups > Add/Remove Students

Add/Remove Students
Enter search criteria to find and select students to add them to the group

School: **North Terra Grade School**
Group: **Deltas**

Enrolled Students (Bold = Not Saved)	Remove All F
Avila-Sakar, Isabel	Remove E
Cabrera, Jacinta	Remove E
Carson, Manny	Remove E
Huang, Lam	Remove E
Massey, Jared	Remove E
O'Neill, Brenda	Remove E

Search for Student

First Name: ID:
 Last Name: Grade: All grades **C**
 Class: All classes **C**

Search **A**

Cancel Save

<< Previous Next >>

D < Add Make selections and click the Add button

B <input type="checkbox"/> Student	Grade	ID
<input type="checkbox"/> Avila-Sakar, Isabel	1	ia
<input type="checkbox"/> Cabrera, Jacinta	1	jc
<input type="checkbox"/> Carson, Manny	1	mc
<input type="checkbox"/> Huang, Lam	1	lh
<input type="checkbox"/> Martinez, Lola	1	lom
<input checked="" type="checkbox"/> Massey, Jared	1	jm
<input checked="" type="checkbox"/> O'Neill, Brenda	1	bo
<input type="checkbox"/> Parker, Randy	1	rp
<input type="checkbox"/> Robinson, Mitchell	1	mr
<input type="checkbox"/> Sanders, Jevonte	1	js

6. Check the box by each student you want added, or check the **Student** box at the top of the column **B** to select all the students listed on the page. If the list of students in the search results goes to more than one page, click << **Previous** or **Next** >> **C** to move through the list.
7. Click < **Add** **D**.
8. Click **Remove** by a student you want to remove from the group **E**.
9. Click **Remove All** to remove all the students from the group **F**.
10. When you are finished, click **Save**.
To exit this page without saving your changes, click **Cancel**.

Adding Students to Groups: Method II

Who Can Do This?

- District Administrators
- District Staff
- School Administrators
- School Staff
- Teachers

Learn more about capabilities on page 195.



For an alternate way to add students to groups, see page 89.



Teachers who have had the “Manage STAR Math Screening, Progress Monitoring & Intervention” capability removed can only add their own students to groups.

1. On the Home page, below STAR Math, click **Screening, Progress Monitoring & Intervention**.
2. Click the **Screening Status** tab **A** to make sure you are using the Screening Status view and use the **School** and **Class** drop-down lists **B** to choose your school and class.
3. Click **Preview** in the row for a grade **C**. A grade will not appear in this list until at least one student in that grade has taken a test during the current screening period.

Note: For a teacher who has had the “Manage STAR Math Screening, Progress Monitoring & Intervention” capability removed, a grade will not appear in this list until at least one of *that* teacher’s students in that grade has taken a test.

4. On the Screening Preview page, click **Add Students to Groups** in the row for a category **D** to view the students that are in that category.

Cut Score Category	Student Totals	Next Steps*
At/Above Benchmark	--	View Students Add Students to Groups
On Watch	2 students (100%)	View Students Add Students to Groups D
Intervention	--	View Students Add Students to Groups
Urgent Intervention	--	View Students Add Students to Groups

Total Students Tested 2 (8 students not tested)

*Next steps are active for 30 calendar days after the current screening ends.

- On the Add Students to Groups page, check the name of each student you want to add to a group. To select all the students on the page at once, check the **Student** box at the top of the column **E**. The names of any groups the student currently belongs to are also listed **F**.

Add Students to Groups
Select students and add them to a group for progress monitoring

School: **North Terra Grade School**
Grade: **Grade 1**
Screening: **February: 2/1/2013 - 2/28/2013**
View: **On Watch**

Add Students to Group

Group: -- Select a Group -- **Add Selected Students** **Create a new Group**

Done

Show scores as: PR SS

<input type="checkbox"/> Student	Percentile Rank (PR)	Group(s)
<input type="checkbox"/> Carson, Manny	81 PR	Deltas, Omegas
<input type="checkbox"/> Massey, Jared	89 PR	Deltas, Omegas

- Select the group you want to add the selected students to from the **Group** drop-down list **G**. Then, click **Add Selected Students** **H** to add the students to the group. The list of groups the student belongs to will automatically update. You can also create a new group by clicking **Create a new Group** **I**. (See “Creating a Group” on page 88.)
- When you are finished adding students to groups, click **Done**.

Editing a Group

Who Can Do This?

- District Administrators
- District Staff
- School Administrators
- School Staff
- Teachers

Learn more about capabilities on page 195.

- On the Home page, below STAR Math, click **Screening, Progress Monitoring & Intervention**.
- If necessary, use the **School** drop-down list to choose a school.
- Click **Manage Groups** in the gray sidebar on the left side of the page.
- On the Manage Groups page, click **Edit** in the row for the group you want to edit.
- On the Edit Group page, update the following information for the group:
 - The name of the group **A**.
 - The personnel assigned to the group **B**. You can choose a single person from the **Personnel** drop-down list, or click **Select Multiple Personnel** to assign more than one personnel member to the group.
 - The programs the group will be used with **C**. STAR Math will already be checked. If there are other programs on your server that can use this group, they will be listed here; check the boxes for them if you want to use this group for those programs as well.

- You can type a short description of the group in the Description field if you want to **D** (optional).

STAR Math
Home > Screening, Progress Monitoring & Intervention > Manage Groups > Edit Group

Edit Group
School: North Terra Grade School

Group Details (*Required Field)

Group Name* Alpha **A**

Personnel **B** Brite, Eric OR Select Multiple Personnel

Use with* **C**

- Accelerated Reader with Successful Reader
- STAR Early Literacy
- STAR Math
- STAR Reading

Description **D**

Cancel Save

- To save the changes you have made, click **Save**.
To exit this page without saving your changes, click **Cancel**.

Deleting a Group

Who Can Do This?

- District Administrators
- District Staff
- School Administrators
- School Staff
- Teachers

Learn more about capabilities on page 195.



*It is possible to delete groups made by other people, and deletion of a group cannot be undone, so be **very** careful when deleting groups.*

- On the Home page, below STAR Math, click **Screening, Progress Monitoring & Intervention**.
- If necessary, use the **School** drop-down list to choose a school.
- In the gray sidebar on the left side of the page, click **Manage Groups**.
- Click **Delete** in the row for a group to delete the group **A**.

STAR Math
Home > Screening, Progress Monitoring & Intervention > Manage Groups Manuals | Help |

Manage Groups
Create, edit or delete groups used for Successful Reader and STAR Progress Monitoring reports

School: North Terra Grade School

Create Group

STAR Math Groups

Group Name	Personnel	Students	Use With	Actions
Deltas	Eric Brite, ADMINISTRATOR USER	0	STAR Math	Edit Add/Remove Students Delete A
Epsilon	Amy Hickman, ADMINISTRATOR USER	0	STAR Early Literacy, STAR Math, STAR Reading	Edit Add/Remove Students Delete
Gammas	Eric Brite, ADMINISTRATOR USER	0	STAR Math	Edit Add/Remove Students Delete

My Other Groups

Group Name	Personnel	Students	Use With	Actions
Alphas	Eric Brite, ADMINISTRATOR USER	5	STAR Early Literacy	Edit Delete

Done

- If you are sure you want to delete this group for all personnel, click **OK**. If not, click **Cancel**.

Record Book ENTERPRISE



Viewing Record Books:

- District administrators and district staff can view any school, class, group, or student in the district in a Record Book.
- School administrators, school staff, and teachers can view any class, group, or student in their own school in a Record Book.

The Record Book integrates STAR Math Enterprise assessment data and Core Progress. It gives teachers the ability to view the date of their students' last assessment, the Scaled Score and Percentile Rank from the last assessment, the benchmark category based on the last assessment, what types of test the student has taken, and the Instructional Groups they belong to (if they have been assigned to one). Users can select a single student or multiple students from a Record Book list and go directly into Core Progress from there. The skills highlighted depend on the students chosen:

- For one student, the skills *that* student is ready to learn are highlighted.
- For multiple students, skills based on the median Scaled Score of all the students are highlighted.

The Record Book lists all students in a class or group regardless of whether or not they have taken a test.

There are two ways to access the Record Book; use whichever method you prefer, then go to "Use and Navigation" on page 95.

Method 1

On the STAR Math Enterprise Home page, click **Record Book** ^A in the Important Features section at the top of the page.

Record Book

Teachers can view students' test scores and progress, assign them to instructional groups, and see suggested skills to help with instructional planning

Contains:

- Student Scores
- Instructional Group Assignments
- Recommended Skills
- Instructional Activities

Record Book ^A

Method 2

On the Renaissance Place Home page, click **Record Book** ^A under STAR Math Enterprise.

STAR Math Enterprise™

- Enterprise Home
- Historical Extract
- Screening, Progress Monitoring & Intervention
- Record Book** ^A
- Reports
- Preferences
- Resources

Alternative Core Progress Skills View

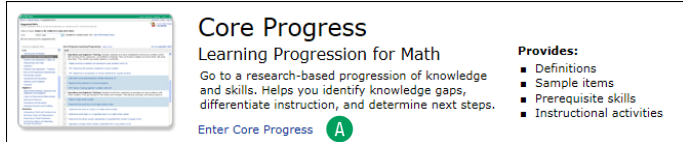
The section beginning on page 95 ("Use and Navigation") describes how to use the Record Book to search for a particular student or instructional group and then view the suggested core progress skills for that student or group.

It is possible to view information about the skills (such as terminology, prerequisite skills, and so on) *without* going through the Record Book. When you do this, you will see all the skills and additional information about them, but none of them will be highlighted as a suggested skill for a specific student or group. The amount and type of information presented varies from one skill to another.

There are two ways to get to the alternative view. Use whichever method you prefer, then go to “Suggested Skills Page” on page 99.

Method 1

On the STAR Math Enterprise Home page, click **Enter Core Progress** **A** in the Important Features section at the top of the page.



Core Progress
Learning Progression for Math
Go to a research-based progression of knowledge and skills. Helps you identify knowledge gaps, differentiate instruction, and determine next steps.

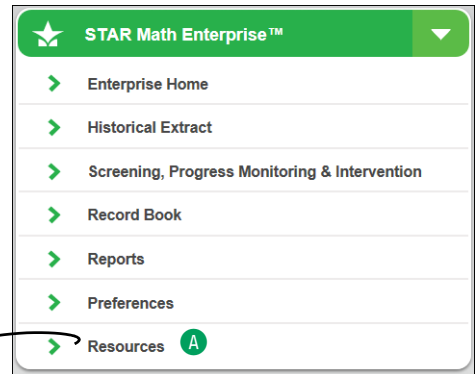
Provides:

- Definitions
- Sample items
- Prerequisite skills
- Instructional activities

[Enter Core Progress](#) **A**

Method 2

On the Renaissance Place Home page, click **Resources** **A** under STAR Math Enterprise; then, on the Resources page, click **Enter Core Progress for Math** **B**.



STAR Math Enterprise™

- Enterprise Home
- Historical Extract
- Screening, Progress Monitoring & Intervention
- Record Book
- Reports
- Preferences
- Resources** **A**

Definitions	Explains test scores.
B Enter Core Progress for Math	Go to a research-based progression of knowledge and skills. Helps you identify knowledge gaps, differentiate instruction, and determine next steps.
Enterprise Overview	Describes Enterprise features.
Enterprise Overview	Gives a definition and Functional Grade Level for

Use and Navigation

STAR Math
Home > Record Book

Record Book

Return to Home

Go To
Screening, Progress Monitoring & Intervention
Reports

B School: Gil School (Only schools using the Enterprise model are included)

C Class or Group: Chapman, Math 3, 2012-2013 School Year

D Benchmark: School Benchmark Legend

E Test Type: Enterprise

F Sort By: Students Edit Instructional Groups

Student	Scaled Score	Percentile Rank	Test Date	Instructional Groups
Anderson, Nathan	498	23	9/28/2012	4
Clark, Andrew	721	96	9/21/2012	1
Garcia, Matias	376	3	9/21/2012	--
Johnson, Madison	636	66	9/21/2012	1
Martinez, Tomas	596	63	9/21/2012	2
Moore, Matthew	747	96	9/21/2012	1
Rodriguez, Gabriela	497	23	9/21/2012	4
Smith, Joshua	540	38	9/21/2012	2
Taylor, Abigail	469	9	9/21/2012	--
Thomas, Ashley	711	93	9/21/2012	1

Done

- A** Use the links in the sidebar to go back to the Renaissance Place Home page (**Return to Home**), view and edit benchmarks (**Screening, Progress Monitoring & Intervention**; see page 49), or print a report (**Reports**; see page 103).
- B** If you are a district administrator, district staff member, or are assigned to more than one school, choose the school you want to work with from the **School** drop-down list.
- C** Use the **Class or Group** drop-down list to choose the class or group (see page 87) you want to view data for.
- D** Use the **Benchmark** drop-down list to choose the benchmark you want to compare students' Scaled Scores to (see page 56). Click **Legend** to the right of the list to see a key for the available benchmarks.
- E** Use the **Test Type** drop-down list to choose which type of test you want to view data for (**Enterprise, Algebra**, or

Geometry; see page 194). **Note:** This drop-down list will only appear if the chosen class has students in grades 7–12 and the Test Type Preference (see page 194) has been set for the class.

- F** Use the **Sort by** drop-down list to sort the information in the table: you can sort by student's names, ascending or descending Scaled Scores, test dates, or the instructional groups the students belong to. Click **Edit Instructional Groups** to the right of the list to change the number of instructional groups and which students are assigned to them (see page 97).
- G** The table shows each student's name, Scaled Score, Percentile Rank, test date, and which instructional group the student belongs to, if any (a dash means the student is not in an instructional group). Click a student's name to see the Student Details page for that student (see page 98).

When sorting by instructional group **E**, the table is broken into separate sub-tables, one for each instructional group, with the median Scaled Score for the students in that group listed above it:

Group 1 - Median Scaled Score: 703					View Suggested Skills G
Student	Scaled Score	Percentile Rank	Test Date	Instructional Groups	
Clark, Andrew	721	96	9/21/2012	1	
Johnson, Madison	636	66	9/21/2012	1	
Moore, Matthew	747	96	9/21/2012	1	
Thomas, Ashley	711	93	9/21/2012	1	

Group 2 - Median Scaled Score: 577					View Suggested Skills
Student	Scaled Score	Percentile Rank	Test Date	Instructional Groups	
Martinez, Tomas	596	63	9/21/2012	2	
Smith, Joshua	540	38	9/21/2012	2	
Wilson, Emily	597	47	9/21/2012	2	

Group 4 - Median Scaled Score: 497					View Suggested Skills
Student	Scaled Score	Percentile Rank	Test Date	Instructional Groups	
Anderson, Nathan	498	23	9/28/2012	4	
Rodriguez, Gabriela	497	23	9/21/2012	4	

Unassigned					View Suggested Skills
Student	Scaled Score	Percentile Rank	Test Date	Instructional Groups	
Garcia, Matias	376	3	9/21/2012	--	
Taylor, Abigail	469	9	9/21/2012	--	

Click **View Suggested Skills** above an instructional group's table **G** to see skills that the students in the instructional group are ready to learn; see page 99.

For any students in the Unassigned group, the median Scaled Score will not be shown, and the **View Suggested Skills** link will not be available.

Instructional Groups



Instructional groups created in the Record Book are not the same as those created for reporting purposes (as described on page 87).

Instructional groups allow teachers and personnel to create and edit custom sets of students at will, and to see which skills the students in the instructional group are ready to learn based on their median Scaled Scores.

Editing Instructional Groups

1. In the Record Book, choose the students whose data you want to view by using the **School, Class or Group, Benchmark, and Sort by** options (see page 95).
2. To the right of the **Sort by** drop-down list, click **Edit Instructional Groups**.
3. On the Edit Instructional Groups page, use the **Instructional Groups** drop-down list **A** to decide how many instructional groups you want to put the students in.
 - You can have from 1–10 instructional groups, plus one Unassigned group (the default number is 4).
4. To assign a student to an instructional group, click the intersection of the student's row and the instructional group's column **B**.
 - A student can only belong to one instructional group or the Unassigned group.
 - You do not *have* to place students in every group you create; you can keep a group empty and move students into it later if you want to.
5. Click **Save** when you are finished.

STAR Math

Home > Record Book > Edit Instructional Groups

Edit Instructional Groups
Assign students to instructional groups

School: North Terra Grade School (Only schools using the Enterprise model are included)

Class or Group: Grade 1 Math, Class 1, 2012-2013

Benchmark: School Benchmark Legend

Instructional Groups: 4

Student	Scaled Score	Percentile Rank	Test Date	1	2	3	4	Unassigned
Anderson, Nathan	498	23	9/28/2012	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>
Clark, Andrew	721	96	9/21/2012	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Garcia, Matias	376	3	9/21/2012	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>
Johnson, Madison	636	66	9/21/2012	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Martinez, Tomas	596	63	9/21/2012	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Moore, Matthew	747	96	9/21/2012	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Rodriguez, Gabriela	497	23	9/21/2012	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>
Smith, Joshua	540	38	9/21/2012	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Taylor, Abigail	469	9	9/21/2012	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>
Thomas, Ashley	711	93	9/21/2012	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Wilson, Emily	597	47	9/21/2012	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

Student Details Page

The Student Details page shows information about a specific student's test history, including the student's current Scaled Score, Percentile Rank, and a projection of what you can expect the Scaled Score to be at the end of the school year. This projection is based on proprietary research by Renaissance Learning; it equals the amount of growth that 50% of students at the same level are expected to achieve.

You open the Student Details page for a student by clicking that student's name in the Record Book.

- A** You can choose different options from the drop-down lists at the top of the page; the information shown below will automatically update based on your choices.
- B** This table shows the student's latest test date, current Scaled Score, projected Scaled Score, and an estimate of the student's algebra readiness. (**Note:** Algebra readiness will not be shown for algebra-only and geometry-only tests; see page 194.) The projected Scaled Score is calculated based on the date chosen for the end of the school year in Renaissance Place. Based on research, 50% of the students who are at the same level as the current student can be expected to achieve this much growth by the end of the school year.
- C** This is a graphical representation of the student's Scaled Score (both current and projected) in relation to the chosen benchmark. Click **Legend** to the right of the **Benchmark** drop-down list at the top of the page to see a key for the available benchmarks. **Note:** Because projected scores and benchmarks do not apply to the algebra and geometry versions of this report, this graph will not be included if the *only* test the student has taken is algebra-only or geometry-only (see page 194).
- D** These tables show the student's test dates, Scaled Scores, and Percentile Ranks since the start of the school year.

STAR Math
Home > Record Book > Student Details

Student Details

School: (Only schools using the Enterprise model are included)

Class or Group:

Benchmark: [Legend](#)

Student:

Latest Test	Scaled Score	Algebra Readiness
3/25/2013	Current: 777 Projected (6/1/2013): 785*	Judith is not yet meeting grade level expectations for algebra readiness.

* Based on research, 50% of students at this student's level will achieve this much growth

Current Performance

School Benchmark

Current

Projected

Scaled Score 600 650 700 750 800 850 900 950

Urgent Intervention Intervention On Watch At Benchmark Above Benchmark

Enterprise and Non-Enterprise Tests		
Test Date	Scaled Score	Percentile Rank
3/25/2013	777	39
1/22/2013	731	27
11/16/2012	711	24
9/12/2012	765	41
8/6/2012	704	21
6/18/2012	778	44

[View Suggested Skills](#)

Algebra Tests	
Test Date	Scaled Score
This student has not taken a test in the current school year.	

Geometry Tests	
Test Date	Scaled Score
5/29/2013	866

- E** Click **View Suggested Skills** to see a list of skills this student is ready to learn (see page 99). There will be a button for each *type* of test the student has taken; in the example above, the student hasn't taken an algebra test yet, so you cannot view skills suggested by the results of an algebra test.
- F** Click **Done** when you are finished viewing the student's details.

Suggested Skills Page



You cannot view suggested skills for students “grouped” as Unassigned, but you can still view suggested skills for an individual unassigned student by clicking the student’s name and then clicking **View Suggested Skills on the Student Details page.**

Suggested skills are skills within the core progression that the chosen student(s) should be ready to learn. For a single student, the skills presented are based on the student’s Scaled Score; for an instructional group of students, the skills presented are based on the median Scaled Score of all the students in the instructional group.

To get to the Suggested Skills page:

- For one student: On the Student Details page, click **View Suggested Skills**.
- For all students in an instructional group: In the Record Book, choose **Instructional Groups** in the **Sort by** drop-down list, then click **View Suggested Skills** above the table for a specific group.
- You can also get to an alternative view of this page by clicking **Enter Core Progress** on the STAR Math Enterprise Home page or **Enter Core Progress for Math** on the STAR Math Resources page (see page 94). If you use one of these methods to reach the Suggested Skills page, several items (any information connected to a specific student or instructional group) will not be shown; see the right-hand column of the table on the next page to see which items are excluded in the alternative view.

The screenshot shows the STAR Math interface. At the top, it says 'STAR Math' and 'Home > Record Book > Student Details > Suggested Skills'. Below this, there's a section for 'Suggested Skills' with instructions to use highlighted skills for planning. A dropdown menu shows 'Grade 5 Math, GSM Hickman, 2012-2013' and 'View: Hooks, Thomas' with '1 Student(s) Scaled Score 803'. A checkbox for 'Use trend score for suggested skills' is present. A left sidebar lists various math topics like 'Counting and Cardinality', 'Operations and Algebraic Thinking', 'Measurement and Data', 'Geometry', 'Algebra I', and 'Algebra II'. The main area shows 'Core Progress Learning Progression' with a skill description for 'Measurement and Data' and a table of instructional resources. Callouts A-H point to specific UI elements.

	Shown in the Alternative View?
A The View drop-down list shows the student or instructional group these skills are for. You can use the drop-down list to choose a different student or instructional group.	No
B When one student is chosen, that student's Scaled Score is shown here. When an instructional group is chosen, the median Scaled Score for the students is shown.	No
C Trend scores can be used instead of a student's most recent Scaled Score to determine which skills are shown (presuming the student has one; see page 101).	No
D The suggested skills from the Core Progress Learning Progression are shown here, sorted by grade. Focus skills have a double-angle quotation mark (») in front of them.	Yes
E Click Go to suggested skills to see the skills the student or instructional group is most likely to be ready to learn (they will be highlighted in blue on the screen).	No
F When you click the description of a skill, you will see information about that skill, such as instructional resources, terminology, prerequisite skills, and so on (the amount and type of information presented varies from one skill to another). Click any buttons in the Instructional Resources row to see worked examples, skill probes, and other resources to help you teach the skill effectively.	Yes
G Click the printer icon to print the list of suggested skills. The icon also appears on instructional resources, allowing you to print them as well.	Yes
H Click Done when you are finished.	Yes

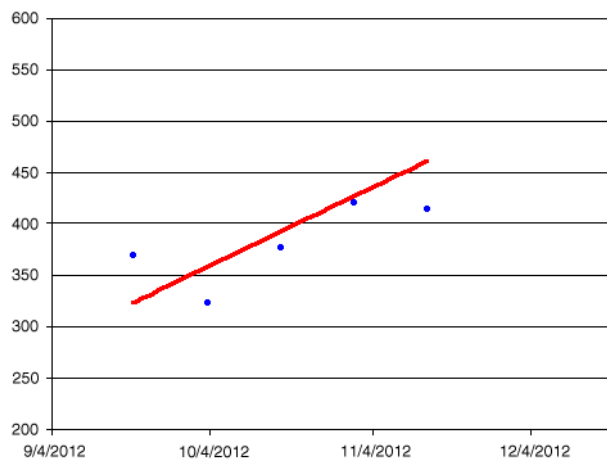
What Is a Trend Score?



A trend score cannot be calculated for a student who has taken two or fewer tests, or who has taken three or more tests without one of them being a STAR Math Enterprise test.

A *trend line* is a straight line intersecting a group of data points on a graph; its location and slope are determined through statistical analysis. Once a student has taken at least three STAR Math tests (at least one of them being a STAR Math Enterprise test), a trend line can be calculated using the Scaled Scores as data points. The Scaled Score that falls on the trend line at a particular time is the *trend score*.

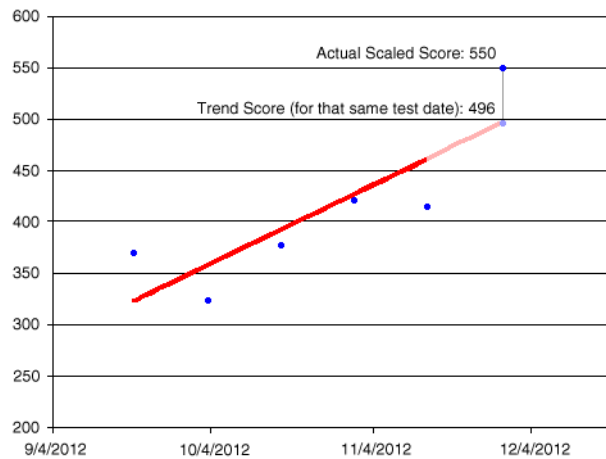
Imagine that a student has taken five STAR Math Enterprise tests since the beginning of the school year. That student's Scaled Scores (blue dots) are shown below, along with the calculated trend line (red).



Less than a month later, the student takes another STAR Math Enterprise test, and gets a Scaled Score of 550, which is a significant jump for such a short period of time; the score from the test prior to this was only a little over 400. The student's teacher evaluates the suggested skills, and thinks they are too difficult for the student at this time. It is *possible* that the student just made several lucky guesses during the most recent test, explaining the unusually large rise in the Scaled Score.



If the teacher chooses to use the trend score when viewing suggested skills, the skills will be based on the score the student would have gotten on that same testing date *if the student had continued on the trend line* (in this case, 496).



A trend score gives a teacher a way to change the skills suggested for the student if the teacher believes the student's performance on the most recent test was far outside the norm for that student, without the risk of having skills suggested that are too easy or too difficult.

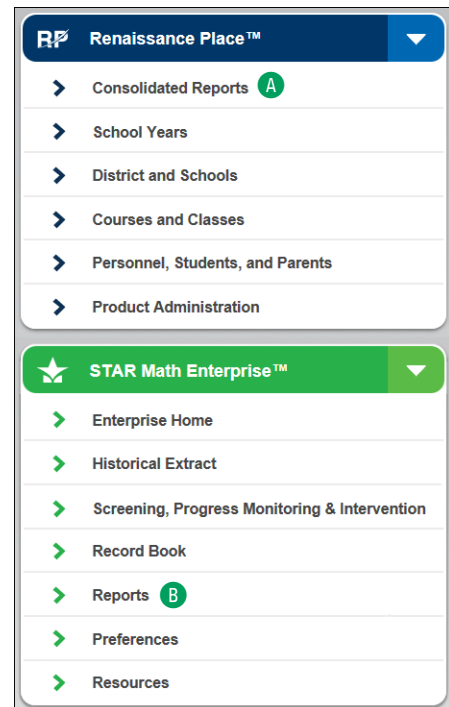
REPORTS

STAR Math reports give you more information about your students' tests and your STAR Math classes and teachers.

Renaissance Place and STAR Math Reports

Renaissance Place Reports

When administrators and teachers click **Consolidated Reports** **A** (on the Home page, below Renaissance Place), they can generate reports with data from more than one Renaissance Place product. For more information, see the *Renaissance Place Software Manual*.



STAR Math Reports

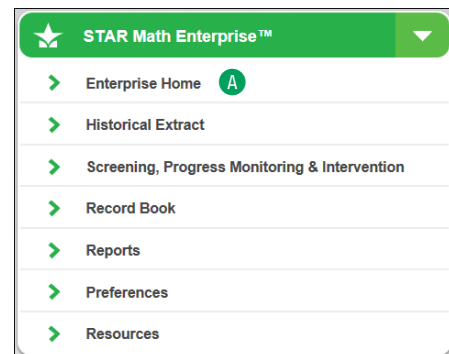
On the Home page, below STAR Math, click **Reports** **B** to open the Select Report page. Use this page to generate reports about your students' STAR Math tests.

There is often more than one way to begin printing a report; alternate instructions are provided where appropriate.

STAR Math Enterprise Reports **ENTERPRISE**

Some reports are only available to STAR Math Enterprise customers where linking has been completed (and, in some instances, to customers in states participating in the Council of Chief State School Officers [CCSSO]/Renaissance Learning R&D consortium). If your school has access to these reports, they will be listed along with the others on the Select Reports page.

You will also be able to access these reports from the STAR Math Enterprise Home page. On the Home page, below STAR Math Enterprise, click **Enterprise Home** **A**.





Using STAR Math Reports

Check for Adobe Reader before You Generate Reports

With the exception of the Growth Proficiency Chart (page 120) and the Longitudinal Report (page 145), STAR Math uses Adobe Reader to generate reports. When you click **Reports** under STAR Math on the Home page, STAR Math checks for this software.



Supporting software must be installed so all users of the computer can use it. See “Software Requirements” on page 16 for more information.

If your computer does not have the software, the Software Requirements page will open. When this happens:

1. Contact the person who manages the computers for your school or district to find out if you have the rights required to install the supporting software for *all* users of the computer (not just you).
2. If you have these rights, look at the Action column. Click the **install Version** link **A** for Adobe Reader. You will receive instructions on where to download Adobe Reader.

Supporting Software	
Software / Primary Use	Action
Adobe Reader Viewing and printing reports as well as assignments Used by: All Products	Test Adobe Reader If Adobe Reader will not open, install Version 9.0 or later. A

List of STAR Math and STAR Math Enterprise Reports

Report	Description	Page
Accelerated Math Library Report	Recommends Accelerated Math library placement for each student.	112
Annual Progress Report	A graph of student progress over a school year, previously known as the Progress Monitoring Report.	113
Diagnostic Report	Presents diagnostic and skill information for an individual student.	115
Growth Report	Shows progress for a group of students over time.	118
Growth Proficiency Chart ENTERPRISE	Provides a customizable comparison of how specific schools, classes, and students are performing based on their Student Growth Percentile (SGP) and their proficiency in relation to a particular benchmark.	120
Instructional Planning Report - Class ENTERPRISE	Provides list of suggested skills for class or group instruction based on the most recent assessment.	137
Instructional Planning Report - Student ENTERPRISE	Provides list of suggested skills for individualized instruction based on the most recent assessment.	142
Longitudinal Report ENTERPRISE	Shows growth over multiple years.	145
Parent Report	Presents information letter (in English or Spanish), for parents and guardians.	149
Screening Report	Graphs students' placement above/below benchmarks based on STAR scores.	151
State Performance Report - Class ^a ENTERPRISE	Graphs the percent of students on the pathway to proficiency on the state test. Previously known as the Group Performance Report.	154
State Performance Report - District ^a ENTERPRISE	Displays Student Performance Outlook on the state test based on STAR Math test scores.	n/a ^b
State Performance Report - Student ^a ENTERPRISE	Graphs a student's pathway to proficiency on the state test. Previously known as the Student Performance Report.	156
State Standards Report - Class ENTERPRISE	Groups students by estimated mastery of State Standards or Common Core State Standards based on STAR Enterprise Scaled Score.	158
State Standards Report - District ENTERPRISE	Estimates mastery of State Standards or Common Core State Standards for groups of students based on STAR Enterprise Scaled Score.	161
State Standards Report - Student ENTERPRISE	Estimates a student's mastery of State Standards or Common Core State Standards based on STAR Enterprise Scaled Score.	164
Student Progress Monitoring Report	Graphs an individual student's progress toward goal.	167
Summary Report	Summarizes student test results for a specific date range.	169
Test Activity Report	Shows students who have and have not tested during a specific date range.	171
Test Record Report	Shows individual results for tests taken within a specific date range.	172

a. This STAR Math Enterprise report is also available to customers in states where linking has been completed and customers in states participating in the Council of Chief State School Officers (CCSSO)/Renaissance Learning R&D consortium.

b. This is actually the STAR Performance Report; it is one of the Renaissance Place consolidated reports. See the *Renaissance Place Software Manual*.

Which Report Should I Use?

The following table should help you decide which report(s) can best serve your needs. If more than one report is listed, read the report descriptions to narrow the choices down.

Task/Information Needed	Report to Use	Page
STAR Math Classes and Test-Taking Data		
Date of students' most recent STAR Math test	Test Activity Report	171
How many STAR Math tests students have/have not finished in a specific time period	Test Activity Report	171
List of all STAR Math classes	View classes in Renaissance Place (see the <i>Renaissance Place Software Manual</i>)	–
List of STAR Math students' passwords	Search in Renaissance Place	24
List of STAR Math students' user names	Search in Renaissance Place	24
Were extended time limits used when taking a STAR Math test	Diagnostic Report	115
	Growth Report	118
	Screening Report	151
	Student Progress Monitoring Report	167
	Test Record Report	172
Which STAR Math students have not taken a test yet	Growth Report	118
	Screening Report	151
	Test Activity Report	171
Which students are enrolled in a STAR Math class	Search in Renaissance Place	24
Which students are enrolled in more than one STAR Math class	Search in Renaissance Place	24
	Test Activity Report	171
Which students are registered to take a STAR Math test	Test Activity Report	171
Scores		
Compare students' Grade Equivalent (GE) scores to national scores	Parent Report	149
Compare students' Normal Curve Equivalent (NCE) scores to national scores	Parent Report	149
Compare students' Percentile Rank (PR) to national scores	Parent Report	149
Compare students' percentile rank range to national scores	Parent Report	149
Compare students' Scaled Scores (SS) to national scores	Parent Report	149

Task/Information Needed	Report to Use	Page
Compare students' Student Growth Percentile (SGP)	Growth Report	118
	Growth Proficiency Chart ENTERPRISE	120
Estimate what students' Scaled Scores (SS) will be by a specific date	Instructional Planning Report - Student ENTERPRISE	142
	State Standards Report - Class ENTERPRISE	158
	State Standards Report - District ENTERPRISE	161
	State Standards Report - Student ENTERPRISE	164
View a summary of the Grade Equivalent (GE) score distribution for a group of students	Summary Report	169
View a summary of the Percentile Rank (PR) score distribution for a group of students	Summary Report	169
View <i>all</i> of a student's test scores over a specific time period	Test Record Report	172
View mean scores for a group of students	Summary Report	169
View students' Functional Grade Level (FGL)	Diagnostic Report	115
View students' Grade Equivalent (GE) scores	Annual Progress Report	113
	Diagnostic Report	115
	Growth Report	118
	Screening Report	151
	State Standards Report - Class ENTERPRISE	158
	Summary Report	169
	Test Record Report	172
View students' Math Instructional Level	View the Estimated MIL Preference for the class the students are in	192
View students' Normal Curve Equivalent (NCE) scores	Diagnostic Report	115
	Growth Report	118
	Summary Report	169
	Test Record Report	172
View students' Percentile Rank (PR) scores	Diagnostic Report	115
	Growth Report	118
	Screening Report	151
	Summary Report	169
	Test Record Report	172
View students' percentile rank range	Diagnostic Report	115

Task/Information Needed	Report to Use	Page
View students' Scaled Scores (SS)	Annual Progress Report	113
	Diagnostic Report	115
	Growth Report	118
	Parent Report	149
	Screening Report	151
	Student Progress Monitoring Report	167
	Summary Report	169
	Test Record Report	172
View students' Student Growth Percentile (SGP)	Growth Report	118
	Growth Proficiency Chart ENTERPRISE	120
Instructional Planning		
Assign students to instructional groups based on their benchmark achievements	Instructional Planning Report - Class ENTERPRISE	137
Get suggestions for helping students below the 25th percentile to achieve growth	Diagnostic Report	115
See which Accelerated Math library a student should be using	Accelerated Math Library Report	112
See which skills students are ready to learn, based on a specific benchmark	Instructional Planning Report - Class ENTERPRISE	137
	Instructional Planning Report - Student ENTERPRISE	142
Growth and Progress		
Check mean student performance improvement between school years	Growth Report	118
Check mean student performance improvement between two dates	Growth Report	118
Check student growth across school years	Longitudinal Report ENTERPRISE	145
Check student performance improvement between school years	Growth Report	118
Check student performance improvement between two dates	Growth Report	118
Check student progress in STAR Math across an entire school year	Annual Progress Report	113
Check student progress towards a year-end goal	Annual Progress Report	113
Check student progress towards numeration and computation goals	Diagnostic Report	115
Check student progress towards meeting state proficiency targets	State Performance Report - Class ENTERPRISE	158

Task/Information Needed	Report to Use	Page
Compare student progress to a national norm reference	Annual Progress Report	113
Compare the growth of this year's <i>n</i> th graders versus last year's <i>n</i> th graders (for example, this year's 5th-grade students vs. last year's 5th-grade students)	Longitudinal Report ENTERPRISE	145
Get suggestions for helping students below the 25th percentile to achieve growth	Diagnostic Report	115
See all of a student's test results over a specific time period	Test Record Report	172
Benchmarks		
Assign students to instructional groups based on their benchmark achievements	Instructional Planning Report - Class ENTERPRISE	137
Compare students' proficiency in relation to a particular benchmark	Growth Proficiency Chart ENTERPRISE	120
See which skills students are ready to learn, based on a specific benchmark	Diagnostic Report (for students who have taken a STAR Math Enterprise test)	115
	Instructional Planning Report - Class ENTERPRISE	137
	Instructional Planning Report - Student ENTERPRISE	142
Which students are having trouble reaching a benchmark	Screening Report	151
	Student Progress Monitoring Report	167
State Standards, Proficiency, and Comparisons		
Check if students are meeting Common Core state standards	State Standards Report - Class ENTERPRISE	158
	State Standards Report - District ENTERPRISE	161
	State Standards Report - Student ENTERPRISE	164
Check if students are meeting state grade-level standards	State Standards Report - Class ENTERPRISE	158
	State Standards Report - District ENTERPRISE	161
	State Standards Report - Student ENTERPRISE	164
Check students' progress towards meeting state proficiency targets	State Performance Report - Class ENTERPRISE	154
	State Performance Report - Student ENTERPRISE	156
National Standards and Comparisons		
Compare students' progress to a national norm reference	Annual Progress Report	113
Compare students' Grade Equivalent (GE) scores to national scores	Parent Report	149
Compare students' Normal Curve Equivalent (NCE) scores to national scores	Parent Report	149
Compare students' Percentile Rank (PR) scores to national scores	Parent Report	149



Task/Information Needed	Report to Use	Page
Compare students' percentile rank range to national scores	Parent Report	149
Compare students' Scaled Scores (SS) to national scores	Parent Report	149
Let parents know how their child is doing compared to national scores	Parent Report	149
Parents		
Let parents know their child's test scores and how their child is doing compared to national scores	Parent Report	149

Selecting Students for Reports

Many of the reports have a Select Students option which lets you decide which students to include on a report. The choice is typically made with a drop-down list; the options in the list vary depending on your position. *Generally:*

- District administrators and district staff will be able to choose students from any class in any school in the district.
- School administrators and school staff will be able to choose students from any class in their own school.
- Teachers can only choose students in their own classes.

Some reports also allow you to choose one or more *specific* students, classes, or groups. Reports that allow this will have the relevant links **A** below the drop-down list:

Clicking one of these will take you to a new page where you can select the students, classes, or groups you want, and then click **Save Selection** **B** to return to the Report Options page. You can also check the box at the top or bottom of the list **C** to select or deselect all the choices in a list.

Accelerated Math Library Report

Who Can Do This?

- District Administrators
- District Staff
- School Administrators
- School Staff
- Teachers

Learn more about capabilities on page 195.

This report suggests Accelerated Math libraries for your students based on the results of their STAR Math tests. The report includes each student's name, ID, grade, class, teacher, and the recommended Accelerated Math library. It also includes a summary of the number of students recommended for each library.

To print the report:

1. Go to the Home page.
2. Under STAR Math, click **Reports**.
3. Select your school from the **School** drop-down list, if necessary.
4. Click **Accelerated Math Library** on the Select Report page.
5. Select the options you want to customize for this report on the Report Options page.

When you customize this report, you can choose these options:

Option	Description	
Select Students	Use the drop-down list to choose all the students in a specific class, or click Students or Classes to choose specific students or classes. See page 111.	
Reporting Parameter Group	See page 174.	
Reporting Period	The Accelerated Math Library Report shows data from a specific time period. You can use either a marking period that has been set up by a district administrator/school administrator for your school, or you can set your own range by choosing a starting and ending date.	
Show Student ID	Choose whether or not to include student IDs on this report.	
Group By	Choose how to group the information on the report: by class, grade, teacher, or not grouped.	This report uses both the Group By and Sort By options; if a Group By option is chosen, it is applied first on the report.
Sort By	Choose how to sort information on the report: by students' last names, student ID, or the Accelerated Math library that is recommended for them.	
Print Report Options	Use this option to print a list of the options you've chosen on the report. If you decide to run the report again at a later date, you can refer to this list of options to make sure you're using the same ones.	

6. Click **View Report** when you have finished choosing options.
7. STAR Math will generate the report. When it's ready, the report will open in a browser window or a separate window.

If it opens in a browser window, to save or print it, use the Adobe Reader buttons. If you try to use the browser's print function instead, only the top of the page will print. (In Adobe Reader X or XI, the Adobe Reader buttons may be hidden until you move the mouse over the document or press **F8**.)

Annual Progress Report

Who Can Do This?

- District Administrators
- District Staff
- School Administrators
- School Staff
- Teachers

Learn more about capabilities on page 195.

This report provides a graphic display of a student's progress across a school year in comparison to either a National Norm Reference or a year-end goal. The audience for this report is primarily teachers who are using STAR Math for periodic progress monitoring.

To print the report:

1. Go to the Home page.
2. Under STAR Math, click **Reports**.
3. Select your school from the **School** drop-down list, if necessary.
4. Click **Annual Progress** on the Select Report page.
5. Select the options you want to customize for this report on the Report Options page.

When you customize this report, you can choose these options:

Option	Description	
Select Students	Use the drop-down list to choose all the students in a specific class, or click Students or Classes to choose specific students or classes. See page 111.	
Reporting Parameter Group	See page 174.	
Reporting Period	For the Annual Progress Report, the reporting period is <i>always</i> an entire school year.	
Test Date Range	Use this option to choose a range of dates to include testing data from. <ul style="list-style-type: none"> • You must have at least one date range chosen. • You can add more date ranges (up to 10) to this report in order to compare multiple date ranges. • Date ranges should not overlap. • You need to choose Class, Teacher, or Grade for the Group By option (see below) in order to select a Test Date Range. If the Group By option is left at its default setting (Student), you will not be able to select a Test Date Range. 	
Comparison	Choose whether to compare students' progress in STAR Math against the National Norm Reference.	
Show Grade Equivalent	Use this option to choose whether to show each student's GE score on the report. The GE score may be capped on this report. See the score description on page 175 and the <i>STAR Math Technical Manual</i> for more information.	
Show Student ID	Choose whether or not to include student IDs on this report.	
Group By	Choose how to group the information on the report: by class, teacher, grade, or student. See Test Date Range (above) and Print Report Options (below) for more about this option.	This report uses both the Group By and Sort By options; if a Group By option is chosen, it is applied first on the report.
Sort By	Choose how to sort information on the report: by students' last names or by their student IDs.	
Print Report Options	Use this option to print a list of the options you've chosen on the report. If you decide to run the report again at a later date, you can refer to this list of options to make sure you're using the same ones. <ul style="list-style-type: none"> • If the Group By option (see above) is set to Student, you will not be able to use this option, and the report options will <i>not</i> appear on the report. 	

6. Click **View Report** when you have finished choosing options.
7. STAR Math will generate the report. When it's ready, the report will open in a browser window or a separate window.

If it opens in a browser window, to save or print it, use the Adobe Reader buttons. If you try to use the browser's print function instead, only the top of the page will print. (In Adobe Reader X or XI, the Adobe Reader buttons may be hidden until you move the mouse over the document or press **F8**.)

Diagnostic Report

Who Can Do This?

- District Administrators
- District Staff
- School Administrators
- School Staff
- Teachers

Learn more about capabilities on page 195.

This report provides individual skills assessment and other diagnostic information for each of the students you have selected. This report helps teachers determine how to improve their students' performance. It also supports a direct discussion with an individual student's parents or guardians.

The report also includes:

- charts that show the student's progress toward mastering Numeration and Computation objectives.
- suggestions for how the student can achieve additional growth, especially if the student falls below the 25th percentile.

The report includes each student's name, grade, teacher, class, ID, Scaled Score (SS), Grade Equivalent (GE), Functional Grade Level (FGL), Percentile Rank (PR), Percentile Rank range, Normal Curve Equivalent (NCE), and recommended Accelerated Math library.

ENTERPRISE When you print this report for a student who has taken a STAR Math Enterprise test, there are four additional options available: Test Type, Benchmark, Show Skill Area Scores, and Use Trend Score (see page 116). If a student has taken both a STAR Math test *and* a STAR Math Enterprise test, the report will use the data from the most recent test.

Notes on the Diagnostic Report:

- Although kindergarteners can take STAR Math tests, data for kindergarteners has not been norm-referenced. Therefore, on this report, no values will be shown for Percentile Rank (PR), Percentile Rank Range, and/or Normal Curve Equivalents (NCE) for kindergarteners.
- Each student's report prints on a separate page.
- The report shows you how much time each student spent on each part of the test. This can help you see how quickly the student read the questions; it may also tell you if the student tried to do his or her best work.
- The report will indicate if any students took a test using extended time limits, with a footnote explanation.

To print the report:

1. Go to the Home page.
2. Under STAR Math, click **Reports**.
3. Select your school from the **School** drop-down list, if necessary.
4. Click **Diagnostic** on the Select Report page.
5. Select the options you want to customize for this report on the Report Options page.

When you customize this report, you can choose these options:

Option	Description	
Select Students	Use the drop-down list to choose all the students in a specific class, or click Students , Classes , or Groups to choose specific students, classes, or groups. See page 111. • “Groups” refers to groups of students that have been created specifically for reporting purposes; see page 87.	
Reporting Parameter Group	See page 174.	
Reporting Period	The Diagnostic Report shows data from a specific time period. You can use either a marking period that has been set up by a district administrator/school administrator for your school, or you can set your own range by choosing a starting and ending date.	
Test Type ENTERPRISE	Use this option to choose which type of test you want to create the report for: Enterprise , Algebra , or Geometry (see page 194). Note: If Algebra or Geometry is chosen, Grade Equivalent (GE), Percentile Rank (PR), and Normal Curve Equivalent (NCE) scores will not be shown on the report, and the Benchmark, Use Trend Score, and Show Grade Equivalent options will not be available.	
Benchmark ENTERPRISE	Use this option to see where a student’s Scaled Score (SS) stands in relation to a particular benchmark: school, district, or state (see page 56). Note: If Algebra or Geometry is chosen for the Test Type option, the Benchmark option will not be available.	
Use Trend Score ENTERPRISE	Choose whether to use the trend score (see page 101) or the student’s actual Scaled Score from the most recent test to determine the student’s suggested skills. Note: If Algebra or Geometry is chosen for the Test Type option, the Use Trend Score option will not be available.	
Show Grade Equivalent	Use this option to choose whether to show each student’s GE score on the report. The GE score may be capped on this report. See the score description on page 175 and the <i>STAR Math Technical Manual</i> for more information. Note: If Algebra or Geometry is chosen for the Test Type option, the Show Grade Equivalent option will not be available.	
Show Skill Area Scores ENTERPRISE	Use this option to show a student’s skill area scores within each skill area: Numbers and Operations; Algebra; Geometry and Measurement; and Analysis, Probability, and Statistics.	
Show Student ID	Choose whether or not to include student IDs on this report.	
Group By	Choose how to group the information on the report: by class, grade, teacher, or not grouped.	This report uses both the Group By and Sort By options; if a Group By option is chosen, it is applied first on the report.
Sort By	Choose how to sort information on the report: by students’ last names or by their student IDs.	
Print Report Options	Use this option to print a list of the options you’ve chosen on the report. If you decide to run the report again at a later date, you can refer to this list of options to make sure you’re using the same ones.	

6. Click **View Report** when you have finished choosing options.
7. STAR Math will generate the report. When it’s ready, the report will open in a browser window or a separate window.



If it opens in a browser window, to save or print it, use the Adobe Reader buttons. If you try to use the browser's print function instead, only the top of the page will print. (In Adobe Reader X or XI, the Adobe Reader buttons may be hidden until you move the mouse over the document or press **F8**.)

Growth Report

Who Can Do This?

- District Administrators
- District Staff
- School Administrators
- School Staff
- Teachers

Learn more about capabilities on page 195.



Not every student enrolled in a STAR Math class will have an SGP score that can be included on this report. For example, following expert recommendations, extremely high or low scores are not used to calculate SGPs, which may cause a student to have no usable scores for the purposes of this report. (For more information, on the Home page, click **Resources under STAR Math, then click **Student Growth Percentiles (SGP)**.)**

This report shows the test results for the students you've selected and measures their progress between two testing sessions. You can use this report to evaluate your students' improvement during the year or over many years.

The report includes each student's name, class, teacher, test date, grade placement, the type of test taken, Scaled Score (SS), Grade Equivalent (GE), Percentile Rank (PR), Student Growth Percentile (SGP), and Normal Curve Equivalent (NCE) for the pretest and posttest, as well as the mean pretest and posttest scores for the entire group of students.

Notes on the Growth Report:

- Only students with more than one test appear on this report.
- If a student takes two tests on the same day, only the last one will appear on this report.
- Although kindergarteners can take STAR Math tests, data for kindergarteners has not been norm-referenced. Therefore, on this report, no values will be shown for Percentile Rank (PR), Student Growth Percentile (SGP), and/or Normal Curve Equivalents (NCE) for kindergarteners.
- The report will indicate if any students took a test using extended time limits with a footnote explanation.
- The teacher shown on the report is the latest teacher assigned to the class, not necessarily the teacher of the class at the time the student took the tests.

To print the report:

1. Go to the Home page.
2. Under STAR Math, click **Reports**.
3. Select your school from the **School** drop-down list, if necessary.
4. Click **Growth** on the Select Report page.
5. Select the options you want to customize for this report on the Report Options page.

When you customize this report, you can choose these options:

Option	Description
Select Students	Use the drop-down list to choose All Classes , a specific class, or click Students, Classes , or Groups to choose specific students, classes, or groups. See page 111. <ul style="list-style-type: none"> • "Groups" refers to groups of students that have been created specifically for reporting purposes; see page 87. • If a teacher chooses to select by Groups, all students in the selected group will appear on the report, even if they are not enrolled in one of that teacher's classes. (This is a capability that can be changed; see the <i>Renaissance Place Software Manual</i> for more information.)
Reporting Parameter Group	See page 174.

Option	Description
Pretest Reporting Period	<p>The Growth Report shows data changes across two specific time periods: a pretest reporting period and a posttest reporting period.</p> <p>For each reporting period, you can use the entire school year, a marking period that has been set up by a district administrator/school administrator for your school or an SGP window (see page 177), or you can set your own range by choosing a starting and ending date.</p> <ul style="list-style-type: none"> • Date ranges for pretest and posttest reporting periods cannot overlap.
Posttest Reporting Period	
Test Type ENTERPRISE	<p>Use this option to choose which type of test you want to create the report for: Enterprise, Enterprise and Non-Enterprise, Algebra, or Geometry (see page 194).</p> <p>Note: If Algebra or Geometry is chosen, Grade Equivalent (GE), Percentile Rank (PR), and Normal Curve Equivalent (NCE) scores will not be shown on the report.</p>
Summary Only	<p>Use this option to make the data in the report more manageable by only showing a concise summary of it.</p> <ul style="list-style-type: none"> • If Yes is chosen for this option, the Sort By option will not be available.
Show Grade Equivalent	<p>Use this option to choose whether to show each student's GE score on the report.</p> <p>The GE score may be capped on this report. See the score description on page 175 and the <i>STAR Math Technical Manual</i> for more information.</p>
Group By	<p>This report uses both the Group By and Sort By options; if a Group By option is chosen, it is applied first on the report.</p>
Sort By	
Page Break	Use this option to have the information for each selected set print on a separate page.
Print Report Options	Use this option to print a list of the options you've chosen on the report. If you decide to run the report again at a later date, you can refer to this list of options to make sure you're using the same ones.

6. Click **View Report** when you have finished choosing options.

7. STAR Math will generate the report. When it's ready, the report will open in a browser window or a separate window.

If it opens in a browser window, to save or print it, use the Adobe Reader buttons. If you try to use the browser's print function instead, only the top of the page will print. (In Adobe Reader X or XI, the Adobe Reader buttons may be hidden until you move the mouse over the document or press **F8**.)

Growth Proficiency Chart **ENTERPRISE**

Who Can Do This?

- District Administrators
- District Staff
- School Administrators
- School Staff
- Teachers

Learn more about capabilities on page 195.



To view the Growth Proficiency Chart,

you must be using one of the following web browsers:

- **Windows:** Internet Explorer 9+ or Firefox 11+.
- **Macintosh:** Safari 5+ or Firefox 11+. You can also view the chart on an iPad® running iOS 5+.

The Growth Proficiency Chart is a dynamic scatterplot chart that provides a customizable comparison of how specific schools, classes, and students are performing in STAR Math Enterprise based on their Student Growth Percentile (SGP) and their proficiency in relation to a particular benchmark.

Your user group determines what information is shown in the “default” view and what options are available for drilling down further into the data.

Notes on the Growth Proficiency Chart:

- You must be working in the current school year to use this chart: it cannot be used to examine test data in prior school years.
- This chart cannot be used until there are test scores available in at least two of the SGP windows (see page 177).
- To be included in the calculations for this chart, a student needs to have tested in both of the selected SGP windows and the two scores from those tests must be able to generate a valid SGP value.
 - If a student takes more than one STAR Math Enterprise test on the same day, the score from the last test taken that day will be used.
 - Students enrolled in multiple schools or classes will be counted multiple times if their scores meet the SGP window criteria.

There are two ways to access the Growth Proficiency Chart; use whichever method you prefer, then go to the page listed for your user group:

Method 1—From the STAR Math Reports Page

- a. Go to the Home page.
- b. Under STAR Math Enterprise, click **Reports**.
- c. Select your school from the **School** drop-down list, if necessary.
- d. Click **Growth Proficiency Chart** on the Select Report page.

Method 2—From the STAR Math Enterprise Home Page

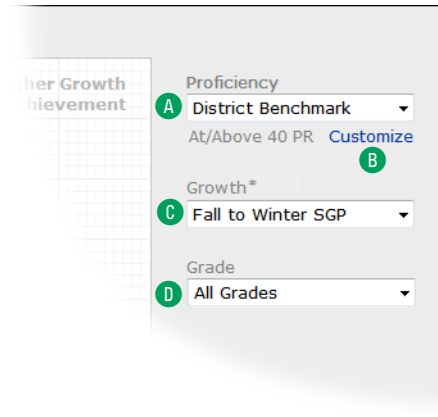
- a. Go to the Home page.
- b. Under STAR Math Enterprise, click **Enterprise Home**.
- c. Select your school from the **School** drop-down list, if necessary.
- d. Click **Growth Proficiency Chart** **A** in the Enterprise Reports section of the Enterprise Home page.




- District administrators and district staff: go to page 121
- School administrators and school staff: go to page 127
- Teachers: go to page 133

Growth Proficiency Chart: District Administrators and District Staff

When you initially view the chart, the following default information is shown in the upper-right corner:



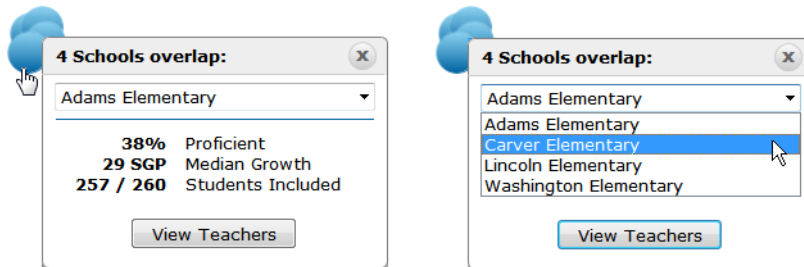
- **A** Proficiency is achieved when students reach a benchmark. The district benchmark is the default (see page 56); the minimum proficiency level for that benchmark is shown below the **Proficiency** drop-down list.
 - You can edit the district benchmark by clicking **Customize** **B** (see page 66).
 - If there is a linking study between STAR Math Enterprise and your state benchmark, you can select the state benchmark from the **Proficiency** drop-down list. (If there is no linking study for your state, there will not be a drop-down list.)
 - Although you cannot change a state benchmark, you can view it by clicking **View** under the drop-down list once the state benchmark has been chosen (the **Customize** **B** link will change to **View**).
 - If the state benchmark is chosen, and you subsequently choose a grade (see **D**) *without* any values assigned to it, you will be prompted to click **View** and enter estimated values for the non-linked grade (see page 71).
- **C** Growth is determined by the change in test scores from one SGP test window to another (see page 177).
 - **Fall to Winter SGP** is the default test window.
 - Once the Spring SGP window begins (on 4/1), the default changes to **Fall to Spring SGP**, and you can choose **Fall to Winter SGP**, **Winter to Spring SGP**, or **Fall to Spring SGP** from the **Growth** drop-down list.
- **D** Initially, data for all grades in all schools in the district is shown. Use the **Grade** drop-down list to limit the data to a single grade.
 - Only grades that have STAR Math Enterprise classes will be in the list. **All Grades** will show all grades in the district that have STAR Math Enterprise classes.
 - **All Grades** includes all students who have tested in both SGP windows. Picking a single grade includes only students in that particular grade who have tested in both SGP windows.

 **The calendar dates for the SGP windows can be changed from their defaults to an alternate set of dates by a district administrator (see page 182).**

From this initial (district) view, you can drill down deeper into the data (see the following sections and the diagram on page 126). At *any* time while viewing the Growth Proficiency Chart:

- You can choose a different benchmark **A**, test window **C**, or grade **D**. The chart will automatically update based on the choices you make.
- If any of the circles (which may represent a school, teacher, class, or student) overlap so that you cannot hover over a specific circle, the top of the pop-up window

that opens will change to a drop-down list of all the overlapping items. You can make your choice from this list.




Click **Done** when you are finished with the chart.

District View

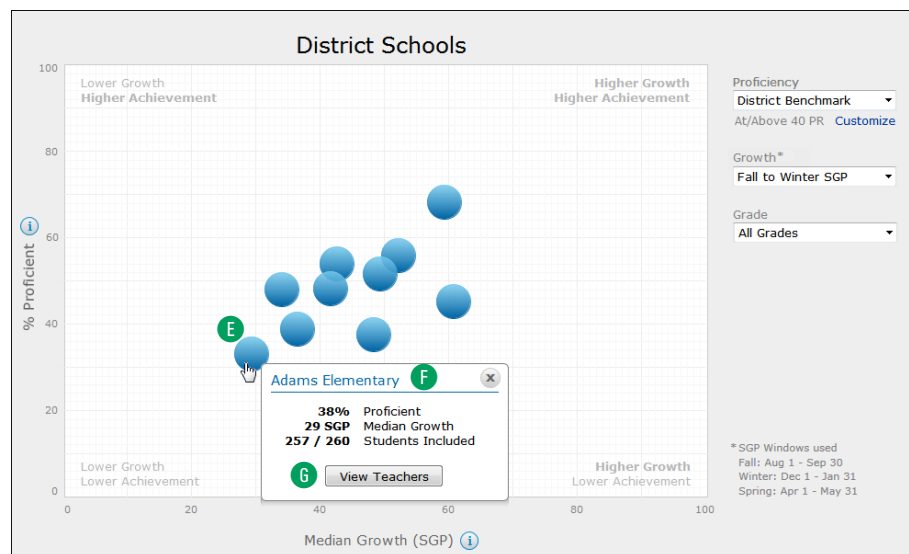
Each of the blue circles on the chart **E** represents a single school in the district. Hover the mouse over one of the circles to open a pop-up window with a school's name **F** and the following values:

- **Proficient:** Percentage of students in that school who are achieving the minimum proficiency level, as determined by the benchmark.
- **Median Growth:** The median (middle) value of the SGP scores for all students in that school.
- **Students Included:** The number before the slash is the number of students whose scores were used to create this chart; the number afterwards is the total number of students in the group.

Click **View Teachers** in the pop-up window **G** to change to the teacher view (allowing you to view data for all STAR Math Enterprise teachers at the chosen school; see page 123).

 **Not every student enrolled in a STAR Math Enterprise class will have a test score that can be used on this chart. For example:**

- If you've chosen **Winter to Spring SGP** for the Growth option and a student hasn't taken a STAR Math Enterprise test during that test window, that student would not have a usable test score for the purposes of this chart.
- Following expert recommendations, extremely high or low scores are not used to calculate SGPs, which may cause a student to have no usable scores for the purposes of this chart. (For more information, on the Home page, click **Resources** under STAR Math, then click **Student Growth Percentiles (SGP)**.)

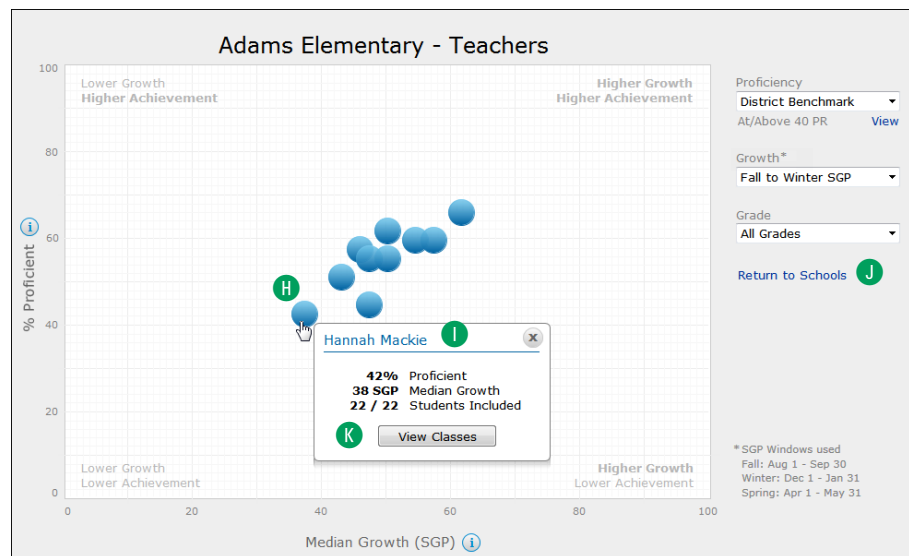


Teacher View

Each of the blue circles on the chart **H** represents a teacher at the chosen school who is assigned to a STAR Math Enterprise class. Hover the mouse over one of the circles to open a pop-up window with a teacher's name **I** and the following values:

- **Proficient, Median Growth and Students Included:** These values are calculated the same way as they are in the district view (see page 122), but now the data is limited to students of the chosen teacher at the school.
- A **Return to Schools** link is added below the **Grade** drop-down list **J**. Click it to return to the district view, where all the schools in the district are shown (see page 122).

Click **View Classes** in the pop-up window **K** to change to the class view (allowing you to view data for all STAR Math Enterprise classes taught by the chosen teacher at that school; see below).

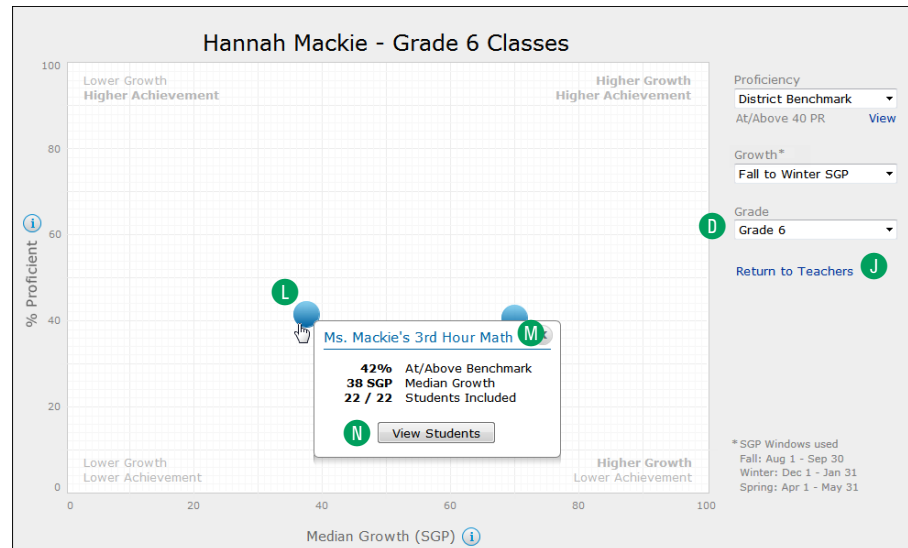


Class View

- Each of the blue circles on the chart **L** represents a STAR Math Enterprise class taught by the chosen teacher. Hover the mouse over one of the circles to open a pop-up window with the class' name **M** and the following values:
 - **At/Above Benchmark:** The percentage of students in the class who have reached or surpassed the chosen benchmark.
 - **Median Growth and Students Included** are calculated the same way as they were for the district view (see page 122), but now the data is limited to students in the chosen class.
 - In the **Grade** drop-down list **D**, only grades that the teacher has classes in will be listed.

- The **Return to Schools** link is now a **Return to Teachers** link **J**. Click it to return to the teacher view, where all the teachers in the school are shown; see page 123.

Click **View Students** in the pop-up window **N** to change to the student view (allowing you to view data for all students in the chosen STAR Math Enterprise class; see below).



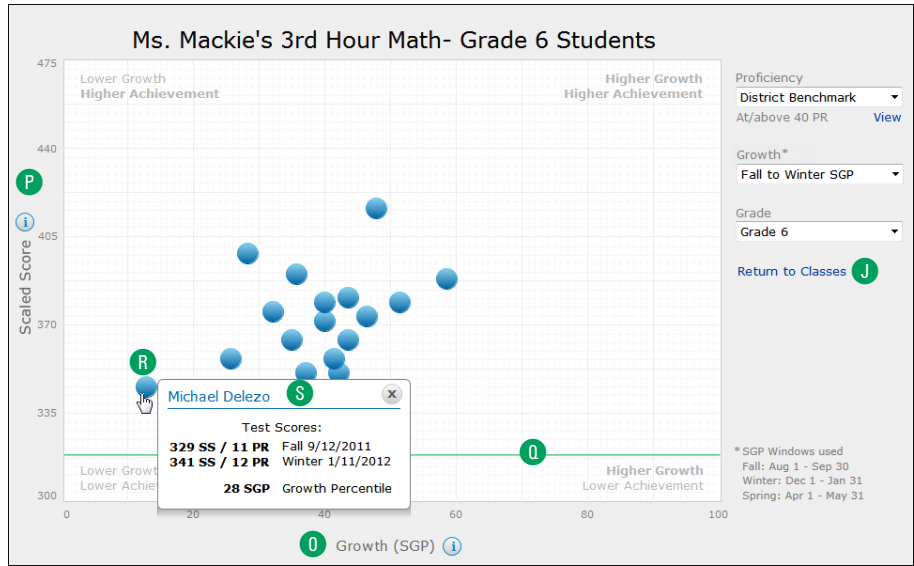
Student View

- In this view, the horizontal axis **O** changes from Median Growth (SGP) to Growth (SGP); the vertical axis **P** changes from % Proficient to Scaled Score.
- The benchmark is indicated by a green horizontal line **Q**; students below this line are not reaching the selected benchmark.

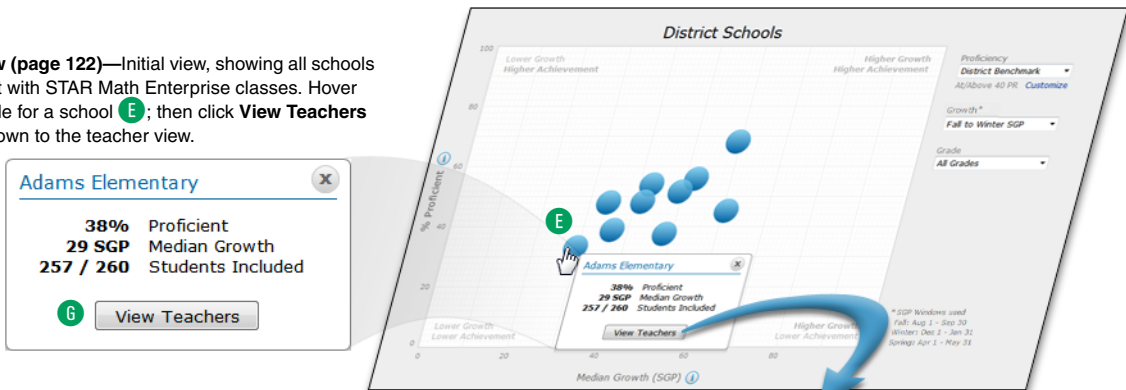
Each of the blue circles on the chart **R** represents a student in the chosen STAR Math Enterprise class.

Hover the mouse over one of the circles to open a pop-up window with the student's name **S** and the student's Scaled Score and Percentile Rank within each SGP test window the student has tested in, and the student's SGP.

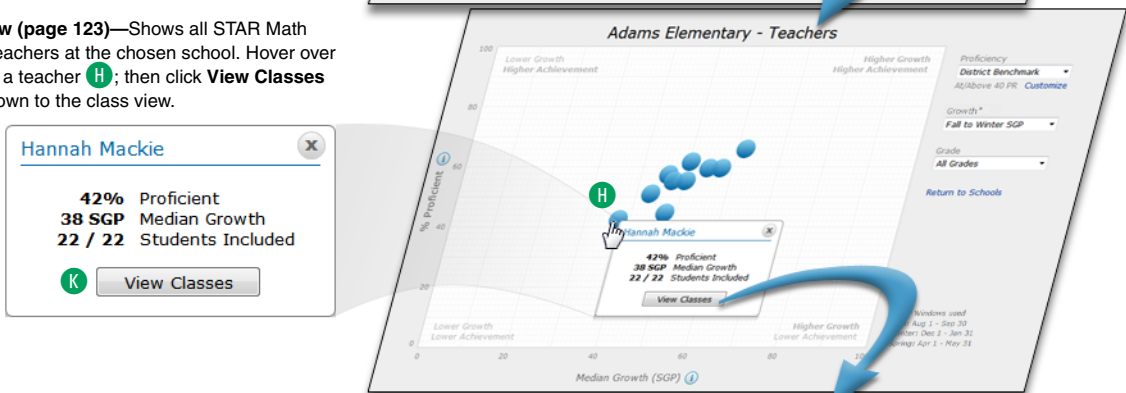
The **Return to Teachers** link is now a **Return to Classes** link **J**. Click it to return to the class view, where all of a teacher's classes in the school can be seen (see page 123).



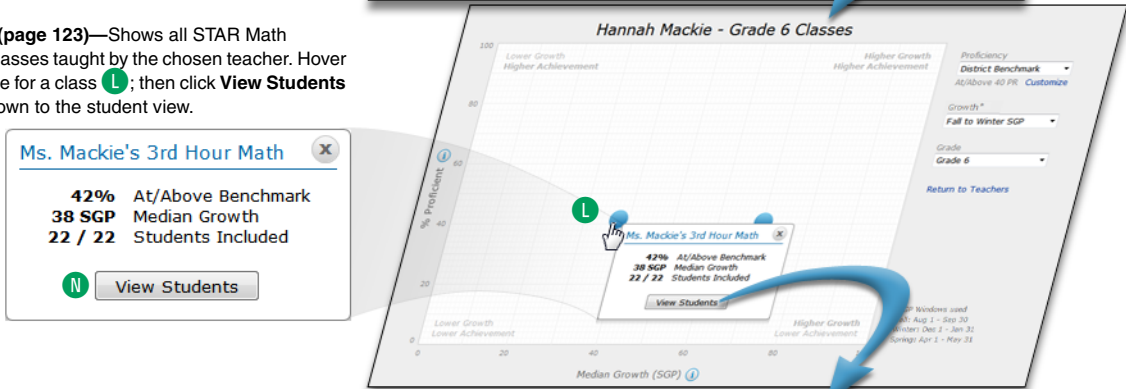
District view (page 122)—Initial view, showing all schools in the district with STAR Math Enterprise classes. Hover over the circle for a school **E**; then click **View Teachers** **G** to drill down to the teacher view.



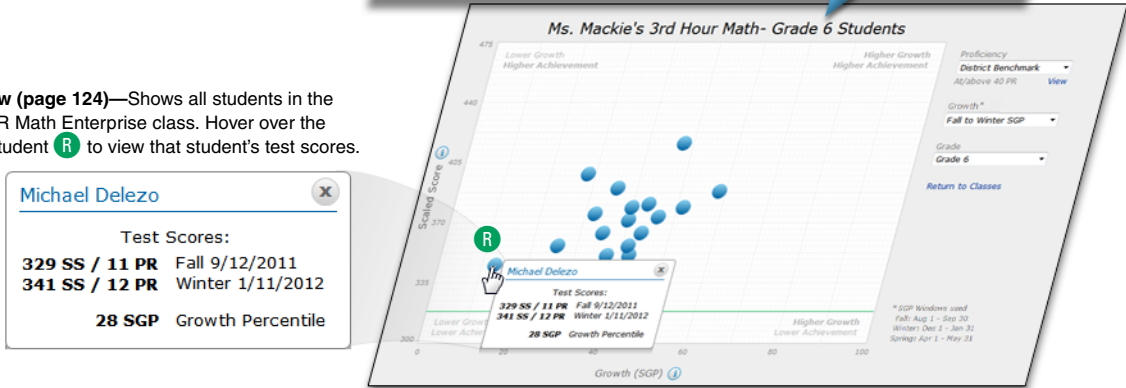
Teacher view (page 123)—Shows all STAR Math Enterprise teachers at the chosen school. Hover over the circle for a teacher **H**; then click **View Classes** **K** to drill down to the class view.



Class view (page 123)—Shows all STAR Math Enterprise classes taught by the chosen teacher. Hover over the circle for a class **L**; then click **View Students** **N** to drill down to the student view.

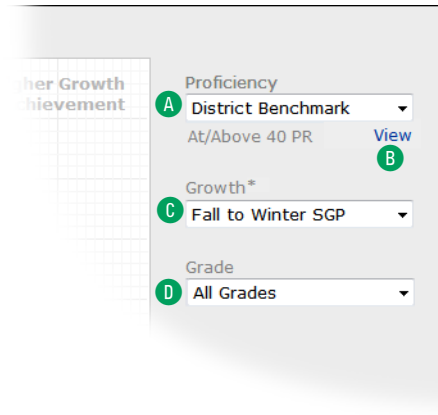


Student view (page 124)—Shows all students in the chosen STAR Math Enterprise class. Hover over the circle for a student **R** to view that student's test scores.




Growth Proficiency Chart: School Administrators and School Staff

When you initially view the chart, the following default information is shown in the upper-right corner:



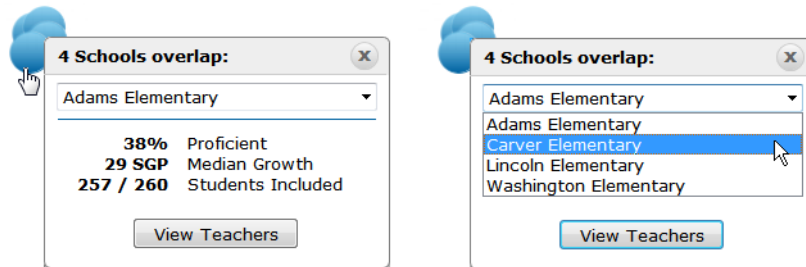
- **A** Proficiency is achieved when students reach a benchmark. The district benchmark is the default (see page 56); the minimum proficiency level for that benchmark is shown below the **Proficiency** drop-down list.
 - You can view the chosen benchmark by clicking **View** **B** (see page 57).
 - If there is a linking study between STAR Math Enterprise and your state benchmark, you can select the state benchmark from the **Proficiency** drop-down list. (If there is no linking study for your state, there will not be a drop-down list.)
 - Although you cannot change a state benchmark, you can view it by clicking **View** under the drop-down list once the state benchmark has been chosen.
 - If the state benchmark is chosen, and you subsequently choose a grade (see **D**) *without* any values assigned to it, you will be prompted to talk to your district administrator about having estimated values for the non-linked grade(s) entered (see page 71).
- **C** Growth is determined by the change in test scores from one SGP test window to another (see page 177).
 - **Fall to Winter SGP** is the default test window.
 - Once the Spring SGP window begins (on 4/1), the default changes to **Fall to Spring SGP**, and you can choose **Fall to Winter SGP**, **Winter to Spring SGP**, or **Fall to Spring SGP** from the **Growth** drop-down list.
- **D** Initially, data for all grades in your school are shown. Use the **Grade** drop-down list to limit the data to a single grade.
 - Only grades that have STAR Math Enterprise classes will be in the list. **All Grades** will show all grades in the school that have STAR Math Enterprise classes.
 - **All Grades** includes all students who have tested in both SGP windows. Picking a single grade includes only students in that particular grade who have tested in both SGP windows.

 **The calendar dates for the SGP windows** can be changed from their defaults to an alternate set of dates by a district administrator (see page 182).

From this initial view, you can drill down deeper into the data (see the following sections and the diagram on page 132). At *any* time while viewing the Growth Proficiency Chart:

- You can choose a different benchmark **A**, test window **C**, or grade **D**. The chart will automatically update based on the choices you make.
- If any of the circles (which may represent a teacher, class, or student) overlap so that you cannot hover over a specific circle, the top of the pop-up window that opens

will change to a drop-down list of all the overlapping items. You can make your choice from this list.



Click **Done** when you are finished with the chart.

School View

The blue circle on the chart **E** represents your school. Hover the mouse over the circle to open a pop-up window with the school's name **F** and the following values:

- **Proficient:** Percentage of students in the school who are achieving the minimum proficiency level, as determined by the benchmark.
- **Median Growth:** The median (middle) value of the SGP scores for all students in the school.
- **Students Included:** The number before the slash is the number of students whose scores were used to create this chart; the number afterwards is the total number of students in the group.

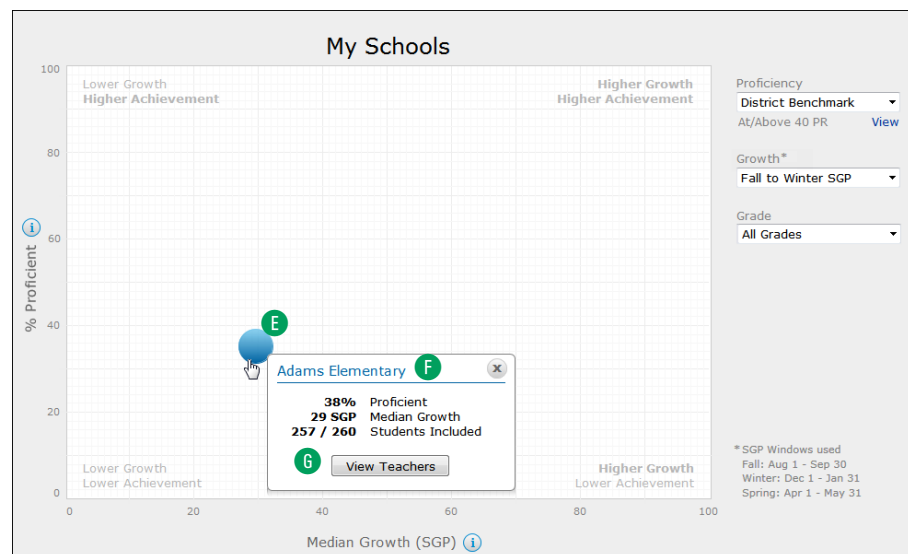
Click **View Teachers** in the pop-up window **G** to change to the teacher view (allowing you to view data for all STAR Math Enterprise teachers in the school; see page 129).



Not every student enrolled in a STAR Math Enterprise

class will have a test score that can be used on this chart. For example:

- If you've chosen **Winter to Spring SGP** for the Growth option and a student hasn't taken a STAR Math Enterprise test during that test window, that student would not have a usable test score for the purposes of this chart.
- Following expert recommendations, extremely high or low scores are not used to calculate SGPs, which may cause a student to have no usable scores for the purposes of this chart. (For more information, on the Home page, click **Resources** under STAR Math, then click **Student Growth Percentiles (SGP).**)

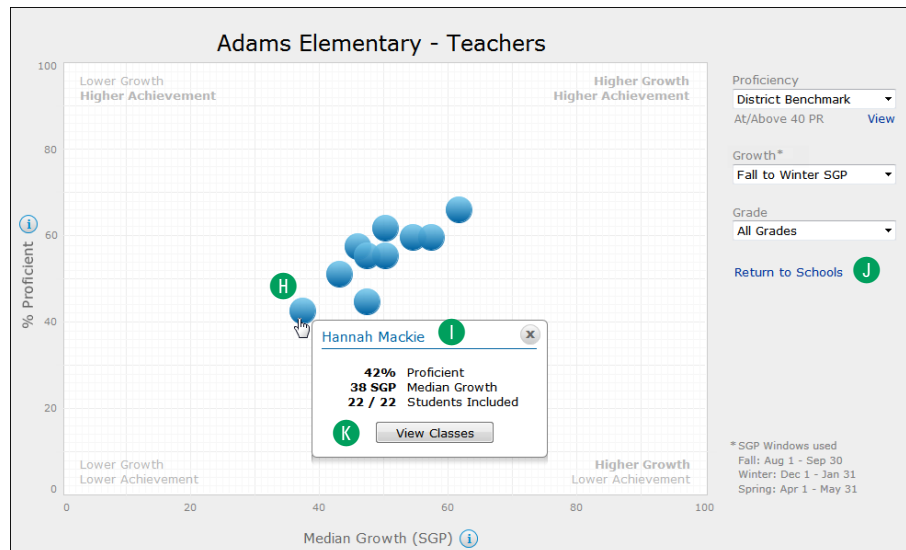


Teacher View

Each of the blue circles on the chart **H** represents a teacher at the school who is assigned to a STAR Math Enterprise class. Hover the mouse over one of the circles to open a pop-up window with a teacher's name **I** and the following values:

- **Proficient, Median Growth and Students Included:** These values are calculated the same way as they are in the school view (see page 128), but now the data is limited to students of the chosen teacher.
- A **Return to Schools** link is added below the **Grade** drop-down list **J**. Click it to return to the school view (see page 128).

Click **View Classes** in the pop-up window **K** to change to the class view (allowing you to view data for all STAR Math Enterprise classes taught by the chosen teacher at the school; see below).

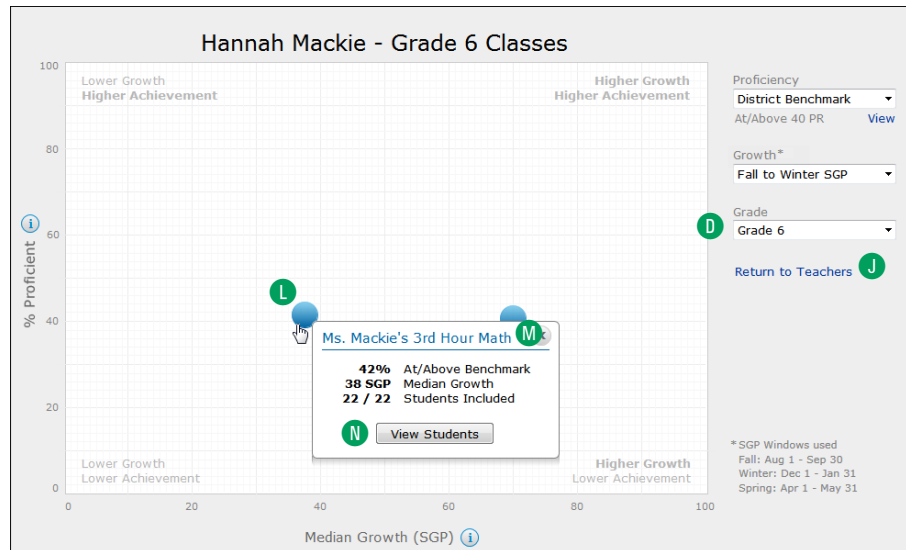


Class View

- Each of the blue circles on the chart **L** represents a STAR Math Enterprise class taught by the chosen teacher. Hover the mouse over one of the circles to open a pop-up window with the class' name **M** and the following values:
 - **At/Above Benchmark:** The percentage of students in the class who have reached or surpassed the chosen benchmark.
 - **Median Growth and Students Included** are calculated the same way as they were for the school view (see page 128), but now the data is limited to students in the chosen class.
 - In the **Grade** drop-down list **D**, only grades that the teacher has classes in will be listed.

- The **Return to Schools** link is now a **Return to Teachers** link **J**. Click it to return to the teacher view, where all the teachers in the school are shown; see page 129.

Click **View Students** in the pop-up window **N** to change to the student view (allowing you to view data for all students in the chosen STAR Math Enterprise class; see below).



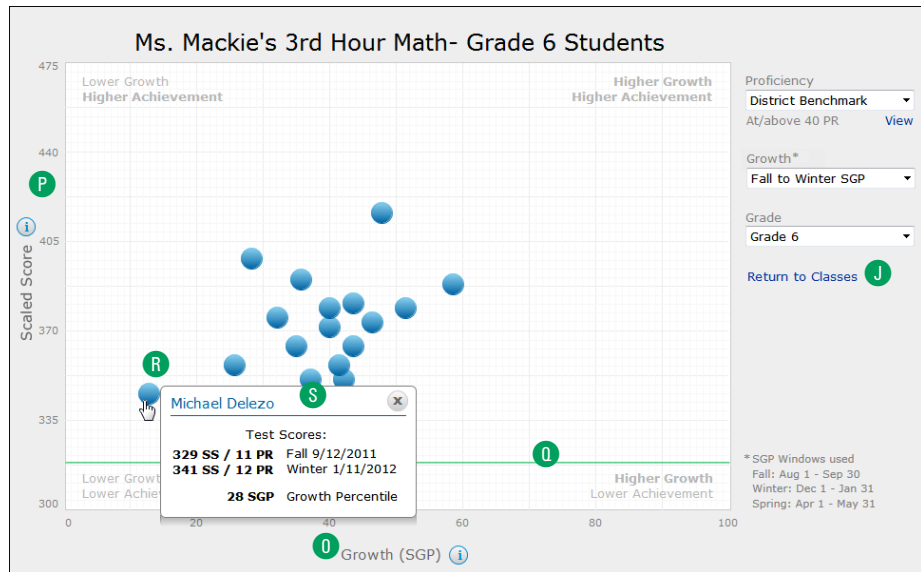
Student View

- In this view, the horizontal axis **O** changes from Median Growth (SGP) to Growth (SGP); the vertical axis **P** changes from % Proficient to Scaled Score.
- The benchmark is indicated by a green horizontal line **Q**; students below this line are not reaching the selected benchmark.

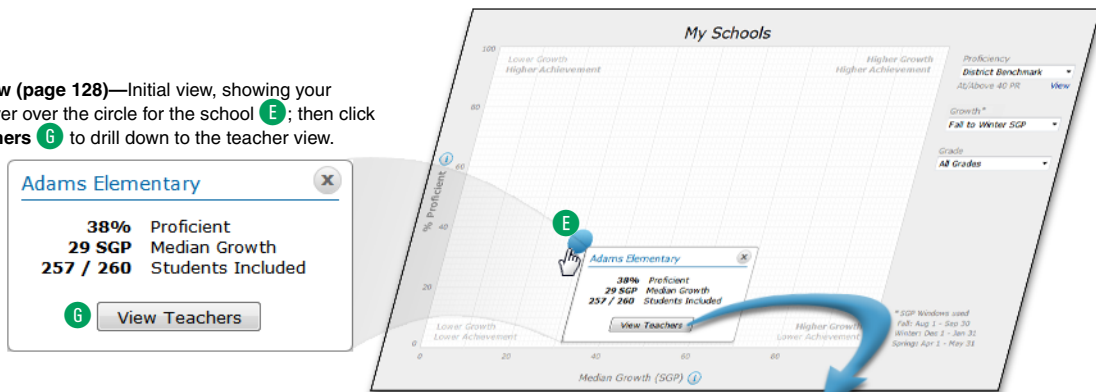
Each of the blue circles on the chart **R** represents a student in the chosen STAR Math Enterprise class.

Hover the mouse over one of the circles to open a pop-up window with the student's name **S** and the student's Scaled Score and Percentile Rank within each SGP test window the student has tested in, and the student's SGP.

The **Return to Teachers** link is now a **Return to Classes** link **J**. Click it to return to the class view, where all the teachers in the school can be seen (see page 129).



School view (page 128)—Initial view, showing your school. Hover over the circle for the school **E**; then click **View Teachers G** to drill down to the teacher view.

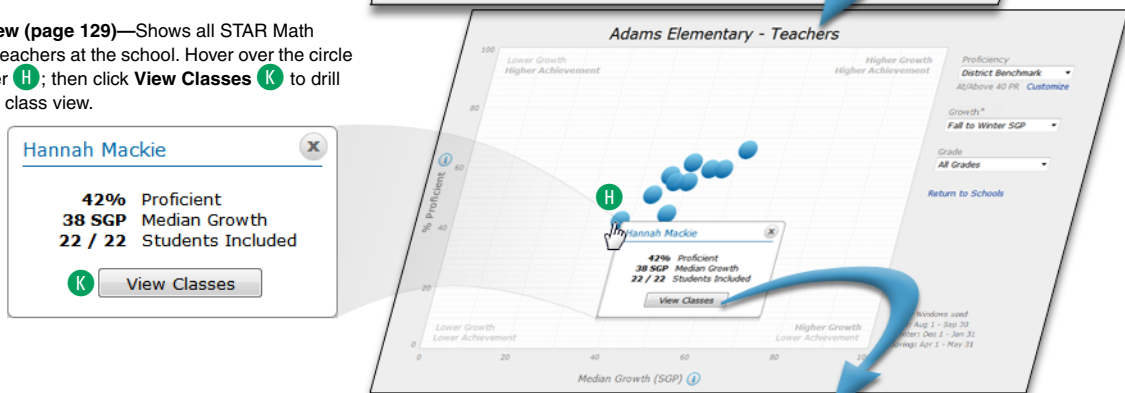


Adams Elementary

38% Proficient
29 SGP Median Growth
257 / 260 Students Included

G View Teachers

Teacher view (page 129)—Shows all STAR Math Enterprise teachers at the school. Hover over the circle for a teacher **H**; then click **View Classes K** to drill down to the class view.

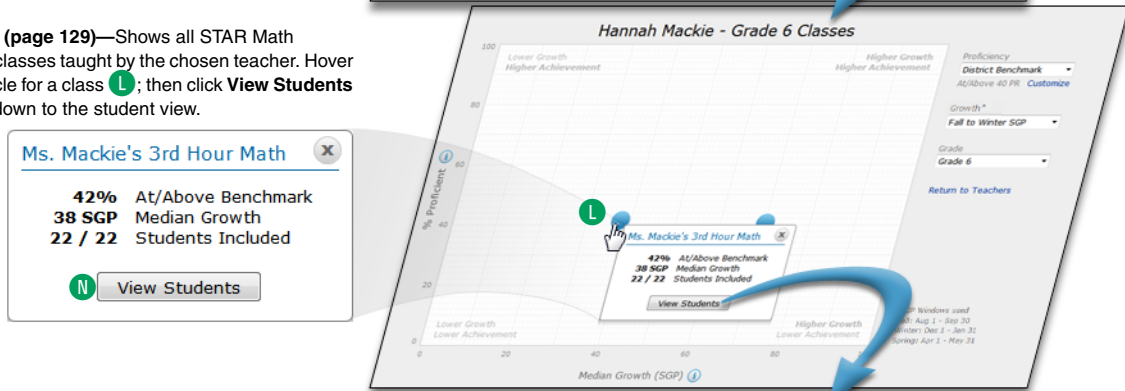


Hannah Mackie

42% Proficient
38 SGP Median Growth
22 / 22 Students Included

K View Classes

Class view (page 129)—Shows all STAR Math Enterprise classes taught by the chosen teacher. Hover over the circle for a class **L**; then click **View Students N** to drill down to the student view.

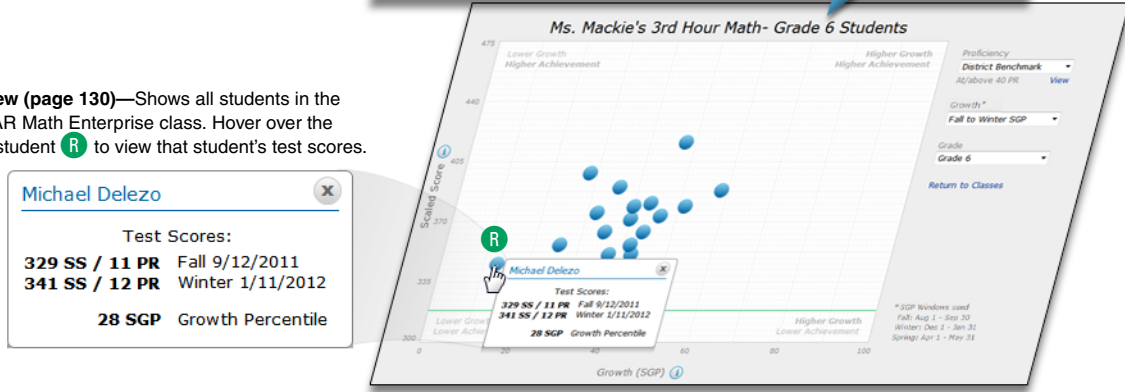


Ms. Mackie's 3rd Hour Math

42% At/Above Benchmark
38 SGP Median Growth
22 / 22 Students Included

N View Students

Student view (page 130)—Shows all students in the chosen STAR Math Enterprise class. Hover over the circle for a student **R** to view that student's test scores.

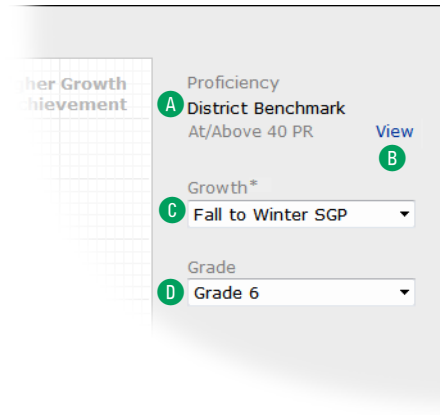


Michael Delezo

Test Scores:
329 SS / 11 PR Fall 9/12/2011
341 SS / 12 PR Winter 1/11/2012
28 SGP Growth Percentile

Growth Proficiency Chart: Teachers

When you initially view the chart, the following default information is shown in the upper-right corner:



- **A** Proficiency is achieved when students reach a benchmark (see page 56). The benchmark (chosen by the district administrator) is shown here: either the district benchmark (which is the default) or the state benchmark (if a linking study has been completed for your state). The minimum proficiency level for the chosen benchmark is shown beneath it.
 - You can view the benchmark by clicking **View** **B**.
 - If the state benchmark has been chosen, and you subsequently choose a grade (see **D**) *without* any values assigned to it, you will be prompted to talk to your district administrator about having estimated values for the non-linked grade(s) entered (see page 71).
- **C** Growth is determined by the change in test scores from one SGP test window to another (see page 177).
 - **Fall to Winter SGP** is the default test window.
 - Once the Spring SGP window begins (on 4/1), the default changes to **Fall to Spring SGP**, and you can choose **Fall to Winter SGP**, **Winter to Spring SGP**, or **Fall to Spring SGP** from the **Growth** drop-down list.
- **D** Initially, data for all grades that you teach STAR Math Enterprise classes in is shown. Use the **Grade** drop-down list to limit the data to a single grade.
 - If you only teach STAR Math Enterprise classes for one grade, there will not be a drop-down list.

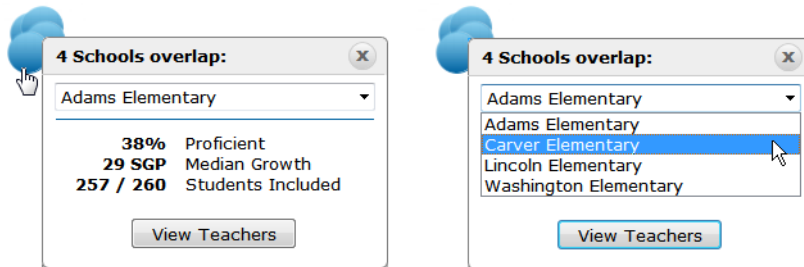


The calendar dates for the SGP windows can be changed from their defaults to an alternate set of dates by a district administrator (see page 182).

From this initial view, you can drill down deeper into the data (see the following sections and the diagram on page 136). At *any* time while viewing the Growth Proficiency Chart:

- You can choose a different test window **C** or grade **D**. The chart will automatically update based on the choices you make.
- If any of the circles (which may represent a class or a student) overlap so that you cannot hover over a specific circle, the top of the pop-up window that opens will

change to a drop-down list of all the overlapping items. You can make your choice from this list.




Click **Done** when you are finished with the chart.

My Classes View

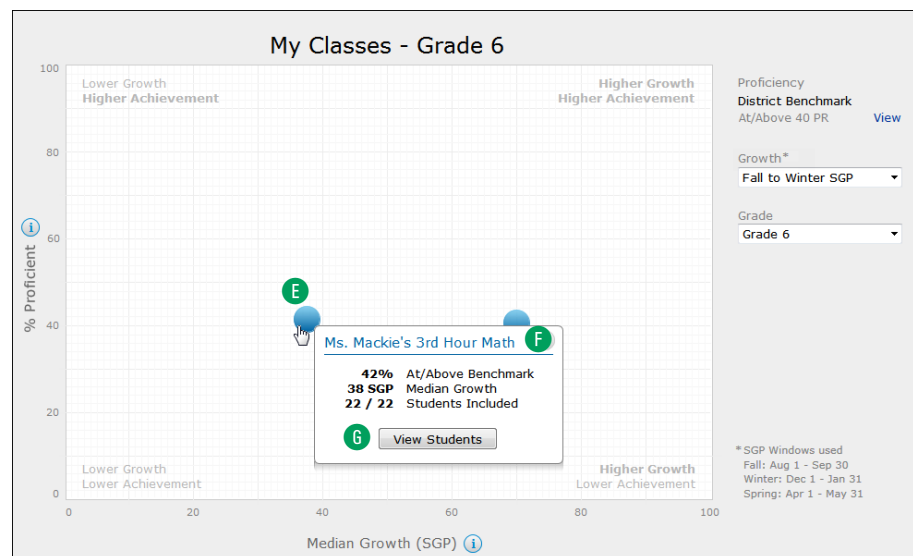
Each blue circle on the chart **E** represents one of your STAR Math Enterprise classes. Hover the mouse over the circle to open a pop-up window with the class name **F** and the following values:

- **At/Above Benchmark:** The percentage of students in the class who have reached or surpassed the chosen benchmark.
- **Median Growth:** The median (middle) value of the SGP scores for all students in the class.
- **Students Included:** The number before the slash is the number of students whose scores were used to create this chart; the number afterwards is the total number of students in the group.

Click **View Students** in the pop-up window **G** to change to the student view (allowing you to view data for all students in the chosen STAR Math Enterprise class; see page 135).

 **Not every student enrolled in a STAR Math Enterprise class will have a test score that can be used on this chart. For example:**

- If you've chosen **Winter to Spring SGP** for the Growth option and a student hasn't taken a STAR Math Enterprise test during that test window, that student would not have a usable test score for the purposes of this chart.
- Following expert recommendations, extremely high or low scores are not used to calculate SGPs, which may cause a student to have no usable scores for the purposes of this chart. (For more information, on the Home page, click **Resources** under STAR Math, then click **Student Growth Percentiles (SGP)**.)



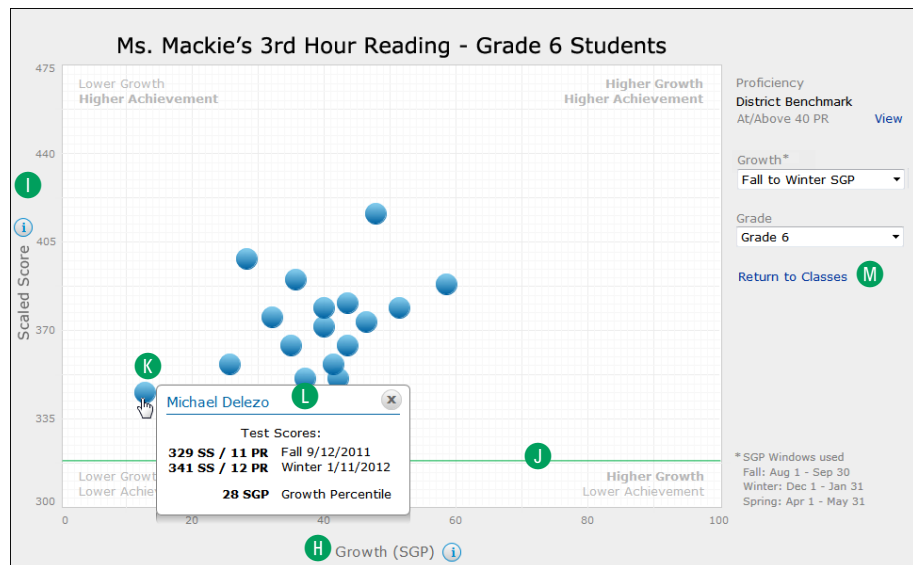
Student View

- In this view, the horizontal axis **H** changes from Median Growth (SGP) to Growth (SGP); the vertical axis **I** changes from % Proficient to Scaled Score.
- The benchmark is indicated by a green horizontal line **J**; students below this line are not reaching the selected benchmark.

Each of the blue circles on the chart **K** represents a student in the chosen STAR Math Enterprise class.

Hover the mouse over one of the circles to open a pop-up window with the student's name **L** and the student's Scaled Score and Percentile Rank within each SGP test window the student has tested in, and the student's SGP.

A **Return to Classes** link is added below the **Grade** drop-down list **M**. Click it to return to the class view (see page 134).

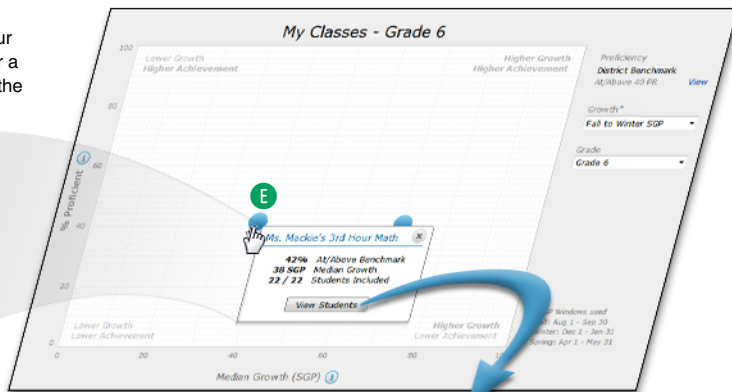


My Classes view (page 134)—Initial view, showing your STAR Math Enterprise classes. Hover over the circle for a class **E**; then click **View Students** **G** to drill down to the student view.

Ms. Mackie's 3rd Hour Math ✕

42% At/Above Benchmark
38 SGP Median Growth
22 / 22 Students Included

G View Students



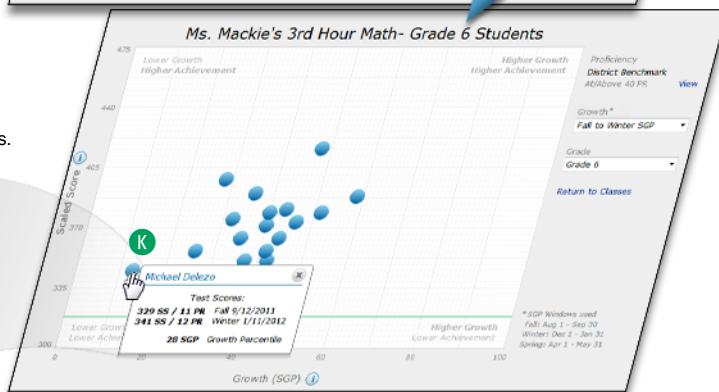
Student view (page 135)—Shows all students in the chosen STAR Math Enterprise class. Hover over the circle for a student **K** to view that student's test scores.

Michael Delezo ✕

Test Scores:

329 SS / 11 PR Fall 9/12/2011
341 SS / 12 PR Winter 1/11/2012

28 SGP Growth Percentile



Instructional Planning Report - Class ENTERPRISE

Who Can Do This?

- District Administrators
- District Staff
- School Administrators
- School Staff
- Teachers

Learn more about capabilities on page 195.

This report provides teachers with a list of suggested skills students may be ready to learn for class or group instruction based on the most recent STAR Math Enterprise assessment. (The Instructional Planning - Student Report does this for individual students.)

Notes on the Instructional Planning Report - Class:

- If no classes or groups (see page 87) have been set up yet, you will not be able to print an Instructional Planning - Class Report.
- This report only includes STAR Math Enterprise tests, *not* STAR Math tests.

Printing this report is a two-stage process:

- In the first stage (step 1), you choose some preliminary options to select the data that will be used in the actual report. You will be given an opportunity to preview the report with the selected data, and you can change the selection before proceeding.
- In the second stage (step 2), you choose additional options which determine how the data will be arranged in the report.

The procedure for printing this report starts on the Instructional Report Groupings page. There are two ways to reach that page (use whichever method you prefer, then go to step 1 on page 138):

Method 1—From the STAR Math Reports Page

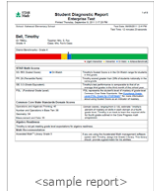
- a. Go to the Home page.
- b. Under STAR Math Enterprise, click **Reports**.
- c. Select your school from the **School** drop-down list, if necessary.
- d. Click **Instructional Planning - Class** on the Select Report page.

Method 2—From the STAR Math Enterprise Home Page

- a. Go to the Home page.
- b. Under STAR Math Enterprise, click **Enterprise Home**.
- c. Select your school from the **School** drop-down list, if necessary.
- d. Click **Class A** below “Instructional Planning” in the Enterprise Reports section of the page.

Enterprise Reports

Go to: [Reports](#) | [Consolidated Reports](#)




<sample report>

Diagnostic Report

Presents diagnostic and skill information for an individual student

[Diagnostic Report](#)



<sample report>

Instructional Planning

Provides a list of recommended skills for individualized instruction based on most recent assessment

[Student](#) | [Class A](#)

- The table at the bottom of the Instructional Report Groupings page shows the data that will be used to create the report. You can change the data that will be used by choosing some preliminary options at the top of the page.

STAR Math
Home > Reports > Instructional Planning

Instructional Report Groupings
Group students to plan instruction

School: **North Terra Grade School**
Report: **Instructional Planning - Class Report**
Teacher: Hickman, Amy A

Class or Group: Grade 1 Math, G1M Hickman, 2010 - 2011 B

Benchmark: School Benchmark C Legend D

Testing End Date: 1/24/2011 E (Includes STAR Math Enterprise Test scores up to 30 days before this date)

J I F Update

Cancel Preview Report Next >

Assign students to instructional groups based on their latest test and classroom performance. Skill recommendations will be based on the group median score.

<< Previous G Next >>

Student	Scaled Score / Percentile Rank	Instructional Groups: H 4				
		1	2	3	4	Unassigned
Avila-Sakar, Isabel	670 SS / 68 PR	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>
Cabrera, Jacinta	658 SS / 62 PR	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>
Carson, Manny	625 SS / 42 PR	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>
Huang, Lam	603 SS / 35 PR	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>
Martinez, Lola	565 SS / 25 PR	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>
Massey, Jared	563 SS / 24 PR	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>
O'Neill, Brenda	560 SS / 23 PR	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>
Parker, Randy	501 SS / 9 PR	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>
Robinson, Mitchell	501 SS / 9 PR	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>
Sanders, Jevonte	--*	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>

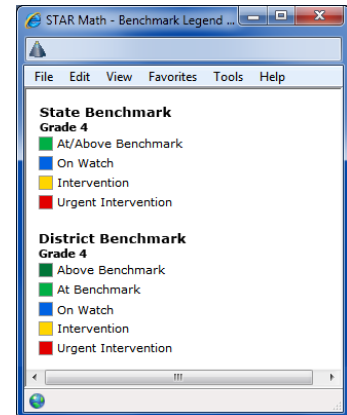
*No STAR Math Enterprise Test data is available in the selected timeframe

Cancel Preview Report Next >

- Use the **Teacher** A and the **Class or Group** drop-down lists B to choose a specific class or group of students you want to show on the report. (See “Groups” on page 87.) This option is similar to the “Select Students or Select Specific Students | Classes | Groups” option on other reports, except that a teacher must be selected first, and the class or group must be one that belongs to that teacher.

The **Teacher** drop-down list is only available to district administrators, district staff, school administrators, and school staff; teachers can only create this report for their own classes.

- b. Use the **Benchmark** drop-down list **C** to choose which benchmark will be used for report calculations: **School Benchmarks**, **District Benchmarks**, or **State Benchmarks** (if there is an existing linking study for your state). Click **Legend** **D** to see a key for the available benchmarks, as shown to the right.



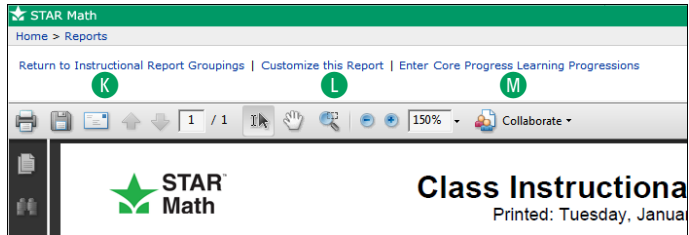
Note: If the State Benchmark is chosen, but some of the students are in a grade that doesn't have a state linking study:

- *None* of the students on the Instructional Report Groupings page will have their Percentile Ranks shown; only the Scaled Scores will be shown.
- Students in the non-linked grades will have no color-coding to indicate which cut score category they belong to (the squares will be white).

Student	Scaled Score / Percentile Rank	Instructional Groups: 4				
		1	2	3	4	Unassigned
Avila-Sakar, Isabel	670 SS	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>
Cabrera, Jacinta	658 SS	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>
Carson, Manny	625 SS	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>
Huang, Lam	603 SS	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>
Martinez, Lola	565 SS	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>
Massey, Jared	563 SS	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>

- c. Enter a testing end date in the field **E**, either by typing one in or using the calendar button. Assessment results on STAR Math Enterprise tests taken between this date and 30 days *prior* to this date will be used when printing this report.
- d. Click **Update** **F** to see how the options you've chosen affect the data in the table at the bottom of the Instructional Report Groupings page.
- If there are more than 50 students in the table, it will be broken to multiple pages; click << **Previous** or **Next** >> above the upper-right corner of the table **G** to move between pages.
 - Initially, the number of Instructional Groups shown **H** will match the number of available benchmarks; use the **Instructional Groups** drop-down list to change the number shown (from 2–5).
 - Students who have no STAR Math Enterprise assessment data for the time period chosen will appear at the bottom of the table.
- e. If you want to, you can see a preview of the report as it would appear with only these preliminary options chosen.
- To skip the preview and begin choosing additional report options, click **Next >** **I** and go to step 2 on page 140.

- To see the preview, click **Preview Report** **J**. The preview version of the report will open:



Click Enter Core Progress Learning Progressions **M** to see definitions, skill prerequisites, and examples to help you with instructional planning.

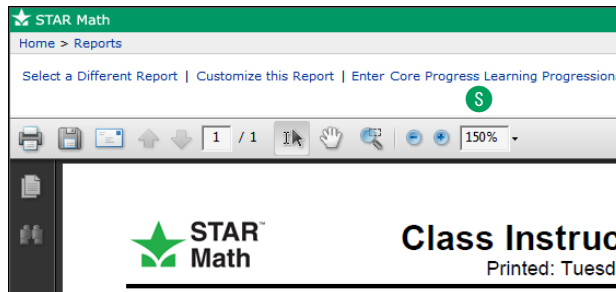
After you've finished looking at the preview of the report, either

- click **Return to Instructional Report Groupings** **K** (to go back and change the preliminary options you've chosen), or
 - click **Customize this Report** **L** to begin choosing additional report options (go on to step 2).
2. Select the options you want to customize for this report on the Report Options page.

Option	Description
Skills to Include Per Math Domain N	<p>For each group of students, choose the number of skills to include per math domain (Numbers and Operations; Algebra; Geometry and Measurement; and Analysis, Probability, and Statistics) on the report.</p> <ul style="list-style-type: none"> The default number is 5 Skills; the range is 0 Skills–20 Skills. If set to 0, that domain will be excluded from the report. Groups made up entirely of students with no test data will not have any skill choices available (such as the Group 3 row in the image above).

Option	Description
Instructional Difficulty 0	<p>The instructional difficulty is the level of challenge reflected in the suggested skills. Check the Adjust instructional difficulty box if you want to fine-tune the skills that will appear on the report that are based on the Core Progress learning progression.</p> <ul style="list-style-type: none"> • If you are adjusting the instructional difficulty, use the drop-down lists P for each group. The default setting is Recommended, but you can choose More Difficult (+1 to +5) or Less Difficult (-1 to -5). “Recommended” represents the first skill for each domain at 50% expected mastery, based on the median Scaled Score. • Changing the instructional difficulty will change the skills associated with each group.
Page Break 0	Use this option to have each group’s information print on a separate page

3. Click **View Report** R when you have finished choosing options.
4. STAR Math will generate the report. When it’s ready, the report will open in a browser window or a separate window.
 If it opens in a browser window, to save or print it, use the Adobe Reader buttons. If you try to use the browser’s print function instead, only the top of the page will print. (In Adobe Reader X or XI, the Adobe Reader buttons may be hidden until you move the mouse over the document or press **F8**.)



- S These options let you select a different report, customize this report again, or enter the Core Progress learning progressions (definitions, skill prerequisites, and examples to help you with instructional planning).

Instructional Planning Report - Student ENTERPRISE

Who Can Do This?

- District Administrators
- District Staff
- School Administrators
- School Staff
- Teachers

Learn more about capabilities on page 195.

This report provides teachers with a list of suggested skills for individual instruction based on a student's most recent STAR Math Enterprise assessment. (The Instructional Planning - Class Report does this for classes or groups.)

Note: This report only includes STAR Math Enterprise tests, *not* STAR Math tests.

The procedure for printing this report starts on the Report Options page. There are two ways to reach that page (use whichever method you prefer, then go to step 1 on page 143):

Method 1—From the STAR Math Reports Page


- a. Go to the Home page.
- b. Under STAR Math Enterprise, click **Reports**.
- c. Select your school from the **School** drop-down list, if necessary.
- d. Click **Instructional Planning - Student** on the Select Report page.

Method 2—From the STAR Math Enterprise Home Page

- a. Go to the Home page.
- b. Under STAR Math Enterprise, click **Enterprise Home**.
- c. Select your school from the **School** drop-down list, if necessary.
- d. Click **Student A** below "Instructional Planning" in the Enterprise Reports section of the page.

Enterprise Reports

Go to: [Reports](#) | [Consolidated Reports](#)

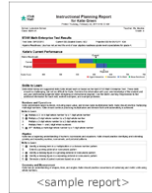


<sample report>

Diagnostic Report

Presents diagnostic and skill information for an individual student

[Diagnostic Report](#)



<sample report>

Instructional Planning

Provides a list of recommended skills for individualized instruction based on most recent assessment

[Student](#) | [Class](#)

A

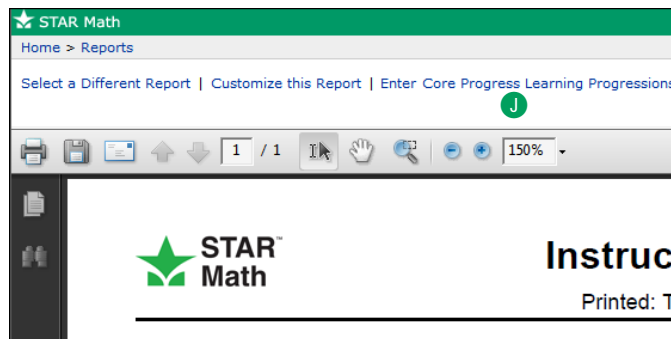
1. Use the Report Options page to select the options you want to customize for this report.

Option	Description
Select Students A	To choose all of the students in a specific class, use the drop-down list. To choose specific students, classes, or groups, click Students , Classes , or Groups . See page 111. <ul style="list-style-type: none"> • “Groups” refers to groups of students that have been created specifically for reporting purposes.
Benchmark B	Choose which benchmark will be used for report calculations: the School Benchmark , the District Benchmark , or “State Benchmark” (if there is an existing linking study for your state). The actual name you see for “State Benchmark” will depend on your state’s name and your state’s standards acronym.
Show Projected Growth C	This option predicts how much growth you can expect from students by a target date based on their STAR Math Enterprise assessments to date. Use this option to choose your target date: <ul style="list-style-type: none"> • End of Year: This is the default setting, which uses the last day of your Renaissance Place school year as the date. • Custom Date: Enter a date in the blank field, or use the calendar button to choose one. • Do not show: The predicted growth will not be included on the report.
Use Trend Score D	Choose whether to use the trend score (see page 101) or the student’s actual Scaled Score from the most recent test to determine the student’s suggested skills.

Option	Description
Skills to include per math domain per student E	Choose the number of skills to include on the report per math domain (Numbers and Operations; Algebra; Geometry and Measurement; Data Analysis, Statistics, and Probability). The default number is 5 Skills ; the range is 0 Skills—20 Skills . <ul style="list-style-type: none"> • If set to 0, that domain will be excluded from the report. • Groups made up entirely of students with no test data will not have any skill choices available.
Instructional Difficulty F	The instructional difficulty is the level of challenge reflected in the suggested skills. Check the Adjust instructional difficulty box if you want to fine-tune the skills that will appear on the report that are based on the Core Progress learning progression. Use the Difficulty Level drop-down list G to choose More Difficult (+1 to +5) or Less Difficult (-1 to -5) . The default setting of “Recommended” represents the first skill for each domain at 50% expected mastery, based on the median Scaled Score.
Print Report Options H	Use this option to print a list of the options you’ve chosen on the report. If you decide to run the report again at a later date, you can refer to this list of options to make sure you’re using the same ones.

2. Click **View Report** **I** when you have finished selecting options.
3. STAR Math will generate the report. When it’s ready, the report will open in a browser window or a separate window.

If it opens in a browser window, to save or print it, use the Adobe Reader buttons. If you try to use the browser’s print function instead, only the top of the page will print. (In Adobe Reader X or XI, the Adobe Reader buttons may be hidden until you move the mouse over the document or press **F8**.)



- J** These options let you select a different report, customize this report again, or enter the Core Progress learning progressions (definitions, skill prerequisites, and examples to help you with instructional planning).

Longitudinal Report ENTERPRISE

Who Can Do This?

- District Administrators
- District Staff
- School Administrators
- School Staff
- Teachers

Learn more about capabilities on page 195.

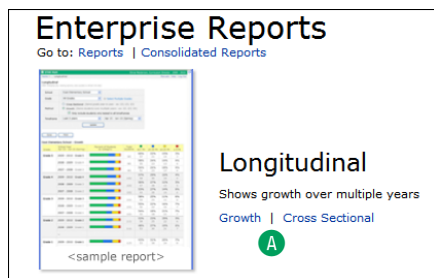
This report uses STAR Math assessment data to make two different comparisons of growth:

- The Longitudinal - Growth Report compares growth for the same group of students across multiple years.
- The Longitudinal - Cross Sectional Report compares growth for a specific grade level (different students) across multiple years.

The procedure for printing this report starts on the Longitudinal Report page. There are three ways to reach that page; use whichever method you prefer:

Method 1—From the STAR Math Enterprise Home Page

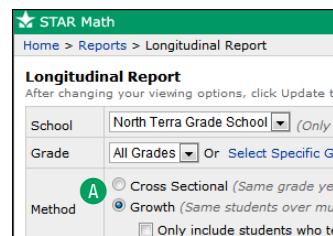
- a. Go to the Home page.
- b. Under STAR Math Enterprise, click **Enterprise Home**.
- c. Select your school from the **School** drop-down list, if necessary.
- d. Click either **Growth** or **Cross Sectional** A (below “Longitudinal” in the Enterprise Reports section of the page).



- e. If you clicked **Growth**, go to step 1 on page 146; if you clicked **Cross Sectional**, go to step 1 on page 148.

Method 2—From the STAR Math Reports Page

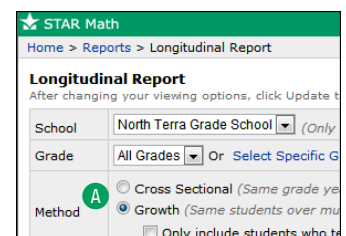
- a. Go to the Home page.
- b. Under STAR Math Enterprise, click **Reports**.
- c. Select your school from the **School** drop-down list, if necessary.
- d. Click **Longitudinal** on the Select Report page.
- e. Click either **Growth** or **Cross Sectional** A.



- f. If you clicked **Growth**, go to step 1 on page 146; if you clicked **Cross Sectional**, go to step 1 on page 148.

Method 3—From the Screening, Progress Monitoring & Intervention Page

- a. Go to the Home page.
- b. Under STAR Math Enterprise, click **Screening, Progress Monitoring & Intervention**.
- c. Select your school from the **School** drop-down list, if necessary.
- d. Click **Longitudinal** under “Reports” in the gray sidebar on the left side of the screen.
- e. Click either **Growth** or **Cross Sectional** A.
- f. If you clicked **Growth**, go to step 1 on page 146; if you clicked **Cross Sectional**, go to step 1 on page 148.



Longitudinal Report: Growth

1. Select the report options you want at the top of the page.

The screenshot shows the STAR Math Longitudinal Report interface. At the top, it says "STAR Math" and "Home > Reports > Longitudinal Report". Below this is the "Longitudinal Report" section with the instruction "After changing your viewing options, click Update to refresh the data".

The filters are as follows:

- School (A):** North Terra Grade School
- Grade (B):** Grade 4. There is an "Or Select Specific Grades" link.
- Method (C):** Growth (Selected). Other options are Cross Sectional (Same grade year to year - ex: G3, G3, G3) and a checked box for "Only include students who tested in all timeframes".
- Timeframe (D):** Last 3 years. The comparison period is Aug 1 - Sep 30 (Fall).

Buttons for "Update (E)", "Done (F)", and "Print (G)" are visible.



Below the filters is a table titled "North Terra Grade School - Growth".

Grade	School Year Aug 1 - Sep 30 (Fall)	Percent of Students by District Benchmark Category	Total Students	40+ PR	25-39 PR	10-24 PR	1-9 PR
Grade 4	2010 - 2011 Grade 4		95	60% 57	22% 21	15% 14	3% 3
	2009 - 2010 Grade 3		95	58% 55	24% 23	14% 13	4% 4
	2008 - 2009 Grade 2		95	54% 51	24% 23	18% 17	4% 4

Buttons for "Done" and "Print" are at the bottom of the table.

Option	Description
School A	Use the School drop-down list to choose your school. If a district administrator or district staff member chooses All Schools , and the district has a mix of STAR Math Enterprise and non-Enterprise schools, only the schools that use STAR Math Enterprise will be included in the report.
Grade B	Use the Grade drop-down list to choose either a single grade, All Grades , or click Select Specific Grades to the right of the drop-down list to select multiple grades.
Method C	Growth has already been selected for Method. If you would rather print the Cross Sectional version of the Longitudinal Report, choose Cross Sectional and go to "Longitudinal Report: Cross Sectional" on page 148. The Growth version of the report tracks the same group of students as they progress from one grade to the next. It is possible that some students joined this group after they began taking STAR Math assessments (for example, by transferring in from another school), or it may be possible that some students missed an assessment. Check the Only include students who tested in all timeframes box to exclude these students from the data.
Timeframe D	Use the Timeframe drop-down lists to choose the number of school years (Last 2 Years—Last 5 Years) and which time of year to use for comparison—either Aug 1 - Sep 30 (Fall) or Apr 1 - May 31 (Spring) .

2. Click **Update (E)** to see how your choices affect the data shown in the table. After changing any of the options, click **Update** for the refreshed data to appear. (While the data is updating, you can click **Cancel** to stop the update.)

3. Once you've finished selecting options for this report and viewing the data, you can either click **Done**  to return to the previous page, or **Print**  to print the report.

Note: The browser setting to print background colors needs to be turned on to print the color bars in this report. For additional printing tips, see our Knowledge Base article at <http://support.renlearn.com/techkb/techkb/9201163e.asp>.

Longitudinal Report: Cross Sectional

1. Select the report options you want at the top of the page.

Grade	School Year	Percent of Students by District Benchmark Category	Students Tested	40+ PR	25-39 PR	10-24 PR	1-9 PR
Grade 4	2010 - 2011 Grade 4		1078	60% 646	25% 271	12% 129	3% 32
	2009 - 2010 Grade 4		1122	54% 605	23% 260	14% 157	9% 100
	2008 - 2009 Grade 4		1106	58% 641	22% 245	13% 143	7% 77

Option	Description
School A	Use the School drop-down list to choose your school. If a district administrator or district staff member chooses All Schools , and the district has a mix of STAR Math Enterprise and non-Enterprise schools, only the schools that use STAR Math Enterprise will be included in the report.
Grade B	Use the Grade drop-down list to choose either a single grade, All Grades , or click Select Specific Grades to the right of the drop-down list to select multiple grades.
Method C	Cross Sectional has already been selected for Method. If you would rather print the Growth version of the Longitudinal Report, choose Growth and go to “Longitudinal Report: Growth” on page 146.
Timeframe D	Use the Timeframe drop-down lists to choose the number of school years (Last 2 Years–Last 5 Years) and which time of year to use for comparison—either Aug 1 - Sep 30 (Fall) or Apr 1 - May 31 (Spring) .

2. Click **Update** **E** to see how your selections affect the data in the report.
3. Once you've finished selecting options for this report and viewing the data, you can either click **Done** **F** to return to the previous page, or **Print** **G** to print the report.
Note: The browser setting to print background colors needs to be turned on to print the color bars in this report. For additional printing tips, see our Knowledge Base article at <http://support.renlearn.com/techkb/techkb/9201163e.asp>.

Parent Report

Who Can Do This?

- District Administrators
- District Staff
- School Administrators
- School Staff
- Teachers

Learn more about capabilities on page 195.

This report (available in either English or Spanish) presents a student's test results from a particular testing session for his or her parents or guardians. The Parent Report is generated in an easy-to-read letter format with sections for a teacher's signature and additional comments about the student's performance.

Each student's report is printed on a separate page and shows the student's name, grade, teacher, class, and ID. The report includes a detailed comparison to scores on the national level: it shows the Scaled Score (SS), Grade Equivalent (GE), Percentile Rank (PR) and Percentile Rank Range, and Normal Curve Equivalent (NCE).

To print the report:

1. Go to the Home page.
2. Under STAR Math, click **Reports**.
3. Select your school from the **School** drop-down list, if necessary.
4. Click either **Parent - English** or **Parent - Spanish** on the Select Report page.
5. Select the options you want to customize for this report on the Report Options page.

When you customize this report, you can choose these options:

Option	Description	
Select Students	Use the drop-down list to choose all the students in a specific class, or click Students or Classes to choose specific students or classes. See page 111.	
Reporting Parameter Group	See page 174.	
Reporting Period	The Parent Report (both English and Spanish) shows data from a specific time period. You can use either a marking period that has been set up by a district administrator/school administrator for your school, or you can set your own range by choosing a starting and ending date.	
Show Grade Equivalent	Use this option to choose whether to show each student's GE score on the report. The GE score may be capped on this report. See the score description on page 175 and the <i>STAR Math Technical Manual</i> for more information.	
Group By	Choose how to group the information on the report: by class, grade, teacher, or not grouped.	This report uses both the Group By and Sort By options; if a Group By option is chosen, it is applied first on the report.
Sort By	Choose how to sort information on the report: by students' last names or by their student IDs.	

6. Click **View Report** when you have finished choosing options.
7. STAR Math will generate the report. When it's ready, the report will open in a browser window or a separate window.

If it opens in a browser window, to save or print it, use the Adobe Reader buttons. If you try to use the browser's print function instead, only the top of the page will print. (In Adobe Reader X or XI, the Adobe Reader buttons may be hidden until you move the mouse over the document or press **F8**.)

How Parents Print the STAR Math Parent Report

Parents can print the STAR Math Parent Report themselves if you do the following:

- Add the parents to the software and assign their children.
- Give the parents the address (URL) to the software and access to the server.
- Send parents their user names and passwords.

To find out how to add parents and how parents can request access, see the *Renaissance Place Software Manual*.

1. After logging in, the parent selects his or her child from the drop-down list on the Home page if necessary. (If the selected student is enrolled in more than one school, the parent will also have to select a school.)



To view and print the Parent Report, the parents will need

Adobe Reader installed on their computer (on certain Macintosh computers, they can use Preview instead). If they do not have Adobe Reader installed, they can click **Get Adobe Reader** at the bottom of their Home page.



2. On the Home page, below STAR Math, the parent clicks **Parent Report** to print an English Parent Report or **Informe en Español Para los Padres** to print a Spanish Parent Report.
3. STAR Math will generate the report. When it's ready, the report will open in a browser window or a separate window.

If it opens in a browser window, to save or print it, use the Adobe Reader buttons. If you try to use the browser's print function instead, only the top of the page will print. (In Adobe Reader X or XI, the Adobe Reader buttons may be hidden until you move the mouse over the document or press **F8**.)

Screening Report

Who Can Do This?

- District Administrators
- District Staff
- School Administrators
- School Staff
- Teachers

Learn more about capabilities on page 195.

This report is used to identify students who are having difficulty reaching benchmarks. Once those students have been identified, you can begin to organize your intervention plan. (The Screening Report shows this data for multiple students. The Student Progress Monitoring Report (page 167) shows this data for a single student.)

Students who are not reaching a specific benchmark can be further divided into groups to help you focus your resources on the students who need the most help.

Notes on the Screening Report:

- There are a number of setup procedures you may want to perform before printing a Screening Report (creating groups, editing benchmarks, and so on). See “Screening, Progress Monitoring & Intervention” on page 49.
- The Screening Report can be run for any of the screening dates that have been set for your district. To check or change the screening dates before running the report, see pages 79–81.
- If no students have taken a test within the Current Screening Dates, you cannot create a Screening Report.
- Although kindergarten students can take the STAR Math test, the Screening Report cannot be created for them.
- The report will indicate if any students took a test using extended time limits, with a footnote explanation.

The procedure for printing a Screening Report starts on the Report Options page. There are three ways to reach that page; use whichever method you prefer, then go to step 1 on page 152:

Method 1—From the STAR Math Reports Page

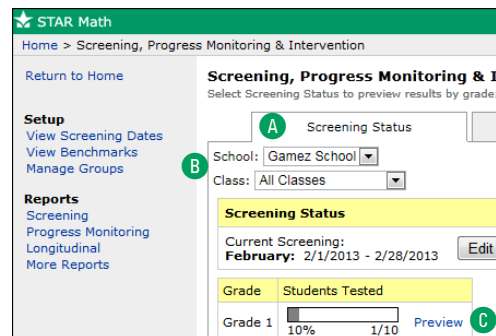
- a. Go to the Home page.
- b. Under STAR Math, click **Reports**.
- c. Select your school from the **School** drop-down list, if necessary.
- d. Click **Screening** on the Select Report page.

Method 2—From the Screening, Progress Monitoring & Intervention Page

- a. Go to the Home page.
- b. Under STAR Math, click **Screening, Progress Monitoring & Intervention**.
- c. Select your school from the **School** drop-down list, if necessary.
- d. Click **Screening** under “Reports” in the gray sidebar on the left side of the screen.

Method 3—From a Screening Preview

- a. Go to the Home page.
- b. Under STAR Math, click **Screening, Progress Monitoring & Intervention**.
- c. If necessary, click **Screening Status** **A** to make sure you are using the Screening Status view and use the **School** and **Class** drop-down lists **B** to choose your school and class.
- d. Click **Preview** in the row for a grade **C**. (A grade will not appear in this list until at least one student in that grade has taken a test.)
Note: For a teacher who has had the “Manage STAR Math Screening, Progress Monitoring & Intervention” capability removed, a grade will not appear in this list until at least one of *that* teacher’s students in that grade has taken a test.
- e. Click **Generate Screening Report**.



1. Select the options you want to customize for this report on the Report Options page.

When you customize this report, you can choose these options:

Option	Description	
Select Students	Use the drop-down list to choose all the students in a specific grade, or click Students , Classes , or Groups to choose specific students, classes, or groups. See page 111. <ul style="list-style-type: none"> • “Groups” refers to groups of students that have been created specifically for reporting purposes; see page 87. • Teachers who have had the “Manage Screening, Progress Monitoring & Intervention” capability removed can only run this report for their own students. 	
Reporting Parameter Group	See page 174.	
Reporting Period	The Screening Report shows data from a specific time period. You can use either a marking period that has been set up by a district administrator/school administrator for your school, or you can set your own range by choosing a starting and ending date.	
Benchmark	Use this option to choose which benchmark you want to show on this report: the school’s, the district’s, or the state’s. Not all benchmarks may be available; a default benchmark (such as the school or district) should be set in those cases. Note: This option will not be available to non-Enterprise customers; the school benchmarks will be used.	
Show Student Details	Use this option to show the categories the students are in on the report. You can choose to show all of the categories, none of them, or only specific ones. <ul style="list-style-type: none"> • If you choose a specific grade level for the Select Students option and your state benchmark for the Benchmark option, but the chosen grade does not have a state benchmark, then “No state benchmark available for this grade” will be shown in place of the Show Student Details options. • If you choose anything other than a specific grade level for the Select Students option, then “Student details will be included for all categories” will be shown in place of the Show Student Details options. 	
Show Grade Equivalent	Use this option to choose whether to show each student’s GE score on the report. The GE score may be capped on this report. See the score description on page 175 and the <i>STAR Math Technical Manual</i> for more information.	
Group By	Choose how to group the information on the report: by class, grade, or teacher.	This report uses both the Group By and Sort By options; if a Group By option is chosen, it is applied first on the report.
Sort By	Choose how to sort information on the report: by students’ last names or by their Scaled Scores (in descending order).	
Print Report Options	Use this option to print a list of the options you’ve chosen on the report. If you decide to run the report again at a later date, you can refer to this list of options to make sure you’re using the same ones.	

2. Click **View Report** when you have finished choosing options.
3. STAR Math will generate the report. When it’s ready, the report will open in a browser window or a separate window.

If it opens in a browser window, to save or print it, use the Adobe Reader buttons. If you try to use the browser’s print function instead, only the top of the page will print.

(In Adobe Reader X or XI, the Adobe Reader buttons may be hidden until you move the mouse over the document or press **F8**.)

- The links above the report will differ based on how you began printing it:
 - If you began from the STAR Math Reports page: **Select a Different Report** will take you back to the STAR Math Reports page; **Customize this Report** will take you back to the Report Options page.
 - If you began from the Screening, Progress Monitoring & Intervention page or a Screening preview: **Customize this Report** will take you back to the Report Options page; **Return to Screening, Progress Monitoring & Intervention** will take you back to the Screening, Progress Monitoring & Intervention page.

State Performance Report - Class **ENTERPRISE**

Who Can Do This?

- District Administrators
- District Staff
- School Administrators
- School Staff
- Teachers

Learn more about capabilities on page 195.

This report provides a graphic display of how groups of students are progressing toward proficiency based on their STAR Math tests.

Notes on the State Performance Report - Class:

- This report is only available to Enterprise customers where linking has been completed and customers in states participating in the Council of Chief State School Officers (CCSSO)/Renaissance Learning R&D consortium.

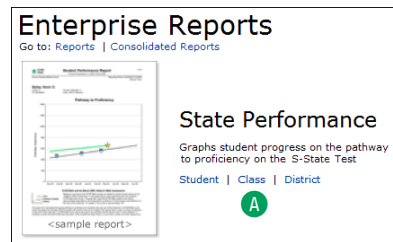
The procedure for printing this report starts on the Report Options page. There are two ways to reach that page (use whichever method you prefer, then go to step 1 on page 155):

Method 1—From the STAR Math Reports Page

- a. Go to the Home page.
- b. Under STAR Math Enterprise, click **Reports**.
- c. Select your school from the **School** drop-down list, if necessary.
- d. Click **State Performance - Class** on the Select Report page.

Method 2—From the STAR Math Enterprise Home Page

- a. Go to the Home page.
- b. Under STAR Math Enterprise, click **Enterprise Home**.
- c. Select your school from the **School** drop-down list, if necessary.
- d. Click **Class** **A** below “State Performance” in the Enterprise Reports section of the page.





1. Select the options you want to customize for this report on the Report Options page.

When you customize this report, you can choose these options:

Option	Description	
Select Students	To choose all of the students in a specific class, use the drop-down list. To choose specific students, classes, or groups, click Students , Classes , or Groups . See page 111. <ul style="list-style-type: none"> • “Groups” refers to groups of students that have been created specifically for reporting purposes. 	
Reporting Parameter Group	See page 174.	
Test Date Range	Use this option to choose a range of dates to include testing data from. <ul style="list-style-type: none"> • You must have at least one date range chosen. • You can add more date ranges (up to 10) to this report in order to compare multiple date ranges. • Date ranges should not overlap. 	
Group By	Choose how to group the information on the report: by class, grade, teacher, or not grouped.	This report uses both the Group By and Sort By options; if a Group By option is chosen, it is applied first on the report.
Sort By	Choose how to sort information on the report: by students’ last names or their Scaled Scores.	
Print Report Options	Use this option to print a list of the options you’ve chosen on the report. If you decide to run the report again at a later date, you can refer to this list of options to make sure you’re using the same ones.	

2. Click **View Report** when you have finished choosing options.
3. STAR Math will generate the report. When it’s ready, the report will open in a browser window or a separate window.

If it opens in a browser window, to save or print it, use the Adobe Reader buttons. If you try to use the browser’s print function instead, only the top of the page will print. (In Adobe Reader X or XI, the Adobe Reader buttons may be hidden until you move the mouse over the document or press **F8**.)

State Performance Report - Student ENTERPRISE

Who Can Do This?

- District Administrators
- District Staff
- School Administrators
- School Staff
- Teachers

Learn more about capabilities on page 195.

This report provides a graphic display of how individual students are progressing toward proficiency based on their STAR Math tests.

Notes about the State Performance Report - Student:

- This report is only available to Enterprise customers where linking has been completed and customers in states participating in the Council of Chief State School Officers (CCSSO)/Renaissance Learning R&D consortium.

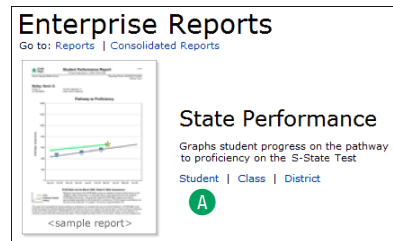
The procedure for printing this report starts on the Report Options page. There are two ways to reach that page (use whichever method you prefer, then go to step 1):

Method 1—From the STAR Math Reports Page

- a. Go to the Home page.
- b. Under STAR Math Enterprise, click **Reports**.
- c. Select your school from the **School** drop-down list, if necessary.
- d. Click **State Performance - Student** on the Select Report page.

Method 2—From the STAR Math Enterprise Home Page

- a. Go to the Home page.
- b. Under STAR Math Enterprise, click **Enterprise Home**.
- c. Select your school from the **School** drop-down list, if necessary.
- d. Click **Student A** below “State Performance” in the Enterprise Reports section of the page.



1. Select the options you want to customize for this report on the Report Options page.

When you customize this report, you can choose these options:

Option	Description
Select Students	To choose all of the students in a specific class, use the drop-down list. To choose specific students, classes, or groups, click Students , Classes , or Groups . See page 111. <ul style="list-style-type: none"> • “Groups” refers to groups of students that have been created specifically for reporting purposes.
Reporting Parameter Group	See page 174.
Show Student ID	Choose whether or not to include student IDs on this report.
Show Trend Line	This option allows you to choose whether to show a trend line on the chart (a statistical tendency of the change in student’s scores over time). This option is checked by default. The student has to take at least three tests before a trend line can appear on this report.
Sort By	Choose how to sort information on the report: by students’ last names or by their student IDs.



2. Click **View Report** when you have finished choosing options.
3. STAR Math will generate the report. When it's ready, the report will open in a browser window or a separate window.

If it opens in a browser window, to save or print it, use the Adobe Reader buttons. If you try to use the browser's print function instead, only the top of the page will print. (In Adobe Reader X or XI, the Adobe Reader buttons may be hidden until you move the mouse over the document or press **F8**.)

State Standards Report - Class ENTERPRISE

Who Can Do This?

- District Administrators
- District Staff
- School Administrators
- School Staff
- Teachers

Learn more about capabilities on page 195.

This report shows estimates of students' mastery of their state's grade-level standards or the Common Core State Standards. The report is designed to group small groups of students, such as a class, by their estimated mastery of each state standard.

Notes about the State Standards Report - Class:

- This report only includes STAR Math Enterprise tests, *not* STAR Math tests.

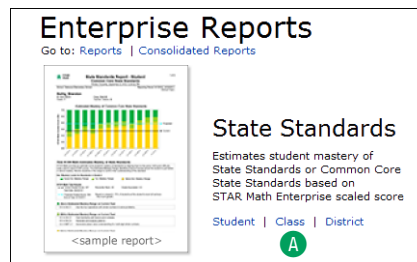
The procedure for printing this report starts on the Report Options page. There are two ways to reach that page (use whichever method you prefer, then go to step 1 on page 159):

Method 1—From the STAR Math Reports Page

- a. Go to the Home page.
- b. Under STAR Math Enterprise, click **Reports**.
- c. Select your school from the **School** drop-down list, if necessary.
- d. Click **State Standards Report - Class** on the Select Report page.

Method 2—From the STAR Math Enterprise Home Page

- a. Go to the Home page.
- b. Under STAR Math Enterprise, click **Enterprise Home**.
- c. Select your school from the **School** drop-down list, if necessary.
- d. Click **Class** A below "State Standards" in the Enterprise Reports section of the page.



1. Select the options you want to customize for this report on the Report Options page.

STAR Math
Home > Enterprise Home > Reports

Report Options
Select the options for this report

School: **North Terra Grade School**
Report: **State Standards - Class Report**

Customization Options

Select Students **A** All Classes
Or Select Specific: [Students](#) | [Classes](#) | [Groups](#)

Reporting Parameter Group **B** All Demographics [Default]
Or [Create New](#) or [Edit Selected](#)

Reporting Period **C** 10/8/2012
Selects scores from the 30 days prior to this date

Select Standards to Show **D** State Standards
 Common Core State Standards

Show Projected Growth **E** 7/31/2013 (End of Year)
Shows projected Scaled Score based on date chosen
 Custom Date
 Do not show

Use Trend Score **F** Use Trend Score for student's suggested skills
 Use most recent test

Group By **G** Grade
 Teacher
 Class

Sort By **H** Rank
 Alphabetical

Page Break **I** Page break after each standard

Print Report Options **J** Print the selected report options on the report

K

Option	Description
Select Students A	To choose specific students, classes, or groups, click Students , Classes , or Groups . See page 111. • “Groups” refers to groups of students that have been created specifically for reporting purposes; see page 87.
Reporting Parameter Group B	See page 174.
Reporting Period C	The State Standards - Class report shows data from test scores spanning a 30-day period. Enter the date you want to use as the end of this 30-day span. For example, if you choose April 15 as the date, the report will show data from all STAR Math Enterprise tests taken between March 17–April 15.

Option	Description	
Select Standards to Show D	Choose which standards will be shown on the report: the assessment standards for your own state, or the Common Core State Standards, which is a diverse group of standards for mathematical practice that have been adopted by multiple states. (The name of the state standards will vary depending on your state.)	
Show Projected Growth E	<p>Projected growth is an estimate of how much improvement a student or group of students should experience between the current date and a future date based on STAR Math test results to date.</p> <ul style="list-style-type: none"> The end of the school year is the default date, but a different date can be selected; you can also choose not to include this data in the report. If you enter a custom date for Show Projected Growth that is earlier than the date picked for the Reporting Period C, then growth cannot be calculated for some or all of the students. 	
Use Trend Score F	Choose whether to use the trend score (see page 101) or the student's actual Scaled Score from the most recent test to determine the student's suggested skills.	
Group By G	Choose how to group the information on the report: by grade, teacher, or class.	This report uses both the Group By and Sort By options; if a Group By option is chosen, it is applied first on the report.
Sort By H	Choose how to sort information on the report: by students' rank or name (alphabetical order).	
Page Break I	Use this option to put the different standards (chosen in the Select Standards to Show option D) on separate pages.	
Print Report Options J	Use this option to print a list of the options you've chosen on the report. If you decide to run the report again at a later date, you can refer to this list of options to make sure you're using the same ones.	

2. Click **View Report** **K** when you have finished choosing options.
3. STAR Math will generate the report. When it's ready, the report will open in a browser window or a separate window.

If it opens in a browser window, to save or print it, use the Adobe Reader buttons. If you try to use the browser's print function instead, only the top of the page will print. (In Adobe Reader X or XI, the Adobe Reader buttons may be hidden until you move the mouse over the document or press **F8**.)

State Standards Report - District **ENTERPRISE**

Who Can Do This?

- District Administrators
- District Staff
- School Administrators
- School Staff
- Teachers

Learn more about capabilities on page 195.

This report shows estimates of students' mastery of their state's grade-level standards or the Common Core State Standards. The report is designed to show high-level information on large groups of students at in a district or school, and give the user a number of options for breaking the data down.

Notes about the State Standards Report - District

- This report only includes STAR Math Enterprise tests, *not* STAR Math tests.

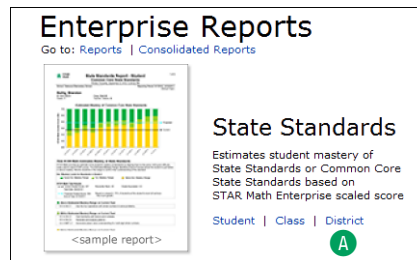
The procedure for printing this report starts on the Report Options page. There are two ways to reach that page (use whichever method you prefer, then go to step 1 on page 162):

Method 1—From the STAR Math Reports Page

- a. Go to the Home page.
- b. Under STAR Math Enterprise, click **Reports**.
- c. Select your school from the **School** drop-down list, if necessary.
- d. Click **State Standards Report - District** on the Select Report page.

Method 2—From the STAR Math Enterprise Home Page

- a. Go to the Home page.
- b. Under STAR Math Enterprise, click **Enterprise Home**.
- c. Select your school from the **School** drop-down list, if necessary.
- d. Click **District** **A** below "State Standards" in the Enterprise Reports section of the page.



1. Use the Report Options page to select the options you want to use to customize this report.

The screenshot shows the 'Report Options' page for STAR Math. The report is titled 'State Standards - District Report'. The page includes a 'Customization Options' section with the following settings:

- Schools (A):** North Terra Grade School
- Grades (B):** All Grades
- Reporting Parameter Group (C):** All Demographics [Default]
- Reporting Period (D):** 1/25/2011
- Select Standards to Show (E):** State Standards
- Show Projected Growth (F):** 7/31/2011 (End of Year)
- Group By (G):** District (Do Not Group)
- List By (H):** Teacher
- Sort By (I):** Rank
- Page Break (J):** Page break after each standard
- Print Report Options (K):** Print the selected report options on the report

Option	Description
Schools A	If you have access to more than one school (such as a district administrator or district staff member), you can choose one school to run the report for, or all schools for an entire district. <ul style="list-style-type: none"> • If All Schools is chosen, and the district is made up of some schools that use STAR Math Enterprise and some that don't, the report will only have data for the Enterprise schools. • Depending on the size of the district, it may take a while to generate this report. You will see a reminder about this if you choose All Schools for the Schools option.
Grades B	To print the report a single grade, choose that grade. To print the report for all grades in the school, choose All Grades .
Reporting Parameter Group C	See page 174.
Reporting Period D	The State Standards - District report shows data from test scores spanning a 30-day period. Enter the date you want to use as the <i>end</i> of this 30-day span. For example, if you choose April 15 as the date, the report will show data from all STAR Math Enterprise tests taken between March 17–April 15.

Option	Description	
Select Standards to Show E	Choose which standards will be shown on the report: the assessment standards for your own state, or the Common Core State Standards, which is a diverse group of standards for mathematical practice that have been adopted by multiple states. (The name of the state standards will vary depending on your state.)	
Show Projected Growth F	<p>Projected growth is an estimate of how much improvement a student or group of students should experience between the current date and a future date based on STAR Math test results to date.</p> <ul style="list-style-type: none"> • The end of the school year is the default date. • You can select a different date. • You can also choose not to include this data in the report. • If you enter a custom date for Show Projected Growth that is earlier than the date picked for the Reporting Period D, then growth cannot be calculated for some or all of the students. 	
Group By G	<p>Choose how to group the information on the report: by district or school.</p> <ul style="list-style-type: none"> • Teachers and school personnel will not see the Group By option for this report. For these personnel, Group By is automatically set to School. • If All Schools and All Grades are chosen for the Schools A and Grades B options, the Group By option will be restricted to District (Do Not Group). 	<p>If the report uses any combination the of Group By, Sort By, and/or List By options, they are applied in the following order: Group By, List By, Sort By.</p>
List By H	<p>This is a secondary “grouping” option. Once a Group By option G has been chosen (District or School), this option determines how grouped items are listed (by Teacher, Class, Group, or None).</p> <ul style="list-style-type: none"> • Teachers and school personnel will not see the Group By option for this report. For teachers, the List By options are limited to Class or Group. • If All Schools and All Grades are chosen for the Schools A and Grades B options, the List By option will be restricted to None. 	
Sort By I	<p>Choose how to sort information on the report: by students’ rank or name (alphabetical order).</p>	
Page Break J	Use this option to put the different standards (chosen in the Select Standards to Show option E) on separate pages.	
Print Report Options K	Use this option to print a list of the options you’ve chosen on the report. If you decide to run the report again at a later date, you can refer to this list of options to make sure you’re using the same ones.	

2. Click **View Report L** when you have finished choosing options
3. STAR Math will generate the report. When it’s ready, the report will open in a browser window or a separate window.

If it opens in a browser window, to save or print it, use the Adobe Reader buttons. If you try to use the browser’s print function instead, only the top of the page will print. (In Adobe Reader X or XI, the Adobe Reader buttons may be hidden until you move the mouse over the document or press **F8**.)

State Standards Report - Student **ENTERPRISE**

Who Can Do This?

- District Administrators
- District Staff
- School Administrators
- School Staff
- Teachers

Learn more about capabilities on page 195.

This report shows estimates of students' mastery of their state's grade-level standards or the Common Core State Standards. The report aligns state standards to the STAR Math Scaled Score (SS) so that the user can compare where a student's test is on the scale in relation to the standard.

Notes on the State Standards Report - Student:

- This report only includes STAR Math Enterprise tests, *not* STAR Math tests.

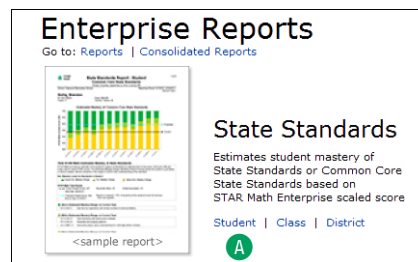
The procedure for printing this report starts on the Report Options page. There are two ways to reach that page (use whichever method you prefer, then go to step 1 on page 165):

Method 1—From the STAR Math Reports Page

- a. Go to the Home page.
- b. Under STAR Math Enterprise, click **Reports**.
- c. Select your school from the **School** drop-down list, if necessary.
- d. Click **State Standards Report - Student** on the Select Report page.

Method 2—From the STAR Math Enterprise Home Page

- a. Go to the Home page.
- b. Under STAR Math Enterprise, click **Enterprise Home**.
- c. Select your school from the **School** drop-down list, if necessary.
- d. Click **Student** **A** below "State Standards" in the Enterprise Reports section of the page.



1. Select the options you want to customize for this report on the Report Options page.

Option	Description
Select Students A	To choose all the students in a specific class, use the drop-down list. To choose specific students, classes, or groups, click Students , Classes , or Groups . See page 111. • “Groups” refers to groups of students that have been created specifically for reporting purposes; see page 87.
Reporting Period B	This report shows data from test scores spanning a 30-day period. Enter the date you want to use as the <i>end</i> of this 30-day span. For example, if you choose April 15 as the date, the report will show data from all STAR Math Enterprise tests taken between March 17–April 15.

Option	Description
Select Standards to Show C	Choose which standards will be shown on the report: the assessment standards for your own state, or the Common Core State Standards, which is a diverse group of standards for mathematical practice that have been adopted by multiple states. (The name of the state standards will vary depending on your state.)
Show Projected Growth D	Projected growth is an estimate of how much improvement a student or group of students should experience between the current date and a future date based on STAR Math test results to date. <ul style="list-style-type: none"> • The end of the school year is the default date. • You can select a different date. • You can also choose not to include this data in the report. • If you enter a custom date for Show Projected Growth that is earlier than the date picked for the Reporting Period B, then growth cannot be calculated for some or all of the students.
Use Trend Score E	Choose whether to use the trend score (see page 101) or the student's actual Scaled Score from the most recent test to determine the student's suggested skills.
Show Standards Detail F	There are three mastery standards that normally appear in tables on this report (Above, Within, and Below Estimated Mastery Range). Since you may not need or want to see data for all three standards, this option allows you to remove some of the tables from the report.
Show Grade Equivalent G	Use this option to choose whether to show each student's GE score on the report. The GE score may be capped on this report. See the score description on page 175 and the <i>STAR Math Technical Manual</i> for more information.
Show Student ID H	Choose whether or not to include student IDs on this report.
Group By I	Choose how to group the information on the report: by grade, teacher, or class.
Print Report Options J	Use this option to print a list of the options you've chosen on the report. If you decide to run the report again at a later date, you can refer to this list of options to make sure you're using the same ones.

2. Click **View Report** **K** when you have finished choosing options.
3. STAR Math will generate the report. When it's ready, the report will open in a browser window or a separate window.

If it opens in a browser window, to save or print it, use the Adobe Reader buttons. If you try to use the browser's print function instead, only the top of the page will print. (In Adobe Reader X or XI, the Adobe Reader buttons may be hidden until you move the mouse over the document or press **F8**.)

Student Progress Monitoring Report

Who Can Do This?

- District Administrators
- District Staff
- School Administrators
- School Staff
- Teachers

Learn more about capabilities on page 195.

This report is used to identify students who are having difficulty reaching benchmarks. Once those students have been identified, you can begin to organize your intervention plan. (The Student Progress Monitoring Report shows this data for a single student. The Screening Report (see page 151) shows this same data for multiple students.)

Students who are not reaching a specific benchmark can be further divided into groups to help you focus your resources on the students who need the most help.

Notes about the Student Progress Monitoring Report:

- There are a number of setup procedures you may want to perform before printing a Student Progress Monitoring Report (creating groups, editing benchmarks, and so on). See “Screening, Progress Monitoring & Intervention” on page 49.
- Although kindergarten students can take the STAR Math test, the Student Progress Monitoring Report cannot be created for them.
- The Student Progress Monitoring Report will indicate if any students took a test using extended time limits, with a footnote explanation.

The procedure for printing a Student Progress Monitoring Report starts on the Report Options page. There are three ways to reach that page; use whichever method you prefer, then go to step 1 on page 168:

Method 1—From the STAR Math Reports Page

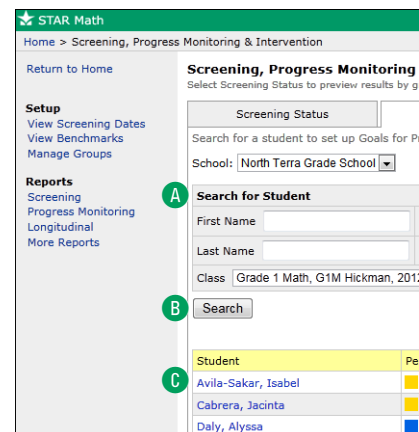
- a. Go to the Home page.
- b. Under STAR Math, click **Reports**.
- c. Select your school from the **School** drop-down list, if necessary.
- d. Click **Student Progress Monitoring** on the Select Report page.

Method 2—From the Screening, Progress Monitoring & Intervention Page

- a. Go to the Home page.
- b. Under STAR Math, click **Screening, Progress Monitoring & Intervention**.
- c. Select your school from the **School** drop-down list, if necessary.
- d. Click **Progress Monitoring** under “Reports” in the gray sidebar on the left side of the screen.

Method 3—From a Student Search

- a. Go to the Home page.
- b. Under STAR Math, click **Screening, Progress Monitoring & Intervention**.
- c. Select your school from the **School** drop-down list, if necessary.
- d. Click **Progress Monitoring & Goals**.
- e. In the Search for Student area of the screen **A**, you can enter all or part of a student’s name in the appropriate fields to use as search criteria, or you can enter the student’s ID number. You may also use the **Grade** or **Class** drop-down lists to narrow your search to students in a particular grade or class. **Note:** For teachers who have had the “Manage Screening, Progress Monitoring & Intervention” capability removed, choosing **All Classes** from the **Class** drop-down list will only include students from their *own* classes.
- f. Click **Search** **B**.
- g. A list of students matching your search criteria will be presented **C**. Students who fit your search criteria but have not taken a test yet will have a dash shown in place of a PR score. Click the name of a student.
- h. On the Student Detail page, click **Generate Progress Report**. (If you can’t click **Generate Progress Report**, it is because the student has taken only one test, so progress across tests cannot be shown.)





1. Select the options you want to customize for this report on the Report Options page. **Note:** To get the most out of the Student Progress Monitoring Report, it is important to have intervention goals set for the students (see page 82, or click **Set Goals for Progress Monitoring** above the Customization Options table).

When you customize this report, you can choose these options:

Option	Description
Select Students	To choose all the students in a specific class, use the drop-down list. To choose specific students, classes, or groups, click Students, Classes, or Groups . See page 111. <ul style="list-style-type: none"> • “Groups” refers to groups of students that have been created specifically for reporting purposes; see page 87. • Teachers who have had the “Manage Screening, Progress Monitoring & Intervention” capability removed can only run this report for their own students.
Reporting Parameter Group	See page 174.
Reporting Period	The Student Progress Monitoring Report shows data from a specific time period. You can use either a marking period that has been set up by a district administrator/school administrator for your school, or you can set your own range by choosing a starting and ending date.
Show Student ID	Choose whether or not to include student IDs on this report.

2. Click **View Report** when you have finished choosing options.
3. STAR Math will generate the report. When it’s ready, the report will open in a browser window or a separate window.

 If it opens in a browser window, to save or print it, use the Adobe Reader buttons. If you try to use the browser’s print function instead, only the top of the page will print. (In Adobe Reader X or XI, the Adobe Reader buttons may be hidden until you move the mouse over the document or press **F8**.)

Summary Report

Who Can Do This?

- District Administrators
- District Staff
- School Administrators
- School Staff
- Teachers

Learn more about capabilities on page 195.

This report summarizes students' test results over time. It includes each student's name, grade placement, class, teacher, test date, rank, the type of test taken, Scaled Score (SS), Grade Equivalent (GE), Percentile Rank (PR), and Normal Curve Equivalent (NCE).

The report also shows a summary of the mean scores for the class, a summary of the PR distribution, and a summary of the GE distribution.

Notes on the Summary Report:

- Although kindergarteners can take STAR Math tests, data for kindergarteners has not been norm-referenced. Therefore, on this report, no values will be shown for Percentile Rank (PR) and/or Normal Curve Equivalents (NCE) for kindergarteners.
- If **Algebra** or **Geometry** is chosen for the Test Type option (see below), Grade Equivalent (GE), Percentile Rank (PR), and Normal Curve Equivalent (NCE) scores will not be shown on the report. Only the Scaled Score (SS) will be included.
- The report will indicate if any students took a test using extended time limits, with a footnote explanation.

To print the report:

1. Go to the Home page.
2. Under STAR Math, click **Reports**.
3. Select your school from the **School** drop-down list, if necessary.
4. Click **Summary** on the Select Report page.
5. Select the options you want to customize for this report on the Report Options page.

When you customize this report, you can choose these options:

Option	Description
Select Students	Use the drop-down list to choose all the students in a specific class, or click Students , Classes , or Groups to choose specific students, classes, or groups. See page 111. <ul style="list-style-type: none"> • "Groups" refers to groups of students that have been created specifically for reporting purposes; see page 87.
Reporting Parameter Group	See page 174.
Reporting Period	The Summary Report shows data from a specific time period. You can use either a marking period that has been set up by a district administrator/school administrator for your school, or you can set your own range by choosing a starting and ending date.
Test Type ENTERPRISE	Use this option to choose which type of test you want to create the report for: Enterprise , Algebra , or Geometry (see page 194). <p>Note: If Algebra or Geometry is chosen, Grade Equivalent (GE), Percentile Rank (PR), and Normal Curve Equivalent (NCE) scores will not be shown on the report.</p>
Summary Only	Use this option to make the data in the report more manageable by only showing a concise summary of it. <p>Note: If Yes is chosen for this option, the Sort By option will not be available.</p>

Option	Description	
Show Grade Equivalent	Use this option to choose whether to show each student's GE score on the report. The GE score may be capped on this report. See the score description on page 175 and the <i>STAR Math Technical Manual</i> for more information.	
Group By	Choose how to group the information on the report: by class, grade, teacher, or not grouped.	This report uses both the Group By and Sort By options; if a Group By option is chosen, it is applied first on the report.
Sort By	Choose how to sort information on the report: by students' last name, test dates, or rank.	
Print Report Options	Use this option to print a list of the options you've chosen on the report. If you decide to run the report again at a later date, you can refer to this list of options to make sure you're using the same ones.	

6. Click **View Report** when you have finished choosing options.
7. STAR Math will generate the report. When it's ready, the report will open in a browser window or a separate window.

If it opens in a browser window, to save or print it, use the Adobe Reader buttons. If you try to use the browser's print function instead, only the top of the page will print. (In Adobe Reader X or XI, the Adobe Reader buttons may be hidden until you move the mouse over the document or press **F8**.)

Test Activity Report

Who Can Do This?

- District Administrators
- District Staff
- School Administrators
- School Staff
- Teachers

Learn more about capabilities on page 195.

This report shows you how many STAR Math tests your students have and have not completed during a specific time period. The report includes each student's name, grade, class, teacher, the type of test taken (if you are using STAR Math Enterprise), the number of tests completed, the number of tests not completed (interrupted/unfinished tests), the date of the last test, the Math Instructional Level (MIL) if one is set, and whether the standard or extended time limit is used.

It also indicates which students have not tested, which students are enrolled in more than one STAR Math class, and if historical data is included on the report.

To print the report:

1. Go to the Home page.
2. Under STAR Math, click **Reports**.
3. Select your school from the **School** drop-down list, if necessary.
4. Click **Test Activity** on the Select Report page.
5. Select the options you want to customize for this report on the Report Options page.

When you customize this report, you can choose these options:

Option	Description
Select Students	Use the drop-down list to choose all the students in a specific class, or click Students , Classes , or Groups to choose specific students, classes, or groups. See page 111. <ul style="list-style-type: none"> • "Groups" refers to groups of students that have been created specifically for reporting purposes; see page 87.
Reporting Parameter Group	See page 174.
Reporting Period	The Test Activity Report shows data from a specific time period. You can use either a marking period that has been set up by a district administrator/school administrator for your school, or you can set your own range by choosing a starting and ending date.
Include	Use this option to further refine which students are included on the report: all students, only students who are registered to take a test, or only students who have not taken a test yet.
Group By	Choose how to group the information on the report: by class, grade, teacher, or not grouped.
Sort By	Choose how to sort information on the report: by students' last names or by their most recent test date.
Print Report Options	Use this option to print a list of the options you've chosen on the report. If you decide to run the report again at a later date, you can refer to this list of options to make sure you're using the same ones.

6. Click **View Report** when you have finished choosing options.
7. STAR Math will generate the report. When it's ready, the report will open in a browser window or a separate window.

If it opens in a browser window, to save or print it, use the Adobe Reader buttons. If you try to use the browser's print function instead, only the top of the page will print. (In Adobe Reader X or XI, the Adobe Reader buttons may be hidden until you move the mouse over the document or press **F8**.)

Test Record Report

Who Can Do This?

- District Administrators
- District Staff
- School Administrators
- School Staff
- Teachers

Learn more about capabilities on page 195.

This report shows individual student results for every STAR Math test taken during the time period you chose. It is the easiest way to get a detailed look at a student's test history.

For each test, the report shows the student's name, ID, test date, grade placement, class, teacher, the type of test taken (if you are using STAR Math Enterprise), Scaled Score (SS), Grade Equivalent (GE), Percentile Rank (PR), and Normal Curve Equivalent (NCE).

Notes about the Test Record Report:

- The report will indicate if historical data is included.
- Teachers typically will not see tests from previous classes and school years, but administrators can grant them the capability to do this (see page 195). District administrators and school administrators will see all tests for a student unless this capability has been taken away.
- Although kindergarteners can take STAR Math tests, data for kindergarteners has not been norm-referenced. Therefore, on this report, no values will be shown for Percentile Rank (PR) and/or Normal Curve Equivalents (NCE) for kindergarteners.
- The report will indicate if any students took a test using extended time limits, with a footnote explanation.

To print the report:

1. Go to the Home page.
2. Under STAR Math, click **Reports**.
3. Select your school from the **School** drop-down list, if necessary.
4. Click **Test Record** on the Select Report page.
5. Select the options you want to customize for this report on the Report Options page.

When you customize this report, you can choose these options:

Option	Description
Select Students	Use the drop-down list to choose all the students in a specific class, or click Students , Classes , or Groups to choose specific students, classes, or groups. See page 111. <ul style="list-style-type: none"> • "Groups" refers to groups of students that have been created specifically for reporting purposes; see page 87.
Reporting Parameter Group	See page 174.
Reporting Period	The Test Record Report shows data from a specific time period. You can use either a marking period that has been set up by a district administrator/school administrator for your school, or you can set your own range by choosing a starting and ending date.
Show Grade Equivalent	Use this option to choose whether to show each student's GE score on the report. The GE score may be capped on this report. See the score description on page 175 and the <i>STAR Math Technical Manual</i> for more information.
Show Student ID	Choose whether or not to include student IDs on this report.
Page Break	Use this option to have each student's information begin printing on a new page.

6. Click **View Report** when you have finished choosing options.
7. STAR Math will generate the report. When it's ready, the report will open in a browser window or a separate window.

If it opens in a browser window, to save or print it, use the Adobe Reader buttons. If you try to use the browser's print function instead, only the top of the page will print. (In Adobe Reader X or XI, the Adobe Reader buttons may be hidden until you move the mouse over the document or press **F8**.)

About Reporting Parameter Groups

Reporting parameter groups help you organize a large and diverse number of students into smaller groups with common traits. When you use reporting parameter groups, you can create reports that focus on students with common traits.

When you customize some STAR Math reports, you can choose a reporting parameter group from a drop-down list. To create or change a group, click **Create New or Edit Selected**.

STAR Math
Home > Reports

Reporting Parameter Groups
Create a new reporting parameter group or edit an existing one

Edit an Existing Reporting Parameter Group: --Create New Group--

Cancel Save

Reporting Parameter Group (*Required Field)

Reporting Parameter Group Name*

Enroll Date **A**
Include students enrolled before this date.

B Ethnicity
select all
deselect all

American Indian or Alaska Native Hispanic White
 Asian or Pacific Islander Mixed None Specified
 Black

Gender
select all
deselect all

Female Male Unassigned

Language
select all
deselect all

Arabic Hmong Portuguese
 Chinese: Cantonese Japanese Russian
 Chinese: Mandarin Khmer Serbo-Croatian
 Chinese: unspecified Korean Somali
 English Lao Spanish
 French Malay Tagalog or Filipino
 German Navajo Urdu
 Gujarati Other Vietnamese
 Haitian Creole Polish None Specified

C Characteristics
select all
deselect all

Include students with:
 Any / All
selected characteristics

Americans With Disabilities (ADA) Gifted/Talented Physically Disabled
 At-Risk Students Learning Disabled Reduced-price Lunch Program
 Bilingual Education Limited English Proficiency (LEP) Special Education
 English as a Second Language (ESL) Migrant Title I
 Free Lunch Non-resident Alien None Specified

Grade
select all
deselect all

Early Education Grade 4 Grade 10
 Pre-Kindergarten Grade 5 Grade 11
 Kindergarten Grade 6 Grade 12
 Grade 1 Grade 7 12+
 Grade 2 Grade 8 None
 Grade 3 Grade 9

Cancel Save

- A** By entering an enroll date, you select students enrolled in the school before the date you specify.
- B** You can specify each student's ethnicity, gender, language, and grade when you add the student or edit his or her information. See the *Renaissance Place Software Manual*.
- C** You can assign characteristics to students separately. You can also add your own custom characteristics and assign them to students. See the *Renaissance Place Software Manual*.

Score Definitions

These scores appear on STAR Math reports. For more about the scores, refer to the *STAR Math Technical Manual*. To find this manual, click **Manuals** in the upper-right corner of any page in the software, or click **Resources** under STAR Math on the Home page.

Score	What It Means	Reports That Include It
Functional Grade Level (FGL)	<p>Functional Grade Level classifies students into one of three broad categories based on their Scaled Score:</p> <ul style="list-style-type: none"> • Below Grade Level: Students in this category have Scaled Scores that indicate they have not attained the Common Core State Standards (CCSS) end-of-year grade level expectations for the previous grade. • On Grade Level: Students in this category have attained Scaled Scores that indicate they have equaled or surpassed the CCSS end-of-year grade level expectations for the previous grade. • Above Grade Level: Students in this category have Scaled Scores that indicate they have exceeded the minimum CCSS end-of-year grade level expectations for their current grade. 	<ul style="list-style-type: none"> • Diagnostic Report
Grade Equivalent (GE)	<p>Grade Equivalent scores range from 0.0–12.9+. They represent how a student’s test performance compares with that of other students nationally. For example, if a 5th-grade student has a GE of 7.6, his or her score is equal to that of a typical 7th grader after the sixth month of the school year. This score does not necessarily mean that the student is capable of doing 7th-grade material. It only indicates that his or her math skills are well above average for his or her grade level.</p> <p>A GE score preceded by a “greater than” sign (>) is a capped score. GE scores in excess of three grade levels above the student’s actual grade are capped, meaning that such GE scores are shown as “> [student’s actual grade level + 3].” This prevents the misinterpretation that students with excessively high GE scores are capable of work at those higher grades. See the <i>STAR Math Technical Manual</i> for more information.</p>	<ul style="list-style-type: none"> • Annual Progress Report • Diagnostic Report • Growth Report • Parent Report • Screening Report • State Standards Report - Student ENTERPRISE • Summary Report • Test Record Report <p>Note: You can omit this score from the reports by customizing the reports.</p>

Score	What It Means	Reports That Include It
Normal Curve Equivalent (NCE)	Normal Curve Equivalents (NCEs) are scores that have been scaled in such a way that they have a normal distribution, with a mean of 50 and a standard deviation of 21.06 in the normative sample for a specific grade. NCEs range from 1–99. They appear similar to Percentile Ranks, but they have the advantage of being based on an equal-interval scale. That is, the difference between two successive scores on the scale has the same meaning throughout the scale. They are useful for making meaningful comparisons between different achievement tests and for statistical computations, such as determining an average score for a group of students. NCEs are mostly used for research purposes and government program evaluations.	<ul style="list-style-type: none"> • Diagnostic Report • Growth Report • Parent Report • Summary Report • Test Record Report
Percentile Rank (PR) and Percentile Rank Range	Percentile Ranks range from 1–99 and express student ability relative to the scores of other students in the same grade. For a particular student, this score indicates the percentage of students in the norms group who obtained lower scores. For example, if a student has a PR of 85, the student’s math skills are greater than 85% of other students in the same grade. The PR Range reflects the amount of statistical variability in a student’s PR score. If the student were to take the STAR Math test many times in a short period of time, the score would likely fall in this range.	<ul style="list-style-type: none"> • Diagnostic Report • Growth Report (PR only) • Instructional Planning - Class Report ENTERPRISE • Longitudinal Report ENTERPRISE • Parent Report • Screening Report • Summary Report • Test Record Report
Scaled Score (SS)	The Scaled Score is the most fundamental score produced by STAR Math tests. It ranges from 0–1400 and spans grades 1–12. It is calculated based on the difficulty of the questions and the number of correct responses. Scaled Scores are useful for comparing student performance over time and across grades. In STAR Math tests, all other norm-referenced scores are derived from the Scaled Score.	<ul style="list-style-type: none"> • Diagnostic Report • Growth Report • Instructional Planning - Class Report ENTERPRISE • Instructional Planning - Student Report ENTERPRISE • Parent Report • Screening Report • Student Progress Monitoring Report • Summary Report • Test Record Report

Score	What It Means	Reports That Include It
<p>Student Growth Percentile (SGP)</p>	<p>Student Growth Percentile uses the growth between two tests to calculate a growth rate and then compares it to a growth norm to identify a percentile rank. The growth calculation is different from the one used in goal setting and progress monitoring. Although it is similar to a Percentile Rank (PR), it is a different score.</p> <p>To get an SGP score, a student needs to have taken at least one test in each of at least two valid SGP timeframes (or “windows”; see page 182):</p> <p>Default:</p> <ul style="list-style-type: none"> • Fall window (8/1–9/30) • Winter window (12/1–1/31) • Spring window (4/1–5/31) <p>Alternate:</p> <ul style="list-style-type: none"> • Fall window (9/1–10/31) • Winter window (1/1–2/28) • Spring window (5/1–6/30) <p>For each of these ranges, the beginning date and end date are included as part of the ranges.</p>	<ul style="list-style-type: none"> • Growth Report • Growth Proficiency Chart <p>ENTERPRISE</p>

HISTORICAL EXTRACT

Who Can Do This?

- District Administrators
- District Staff
- School Administrators
- School Staff
- Teachers

Learn more about capabilities on page 195.

The historical extract gives you access to test data from previous school years for STAR Early Literacy, STAR Math, and STAR Reading. The data is extracted into a tab-delimited text (.txt) file, which you can open in a spreadsheet program or a plain-text editor. Historical extracts are useful for planning a new school year (based on where students ended the previous year), comparing STAR’s prediction of students’ performance on state tests with their actual test results, and identifying trends in performance and growth for students or teachers.

The procedure for creating a historical extract starts on the Historical Extract page. There are two ways to reach that page (use whichever method you prefer, then go to step 1):

Method 1—From the Renaissance Place Home Page

- a. Go to the Home page.
- b. Under STAR Math, click **Historical Extract**.

Method 2—From the STAR Math Enterprise Home Page

- a. Go to the Home page.
- b. Under STAR Math Enterprise, click **Enterprise Home**.
- c. Under Historical Extract (in the “Important Features” section), click **Historical Extract**.

1. Choose from the following options:

Option	Description
Select Schools	Use the drop-down list to choose which school’s data to include in the extract. <ul style="list-style-type: none"> • School administrators can only create an extract for their own school. • District administrators and district staff can choose All Schools to create an extract for all schools in the district, or they can click Multiple Schools to choose multiple schools from a checklist (check the schools you want to include, then click Save Selection).
Select School Years	Use this drop-down list to choose which year’s data you want to include in the extract. <ul style="list-style-type: none"> • Click Multiple Years to include data from more than one school year (check the years you want to include, then click Save Selection).
Product	Check the box next to each program you want a historical extract for. Each product will have its own extract made; for example, if you check STAR Math and STAR Reading , you will get two data files. <ul style="list-style-type: none"> • Choosing a program will include data from both the Enterprise and non-Enterprise versions of the program if the selected school(s) use both.
Benchmark	Choose a benchmark to compare students’ test scores against: the school benchmark, the district benchmark, or the state benchmark (if available).
Date for Projected Score	Enter the date that you want to predict the projected Scaled Score to in the historical extract. The default date is the last day of the school year, but you can change it to another (such as the day of the state test, or the actual last day of school).

2. After you make your selections, click **Generate Extract**.

3. Below the table of options is a list of historical extracts created in the last five days.

Extracts performed in the last 5 days	
In Queue	7/9/2013 - All Schools - 2011-2012, STAR Reading, School Benchmark, 7/31
Completed	7/9/2013 - 2 Schools Selected - 3 School Years Selected, STAR Reading, District Benchmark, 5/30 (40.4 Kb)
No Data Found	7/8/2013 - School 1 - 2011-2012, STAR Reading, School Benchmark, 7/31
Failed	7/8/2013 - School 1 - 2011-2012, STAR Early Literacy, School Benchmark, 7/31

- In Queue* means the extract is still being created. If your extract has been in the queue for a while, you can click **Refresh** to force the list of extracts to update.
- Completed* means the extract is ready. There will be a link to the right that has the date the extract was created and the options chosen (followed by the file size of the extract). Click the link to save or open the extract.
- No Data Found* means that there was no historical data that matched the options you have chosen. Choose different options and click **Generate Extract** again.
- Failed* means that there was a technical problem during the creation of the historical extract. Make sure you have the same options chosen and click **Generate Extract** again. If you experience multiple failures, please contact Renaissance Learning (see page 11).

4. Click **Done** when you are finished.

The extract you created will be accessible on this page for the next five days, after which it will be automatically removed. You will see an alert on the Home page for any extracts that are complete and have not been automatically removed yet, or extracts that have failed. You can dismiss these reminders like any other by clicking **Dismiss**.

[Did you know?](#)

Alerts

Historical Extract
Your STAR Math extract has been completed successfully
[Dismiss](#)

Historical Extract
Your STAR Reading extract has been completed successfully
[Dismiss](#)

PREFERENCES

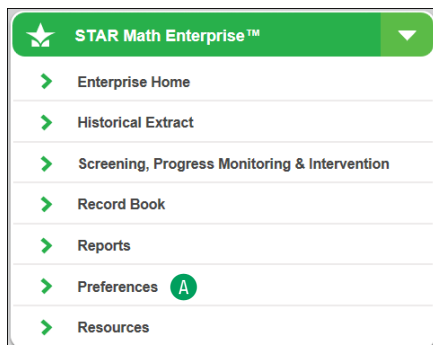
STAR Math has three categories of preferences that can change the way the program functions: giving students more time to answer test questions, requiring students to be registered before they take a test, and so on.

Viewing Preference Settings

To view the current preference settings (or if you want to change those settings) you will need to get to the Preferences page. All the procedures described in this chapter start from the Preferences page. There are two ways to reach the Preferences page—use whichever method you prefer:

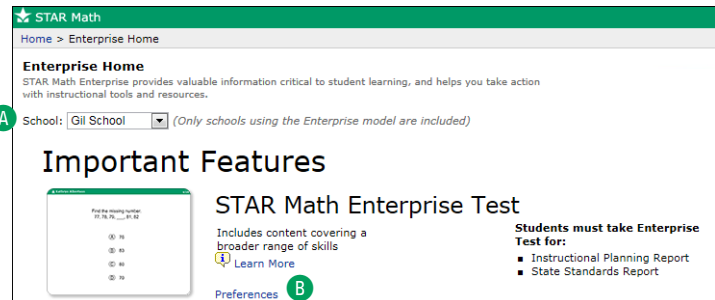
Method 1—From the Home Page

- Under STAR Math (or STAR Math Enterprise) on the Home page, click **Preferences** **A**.



Method 2—From the STAR Math Enterprise Home Page

- Select your school in the **School** drop-down list **A** at the top of the STAR Math Enterprise Home page, if necessary.
- Under STAR Math Enterprise Test (in the “Important Features” section), click **Preferences** **B**.



Once you are on the Preferences page, you can view the current settings for all the preferences. You may need to use the **School** and **Class** drop-down lists to view the preference settings for a specific class or student; see the instructions for setting each of the preferences for more information.

Administrator Preferences



The settings for Administrator Preferences carry over from one school year to the next. District administrators should check the preference settings at the start of a new school year.

Administrator Preferences can only be set by district administrators; the chosen settings affect all schools within a school district. These include:

- **SGP Windows** (page 182): Determines which set of SGP windows is used when calculating SGP (Student Growth Percentile) scores—the default windows or the alternate windows.
- **Enterprise Tests** (page 184): This preference lets you choose which version of the test you want students throughout the school district to have access to: the STAR Math Enterprise test only or both the STAR Math and the STAR Math Enterprise tests.

Classroom Preferences



If a STAR Math class is copied into the current school year from the prior school year, the settings for that class's Testing Password, Enterprise Tests, and Student Test Registration Preferences are also carried over into the new school year.

Classroom Preferences can be set for classes by district administrators, school administrators, and teachers who are assigned to a STAR Math class. These include:

- **Testing Password** (page 186): Lets you decide whether the monitor password is required at the start of each STAR Math test; the preference also allows you to set the monitor password.
- **Enterprise Tests** (page 188): The administrator version of this preference affects all STAR Math classes in all the schools in a district. The *classroom* version of this preference can be set for all classes in a school, or it can be set differently for individual classes in a school. Note that the setting of the administrator version affects the setting for the classroom version.
- **Student Test Registration** (see page 190): Lets you decide whether students must be registered before they can take the STAR Math test. It also lets you register students if you decide to require registration.

Student Preferences



If a STAR Math class is copied into the current school year from the prior school year, the settings for the Extended Question Time Limit Preference (for students in that class) are also carried over into the new school year.

Student Preferences can be set for specific students by district administrators, school administrators, and teachers who are assigned to those students' STAR Math classes. These include:

- **Estimated MIL** (see page 192): Lets you set an Estimated Math Instructional Level for a student, which will change the difficulty of the first question the student is given during a test.
- **Extended Question Time Limit** (see page 193): Doubles the amount of time the student has to answer a question.
- **Test Type** (see page 194): For students in grades 7 and above, you can use this setting to determine what kinds of questions they will be presented with during a test.

Setting the SGP Windows Preference

Who Can Do This?

- District Administrators
- District Staff
- School Administrators
- School Staff
- Teachers

Learn more about capabilities on page 195.



This preference carries over from one school year to the next; district administrators should check the preference setting at the start of a new school year to make sure the correct SGP Windows are being used.



Opening the STAR Math Preferences page:

- Under *STAR Math* (or *STAR Math Enterprise*) on the Home page, click **Preferences**.
- or
- At the top of the *STAR Math Enterprise* Home page, select your school in the **School** drop-down list if necessary; then, under *STAR Math Enterprise Test* (in the “Important Features” section), click **Preferences**.



Click Learn More for additional information about the SGP score.

SGP (Student Growth Percentile) scores compare students who took the STAR Math test at approximately the same time during the fall, winter, and spring. These time spans are represented by the fall, winter, and spring SGP windows. The default calendar dates for those windows are:

- Fall: August 1–September 30
- Winter: December 1–January 31
- Spring: April 1–May 31

If your district’s school year starts later than August 1 and ends later than May 31, set the SGP Windows preference to use the *alternate* windows when calculating SGP scores (see page 177). The alternate windows are:

- Fall: September 1–October 31
- Winter: January 1–February 28
- Spring: May 1–June 30

The setting for this preference applies to all schools within the district (this does not apply to schools that are implementing STAR Math independently within their district).

IMPORTANT! The preference can be set in STAR Early Literacy, STAR Math, or STAR Reading, but the same setting is shared by all three of these STAR applications. For example, if you set the preference to **Alternate SGP Windows** in STAR Math, then **Alternate SGP Windows** will also be used in STAR Early Literacy and STAR Reading.

To set this preference:

1. On the Preferences page, under Administrator Preferences, click **Edit**.

Note: The current setting of this preference is shown at the end of the row in the Current Setting column.

Preferences	Description	Current Setting
SGP Windows	Select testing windows for Student Growth Percentile reporting Learn More	Default SGP Windows
Enterprise Tests	Choose to administer only Enterprise tests across all products and schools, or administer both Enterprise and non-Enterprise tests	Enterprise tests and non-Enterprise tests



2. Choose which SGP Windows you want to use for calculating SGP scores, either **Default SGP Windows** or **Alternate SGP Windows** **D**.

The screenshot shows the STAR Math Administrator Preferences interface. At the top, it says 'STAR Math' and 'Home > Preferences > Administrator Preferences'. The main heading is 'Administrator Preferences'. Below that, it says 'School: All Schools'. A yellow highlighted section titled 'Preference Options' contains two main settings. The first is 'SGP Windows', which has a description: 'This setting affects all STAR Early Literacy, STAR Math, and STAR Reading assessments'. It offers two radio button options: 'Default SGP Windows' (selected) and 'Alternate SGP Windows'. The 'Default SGP Windows' option lists: Fall: August 1 - September 30, Winter: December 1 - January 31, and Spring: April 1 - May 31. The 'Alternate SGP Windows' option lists: Fall: September 1 - October 31, Winter: January 1 - February 28, and Spring: May 1 - June 30. The second setting is 'Administer only Enterprise tests', with a description: 'This setting affects all STAR Math and STAR Reading assessments'. It has two radio button options: 'Yes' and 'No' (selected). At the bottom of the form are 'Cancel' and 'Save' buttons, with a green 'E' icon next to the 'Save' button.

3. Click **Save** **E**.

Setting the Enterprise Tests Preference (Administrator Preference) ENTERPRISE

Who Can Do This?

- District Administrators
- District Staff
- School Administrators
- School Staff
- Teachers

Learn more about capabilities on page 195.

The Enterprise Tests preference determines if students can only take Enterprise tests (which is the default setting) or if they can take either an Enterprise or a non-Enterprise test.

- The *administrator* version of this preference (described here) applies to all classes in all schools in a district.
- The *classroom* version of this preference (see page 188) can apply to all classes in a school or individual classes.

The setting for the administrator version affects the setting for the classroom version. For example, if the Administrator Preference setting only allows Enterprise tests to be taken, the Classroom Preference for a school in the district cannot be set to allow Enterprise and non-Enterprise tests.

IMPORTANT! If you have both STAR Math Enterprise and STAR Reading Enterprise, note that this preference can be *set* in both programs, *but the same setting is shared by both programs*. For example, if you set the preference to **Yes** in STAR Math Enterprise, then **Yes** will also be set for this preference in STAR Reading Enterprise.

To set this preference:

1. On the Preferences page, under Administrator Preferences, click **Edit** A.

Note: The current setting of this preference is shown at the end of the row in the Current Setting column B.



Opening the STAR Math Preferences page:

- Under STAR Math (or STAR Math Enterprise) on the Home page, click **Preferences**.
- or
- At the top of the STAR Math Enterprise Home page, select your school in the **School** drop-down list if necessary; then, under STAR Math Enterprise Test (in the “Important Features” section), click **Preferences**.

★ STAR Math

[Home](#) > [Preferences](#)

Preferences

School: **All Schools**

Administrator Preferences

A [Edit](#)

Preferences	Description	Current Setting
SGP Windows	Select testing windows for Student Growth Percentile reporting Learn More	Default SGP Windows
Enterprise Tests	Choose to administer only Enterprise tests across all products and schools, or administer both Enterprise and non-Enterprise tests	Enterprise tests and non-Enterprise tests B

2. Choose one of the two options **C**.

- If you choose **Yes**, students in all schools in the district will take Enterprise tests only.
- If you choose **No**, the setting for the classroom version of this preference (see page 188) will determine if students will take Enterprise tests only or if they can also take non-Enterprise tests.



This preference carries over from one school year to the next; district administrators should check the preference setting at the start of a new school year.

★ STAR Math

Home > Preferences > Administrator Preferences

Administrator Preferences

School: **All Schools**

Preference Options

SGP Windows <i>This setting affects all STAR Early Literacy, STAR Math, and STAR Reading assessments</i>	<input checked="" type="radio"/> Default SGP Windows Fall: August 1 - September 30 Winter: December 1 - January 31 Spring: April 1 - May 31 <input type="radio"/> Alternate SGP Windows Fall: September 1 - October 31 Winter: January 1 - February 28 Spring: May 1 - June 30
Administer only Enterprise tests <i>This setting affects all STAR Math and STAR Reading assessments</i>	<input type="radio"/> Yes <input checked="" type="radio"/> No C

D

3. Click **Save** **D**.

Setting the Testing Password Preference

Who Can Do This?

- District Administrators
- District Staff
- School Administrators
- School Staff
- Teachers

Learn more about capabilities on page 195.



Opening the STAR Math Preferences page:

- Under STAR Math (or STAR Math Enterprise) on the Home page, click **Preferences**.
- or
- At the top of the STAR Math Enterprise Home page, select your school in the **School** drop-down list if necessary; then, under STAR Math Enterprise Test (in the “Important Features” section), click **Preferences**.

To set this preference:

1. On the Preferences page, select your school and class from the drop-down lists in the Classroom Preferences section if necessary **A**.

A School:

Class:

Classroom Preferences

Preferences	Description	Current Setting
Testing Password	Define Password requirements for student testing	Monitor Password required Monitor Password: ADMIN B
Enterprise Tests	Choose to administer only Enterprise tests across all products and schools, or administer both Enterprise and non-Enterprise tests	Enterprise tests and non-Enterprise tests
Student Test Registration	Choose if students must be registered before taking tests	Registration is off

The current setting for the Testing Password Preference will be shown in the Current Setting column of the table **B**. (Default settings: the monitor password is ADMIN, and it is required for all classes.)

- District and school administrators can choose **All School Classes** from the **Class** drop-down list to see how many classes in a school have passwords required: all, none, some (along with the number of classes; for example, “Password required for: 6 of 39 classes”), and if any of the passwords in place were defined by teachers. District and school administrators can also check the preference setting for a specific class by choosing the class from the **Class** drop-down list.
- Teachers can only view or change this preference for their own classes. On the Preferences page, the **Class** drop-down list will allow them to choose **All My Classes** or a specific class that they are the lead teacher for **C**.

School:

Class: **C**

Class Chapman, Math 1, 2012-2013 School Year **C**

Chapman, Math 2, 2012-2013 School Year

Locke, Mr. Brown's Class 4, 2012-2013 School Year

Locke, Mrs. Posada's Class 1, 2012-2013 School Year

Locke, Mrs. Posada's Class 2, 2012-2013 School Year

Locke, Mrs. Stott's Class, 2012-2013 School Year

Nightingale, Mrs. Stott's Class 2, 2012-2013 School Year

D

Preferences	Description	Current Setting
Testing Password	Define Password requirements for student testing	Monitor Password required for 4 of 7 Classes Some passwords are teacher-defined
Enterprise Tests	Choose to administer only Enterprise tests across all products and schools, or administer both Enterprise	Enterprise tests only Set by Administrator

- If **All School Classes** (or **All My Classes**) is chosen from the **Class** drop-down list, the current monitor password will only be displayed in the Current Settings column if it is the same for all classes.
2. Under Classroom Preferences, click **Edit** **D**.



If a STAR Math class is copied into the current school year from the prior school year, the settings for that class's Testing Password Preference are also carried over into the new school year.

For more information about copying classes from one school year to the next, see the Renaissance Place Software Manual.

3. Change the preference settings.

D Check the **Monitor** box if you want the test monitor to enter a password before a student can start a test. The monitor password is meant to be used by the person who is supervising students as they take the test. By entering the monitor password, the test monitor confirms that the students should be allowed to test and that the student has not accidentally logged in as another student.

E If you require a monitor password, you can change the default monitor password (**ADMIN**) to one that you want to use. A testing password defined by a district or school administrator will always override one defined by a teacher.

4. Click **Save** **F**.

- If you are requiring the monitor password, make sure all test monitors know the password.
- You cannot substitute another password (such as your Renaissance Place password) during the test.
- Even if a monitor password is not required to *start* a test, it is always required to stop or resume a test (see pages 44 and 46).

Setting the Enterprise Tests Preference (Classroom Preference) ENTERPRISE

Who Can Do This?

- District Administrators
- District Staff
- School Administrators
- School Staff
- Teachers

Learn more about capabilities on page 195.

The Enterprise Tests preference determines if students can only take Enterprise tests (which is the default setting) or if they can take either an Enterprise or a non-Enterprise test.

- If the *administrator* version of this preference (see page 184) has been set to **Yes**, then you *cannot* set the classroom version of this preference—it will also be set to **Yes** (and it cannot be changed unless the administrator version is set to **No**).
- When the classroom version of this preference is set by a district administrator or school administrator, it can be set the same for all classes in a school (by choosing **All School Classes** in step 1), or each class can have its own setting.
- When the classroom version of this preference is set by a teacher, it can be set the same for all of that teacher’s classes (by choosing **All My Classes** in step 1), or each of that teacher’s classes can have its own setting.

IMPORTANT! If you have both STAR Math Enterprise and STAR Reading Enterprise, note that this preference can be *set* in both programs, *but the same setting is shared by both programs*. For example, if you set the preference to **Yes** in STAR Math Enterprise, then **Yes** will also be set for this preference in STAR Reading Enterprise.

To set this preference:

1. On the Preferences page, select your school and class from the drop-down lists in the Classroom Preferences section if necessary A.



Opening the STAR Math Preferences page:

- Under STAR Math (or STAR Math Enterprise) on the Home page, click **Preferences**.
- or
- At the top of the STAR Math Enterprise Home page, select your school in the **School** drop-down list if necessary; then, under STAR Math Enterprise Test (in the “Important Features” section), click **Preferences**.

School: Gamez School ▼

Class: Anderson, Mrs. Escobedo's Class, 2012-2013 School Year ▼

Classroom Preferences

Edit

Preferences	Description	Current Setting
Testing Password	Define Password requirements for student testing	Monitor Password required Monitor Password: ADMIN
Enterprise Tests	Choose to administer only Enterprise tests across all products and schools, or administer both Enterprise and non-Enterprise tests	Enterprise tests and non-Enterprise tests B
Student Test Registration	Choose if students must be registered before taking tests	Registration is off

The current setting for the Enterprise Tests preference will be shown in the Current Setting column of the table B.


- District and school administrators can choose **All School Classes** from the **Class** drop-down list or choose a specific class.

- Teachers can choose **All My Classes** or a specific class that they are the lead teacher for **C**.

Preference	Current Setting
Testing Password	Define Password requirements for student testing Monitor Password required for 4 of 7 Classes Some passwords are teacher-defined
Enterprise Tests	Choose to administer only Enterprise tests across all products and schools, or administer both Enterprise tests only <i>Set by Administrator</i>

- If you choose **All School Classes** or **All My Classes**, then individual classes cannot have different settings for this preference.
Example: You teach 5 STAR Math classes; you want 4 of them to have Enterprise tests only, and 1 to have either Enterprise or non-Enterprise tests. You cannot choose **All My Classes**, set the preference to **Yes**, and then change the preference for the other class to **No**. You would have to set the preference to **Yes** or **No** for all 5 classes individually.

- Click **Edit** **D**.
- Choose one of the two options **E**.

 **If a STAR Math class is copied into the current school year from the prior school year, the settings for that class's Enterprise Tests Preference are also carried over into the new school year.**

For more information about copying classes from one school year to the next, see the Renaissance Place Software Manual.

- If you choose **Yes**, students in the chosen class(es) will take Enterprise tests only.
- If you choose **No**, students who meet *both* of the following criteria will take the non-Enterprise version of the test:
 - The student is taking the test outside of a range of screening dates (see page 79), *and*
 - The student has a goal set (see page 82).

- Click **Save** **F**.

Setting the Student Test Registration Preference

Who Can Do This?

- District Administrators
- District Staff
- School Administrators
- School Staff
- Teachers

Learn more about capabilities on page 195.



Opening the STAR Math Preferences page:

- Under *STAR Math* (or *STAR Math Enterprise*) on the Home page, click **Preferences**.

or

- At the top of the *STAR Math Enterprise* Home page, select your school in the **School** drop-down list if necessary; then, under *STAR Math Enterprise Test* (in the “Important Features” section), click **Preferences**.



If a STAR Math class is copied into the current school year from the prior school year, the settings for that class's Student Test Registration Preference are also carried over into the new school year. Only the Yes/No setting carries over; you still need to register students if it is set to Yes.

The Student Test Registration preference controls whether students in a class must be registered before they can take STAR Math tests. This can help teachers focus on a particular group of students they would like to test, such as a specific class or new students.

- If registration is not required, any student who is enrolled in a STAR Math class can take a test.
- If registration is required, only registered students can take a test; you must register the students before each test.

To set this preference:

1. On the Preferences page, select your school and class from the drop-down lists in the Classroom Preferences section **A**.

		Current Setting
Testing Password	Choose if a password is required for student testing	Monitor Password not required
Enterprise Tests	Choose to administer only Enterprise tests across all products and schools, or administer both Enterprise and non-Enterprise tests	Enterprise tests and non-Enterprise tests
Student Test Registration	Choose if students must be registered before taking tests	Registration is off C

- District administrators can select any school, and can select either a single class or **All School Classes**.
- School administrators can select either a single class or **All School Classes**.
- Teachers can select either a single class that they teach or **All My Classes** **B**.

The current setting for the Student Test Registration preference for the chosen class will be shown in the Current Setting column of the table **C**.

2. Under Classroom Preferences, click **Edit** **D**.
3. Choose one of the options **E**: **Yes** to require registration, or **No** to not require it.

STAR Math
Home > Enterprise Home > Preferences > Classroom Preferences

Classroom Preferences

School: Gil School
Class: Locke, Mr. Brown's Class 4, 2012-2013 School Year

Preference Options

Testing Password Monitor

Monitor Password: znxp0nf
(Only required if monitor password requirement set above)
Passwords must be a minimum of 2 characters.
Note: Monitor password is always required when a student stops a test.

Administer Enterprise tests only Yes No
Non-Enterprise test cannot be administered during screening windows and require RTI goals to be set for students

Require Registration before students can take tests **E** Yes Register Students (0 students registered) No

Cancel Save **F**

4. Click **Save** **F**.

If you *are* requiring registration, see page 191 for instructions on how to register students and how to remove students from the registration list.

Registering Students for Testing and Removing Students from the Registration List

Who Can Do This?

- District Administrators
- District Staff
- School Administrators
- School Staff
- Teachers

Learn more about capabilities on page 195.

If the Student Test Registration preference has been set to “Yes” (see page 190), follow these instructions to register students to take a test or to remove them from the registration list.

1. If you are *not* already on the Classroom Preferences page, follow steps 1–2 in the previous section, “Setting the Student Test Registration Preference.”
2. On the Classroom Preferences page, click **Register Students** A.

3. The Register Students page lists all the students in the chosen class. Any students who are already registered to test will have the **Yes** box checked at the end of their row B. Check the box at the end of other students’ rows to register them for testing, or remove the check to remove them from the registration list. You can click the **Allow Testing** box at the top of the column C to check or uncheck all the boxes at once.

Student	ID	Grade	Allow Testing
Arceneaux, Randall	4351	6	<input checked="" type="checkbox"/> Yes B
Arenas, Teresita	4676	6	<input type="checkbox"/> Yes
Armijo, Antipas	4364	6	<input checked="" type="checkbox"/> Yes B

4. Click **Save** D.

Setting the Estimated MIL Preference

Who Can Do This?

- District Administrators
- District Staff
- School Administrators
- School Staff
- Teachers

Learn more about capabilities on page 195.



Opening the STAR Math Preferences page:

- Under STAR Math (or STAR Math Enterprise) on the Home page, click **Preferences**.
- or
- At the top of the STAR Math Enterprise Home page, select your school in the **School** drop-down list if necessary; then, under STAR Math Enterprise Test (in the "Important Features" section), click **Preferences**.

STAR Math normally starts a student's first test with questions slightly below the student's grade level. If the student has taken a STAR Math test in the past six months, STAR Math uses the results from the last test to decide the starting difficulty level for the next one.

However, when students have an Estimated Math Instructional Level (MIL) set, STAR Math uses *that* level to decide how difficult the first question should be. You should only enter an Estimated MIL for students who receive math instruction at a higher or lower level than their current grade.

To set this preference for a student:

1. On the Preferences page, select the student's school and class from the drop-down lists in the Classroom Preferences section of the page.
2. In the Student Preferences section of the page, click **Edit** **A**.

Preferences	Description	Current Setting
Estimated MIL	Change students' estimated Math Instructional Level	Estimated MIL is not set
Extended Question Time Limit	Extend students' time limit for answering questions	Extended Question Time Limit off for: All students
Test Type	Select test to administer, which affects reporting capabilities	Enterprise: 23 Students Algebra: 0 Students Geometry: 0 Students

3. To change a student's Estimated Math Instructional Level, type it in the field in the row for that student (in the Estimated MIL column) **B**.

STAR Math							
Home > Preferences > Student Preferences							
Student Preferences							
School: Gil School Class: Chapman, Math 3, 2012-2013 School Year							
Student	ID	Grade	Test Type			Estimated MIL	Extended Question Time Limit
			Enterprise	Algebra	Geometry		
Adams, Judith	4906	8	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>	<input type="text"/>	<input checked="" type="checkbox"/> On
Alicea, Gines	4347	8	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>	B 9	<input type="checkbox"/> On
Aparicio, Agop	1116	8	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="text"/>	<input checked="" type="checkbox"/> On
Bischoff, Esteban	2019	8	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>	7	<input type="checkbox"/> On
Boswell, Raymond	6195	8	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>	<input type="text"/>	<input checked="" type="checkbox"/> On
Gallagher, Dean	9043	8	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="text"/>	<input type="checkbox"/> On

Note: Although kindergarteners can take the STAR Math test, kindergarten (K) cannot be set as an Estimated MIL.

4. Click **Save** **C**.

Setting the Extended Question Time Limit Preference

Who Can Do This?

- District Administrators
- District Staff
- School Administrators
- School Staff
- Teachers

Learn more about capabilities on page 195.

Extended time limits are twice as long as standard time limits. Use them for students with special needs who need more time to read or answer the test questions. Reports will indicate if any students took a test using extended time limits, with a footnote explanation.

Remember that the STAR Math norms and reliability and validity are based on the standard time limits.

Question Type	Standard Time Limit	Extended Time Limit
Practice questions	90 seconds (1.5 minutes) for each question	180 seconds (3 minutes) for each question
Test questions	180 seconds (3 minutes) for each question	360 seconds (6 minutes) for each question



Opening the STAR Math Preferences page:

- Under STAR Math (or STAR Math Enterprise) on the Home page, click **Preferences**.

or

- At the top of the STAR Math Enterprise Home page, select your school in the **School** drop-down list if necessary; then, under STAR Math Enterprise Test (in the "Important Features" section), click **Preferences**.

To set this preference for a student:

1. On the Preferences page, select the student's school and class from the drop-down lists in the Classroom Preferences section of the page.
2. In the Student Preferences section of the page, click **Edit** **A**.

Preferences	Description	Current Setting
Estimated MIL	Change students' estimated Math Instructional Level	Estimated MIL is not set
Extended Question Time Limit	Extend students' time limit for answering questions	Extended Question Time Limit off for: All students
Test Type	Select test to administer, which affects reporting capabilities	Enterprise: 23 Students Algebra: 0 Students Geometry: 0 Students

3. To let a student use extended time limits, check the box at the end of the row for that student (in the Extended Question Time Limit column) **B**. You can click the box at the top of the column to check or uncheck all the students at once **C**.



If a STAR Math class is copied into the current school year

from the prior school year, the Extended Question Time Limit Preference settings for students in that class are also carried over into the new school year.

For more information about copying classes from one school year to the next, see the Renaissance Place Software Manual.

Student	ID	Grade	Test Type			Estimated MIL C	Extended Question Time Limit B
			Enterprise	Algebra	Geometry		
Adams, Judith	4906	8	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/> On
Alicea, Gines	4347	8	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>	9	<input type="checkbox"/> On
Aparicio, Agop	1116	8	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/> On
Bischoff, Esteban	2019	8	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>	7	<input type="checkbox"/> On
Boswell, Raymond	6195	8	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/> On
Gallagher, Dean	9043	8	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="checkbox"/>	<input type="checkbox"/> On

4. Click **Save** **D**.

Setting the Test Type Preference ENTERPRISE

Who Can Do This?

- District Administrators
- District Staff
- School Administrators
- School Staff
- Teachers

Learn more about capabilities on page 195.



Opening the STAR Math Preferences page:

- Under **STAR Math** (or **STAR Math Enterprise**) on the Home page, click **Preferences**.
- or
- At the top of the **STAR Math Enterprise** Home page, select your school in the **School** drop-down list if necessary; then, under **STAR Math Enterprise Test** (in the “Important Features” section), click **Preferences**.

For students in grades 7 and above, the STAR Math Enterprise test includes algebra questions and geometry questions. By using the Test Type Preference, you can limit a student's test to *just* questions in those categories.

To set this preference for a student:

1. On the Preferences page, select the student's school and class from the drop-down lists in the Classroom Preferences section of the page.
2. In the Student Preferences section of the page, click **Edit** A.

Student Preferences		
Preferences	Description	Current Setting
Estimated MIL	Change students' estimated Math Instructional Level	Estimated MIL is not set
Extended Question Time Limit	Extend students' time limit for answering questions	Extended Question Time Limit off for: All students
Test Type	Select test to administer, which affects reporting capabilities	Enterprise: 23 Students Algebra: 0 Students Geometry: 0 Students

3. For all students, the default setting of the Test Type Preference is **Enterprise**.
 - To give a student a test with the standard combination of math, algebra, and geometry, leave the default setting of **Enterprise** B.
 - To give a student a test made up exclusively of algebra questions, click **Algebra** in the row for that student C.
 - To give a student a test made up exclusively of geometry questions, click **Geometry** in the row for that student D.
 - You can click the top of a column to set the same test type for all students in the class E.

★
STAR Math

[Home](#) > [Preferences](#) > [Student Preferences](#)

Student Preferences

School: **Gil School**
Class: **Chapman, Math 3, 2012-2013 School Year**

Student	ID	Grade	Test Type			Estimated MIL	Extended Question Time Limit <input type="checkbox"/> On
			Enterprise	Algebra	Geometry		
Adams, Judith	4906	8	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>	<input type="text"/>	<input checked="" type="checkbox"/> On
Alicea, Gines	4347	8	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>	9	<input type="checkbox"/> On
Aparicio, Agop	1116	8	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="text"/>	<input checked="" type="checkbox"/> On
Bischoff, Esteban	2019	8	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>	7	<input type="checkbox"/> On
Boswell, Raymond	6195	8	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>	<input type="text"/>	<input checked="" type="checkbox"/> On
Gallagher, Dean	9043	8	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="text"/>	<input type="checkbox"/> On

Cancel
Save

4. Click **Save** F.

CAPABILITIES



Capabilities are sometimes known as rights, access, and/or privileges.

Capabilities give you the right to perform specific tasks in the software.

By default, your capabilities are determined by your user group. The position you hold determines what user group you are in; you can be in more than one user group. See “User Groups” below.

There are two types of capabilities:

- Capabilities in Renaissance Place (see the *Renaissance Place Software Manual*).
- Capabilities in STAR Math (see “STAR Math Capabilities” on page 197).

By default, only district administrators and school administrators can change your capabilities.

For more information about capabilities see the *Renaissance Place Software Manual*.

User Groups

The Renaissance Place software contains these seven user groups:

- District Administrators
- District Staff
- Parents
- School Administrators
- School Staff
- Students
- Teachers

Each person added to the Renaissance Place database is assigned to a user group and a specific position within that group. The positions included in each user group are listed below.

District Administrators

- Assistant Superintendent
- District Superintendent

District Staff

- Academic Testing Coordinator
- Admissions Director
- Curriculum Director
- Custodian—District
- Director of Education
- Food Service Director
- Gifted/Talented Director
- Library/Media Director
- Other District Staff
- Personnel Director
- Reading Specialist
- Secretary—District
- Special Education Director
- Technology/Computer Director
- Title I Director
- Vocational Education Coordinator

School Administrators

- Assistant Principal
- Librarian/Reading Coordinator
- Principal

School Staff

- At Risk Coordinator
- Athletic Director
- Athletic Trainer
- Audiologist
- Custodian—School
- Educational Diagnostician
- ESL Coordinator
- Food Service Worker
- Guidance Counselor
- Interpreter
- Librarian/Media Specialist
- Occupational Therapist
- Other School Staff
- Physical Therapist
- Physician
- Reading Specialist
- School Nurse
- School Psychologist
- Secretary—School
- Social Worker
- Speech Therapist
- Teacher's Aide
- Teacher Appraiser
- Teacher Facilitator
- Teacher Supervisor
- Technology/Computer Coordinator

Teachers

- Teachers for each Renaissance Place Product
- Lead Teacher
- Special Education Teacher
- Team Teachers (general Team Teacher or Team Teacher for each Renaissance Place product)
- ESL Teacher
- Special Duty Teacher
- Substitute Teacher
- Visiting Teacher

Students

Students will log in to use some software programs, such as STAR Math.

Parents

Parents may be added to the database by administrators or staff so they can log in to view reports.



STAR Math Capabilities

Capability	Determines Who Can...	District		School		Teacher
		Admin.	Staff	Admin.	Staff	
Manage STAR Math Preferences	User has the ability to modify STAR Math preferences including testing password, test type, test registration and each student's estimated MIL or extended question time limit.	✓	+	✓	+	✓
View STAR Math Preferences	User has the ability to view STAR Math preferences including testing password, test type, test registration and each student's estimated MIL or extended question time limit.	✓	✓	✓	✓	✓
View Student's Historical STAR Math Assessments	User has permission to view historical data for student assessments in reports.	✓	+	✓	+	+
Manage STAR Math Screening, Progress Monitoring & Intervention	View screening and progress monitoring scores, and set Response to Intervention (RTI) goals for <i>all</i> STAR Math students in the school. The Record Book (see page 93) also uses this capability to determine which students to show.	✓	✓	✓	✓	✓

✓ = available + = can be added – = unavailable

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About Renaissance Learning

Renaissance Learning, Inc. is a leading provider of technology-based school improvement and student assessment programs for K12 schools. Renaissance Learning's tools provide daily formative assessment and periodic progress-monitoring technology to enhance core curriculum, support differentiated instruction, and personalize practice in reading, writing and math. Renaissance Learning products help educators make the practice component of their existing curriculum more effective by providing tools to personalize practice and easily manage the daily activities for students of all levels. As a result, teachers using Renaissance Learning products accelerate learning, get more satisfaction from teaching, and help students achieve higher test scores on state and national tests.