

Quick Guide - Create Assessments

While more detailed lessons are available in our "Assessments" manual, this quick guide can be printed as a single, 1-sided sheet.

To save the results and align standards later, click **Save as an Assessment** or **Push to Gradebook**, to send results to your Gradebook as an assignment.

Create a Manual Setup Assessment



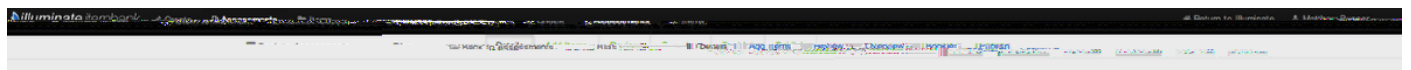
Enter the title > click **Save**. All other choices are options. To search/filter by subject, scope, or grade level, you must make these selections.

Select **Setup** > **Standards** > choose a standard set > select a grade level > click **Search**. Choose appropriate standards by checking the box in front of the standard > click **Add Selected Standards**.

Select **Standard Alignment** > click the associated standard for each question > Click **Save**.

Select **Questions** > scan or hand-entry the answer key > Click **Save**.

Create an Itembank Assessment



*First time logging in? You may have to register with your email address and Illuminate password.

Enter the title > select **Create**. Select standards by choosing a standard set and grade level > click **Search**. Choose appropriate standards by checking the box in front of the standard > Select **Continue**.

Select **Add Items** to search for items using filters. Click **Add** to choose items.

Review allows you to review items selected, shuffle answer choices, and item order.

Booklet allows you to arrange the layout of your assessment and **Generate**, or save/print a digital copy of the student and teacher booklets.

Publish means you will send this assessment to your Illuminate Assessment account, ready to scan and located in your Assessment List. It will be a permanent copy and you can no longer edit the assessment once published.