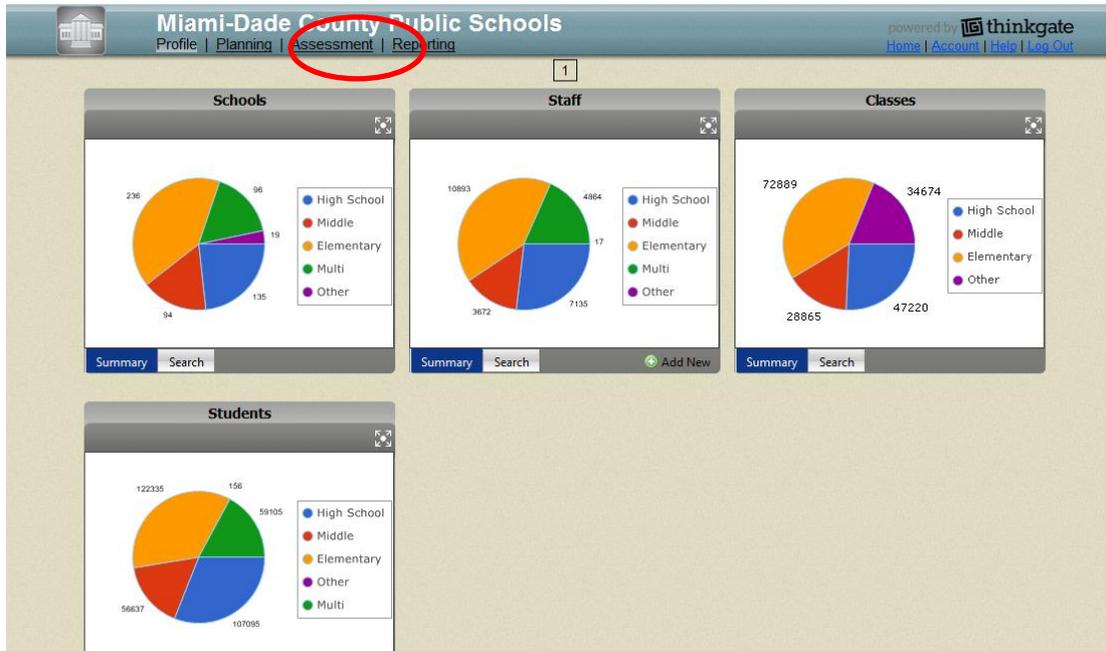


Scoring the District's Writing Assessments in Thinkgate

Login to the Thinkgate testing platform at <https://thinkgate.net/FLMiamiDade/> with the M-DCPS credentials (employee number and password) (**Firefox browser should be used only**)

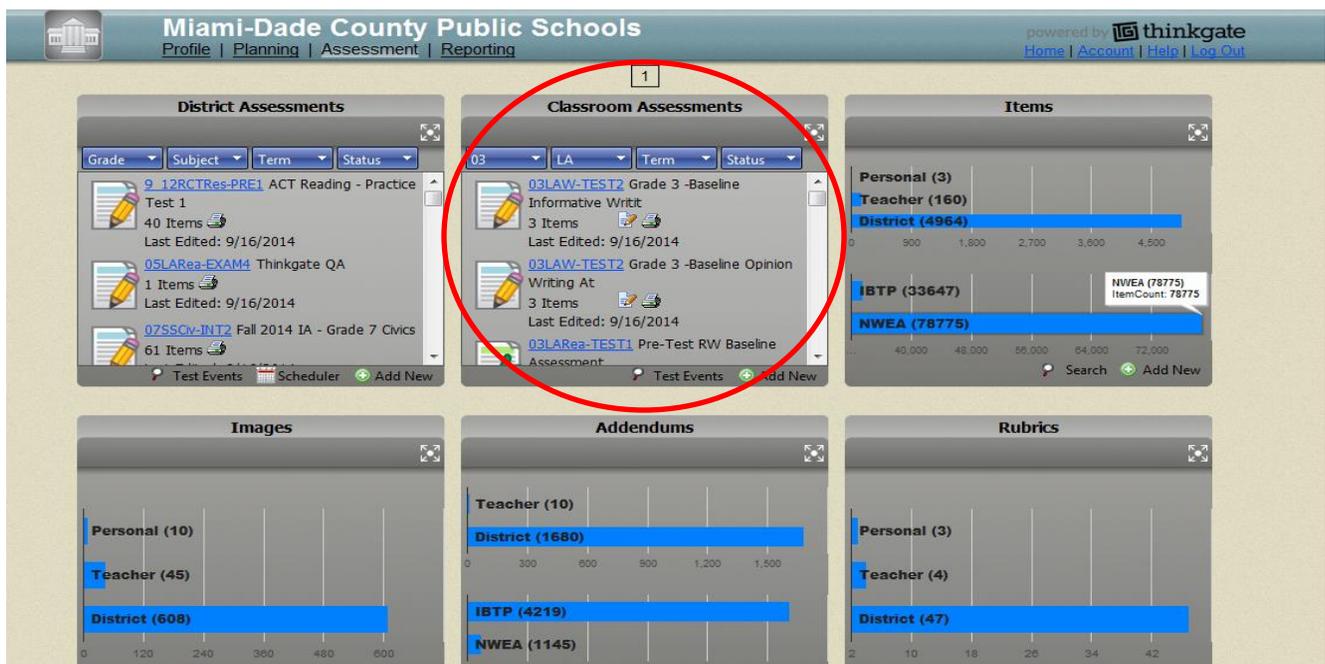
Directions are provided for grade 3 writing; however grades 4-11 should follow the same procedures with the exception of selecting the appropriate grade level.

- Click on the **Assessment** link on the front splash screen.



The assessments are stored on the Classroom Assessment tile.

Filter the tile for the grade level and subject area for the assessment that is being administered. For example, for the grade 3 writing assessment for **Grade** select **3**, **Subject** select **LA**.

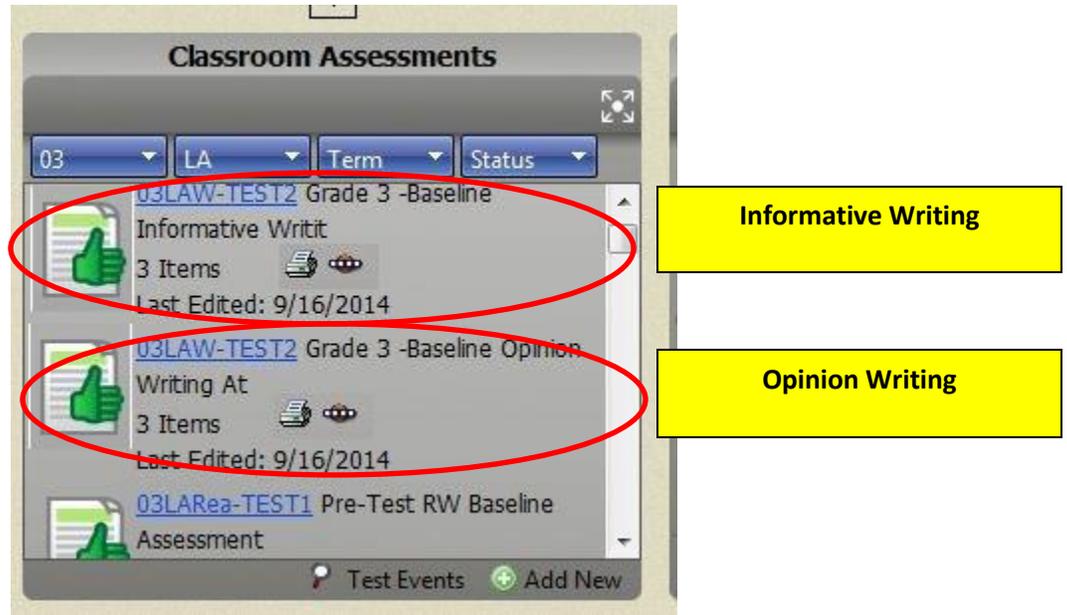


Scoring the District's Writing Assessments in Thinkgate

Two writing prompts are displayed on the tile for each grade level, for example:

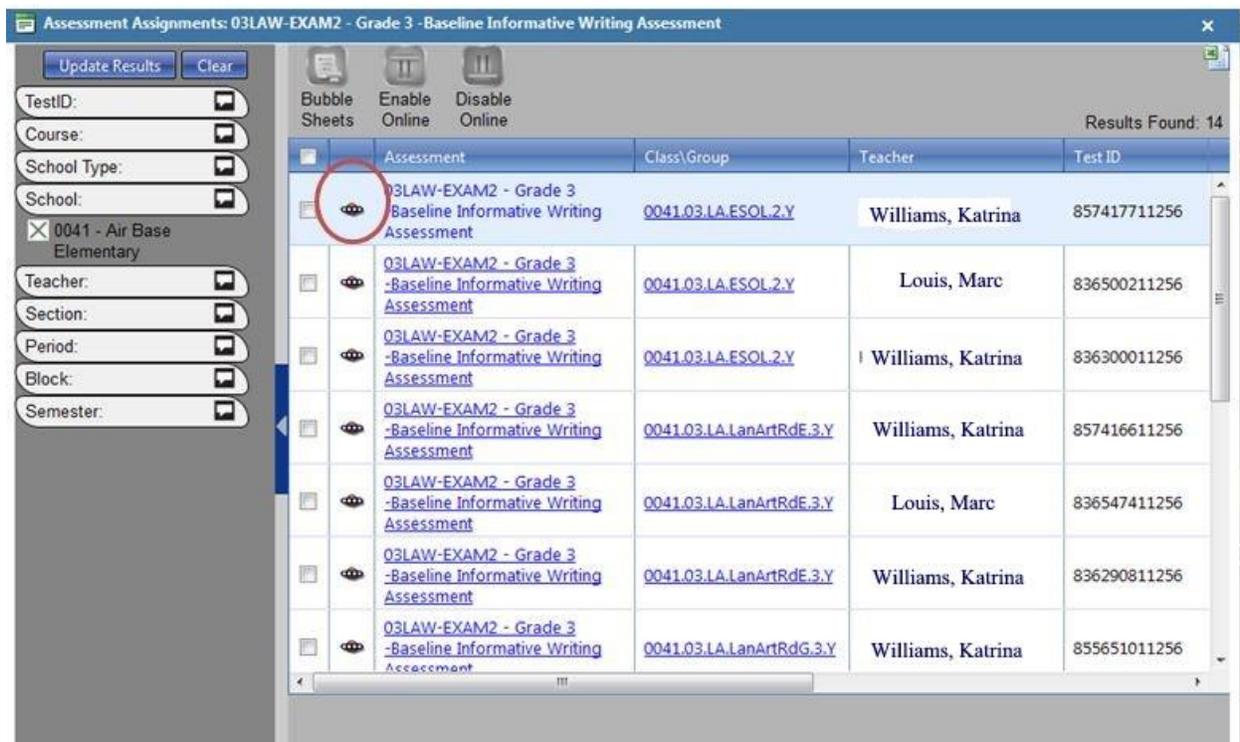
Grade 3 – Baseline Opinion Writing Assessment

Grade 3 – Baseline Informative Writing Assessment



Click on the **Assessment icon**  on the **Classroom Assessment** tile

Scroll for the class or section on the **Assessment Assignment** screen to begin manually entering writing scores.



Scoring the District's Writing Assessments in Thinkgate

Click on the square next to Student Name (this selects all of the students in the class)

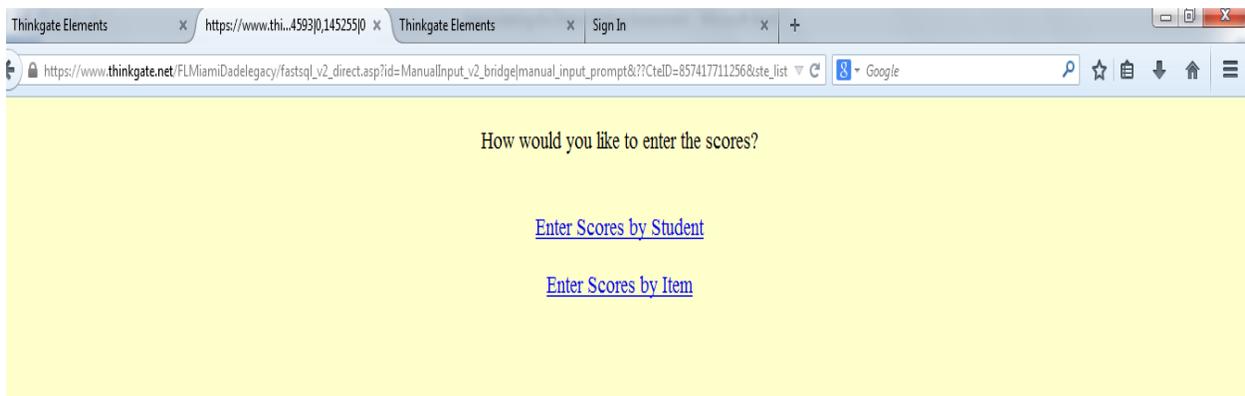
Click the Manual icon



The screenshot shows the "Assessment Administration" window. At the top, there are fields for "Assessment Name" (03LAW-EXAM2), "Description" (Grade 3 -Baseline Informative Writing Assessment), "Teacher", "Test ID" (857417711256), and "Class Name" (0041.03.LA.ESOL.2.Y). To the right, under "Scheduling", "Security Status", "Content Window", and "Print Window" are all listed as "Enabled". Below these fields are several icons: "Assessment", "Bubble Sheets", "Reset", "Manual", "Scans", "Comments", "Disabled", "Continue", and "Suspend". The "Manual" icon is highlighted with a red circle. Below the icons is a table with the following columns: "Student Name", "Student ID", "Login ID", "Form #", "Status", "Start", "End", "Total Time", and "Score". The table contains three rows of student data, each with a checked checkbox in the "Student Name" column:

<input checked="" type="checkbox"/>	Student Name	Student ID	Login ID	Form #	Status	Start	End	Total Time	Score
<input checked="" type="checkbox"/>	Thomas, Scott	0404444	404444						
<input checked="" type="checkbox"/>	Valdes, Carmen	0354434	354434						
<input checked="" type="checkbox"/>	Wilson, Leslie	0409681	409681						

Click the link to **Enter Scores by Student**



The screenshot shows a web browser window with the URL https://www.thinkgate.net/FLMiamiDadelegacy/fastsq/v2_direct.asp?id=ManualInput_v2_bridge/manual_input_prompt&?CtelD=857417711256&ste_list. The page content is on a yellow background and asks "How would you like to enter the scores?". There are two blue links: [Enter Scores by Student](#) and [Enter Scores by Item](#).

Scoring the District's Writing Assessments in Thinkgate

The first student's name appears on the right hand side of screen. Note under the Item Preview on the left hand side of the screen, the item is not shown because the assessment was administered paper-pencil.

The screenshot shows the 'Manual Input - By Student' window. On the left, the 'Item Preview' section displays 'Item Directions' with a note: 'No distractors display due to item type'. Below this, it lists the standard 'LACC.3.W.1.1', 'Addendum: No Addendum', and 'Rubric: Default 4 Point Rubric'. On the right, the student's name 'Thomas, Scott' is circled in red. Below the name is a table for scoring domains.

#	Answer/Scoring	Score
1	Default 4 Point Rubric	Not Scored
r(1)	0: <input type="checkbox"/> 1: <input type="checkbox"/> 2: <input type="checkbox"/> 3: <input type="checkbox"/> 4: <input type="checkbox"/>	Not Scored
2	Default 4 Point Rubric	Not Scored
r(1)	0: <input type="checkbox"/> 1: <input type="checkbox"/> 2: <input type="checkbox"/> 3: <input type="checkbox"/> 4: <input type="checkbox"/>	Not Scored
3	Default 2 Point Rubric	Not Scored
r(1)	0: <input type="checkbox"/> 1: <input type="checkbox"/> 2: <input type="checkbox"/>	Not Scored

Under the student's name are the three domains to be scored:

Domain 1 – Purpose, Focus, and Organization: 4 point rubric

Domain 2 – Evidence and Elaboration: 4 point rubric

Domain 3 – Conventions of Standard English: 2 point rubric

Click the radio box for the score you have assigned for each of the three domains for the first student.

The Florida Standard and possible rubric points appear on the left as you select each of domain on the right.

Enter all three domain scores for the first student, then click the **Save and Continue** button located in the right bottom corner.

The screenshot shows the 'Manual Input - By Student' window with the title 'How would you like to enter the scores?'. The 'Item Preview' section on the left is identical to the previous screenshot. The student's name 'Thomas, Scott' is circled in red. The table on the right now shows scores entered for each domain.

#	Answer/Scoring	Score
1	Default 4 Point Rubric	3 (75%)
r(1)	0: <input type="checkbox"/> 1: <input type="checkbox"/> 2: <input checked="" type="checkbox"/> 3: <input type="checkbox"/> 4: <input type="checkbox"/>	3 (75%)
2	Default 4 Point Rubric	2 (50%)
r(1)	0: <input type="checkbox"/> 1: <input type="checkbox"/> 2: <input checked="" type="checkbox"/> 3: <input type="checkbox"/> 4: <input type="checkbox"/>	2 (50%)
3	Default 2 Point Rubric	1 (50%)
r(1)	0: <input type="checkbox"/> 1: <input checked="" type="checkbox"/> 2: <input type="checkbox"/>	1 (50%)

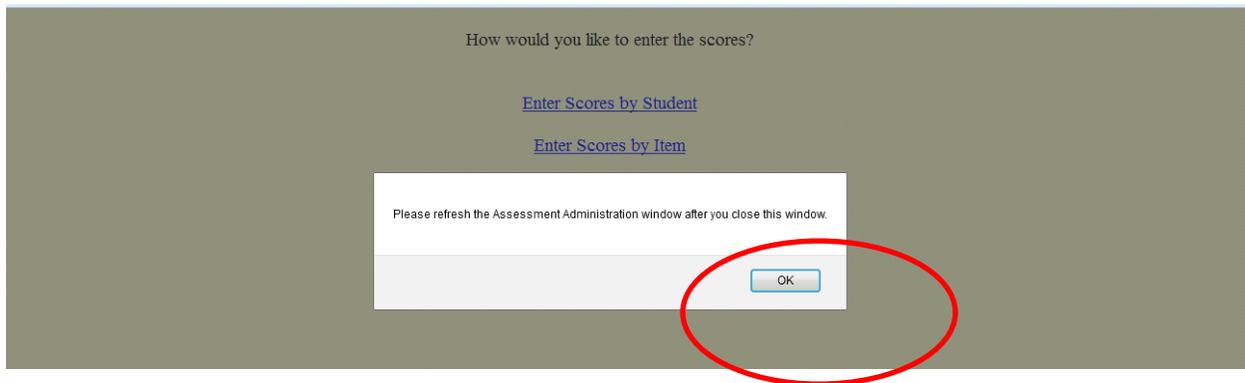
The 'Save and Continue' button at the bottom right is circled in red.

Scoring the District's Writing Assessments in Thinkgate

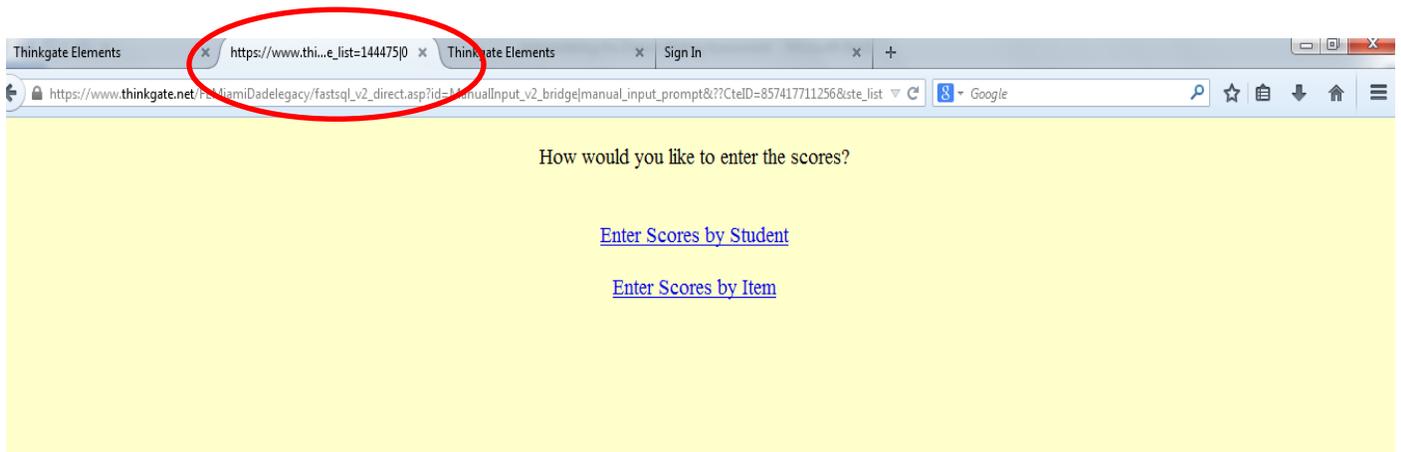
The screen advances to the next student. Continue entering scores.

Once the last student's score has been entered, the following prompt appears: ***"Please refresh the Assessment Administration window after you close this window."***

Click **OK**

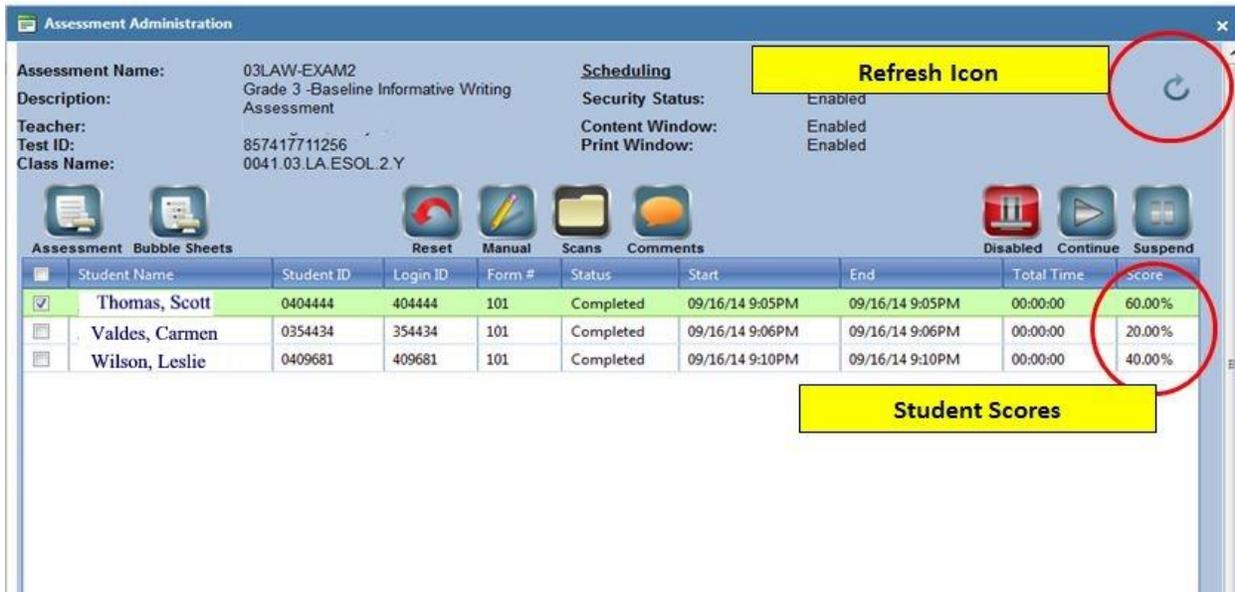


Close the tab for the previous screen by clicking the X on the tab as shown below.



Scoring the District's Writing Assessments in Thinkgate

The **Assessment Administration** screen appears. (If student scores don't appear automatically click the Refresh icon.)



Student scores currently only appear as percentages of the total possible points, not raw scores. However, the 3-domain rubric scores have a total possible point value of 10 points. As such:

Percentage Shown	Total Points Earned
100%	10
90%	9
80%	8
70%	7
60%	6
50%	5
40%	4
30%	3
20%	2
10%	1
0%	0