User Guide

Dynamic Assessment and Progress Monitoring Tool
This guide will walk *Big Ideas Math* program users through the Dynamic Assessment and Progress Monitoring Tool and will provide step-by-step instructions for using each of its features. Additional assistance is available by contacting the [Big Ideas Learning Technical Support Team](https://bigideasmath.com) at BigIdeasMath.com or by calling (877) 552 - 7766.
System Overview
The Dynamic Assessment and Progress Monitoring Tool allows teachers to track and evaluate their students’ advancement through the curriculum. Developed exclusively for Big Ideas Math, this technology provides teachers and students an intuitive and state-of-the-art tool to help students effectively learn mathematics. Built for ease of use, the tool is available on a wide range of devices.

Homework and Assessment
- Multiple assignments available for each chapter
- Homework and Assessments may be scheduled for the entire class or a select group of students
- Progress monitoring assessments present an adaptive testing experience

Direct Ties to Remediation
- Includes direct links to Lesson Tutorial Videos and relevant lesson pages

All-In-One Reporting
- Teachers have access to real time reporting at both the class and student level
- Progress may be tracked through Item Analysis, Standards Analysis, or Remediation reports

Assessment Delivery
- Students have access to embedded tools
- TEIs include drag and drop, graphing, point plotting, multiple select, and fill in the blank using math expressions
- Teachers can incorporate reminders or notes to their students while scheduling the test

Intuitive Design
- Large and clear icons for visibility on a wide range of devices
- Toggle options allow for multiple reporting views
- Intelligent presets and easy navigation allow teachers to quickly implement the technology in the classroom
Accessing the Tool

To gain access to the Dynamic Assessment and Progress Monitoring Tool, teachers and students can use their login information at www.bigideasmath.com.

Dashboard

The Dynamic Assessment and Progress Monitoring Tool features a user friendly dashboard which provides both teachers and students direct access to current and previous assessments.
Assessments

Create an Assessment:

To create a new assessment, choose the appropriate book and class using the drop down menus in the top toolbar.

Once these have been determined you will be directed to the assessment creation page, where with just a few clicks your assessment can be scheduled.
Since you have already determined the book that you will test from and the class that it will be assigned to, next you will choose the chapter.

There are three assessments available for each chapter; a practice test, test 1 and test 2. How the assessments are administered is completely at your discretion. You may first choose to assign all students the practice to review for the test. Then for the test you can assign all students test 1 while the remaining students take test 2. You could also assign test 1 to all students and then save test 2 for those who might be absent or need to re-take the assessment.
Schedule an Assessment:

Once you have determined which students will be completing the assessment, you can now schedule a date and time for the assessment to occur.

You may choose today, tomorrow, or click on the “choose date” option to view a calendar. If you do choose a specific date from the calendar it will appear as shown below.

Next you will choose a time for the assessment to be administered. You may enter a specific time, use the up and down arrows, or simply click on the “now” icon for the assessment to become available immediately.
You may also choose to enter a message or encouraging note for your students to see while completing the assessment.

![Message to students]

The final step is to click “yes” for your assessment to be assigned or “cancel” if you would like to return to the dashboard.

![Assign this test]

**Edit an Assessment:**

Once scheduled, you may find the assessment your dashboard in blue. The assessment may be edited up until the time that it is scheduled to start by clicking on the “Edit” icon.
You may edit any of the options, choose to save or cancel your changes, or delete the assessment all together.

Once the assessment has begun and is no longer editable, it will appear in green under assessments on your dashboard with the option to delete it.

**Complete an Assessment:**

The Student Dashboard will provide access to current, upcoming, and previous assessments. The assessments shown in blue are locked and will not become available until the date and time that you designated while scheduling. The assessments shown in green are unlocked and may be completed by clicking on the “enter test” icon.
Once students enter the test, they will be taken to a screen where they will be prompted to click on the “start test” icon.

Some important features to take note of prior to starting the test are the review, timer, and keyboard options.

By clicking on the tile icon in the left corner, students may quickly review what questions they have not yet answered.
Clicking on the stopwatch icon in the top toolbar will provide students with their total time along with the amount of time they have spent on the current question.

In addition, some questions that require the use of letters will allow you to toggle back and forth between the basic or keyboard views.
Students will work their way through the assessment by completing a variety of Technology Enhanced Items (TEIs) including drag and drop, graphing, point plotting, multiple select, and fill in the blank questions. When completing a drag and drop question, students should hover their answer above the box until it turns blue, allowing them to drop it.

Once students have completed all questions, they will be given the option to review or submit their test.
**Student Remediation**

When a student submits a test they will be immediately redirected back to their dashboard where they can review their results. The completed test will be located under previous assessments.

Clicking on the “Review Icon” will take the student back through the assessment questions one at a time and show which questions were correct or incorrect. Questions that were answered correctly will appear in green, while questions that were answered incorrectly will appear in red with the correct answer.
Clicking on the “Report Icon” will take the student to a report page. Here the student will have access to both remediation videos and the relevant section for each question in the assessment. They may toggle between a detailed or summary view and compare their average with the rest of the class as a whole.
Teacher Reports

Once a scheduled test has begun, teachers can view the current class average, access a variety of reports, or delete the test from the “Previous Assessment” heading.

Currently, teachers may track their class or an individual student’s progress through Item Analysis, Standard Analysis or Remediation Reports. Both the Time Analysis and Path Analysis reporting features will be available in the near future.
Please note that clicking the “Delete” icon next to a Previous Assessment will delete it entirely.

Logging Out

To exit the Dynamic Assessment and Progress Monitoring Tool, click on your name in the top tool bar, and then click on the “Log Out” icon.

You will then be asked whether or not you are sure you want to log out. Click on “Yes, I’m Sure” to exit, or “No” to remain in the tool.