


# REMOVING SCORES FROM A TEST

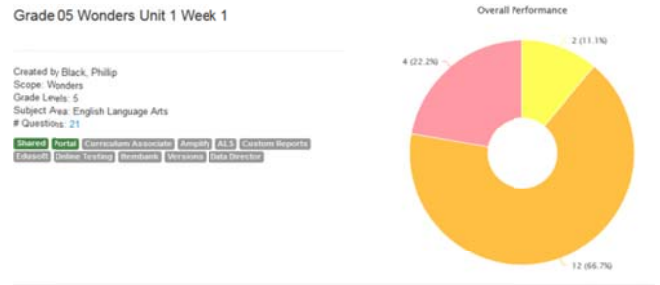
At times a wrong answer sheet may have been used to scan a test. These scores can be removed.

1. After listing assessments, and finding the desired test, click on the title:



This takes you to the assessment's overview page,

2. Below the doughnut chart is a section providing a summary, and within that summary is a link reflecting the number of students who have scores for this test. Click on the number reflecting those students.



3. This takes the user to a screen where the individual students are listed. Use the rightmost column to select the scores to remove. If all score are to be removed, use the topmost box in the right most column to select all scores:

Grade 05 Wonders Unit 1 Week 1

Displaying 1 to 18 of 18

Student ID	First Name	Last Name	Grade Level	Version	Date Taken	Number Correct	Number Possible	% Correct	Performance Band	Performance Band Level	Delete?
150187	Agustin	Expando	5	1	Aug 28, 2015	9.00	24.00	37.5%	Below Basic	2	<input type="checkbox"/>
150214	Jabari	Law	5	1	Aug 28, 2015	10.00	24.00	41.67%	Below Basic	2	<input type="checkbox"/>
150272	Laura	Quinn	5	1	Aug 28, 2015	10.00	24.00	41.67%	Below Basic	2	<input type="checkbox"/>
150323	Gabriel	Wright	5	1	Aug 28	5.00	24.00	20.83%	Far Below Basic	1	<input type="checkbox"/>

4. Scroll all the way to the bottom of the screen below the list of the names, and click on the red "Delete Selected Assessment Scores" button located near the lower left portion of the screen:

Delete Selected Assessment Scores (18 Selected Assessment Scores)

5. Confirm your intent on the following screen by selecting both check boxes, and then click on the "Remove Student Responses" button located near the lower right corner of the window:

ARE YOU SURE ABOUT THIS?

You are about to delete all 1 student responses from assessment

Grade 05 Wonders Unit 1 Week 1

Agree to the checkboxes below if you still wish to continue:

Yes, I want to remove all of these student responses.

Yes, I understand that these student responses CAN NOT be recovered.

Nevermind, get me out of here

Remove Student Responses