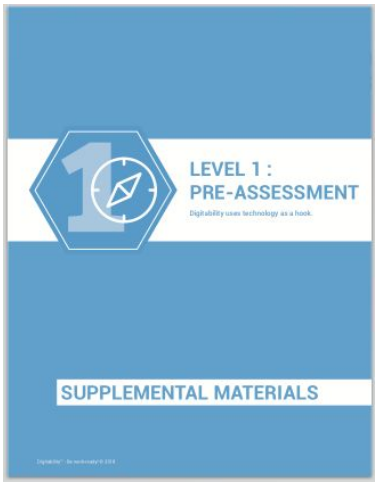
A Guide to Implementing Pre-Assessments

Congratulations on getting your students started with Digitability!

To support student achievement, we've developed pre-assessments for you to administer to your students. You can use this document to guide your process.

1. **Locate the Level 1: Pre-Assessment book.**
   It looks like this:



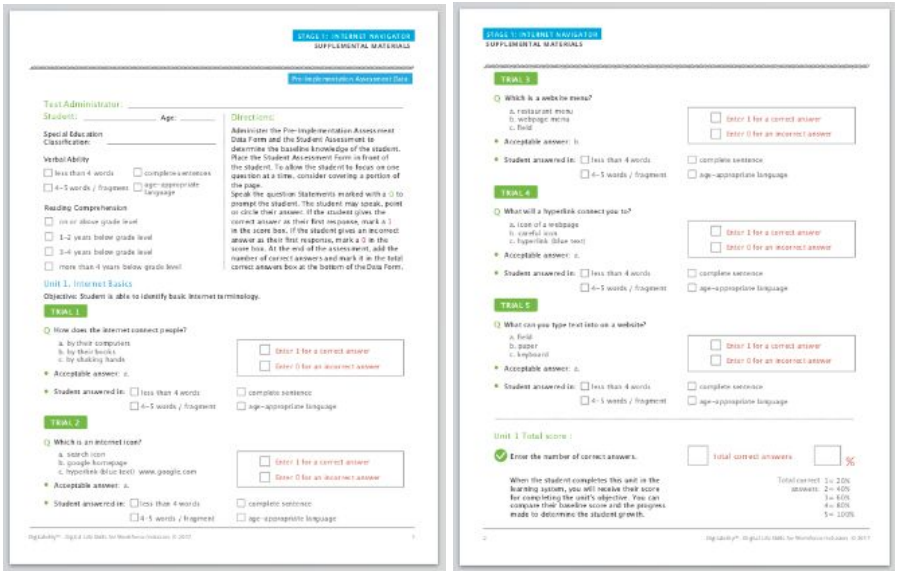
2. **Getting familiar with the Pre-assessments**

   There are eight (8) units in the Level 1 pre-assessment. Each unit pre-assessment has five trials.

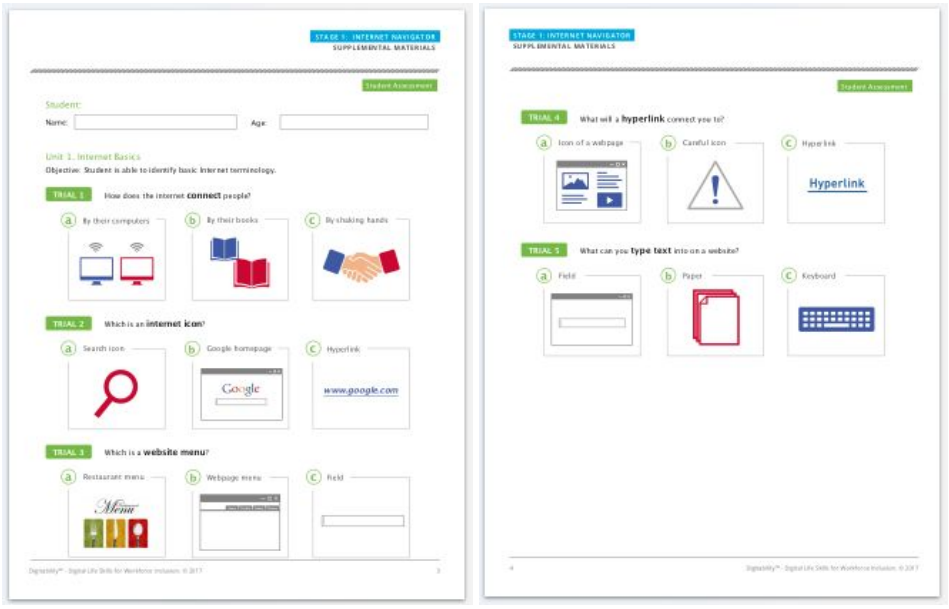
   Each unit's pre-assessment will have:

   2a. **Pre-Implementation Assessment Data /The Scoring Sheet** for the administrator to complete and
   2b. **Student Assessment / The Trials** that are given to students to complete and

2a. Pre-Implementation Assessment Data /The Scoring Sheet: Below is an image of one scoring guide. You will fill one of these out for each of the units. **DO NOT DISTRIBUTE THIS TO STUDENTS--THEY INCLUDE THE ANSWER KEY.**



2b. Student Assessment / The Trials: After the scoring guide is the Student Assessment. Below is one example of one of the copies the students will receive. Make copies of every Student Assessment and distribute to each student to complete independently. It should take about 4 minutes to complete all eight (8) units in Level One.

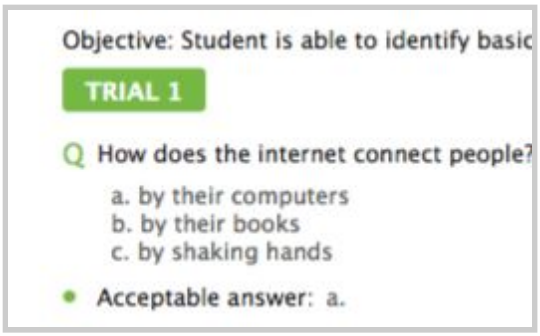


3. **Administering the Student Assessment**

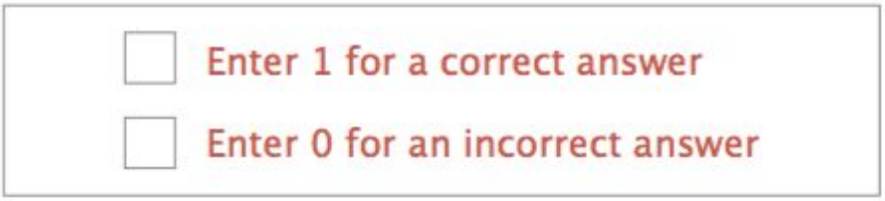
3a. Students Completing Assessments Independently: Make copies of the student assessments and allow students to fill it out independently. This should take approximately 5 minutes.

3b. Students Completing As a Whole Group: Make copies of the student assessments and distribute to students. Read the questions out loud via whole group instruction and prompt student to circle their answers.

3c. Students Requiring more Assistance: Differentiate this process for students who require more assistance. Speak the question marked with a Q. Students may speak, point to, or circle their answer on the Student Assessment sheet with the pictures.



4. Scoring Your Assessments: Score your assessments on the Pre-implementation Assessment Data sheet using the answer key. If the student gives the correct answer, mark a 1 in the score box next to the question. If the student gives an incorrect answer, mark a 0.



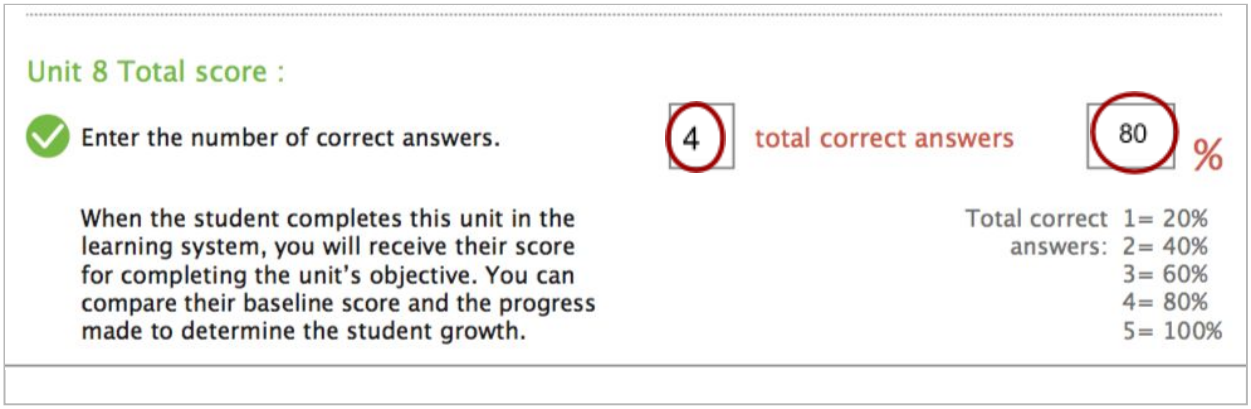
5. Adding Each Student's Score

After scoring each item, add the total correct answers and record this number in the first box to at the bottom of the scoring sheet and to the left of the text, "total correct answers."

Then, assign a percentage in the second box using the percentage key below it. *For example,* if a student got 4 out of the 5 questions correct, the number to record in the second box would be 80%.

6. Repeat the process to cover all eight (8) units. Collect each students' scored assessment sheet and email as a PDF to kayla@digitability.com

****If you have any trouble with administering the assessments or sending them to us, please do not hesitate to reach out. We are here to help make your life a little bit easier!**



Thank you so much for all the hard work do you and the support you provide to your students!