Kansas Assessment Program

# KAP Instructional Mini Test Guide

ENGLISH LANGUAGE ARTS

MATHEMATICS

SCIENCE

## 2024-2025

KANSAS STATE DEPARTMENT OF EDUCATION

KU THE UNIVERSITY OF KANSAS Achievement & Assessment Institute

Kite

# KAP Instructional Mini Tests

## Before the Assessment

- ☐ Access Your Kite Educator Portal Account
- ☐ District Registers Students with KIDS: TASC Record
- ☐ Test Coordinator Sets Student PNPs
- ☐ Install Kite Student Portal on Student Devices
- ☐ Build or Copy a Mini Test
- ☐ Assign the Mini Test
- ☐ Gather Student Usernames/Passwords
- ☐ Prepare Testing Environment

## During the Assessment

- ☐ Monitor Test Completion

## After the Assessment

- ☐ Access Reports
- ☐ Review Mini Tests with Students


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Kite Service Desk 855-277-9752 kap-support@ku.edu

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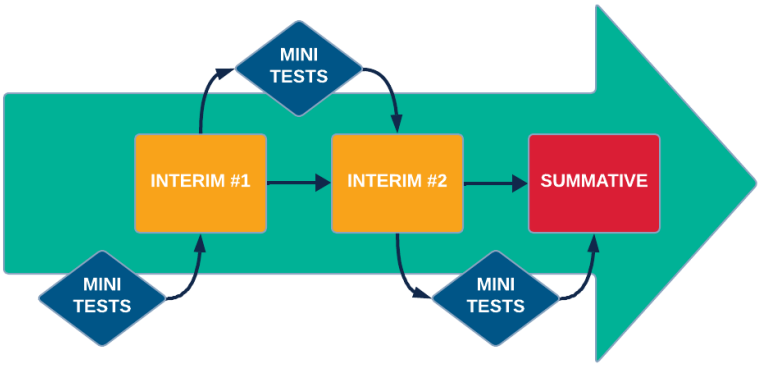
# About the Kansas Assessment Program

The Kansas Assessment Program (KAP) is a program of the Kansas State Department of Education (KSDE) which fulfills a mandate from the Kansas legislature. KAP assessments include: KAP Summative, KAP Interim, KAP Instructional Mini Tests, Grade 2 Reading, KELPA (Kansas English Language Proficiency Assessment) Summative, KELPA Screener, and cPass (Career Pathways Assessment).

Each of these assessments plays a role in realizing the KSDE vision of a Balanced Assessment System (BAS). This system is characterized by a cohesive, comprehensive, and continuous approach where assessments at different levels work together seamlessly. The BAS integrates formative, interim, and summative methods and strategies tailored to diverse student and educator needs. A properly structured BAS facilitates the logical exchange of information among state, district, school, and classroom assessments, informing educational decisions throughout.




KAP Assessments serve as a cornerstone in both state and federal accountability frameworks, holding significant weight in meeting legislative requirements such as those outlined in the Every Student Succeeds Act (ESSA). The KAP and KELPA Summative assessments specifically address these mandates, ensuring compliance with rigorous educational standards. Beyond their regulatory function, KAP assessments also play a pivotal role in transparency and public engagement. By making assessment results publicly accessible, families are empowered to make informed decisions about the education of their children.

# About Kite, AAI, and ATS

The Kite® Suite is developed by Assessment and Technology Solutions (ATS), which is a center under the Achievement and Assessment Institute (AAI). AAI is a service and research entity within the School of Education and Human Sciences at the University of Kansas.

The Kite Suite consists of these main components (i.e., portals):

- **Kite Content Portal (CP)** – Used by assessment professionals to create engaging test items including technology-enhanced (TE) items mapped to national and state standards.
- **Kite Educator Portal (EP)** – Used by test coordinators and test administrators to manage data, monitor test completion, and access reports.
- **Kite Student Portal (SP)** – Used by students to take assessments.
- **Kite Scoring Portal (ScP)** – Used by educators and scoring professionals to score human-scored items such as extended response or audio-capture items.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- **Kite Parent Portal (PP)** – Used by parents to view student score reports.

# Getting Help

Common tasks are described in this manual, but if you require additional assistance, please do not hesitate to contact us.

## Program Resources

| Resource | Location |
|---|---|
| Phone | 855-277-9752 |
| Email | kap-support@ku.edu |
| Kite Educator Portal & Live Chat | https://educator.kiteaai.org/ |
| Hours[1] | 7:00 AM – 5:00 PM CT, M-F (July – February)<br>6:00 AM – 6:00 PM CT, M-F (March – June) |
| Kite Student Portal Homepage URL | https://student.kiteaai.org/ |
| Kite Student Portal Icon | |
| Program Website | https://ksassessments.org/ |
| Kite Status Page | https://ksassessments.org/kite |

[1] The Kite Service Desk is closed between Christmas Day and New Year's Day and on major US Holidays.

## Help Videos

The training video titles listed below are available on the program website.

| # | Title | Topic |
|---|---|---|
| 1 | Intro to Kite Suite | An introduction to the Kite Suite. |
| 2 | Intro to Kite Student Portal | An overview of Kite Student Portal, installation, navigation, and testing. |
| 3 | Getting Started in Kite Educator Portal | An introduction to Kite Educator Portal, where districts and schools manage data, monitor tests, and view reports. |
| 4 | User Management | How to manage educator accounts in EP. |
| 5 | Student PNP Settings | How to verify and set accommodations. |
| 6 | Data Extracts | An overview of common data extracts used by DTCs. |
| 7 | KAP Dashboards | An overview of the available dashboards in EP. |
| 8 | KAP Instructional Mini Tests | An overview on how to build, assign, administer and view results from the Instructional Mini Tests. |

## Live Chat

**Live Chat** in EP may be used to contact the Kite Service Desk during normal business hours.

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## Personally Identifiable Information (PII)

**Do not send** any Personally Identifiable Information (PII) (e.g., first name, last name, date of birth, or social security) for a student via email or Live Chat. This is a violation of the Family Education Rights and Privacy Act (FERPA). PII information may also include combinations of data such as a state student ID (SSID) and school name.

**Do send** the *SSID number only,* if applicable, and the error or concern you are reporting regarding the test taker.

# Change Log

The following table lists the changes made to this guide since the last major release of the documentation.

| Date | Page | Change |
|---|---|---|
| 11/5/24 | 19-20 | Updated information about Standards Based Report |
| 2/5/2025 | 8 | Updated information about Feedback feature for Mini Tests |

# What's New for 2024-2025

Instructional Mini Tests are a key component of the expansion of KAP. For 2024-25, the following updates are expected:

- **Restructure** – Existing Instructional Mini Tests have been restructured to align to standards/clusters in topical groupings and also renamed for clarity.
- **Added Attributes** – Educators will see key attributes that help in assigning Instructional Mini Tests such as Lexile, text complexity, and standards alignment.
- **Feedback Report** – A new report designed to give teachers an item-level report complete, with item display, item rationale, and student response distributions.
- **Review Test in SP** – Students can now review the Mini Test they just took in Student Portal. This component pairs nicely with the Feedback Report. Students can see their own responses as the teacher presents the Feedback Report, reviewing the test together.
- **Additional Mini Tests** – Science Mini Tests are now available! Expect even more Mini Tests for all grades in ELA, math, and science to be rolled out throughout the year. Our goal is to roll out new Mini Tests every 2-3 weeks during the 2024-2025 school year.


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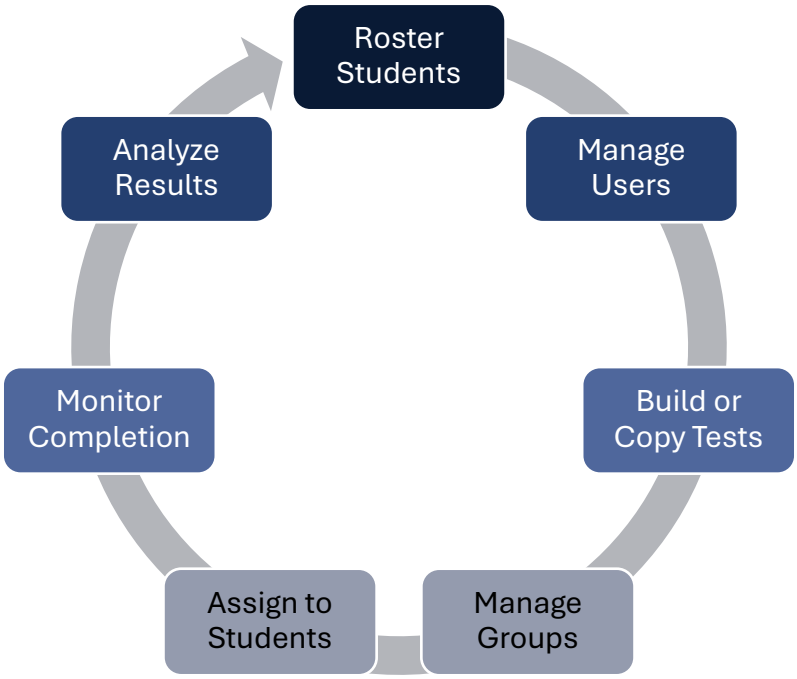
# Overview

Instructional Mini Tests are used periodically throughout the school year to measure students' understanding of concepts and use of particular skills. Mini Tests constitute an integral part of a robust and balanced assessment system. A well-implemented assessment plan that includes embedded Mini Tests ensures that students and teachers remain engaged in feedback and instruction—measuring students' success in learning material and providing schools with data to make within-year programmatic decisions to help improve student achievement.

## Instructional Mini Tests

Teachers, Building Test Coordinators (BTCs), Building Users (BUs) District Test Coordinators (DTCs), and District Users (DUs) can create and assign Mini Tests composed of one or more topic. Each Mini Test is a grouping of questions related to a specific standard(s). The Mini Tests are designed to be used frequently during instruction throughout the school year (early-September through May) to provide feedback to help students, evaluate students' learning, and aid teachers in adjusting instruction. They mirror the high-stakes summative assessment items that students see in late spring.

To administer Mini Tests, educators do the following:




# Available Instructional Mini Tests

A list of available Instructional Mini Tests for each content area can be found on the Interim page of the KAP website.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# Test Coordinator Setup

Test Coordinators (TCs) with the role of DTC, DU, BTC, or BU in EP must roster students and manage users in EP before any tests can be assigned. See the KAP Test Coordinator Manual for details about these important tasks.

# Create Instructional Mini Tests

## Build a New Mini Test

To create a Mini Test, perform the following steps in EP.

1. Select **Interim**.
2. Select **Build or Copy a Test**.
3. On the **Build a Test** tab, select a **Subject** and **Grade**.
4. Select **Search**.
5. Select one or multiple Mini Tests from the Available Tests table.
6. Select **Content Assessed** to view cluster and standard associated with each selected test.
7. Select **Preview** to show a specific test. A new window will display the Mini Test. Preview allows the educator to view a Mini Test as it would be shown in Kite Student Portal, including the questions and response options. By default, the correct answer is displayed in the preview window. This can be turned off by **scrolling up in the window** and deselecting the **Display Correct Response** checkbox.
8. Select **Your Feedback** to submit feedback about a Mini Test. There are three questions, a 5-star rating, and an open-ended comments box for you to submit your feedback on the Mini Test selected.
9. Select **All Feedback** to display the feedback that has been submitted by Kansas educators about the selected Mini Test.

   **Note:** Currently, feedback can only be left for ELA and Science Instructional Mini Tests.

10. Select **Print** to print the selected test.


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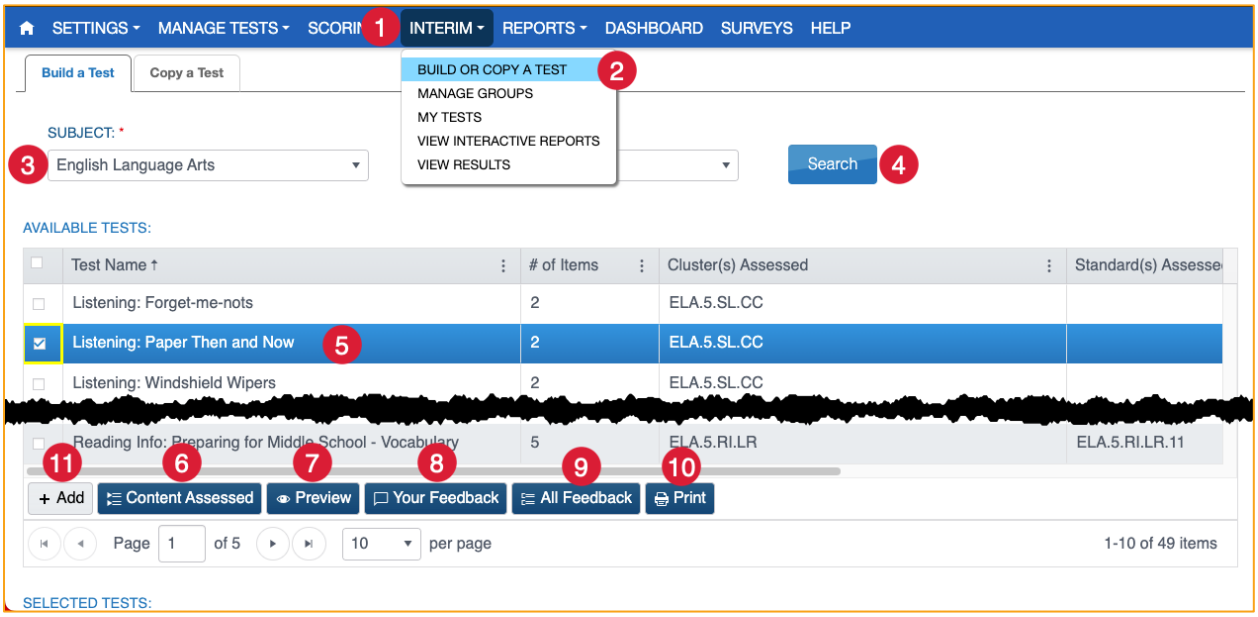
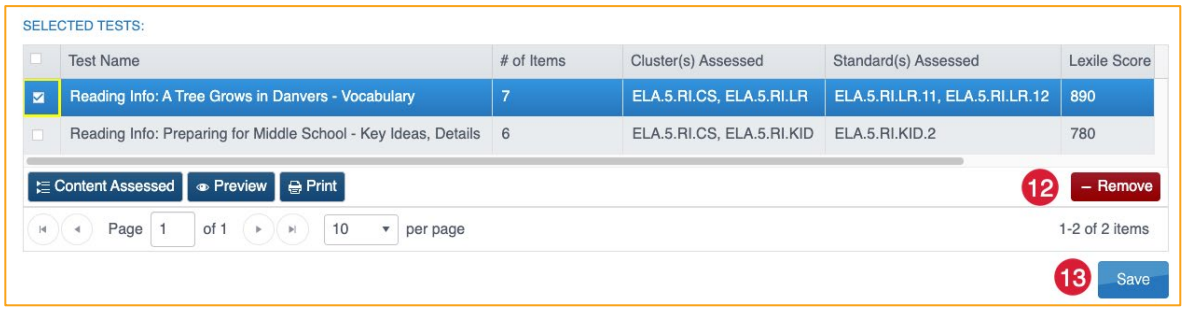
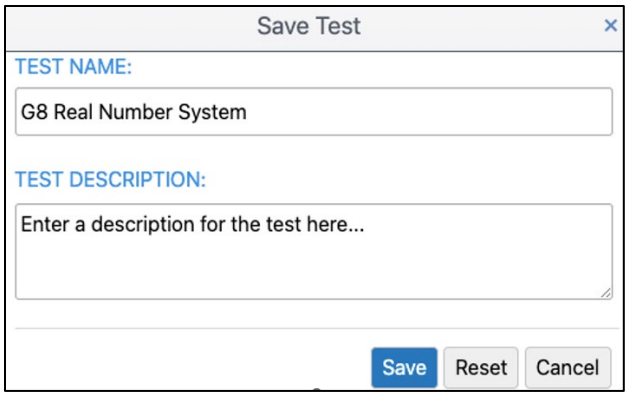



11. Once you know which test(s) you want to use, select **Add** to add the test(s) to the Selected Tests table. The test(s) will move from the Available Tests table down to the Selected Tests table.
12. Select **Remove** to remove the test(s) from the Selected Tests table.
13. When finished, select **Save**.




14. Name the test and provide an optional test description. This is the name your students will see when they select the test in Kite Student Portal.
15. Select **Save**.




Now that you have created and saved your test, you're ready to assign it to your students!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**Note:** Students can only be assigned to Instructional Mini Tests by the creator of the test (using Build or Copy). Only the creator of the test can manage the test session. District and Building Administrators can view tests, assignments, and results of tests created by others in their organization. Teachers can only assign tests and view results for students rostered to them.

# Copy an Existing Mini Test

Tests that are created by administrator roles are available to others within that organization. Mini Tests created by DTCs and DUs are available to all users in their district. Mini Tests created by BTCs and BUs are available to all users in their school. Mini Tests created by Teachers are not shared and not available. If you would like an entire school or district to have access to a specific Mini Test, it must be created by the corresponding administrator role.

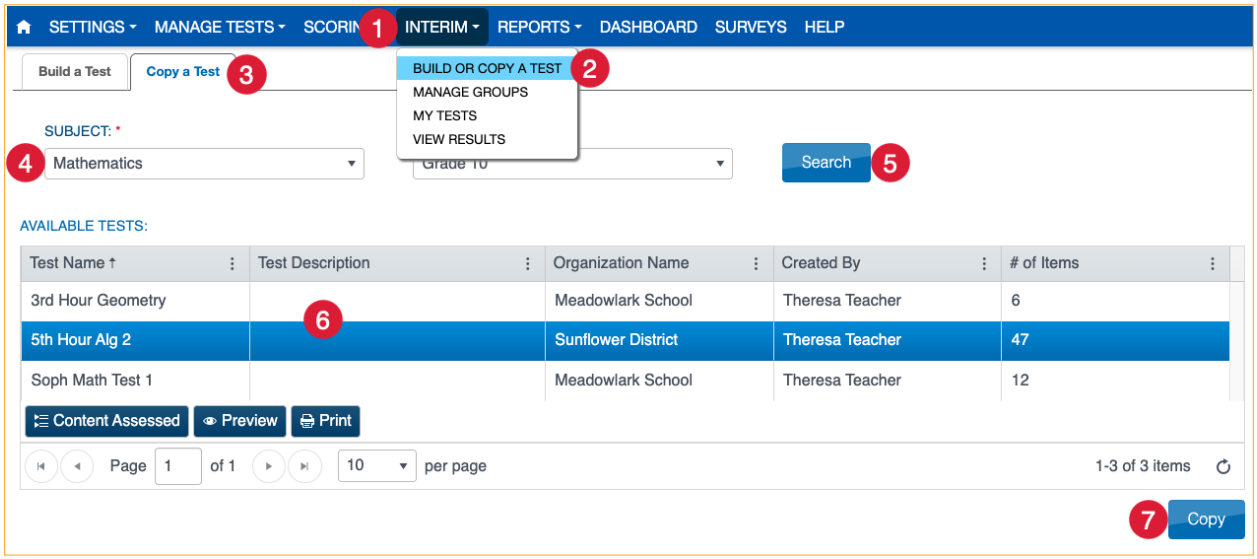
Educators might wish to copy a test that another user created so they can assign that test to their own set of students and monitor them accordingly.

To copy a test created by another (higher-level) user, perform the following steps.

1. Select **Interim**.
2. Select **Build or Copy a Test**.
3. Select the **Copy a Test** tab.
4. Select a **Subject** and **Grade**.
5. Select **Search**.
6. Select a test from the Available Tests table to copy.

**Note:** You can view the content assessed, preview, and print the test here, similar to building a test.

7. Select **Copy**.




8. Name the test and provide an optional test description. This is the name your students will see when they select the test in Kite Student Portal.
9. Select **Copy**.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# Manage Groups for Assignment (Optional)

Now that you have your Mini Test created, you want to think about how to assign it. There are many reasons why you might choose to create a Group of students instead of assigning to all students rostered to you that are in the same grade or to one entire roster. As an example, in a differentiated classroom, some students may focus on one standard/cluster while others focus on another. Creating and managing groups will work well for these types of classroom setups.

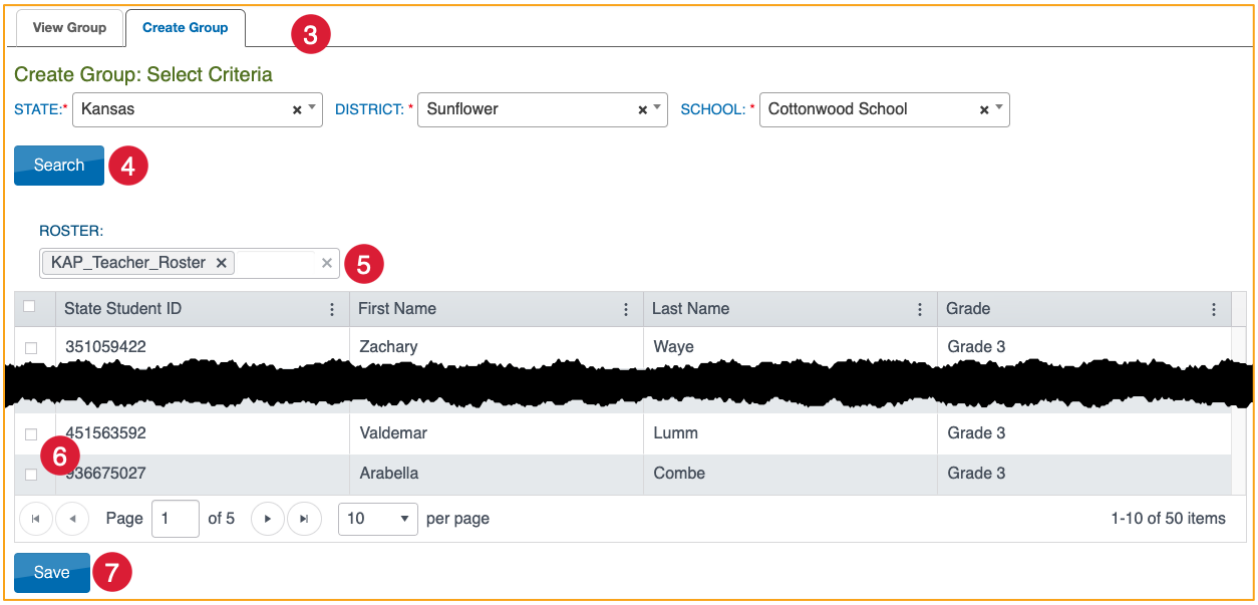
## Create a Group

To create a student group, follow the steps below.

1. Select **Interim**.
2. Select **Manage Groups**.
3. Select the **Create Group** tab. Your school's information will display in the drop-down menus.
4. Select **Search**.
5. Select the desired roster (if applicable).
6. Select one or multiple students to add to a group.

> **Note:** Students may belong to more than one group. Groups are specific to the user. They are not accessible by others in their organization.

7. Select **Save**.




8. Enter a name for the group.
9. Select **Save**.

## Manage a Group

Your created groups are located on the **View Group** tab.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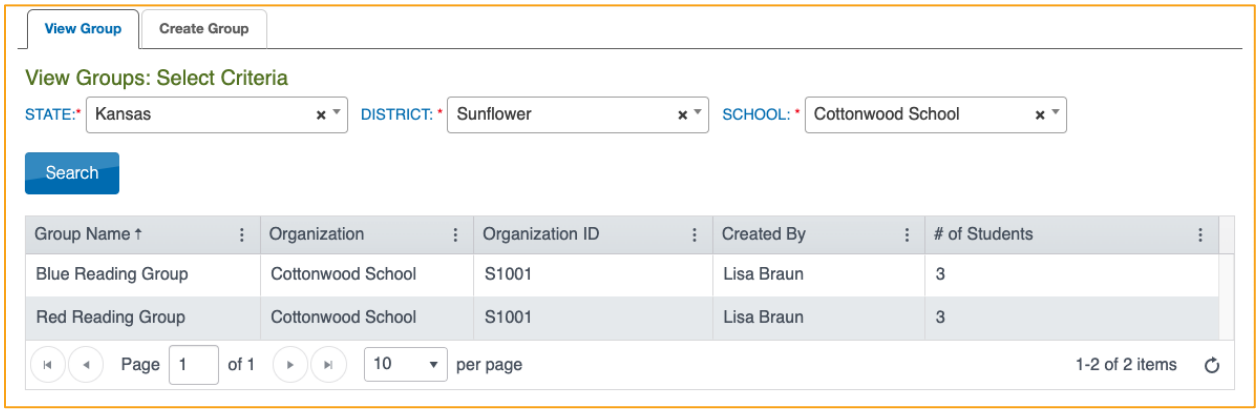



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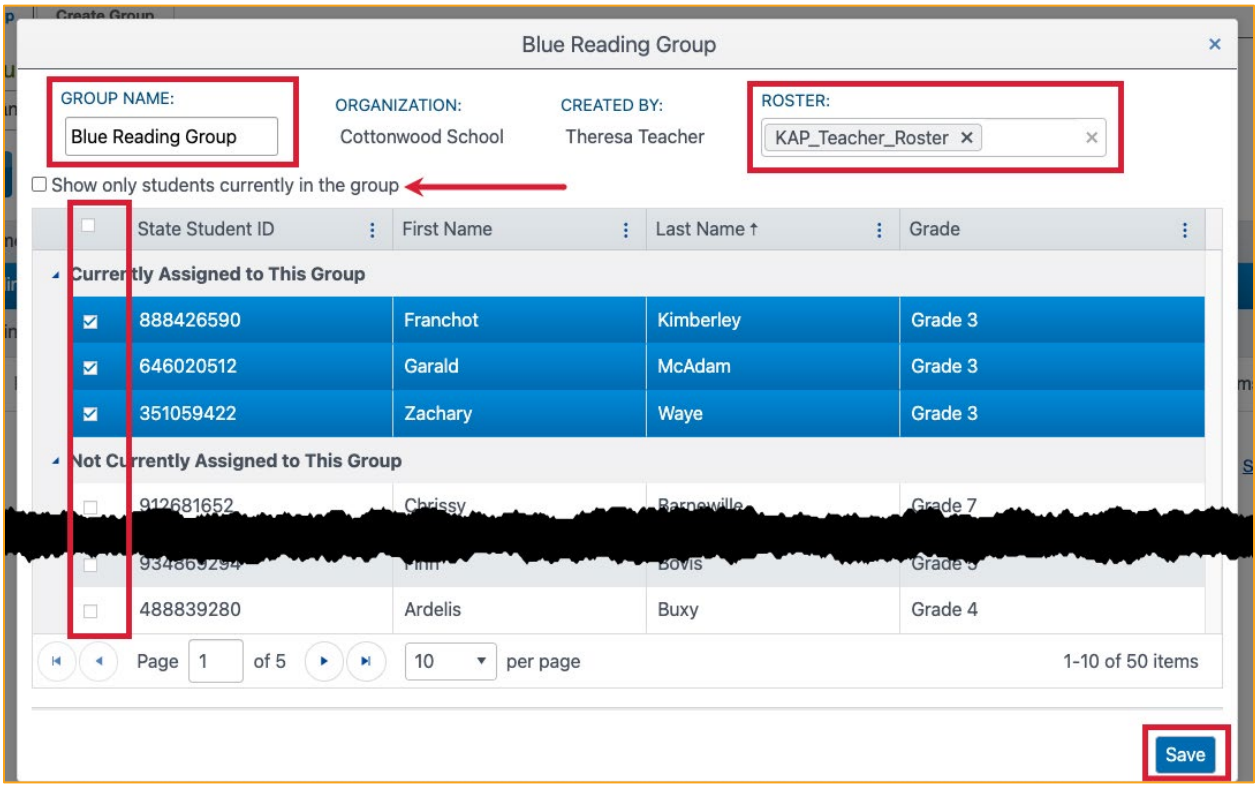
Once you select a group, you can rename the group or add or remove students from an existing group by selecting or deselecting the checkbox next to a student name. You can choose to only show students from a certain roster or students that are currently in the group.




# Assign to Students

Mini Tests can be assigned to an entire roster, an entire grade, one of your groups, or to specific students. To assign a test, perform the following steps listed below:

1. Select **Interim**.
2. Select **My Tests**.
3. The **Assign Tests** tab displays with your district/school information in the drop-down menus.
4. Select **Search**.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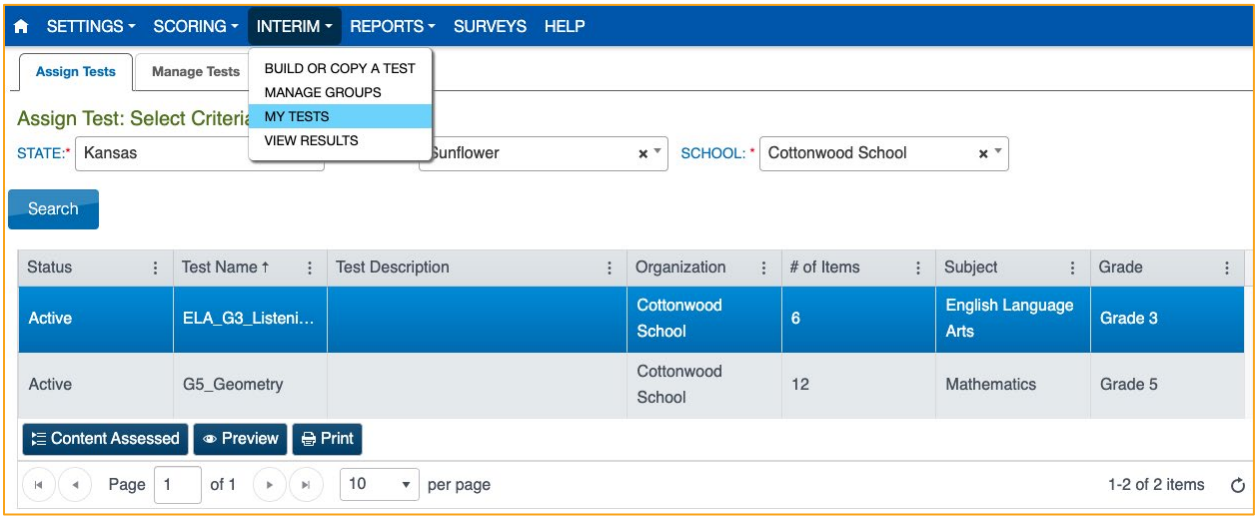
5. The Mini Tests that you have created display in the table below. Select **the Mini Test** you want to assign.




**Note:** Just like when you created the test, you can review the Content Assessed, Preview, or Print the test from here too.

## Assign to Roster(s)

Once you have selected a test, select the **Automatically to Roster(s)** tab. You can assign the Mini Test to one or more of your rosters by selecting the roster(s) from the Roster drop-down menu. The selected roster(s) appear in the Roster field.

Finally, select **Assign**.

**Note:** Students added to a roster after the test was originally assigned will automatically get assigned to the test.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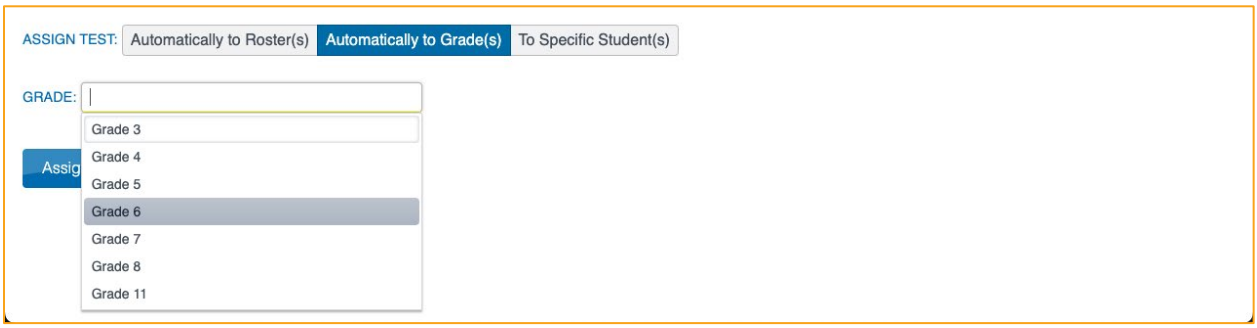
# Assign to Grade(s)

Once you have selected a test, select the **Automatically to Grade(s)** tab. You can assign the Mini Test to one or more of your grades by selecting the grade(s) from the Grade drop-down menu. The selected grade(s) appear in the Grade field.

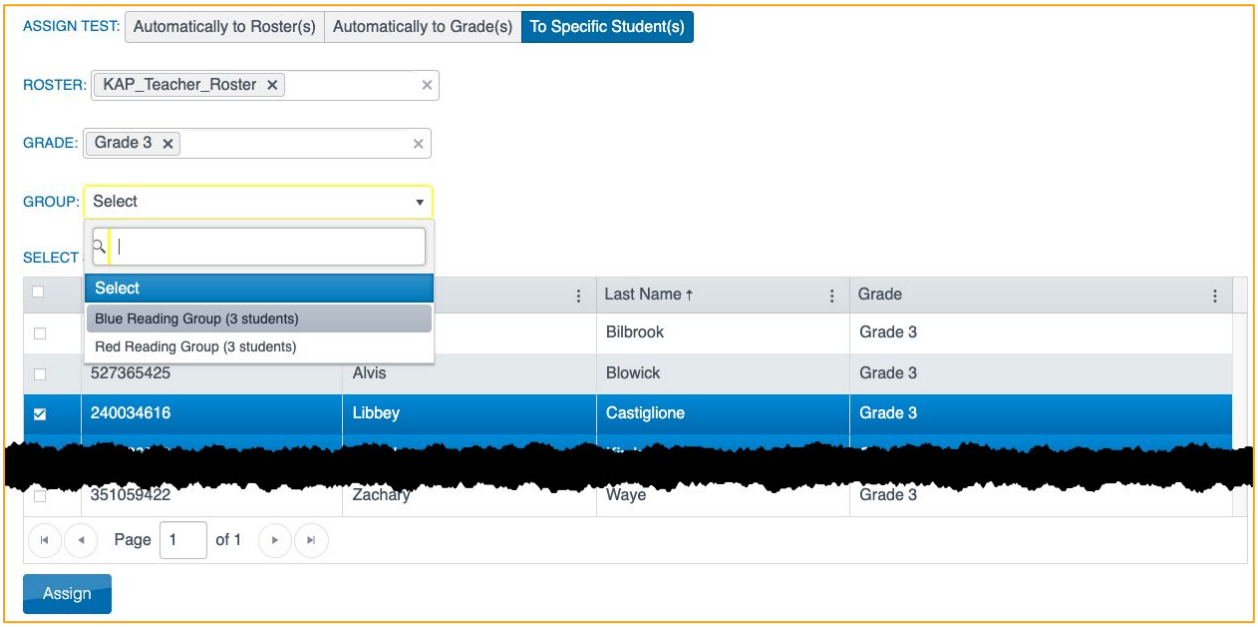
Finally, select **Assign**.




**Note:** Students added to a grade after the test was originally assigned will automatically get assigned to the test.

# Assign to Group(s) or Specific Student(s)

Once you have selected a test, select the **To Specific Student(s)** tab. Use the Roster, Grade, and Group drop-down menus to filter the group of students that display in the table. Select the student(s) to assign the Mini Test to, then select Assign. You can use the checkbox at the very top of the checkbox column to select all students in the table (even those on table pages not displayed).




**Note:** Assigning a test to a specific set of students will allow you to manually add students later using the 'Assign' function but will not automatically assign students if rosters are modified.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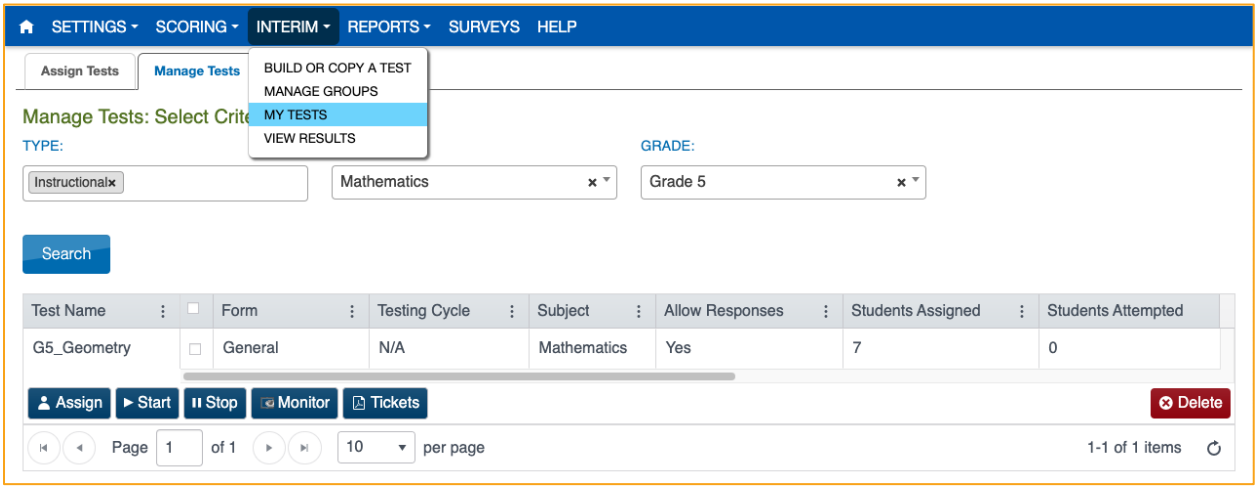
# Accessing Student Login Information (Tickets)

To download a PDF of student usernames and passwords when a student is ready to test in Kite Student Portal, perform the following steps.

1. Select **Interim**.
2. Select **My Tests**.
3. Select the **Manage Tests** tab.
4. Select the **Subject** and **Grade** desired.
5. Select **Search**. The table will display all of your Mini Test assignments.
6. Select a test assignment. Then, select **Tickets**. The PDF will automatically download to your computer.




# Monitor Mini Tests

Users can view interim test details such as the number of students assigned to a test, how many students have attempted and completed a test, when a test was created, and more from the Manage Tests tab on the *Interim – My Tests* page.

1. Enter Instructional in the **Type** filter.
2. Enter one **Subject** to filter.
3. Enter one **Grade** to filter.
4. Select **Search**.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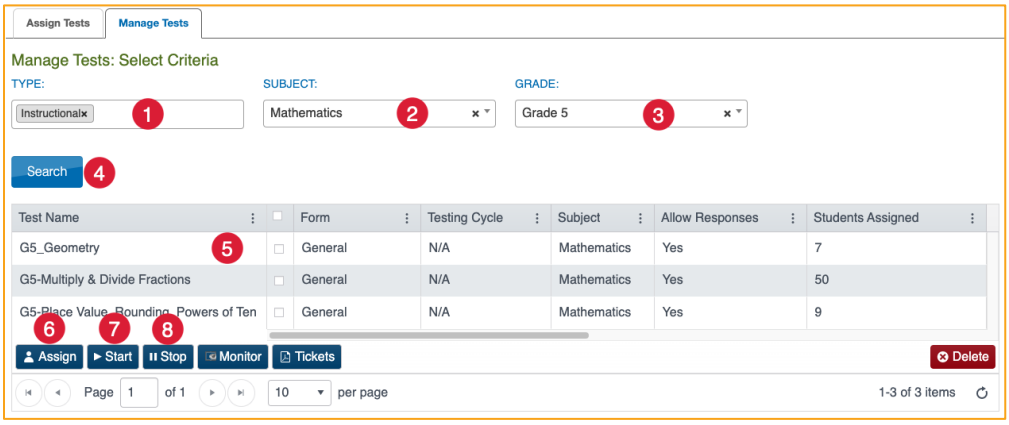



## Assigning from the Manage Tab on the My Tests Menu

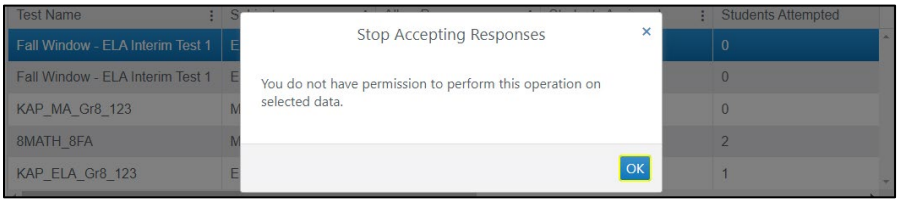
5. Select a test row.
6. Select **Assign** to add students (you can only assign additional students to a test you created).

**Note:** Students cannot be added from this screen if students were initially assigned Automatically to Roster(s) or Automatically to Grade(s).

## Starting and Stopping Mini Tests

7. Select a test row and select **Start** to enable student access.
8. Select **Stop** to disable student access.

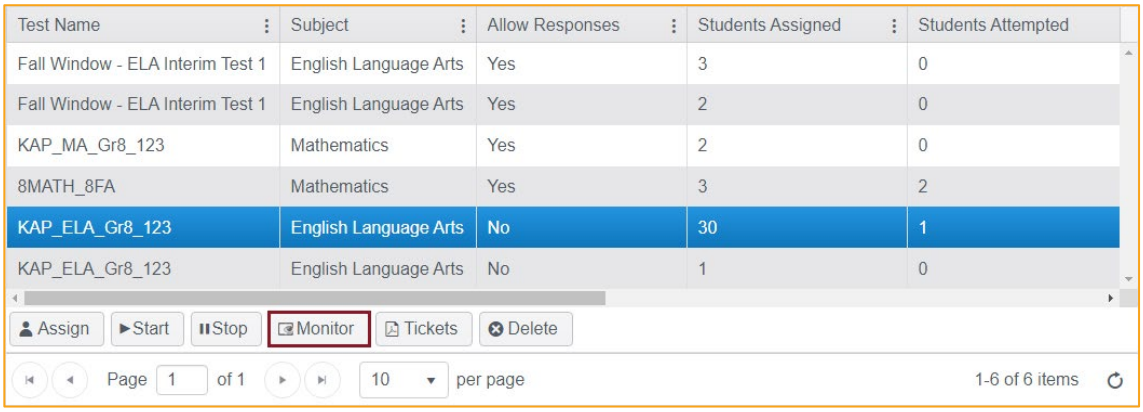
**Note:** A message alerts you that the operation is not available if you lack permission.




## Monitoring Interims

When monitoring tests, you will be able to see which students have started the test and whether they have completed various sections of the test. You will not be able to view any student answers.

To monitor a test session, select the Monitor button at the bottom of the table.





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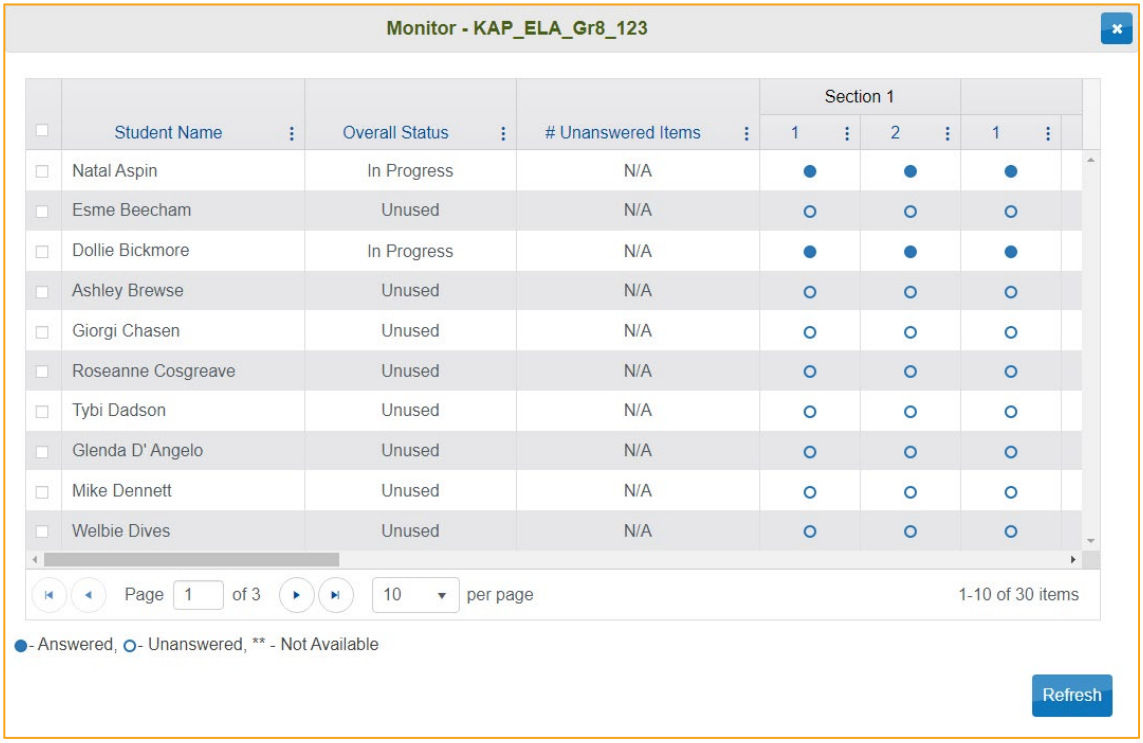
On the Monitor Test Session overlay screen, the Overall Status column indicates whether or not the student has started a test. Each numbered column corresponds to a question on the test. Solid blue circles indicate that the student has completed the question. An empty circle indicates that the student has not completed the question. Two asterisks (**) indicate that the student was not assigned the question.





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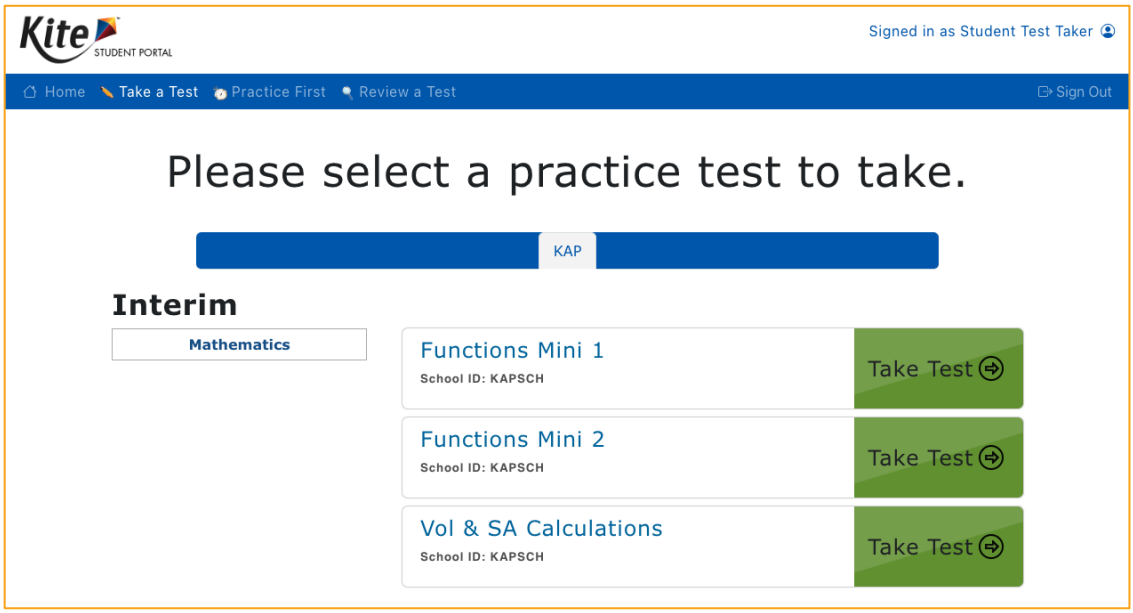
# Taking Mini Tests

Assigned Instructional Mini Tests are available to students in Kite Student Portal in the Interim category. Instructional Mini Tests will be available through the end of the year as long as the tests are assigned to the students in Educator Portal.

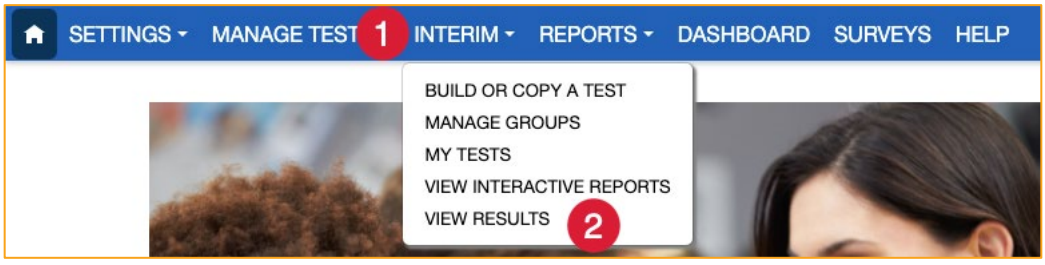
**Note:** Students will be able to select **Save** on an incomplete test if they want to save their progress and continue taking it later.




# Viewing Mini Test Results

To view results from an assigned interim test completed by a student, perform the following steps:

1. Select **Interim**.
2. Select **View Results**.




Each available report is displayed in tabs below the menu. Select all required criteria for the desired report to view details.

**Note:** The available reports may vary based on your role in Educator Portal.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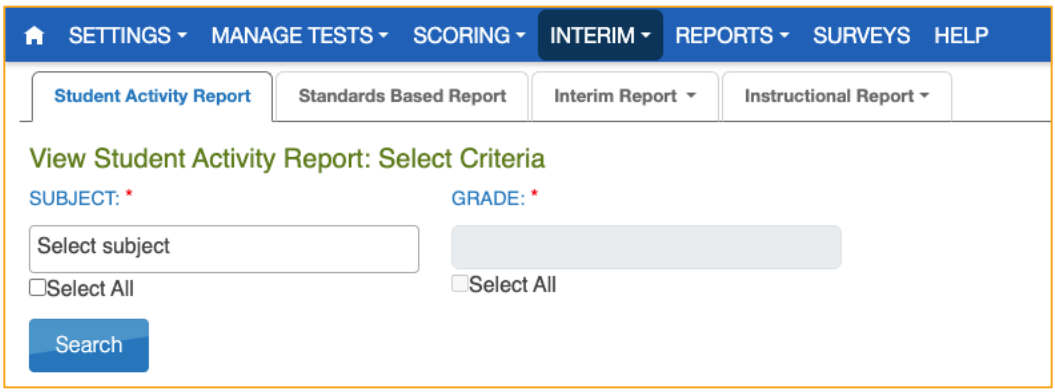
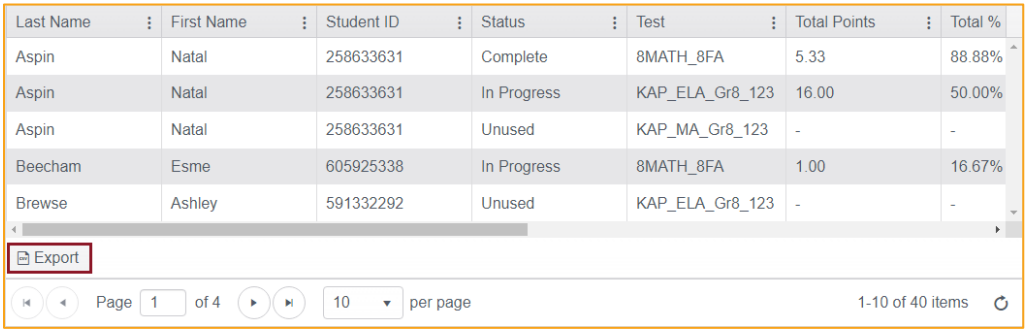
## Student Activity Report

Student Activity Report includes a summary of testing within the user's organization, including total points and total percent correct for each student's test session.




The data can also be exported as a CSV file containing the report details by selecting Export at the bottom of the table.




### Standards Based Report

The Standards Based Report displays student performance on test items related to a cluster or standard. Items on both Interim and Instructional Mini Tests are included. Because the Standards Based Report pulls information from across all administered Instructional Mini Tests and Interim Assessments, a user can see how students' performance has changed over the course of the school year and track progress toward learning goals.

To access, select the **Standards Based Report** tab and complete each required drop-down menu. Then, select **Search**.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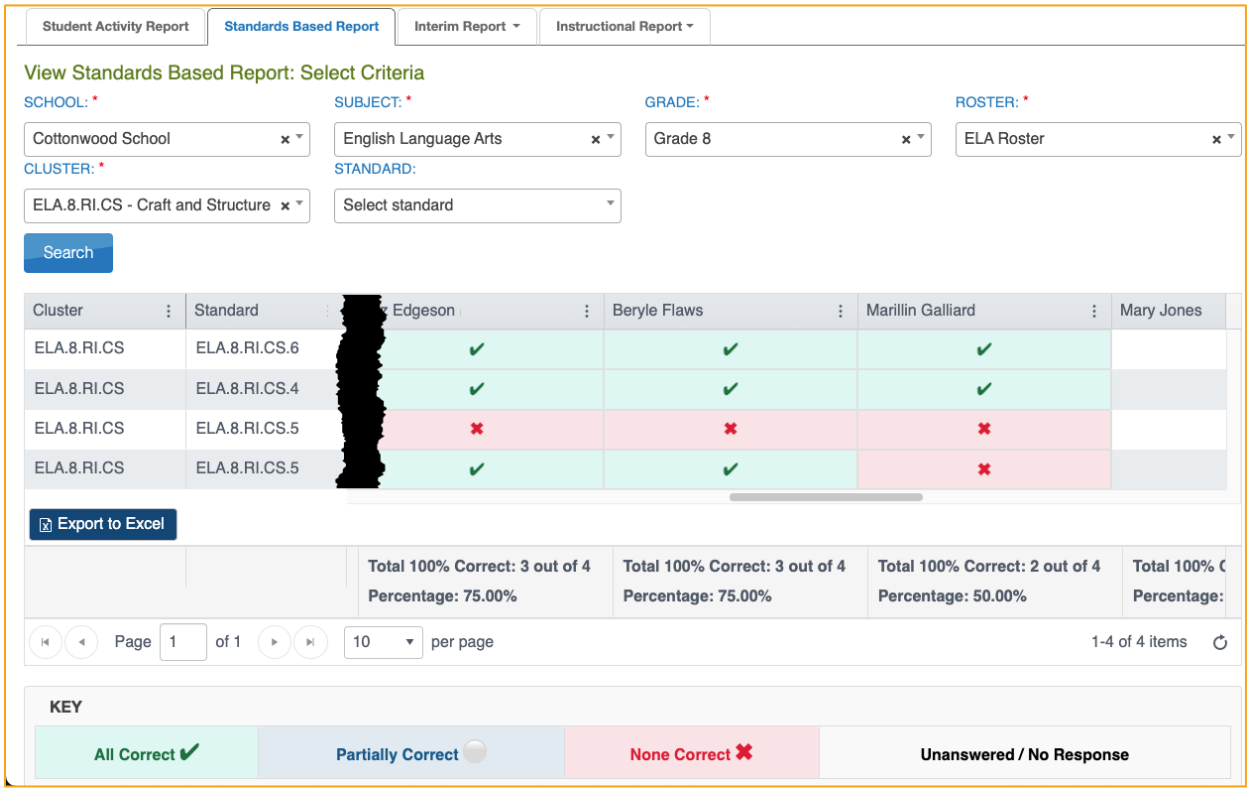


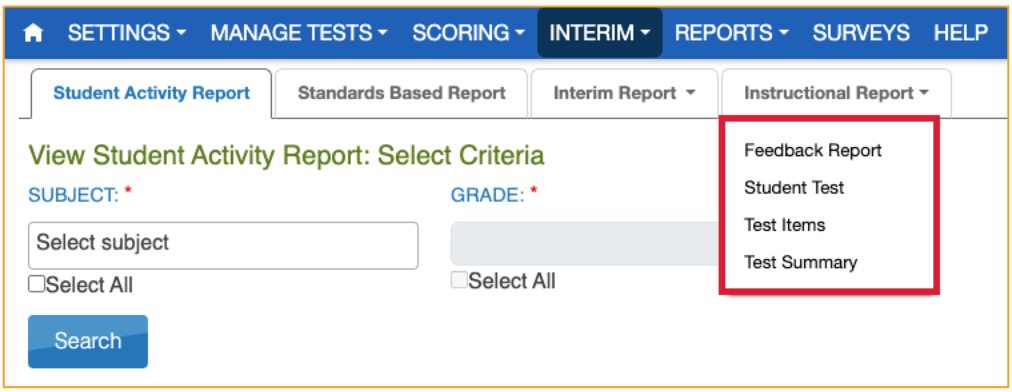

A table displays all items administered to the selected roster that are linked to the chosen cluster or standard. Each row represents an item and includes the test name, the administration date, the number and percentage of students who answered correctly, the item's domain and subdomain. Where applicable, passage Lexile measure and Text Complexity level are also reported. Each student on the roster has their own column, and the item performance status is marked with a green check (correct), a red "X" (incorrect), a white circle (partially correct), or blank (not administered).

The bottom row of the table shows the number of items each student answered correctly with a 100% score, out of the total number of items they attempted for a particular cluster or standard. It also provides the percentage of items that were answered correctly.

The data from this table can be exported as an Excel file containing the report details by selecting **Export** at the bottom of the table.

## Instructional Mini Test Reports

Available Instructional Reports include the Feedback Report, Student Test, Test Items, and Test Summary.





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## Feedback Report

The Feedback Report gives educators a detailed view of how their students performed on an Instructional Mini Test. The report is a PDF that displays the question, available responses, a table of how their students performed, and, if available, a rationale that explains why the correct answer is correct. The Feedback Report displays each item without the correct answer selected followed immediately by the same item with the correct answer selected, a table of student answer distribution (% of students answering each option or getting the item correct/incorrect), and the item rationale, if available.

The Feedback Report is designed to be used in tandem with the Review Test option in Kite Student Portal. An educator can display the report while the students review their own selections.

> **Note:** The Feedback Report opens in a new window with a Print dialog window. If you leave the print dialog window open, the original EP window may become inactive, but the window displaying the Feedback Report is usable. You must close the print dialog window and the Feedback Report window to continue using EP.

## Student Test

The Student Test report gives educators a detailed look at each student's performance on each item. Once selected, a table of data displays. In addition to the student's SSID, name, and overall score, each row of the table includes the question asked, student's response, correct response, and student's score for each item on the Mini Test.

The Student Test report can be exported to a CSV file and further used for analysis.

## Test Items

The Test Items report gives educators a more comprehensive look at how their class/roster/group performed on a Mini Test. Once selected, a table displays showing the group performance on each item on the Mini Test.

The Item Type (see below for abbreviations) and Scoring Type for each item is displayed. You can see the Max Score for the item and the Domain and Cluster to which the item is mapped. Additionally, you can see your students' performance on each item, such as the number of students that chose each answer option (for MC-K and MC-MS item types). Scoring Type will be either Correct Only (students get full credit for the correct answer, no credit for an incorrect answer) or Partial Credit (students get partial credit for choosing part of the correct answer).

The Test Items report can be exported to a CSV file and further used for analysis.

| Item Type Abbreviation | Description |
|---|---|
| BG | The BG (Background Graphic) item type presents a static image where respondents interact by marking, clicking, or answering questions based on the image, often used for spatial or visual assessments |
| COM | The COM (Composite) item type combines multiple question formats, typically listed as "Part A" and "Part B" within a single task. |
| CR | The CR (Constructed Response) item type requires students to provide a brief, focused answer addressing a specific prompt or question. |
| DD | The DD (Drop-Down) item type allows respondents to select their answer from a list of options presented in a compact drop-down menu. |


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| Item Type Abbreviation | Description |
|---|---|
| ER | The ER (Extended Response) item type asks students to write a detailed, multi-paragraph response, allowing for in-depth analysis, reasoning, and argument development on a given topic. |
| GM | The GM (Gap Match) item type involves dragging and dropping words or phrases into designated gaps within a sentence or paragraph to complete it accurately. |
| HTSP | The HTSP (Hot Spot) item type requires respondents to click on specific areas within an image that correspond to the correct answer. |
| LBNG | The LBNG (Labeling) item type asks respondents to place labels on specific parts of an image, diagram, or map. |
| MC-K | The MC-K (Multiple-Choice Keyed) item type presents a question followed by several answer options, where only one correct option is predefined or "keyed." |
| MC-MS | The MC-MS (Multiple-Choice Multi-Select) item type provides a question with several answer options, where more than one option may be correct. Students must select all the correct options to receive full credit. |
| MCRB | The MCRB (Multi Column Radio Button, aka Matrix Interaction) item type displays information in a grid or table format, where respondents interact by selecting cells to indicate relationships or categorizations. |
| MDB | The MDB (Multiple Drop Bucket) item type involves dragging and dropping items into multiple categories or "buckets," allowing students to sort or classify options based on given criteria. |
| ML | The ML (Matching Lines) item type presents two sets of items, where respondents must pair related items from one set with those in the other. |
| ORD | The ORD (Ordering) item type requires students to arrange items in a specific sequence, such as by priority, chronological order, or logical progression, based on the given criteria. |
| PP | The PP (Placing Points) item type asks students to position markers or points on specific locations within an image, map, or diagram |
| S1L | The S1L (Single Line) item type involves creating a single line using two points on a graphic or image, such as a map or chart. |
| SL | The SL (Straight Line) item type requires students to draw a line between two points on a coordinate plane. |
| ST | The ST (Select Text) item type requires students to highlight or choose specific words, phrases, or sentences within a passage that best answer a given prompt. |
| VD | The VD (Venn Diagram) item type asks respondents to place items into overlapping or distinct sections of a Venn diagram. |

## Test Summary

The Test Summary report displays each of your student's overall score and the score for each item. The last row of the table shows the averages for your students in the table.

The Test Summary report can be exported to a CSV file and further used for analysis.


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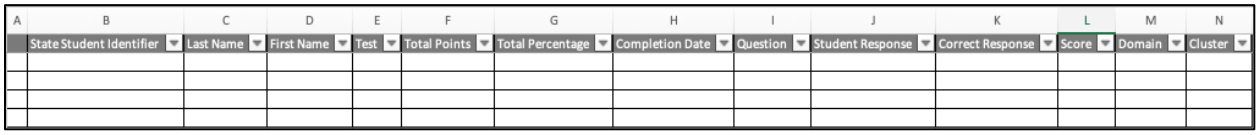
## Student Test Report CSV sample preview



| State Student Identifier | Last Name | First Name | Test | Total Points | Total Percentage | Completion Date | Question | Student Response | Correct Response | Score | Domain | Cluster |
|---|---|---|---|---|---|---|---|---|---|---|---|---|
| | | | | | | | | | | | | |
| | | | | | | | | | | | | |
| | | | | | | | | | | | | |
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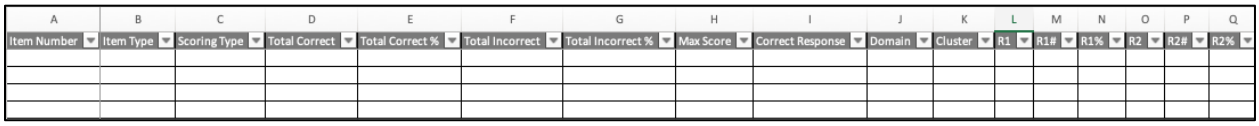
## Test Items Report CSV sample preview



| Item Number | Item Type | Scoring Type | Total Correct | Total Correct % | Total Incorrect | Total Incorrect % | Max Score | Correct Response | Domain | Cluster | R1 | R1# | R1% | R2 | R2# | R2% |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| | | | | | | | | | | | | | | | | |
| | | | | | | | | | | | | | | | | |
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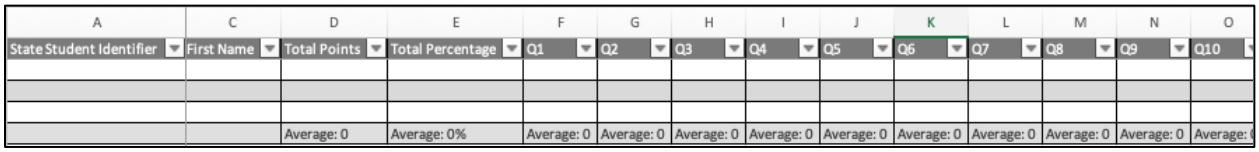
## Test Summary Report CSV sample preview



| State Student Identifier | First Name | Total Points | Total Percentage | Q1 | Q2 | Q3 | Q4 | Q5 | Q6 | Q7 | Q8 | Q9 | Q10 |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| | | | | | | | | | | | | | |
| | | | | | | | | | | | | | |
| | | | | | | | | | | | | | |
| | | Average: 0 | Average: 0% | Average: 0 | Average: 0 | Average: 0 | Average: 0 | Average: 0 | Average: 0 | Average: 0 | Average: 0 | Average: 0 | Average: |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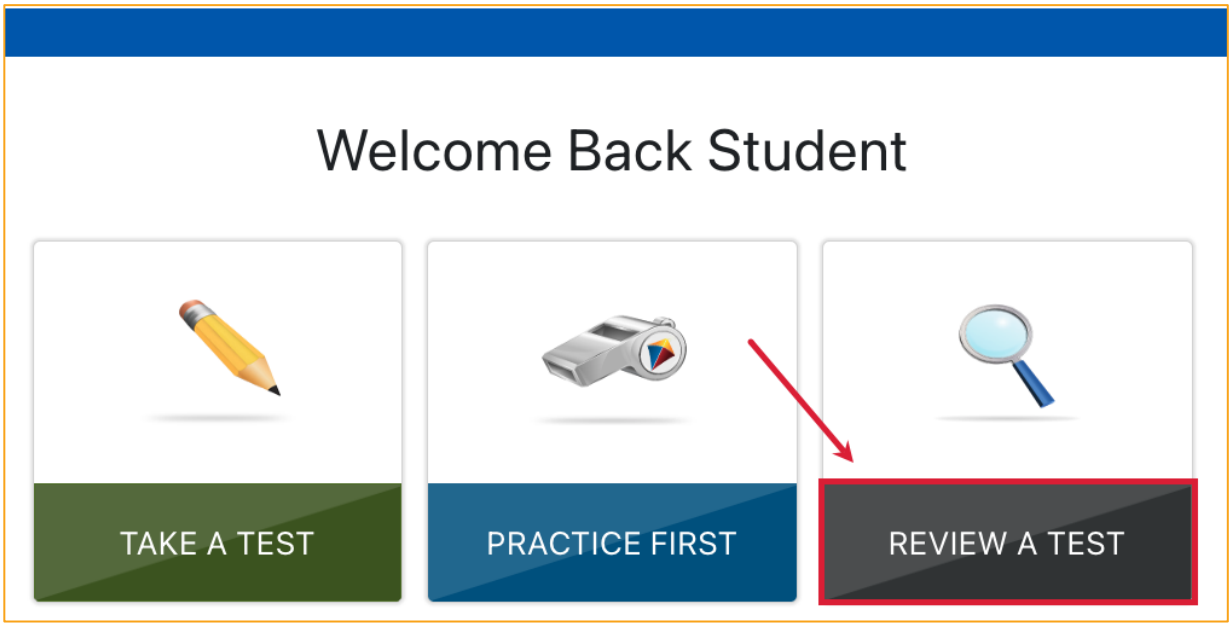
# Reviewing with Students

Educators wishing to engage students and review Instructional Mini Tests now have the option to use two new features in tandem: Review A Test in Kite Student Portal and the Feedback Report in Kite Educator Portal.

## Review Test

Students can review an Instructional Mini Test that they have completed in Kite Student Portal. This review will allow the student to see the test and the answers they chose. Some accommodations, like display enhancements, are available while the students are reviewing. Some accommodations, like text to speech, are not available.

To review an Instructional Mini Test, students should log on to Kite Student Portal as they did to take the Mini Test initially. Then, instead of going to Take Test, they should choose Review Test.




Students will be able to navigate the Mini Test as they did when they took it but will not be able to save any of their answers.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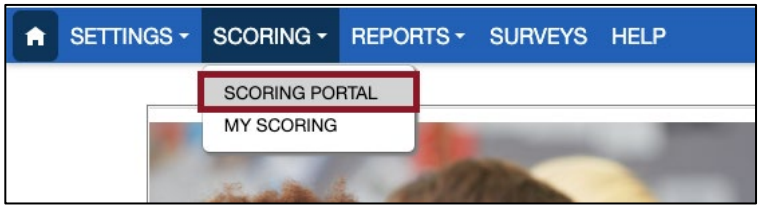
# Appendix A: Hand-Scoring Science Items

Science Instructional Mini Tests may include extended response (ER) items that require hand-scoring. Educators that use these Mini Tests view and score these student responses within Kite Scoring Portal (ScP).

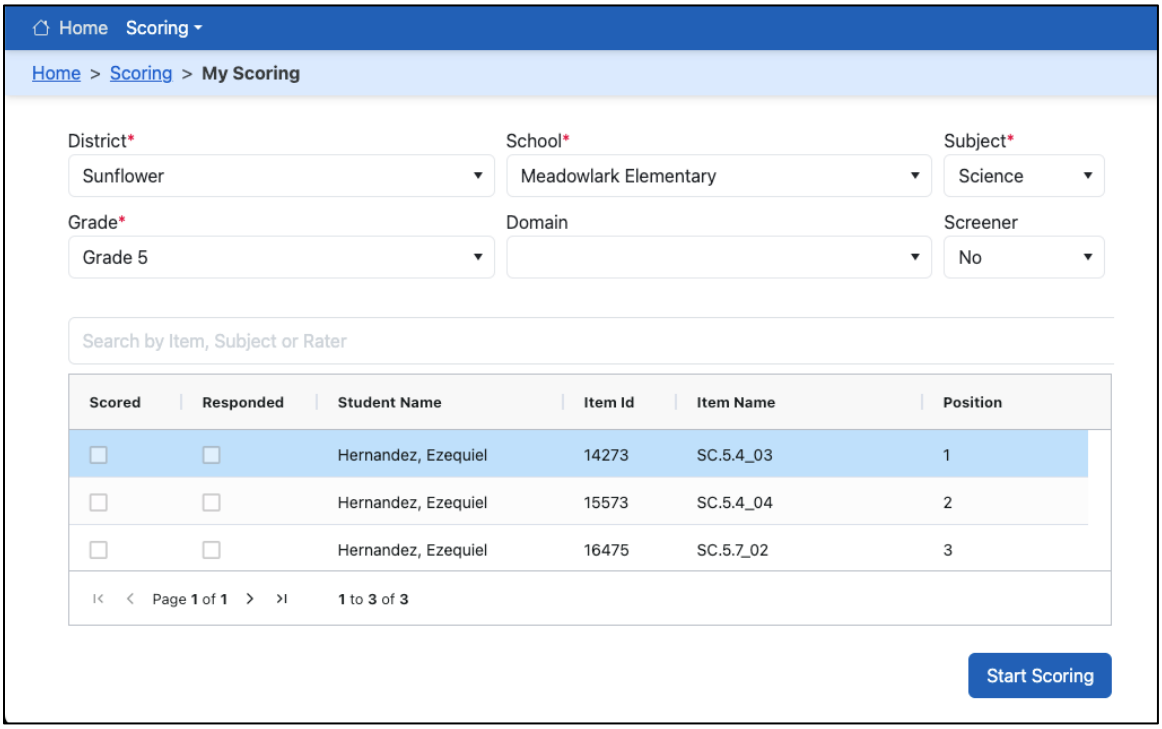
## Accessing Kite Scoring Portal

To score these items, login to EP and perform the following steps.

1. Select the **Scoring** menu.
2. Select **Scoring Portal**.




3. A new tab will open in your browser, and you will be logged in to (ScP). The **My Scoring** page is displayed. Select the filters at the top of the page to filter and display the items available to score.
4. The table will show all items available to score. The **Scored** column indicates whether the item has already been scored. The **Responded** column indicates whether the item has a student response.
5. To score an item, select the item row, then select **Start Scoring**.




6. Complete the fields according to the descriptions below.

**Note:** Users with the role of DTC or BTC have access to view and edit scores entered by another user.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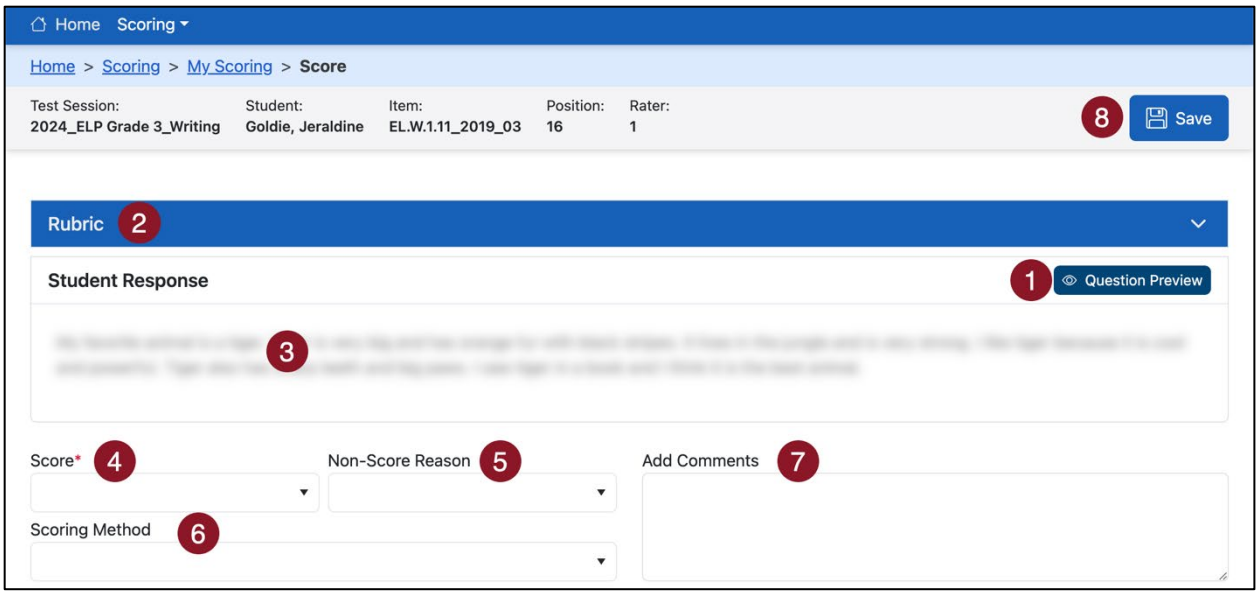
# Scoring Responses

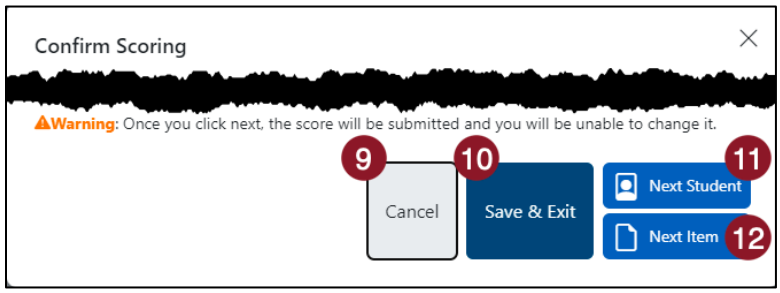



The screen to score responses is shown above. Fields marked with red asterisks are required.

1. **Question Preview** – A new tab opens and displays the item stem and prompt.
2. **Rubric** – The accordion expands to display the scoring rubric.
3. **Student Response** – Displays the student's response. If an item has more than one part, a horizontal bar will separate the responses.
4. **Score** – Select the score from the drop-down menu.
5. **Non-Score Reason** – Select the non-score reason, if applicable.

> **Note:** Only "The response is harmful to self and/or others." may have a non-zero score given. Other Non-Score Reasons automatically assign a score of 0. For help choosing a non-score reason, please contact your TC.

6. **Scoring Method** – Select either Individual Scoring or Paired/Group Scoring.
7. **Add Comments** – Enter any comments. These are internal and are not shared with students.
8. **Save** – Confirm the information entered and proceed to the next item.
9. **Cancel** – Close the confirmation pop-up and return to scoring the item.
10. **Save and Exit** – Saves your scoring response and returns you to the My Scoring page.
11. **Next Student** –Takes you to the same item for the next student; use this when you are scoring the same item for all students.
12. **Next Item** – Takes you to the next item for the same student; use this when you are scoring a student's entire test.




13. Once you have scored all items available, you will be returned to the **My Scoring** page.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# Kansas State Board of Education

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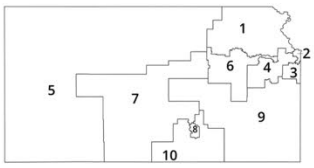


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- Academic preparation,
- Cognitive preparation,
- Technical skills,
- Employability skills and
- Civic engagement

to be successful in postsecondary education, in the attainment of an industry recognized certification or in the workforce, without the need for remediation.

## OUTCOMES

- Social-emotional growth
- Kindergarten readiness
- Individual Plan of Study
- Civic engagement
- Academically prepared for postsecondary
- High school graduation
- Postsecondary success

Kansans CAN

## MISSION

To prepare Kansas students for lifelong success through rigorous, quality academic instruction, career training and character development according to each student's gifts and talents.

## VISION

Kansas leads the world in the success of each student.

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Jan. 25, 2025