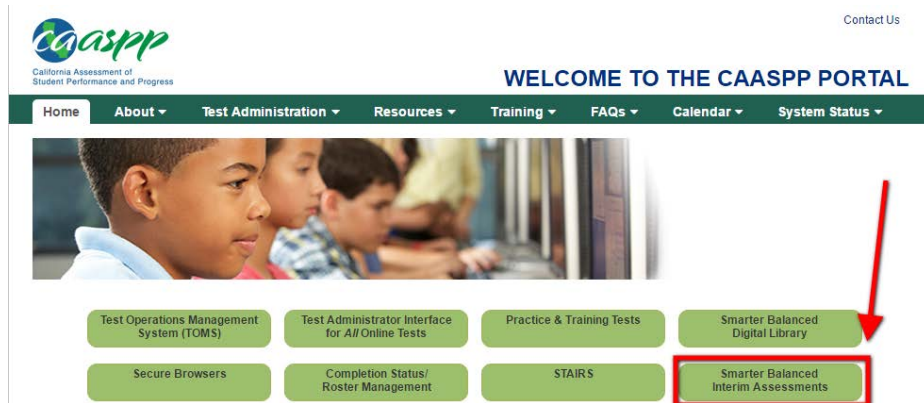
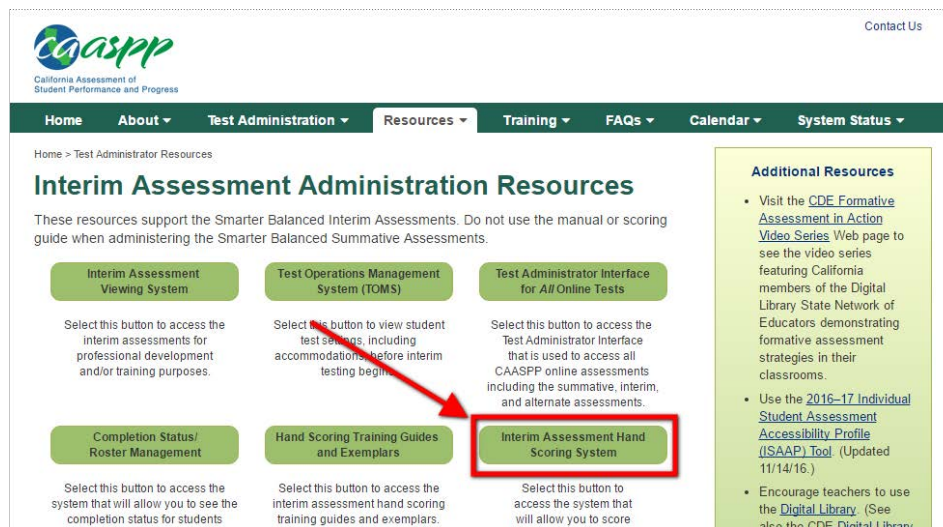


Interim Assessment Hand Scoring Guide

Begin by entering caaspp.org. Select the "Smarter Balanced Interim Assessments" button in the bottom right corner.



Select the "Interim Assessment Hand Scoring System."



Once in the hand scoring system, you will find it populated with student responses from interims you have administered.

The screenshot shows the 'Teacher Hand Scoring System - Response List' page. At the top, it says 'Logged in as ownitemscorer01@example.com | Help | Logout'. Below this is the Smarter Balanced Assessment Consortium logo. The page has two dropdown menus: 'Test: Select Test...' and 'Session: Select Session...'. Below these is a table with the following columns: Name, Item, Session, Status, and Score. The table contains three rows of student data. At the bottom of the table, there are two buttons: 'Reassign All Selected' and 'Mark Selected As Complete', both highlighted with red boxes.

<input type="checkbox"/>	Name	Item	Session	Status	Score
<input type="checkbox"/>	MATTHEW DAGENAIS	13312: CellPhone_6_Stim1_Item4	test-a044-1	Not Scored	Score
<input type="checkbox"/>	ALANA OLENDORF	13310: CellPhones_6_Stime1_Item5	test-a044-1	Not Scored	Score
<input type="checkbox"/>	KYESHA BUCKHAM	13313: CellPhone_6_Stim1_Item6	test-a044-1	Not Scored	Score

<input type="checkbox"/>	Name	Item	Session	Status	Score
<input type="checkbox"/>	ASHLEY HOGSTAD	Marshmallow Experiment	TEST-5777-1	Not Scored	Score
<input type="checkbox"/>	ZOEY UNRUH	Marshmallow Experiment	TEST-5777-1	Not Scored	Score
<input type="checkbox"/>	ALEXCIS HACKNER	Marshmallow Experiment	TEST-5777-1	Not Scored	Score

Showing 1 to 25 of 111 entries

First Previous 1 2 3 4 5 Next Last

[Reassign All Selected](#) [Mark Selected As Complete](#)

At the bottom of this page, you may reassign the results to another teacher to grade, or complete your scoring process by selecting "Mark as completed". **Do not do so until you have entered scores.**

1. Open a drop-down list above the *Response List* table. The options are *Test* and *Session*.
2. Select an option; otherwise, enter the desired option in the search field. The table updates to show only responses associated with the selected option.
3. To apply additional filters, repeat steps 1 and 2 with a different drop-down list.

To sort the table by one of these columns:

1. Select a column header. The table lists the responses by that column in ascending order.
2. To sort the responses in descending order, select the column header again.

The screenshot shows a web interface with two dropdown menus at the top: 'Test: Select Test...' and 'Session: Select Session...'. The 'Test' dropdown is open, showing a list of tests. Below the dropdowns is a table with the following columns: Item, Session, Status, and Score. The table contains four rows of data, each with a 'Score' button.

Item	Session	Status	Score
13312: CellPhone_6_Stim1_Item4	test-a044-1	Not Scored	Score
13310: CellPhones_6_Stime1_Item5	test-a044-1	Not Scored	Score
13313: CellPhone_6_Stim1_Item6	test-a044-1	Not Scored	Score
6116: Camping.7.Stim1.Item3	test-a044-1	Not Scored	Score

Status

- “Not Scored” indicates the response still needs to be scored.
- “Tentatively Scored” indicates the response was scored but still needs to be marked as complete.

Once you have selected "Score", you will arrive at a page with:

- Exemplar and Training Guide for the question (outlined in red in the figure below)
- a rubric
- the student response
- an area to enter a score
- a button to submit your score

The screenshot shows a 'Rubric' page. At the top right, there are two buttons: 'Exemplar' and 'Training Guides', both highlighted with red boxes. Below the buttons is a table with the following columns: Description, Points, and a 'Scoring Criteria' section. The 'Scoring Criteria' section has three rows: 'Organization/Purpose', 'Evidence/Elaboration', and 'Conventions'. Each row has a 'Points' column, a 'Score' column with a dropdown menu, and a 'Condition Code' column with a dropdown menu.

Description	Points
a) Inference here.	4
b) Text-supported example: "..." (paragraph reference)	
c) Inference here.	
d) Text-supported example: "..." (paragraph reference)	

Scoring Criteria	Points	Score	Condition Code
Organization/Purpose	4	<input type="text"/>	Not Applicable
Evidence/Elaboration	4	<input type="text"/>	Not Applicable
Conventions	2	<input type="text"/>	Not Applicable