

Building and Managing Teacher Assessments

Naming Teacher Created Assessments

Here are the standards by which we will build assessments:

- Naming Conventions
 - Campus Subject Level Title of Test
 - Campus Subject Level Title of Test – SP (add a “- SP” for Spanish assessments)
 - Bennett Math Grade 3 Unit Test 1
 - Caldwell Science Grade 4 Quiz on Matter – SP
 - DMS Science Grade 8 Unit Test Plate Tectonics
 - MNHS English 4 AP Unit Test 4

For the campus names, please use the following:

Bennett	Vega
Burks	Walker
Caldwell	Webb
Eddins	Wilmeth
Finch	Wolford
Glen Oaks	CMS
Malvern	DMS
McClure	EMS
McGowen	FMS
McNeil	SJMS
Minshew	MHS
Press	MBHS
RJE	MNHS
Slaughter	Serenity
Valley Creek	CRC
	DAEP

Building Teacher Assessments

- Answer Key Only
 - At this time, we will build answer key only assessments, rather than inputting actual test questions into Aware.
- Griddables and Open-Ended Questions
 - You may use griddable items on the answer key documents.
 - We will not use the open-ended question feature on the answer keys at this time. Teachers may use open ended questions on the test, but teachers will hand score these items. (utilizing the same process as on our district assessments – A/F is a correct response and B/G is for an incorrect response)