



## G-W Assessment integration with Blackboard Ultra

Welcome to G-W Assessment, your new assessment platform. Easily create and deliver effective assessments for your G-W products with flexibility. Choose from a library of pre-built questions or customize your own to align with your learning objectives.

G-W Assessment integration with Blackboard offers a seamless user experience. With this integration, you can:

- Launch G-W Assessment directly from within Blackboard without the hassle of entering additional credentials.
- Grades are automatically synchronized between G-W Assessment and Blackboard, streamlining your workflows.
- Access detailed reports to track student performance.

This step-by-step guide will quickly help you get started and navigate the platform with ease.

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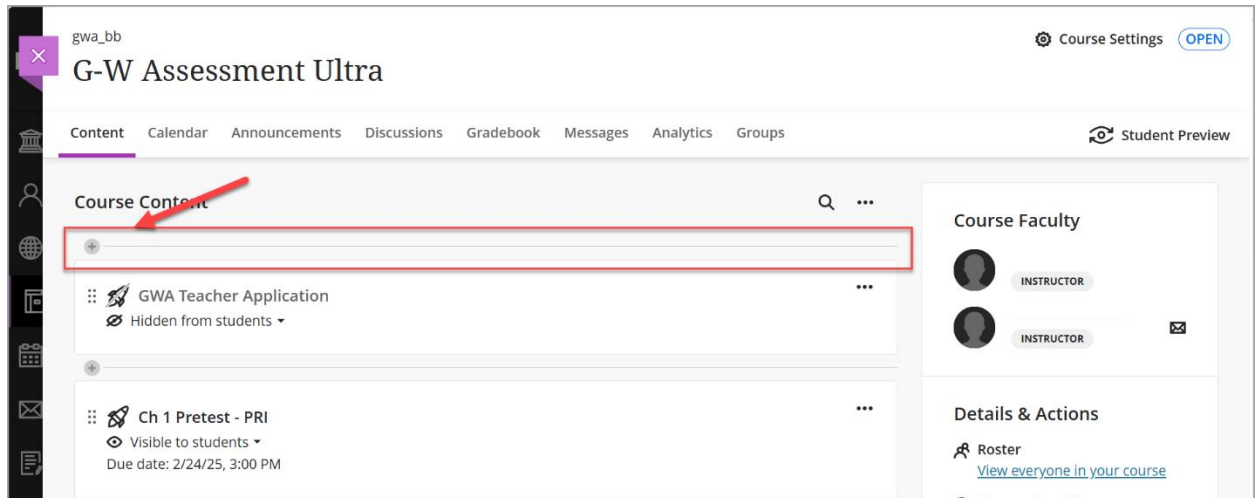
# Connect Blackboard Ultra Course to G-W Assessment

Upon logging into Blackboard, navigate to your respective course where G-W Assessment has been integrated by your LMS administrator. There are two ways to connect a Blackboard Ultra course to G-W Assessment via **Course Content** or **View Course & Institution Tools**.

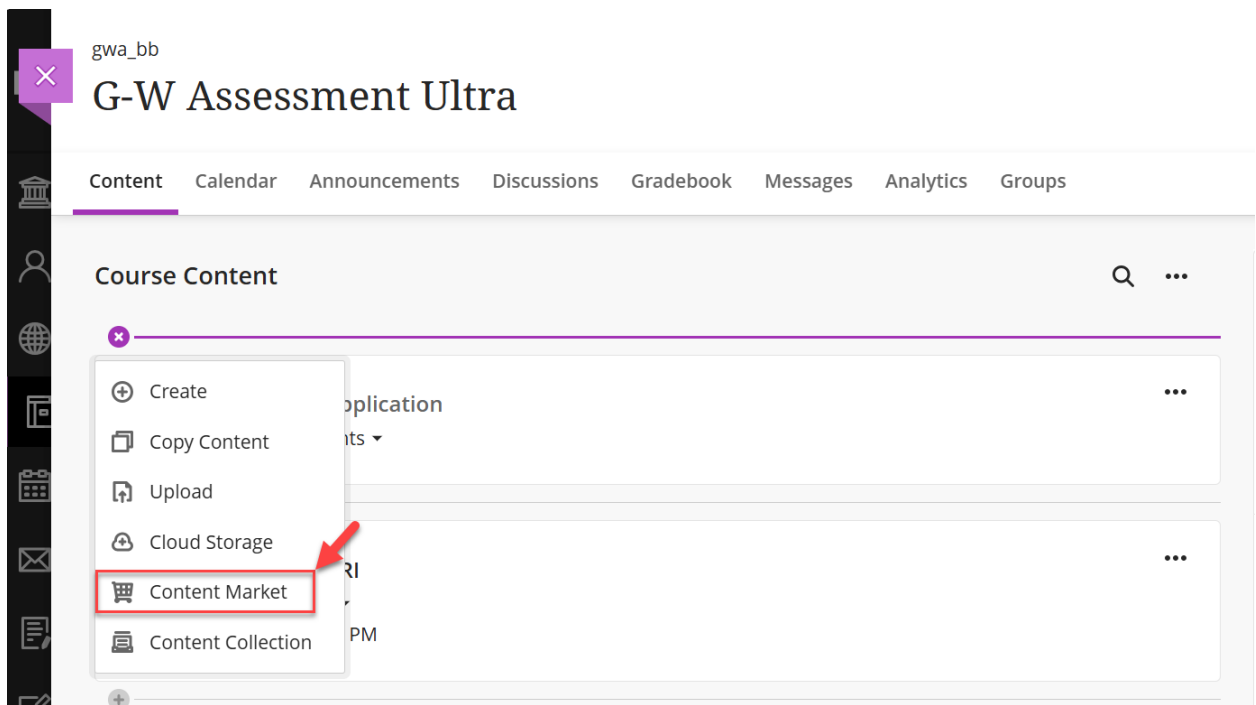
**Important:** Students are required to have an EduHub LMS-Ready subscription to access any G-W Assessments integrated into Blackboard.

## Course Content

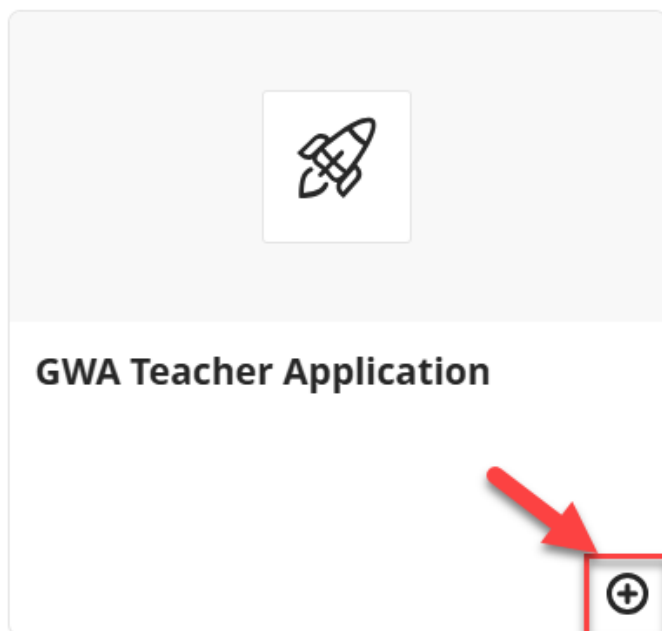
1. Select the grey plus sign (  ) under Course Content. The plus sign and line will turn purple on hover.



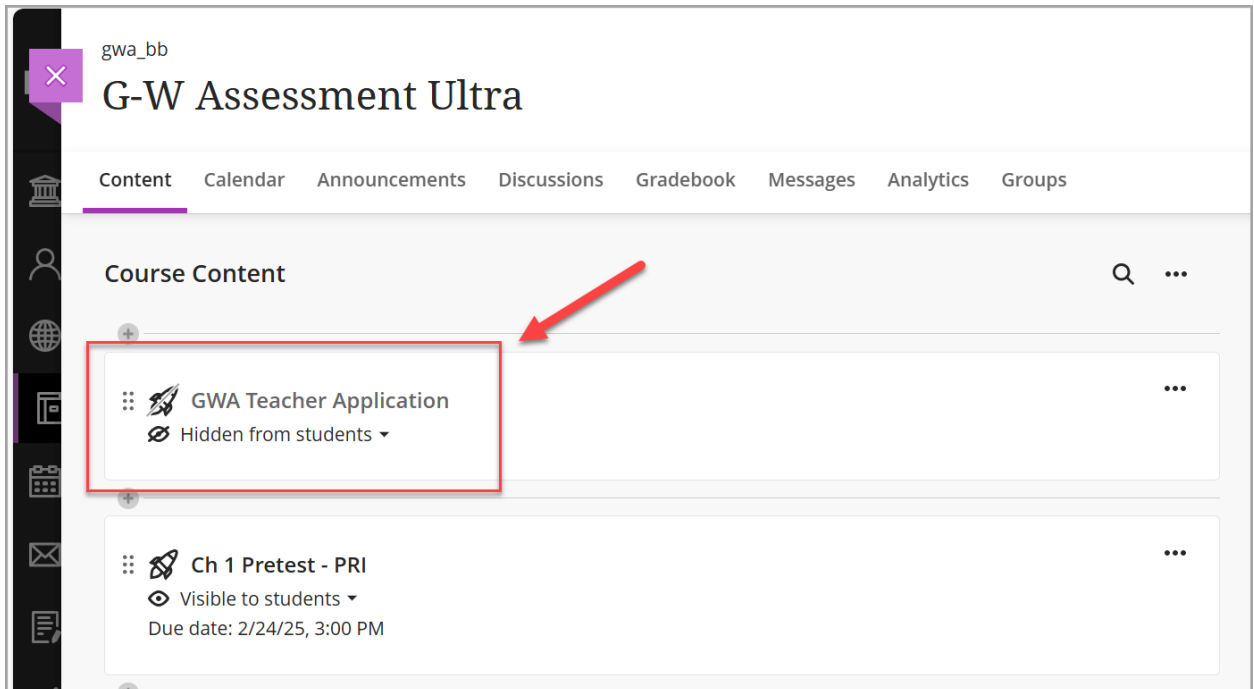
2. Select **Content Market** from the drop-down menu.



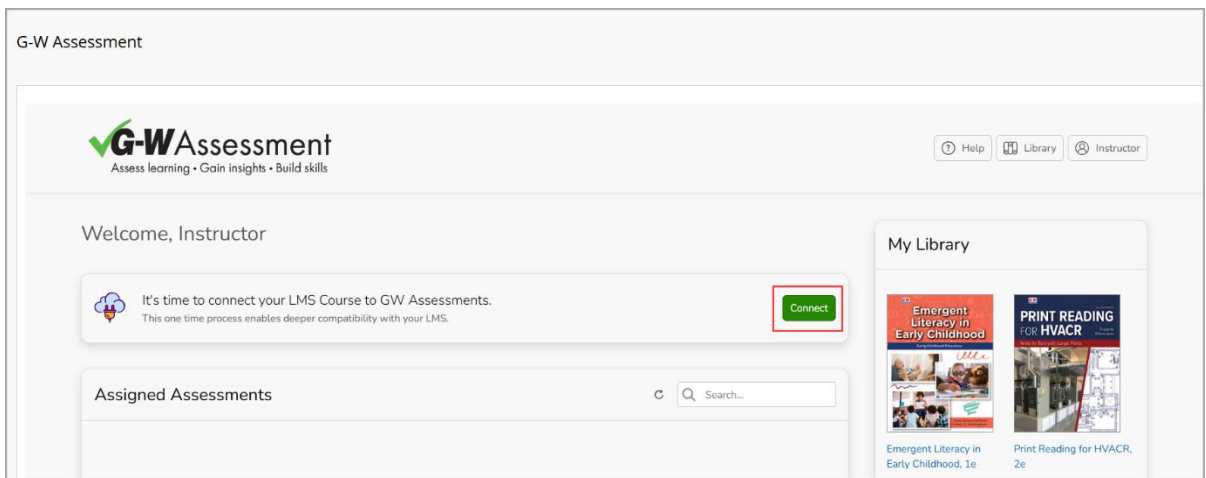
3. Search for the GWA Teacher Application card. Select the plus sign (⊕) on the GWA Teacher Application card (name may vary depending on the setup by your LMS Admin).



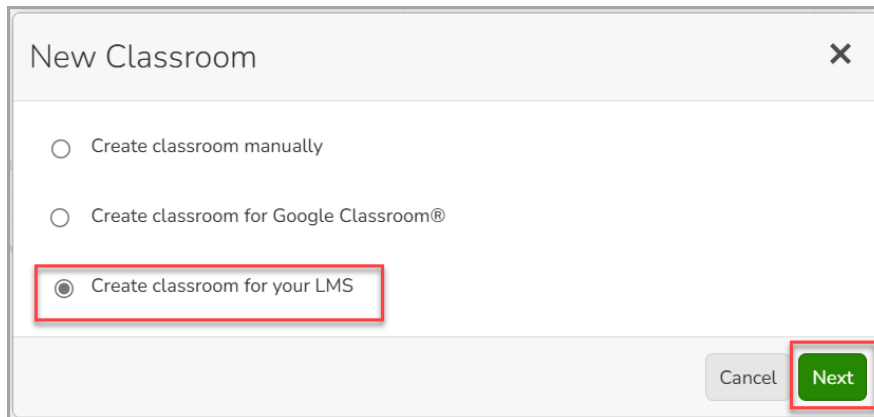
4. The application will now be added to your course content. Select the content to launch G-W Assessment. **Note:** When first created, content is automatically hidden from students.



5. Select the **Connect** button on the *It's time to connect your LMS Course to GW Assessment* section on your screen.



6. In the **New Classroom** modal, select **Create classroom for your LMS (Canvas® or Schoology®)** then select the **Next** button.

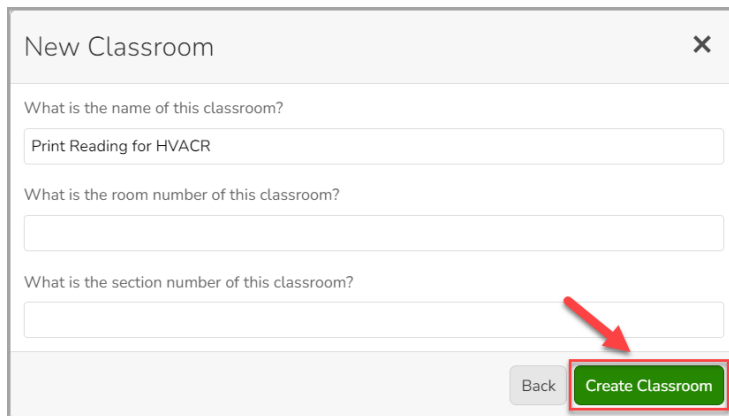


New Classroom

☐ Create classroom manually  
☐ Create classroom for Google Classroom®  
☒ Create classroom for your LMS

Cancel
 Next

7. Enter the name for your classroom then select the **Create Classroom** button. You can also add a room number and section or leave those fields blank.



New Classroom

What is the name of this classroom?

Print Reading for HVACR

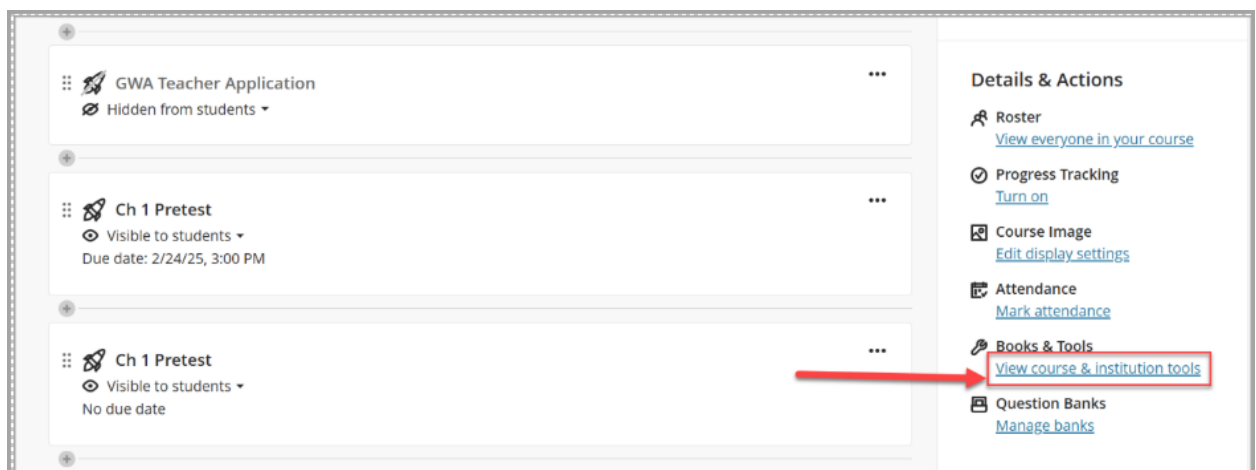
What is the room number of this classroom?

What is the section number of this classroom?

Back
 Create Classroom

## View Course & Institution Tools

1. Select **View course & institution tools** under Books & Tools from the right navigation bar.



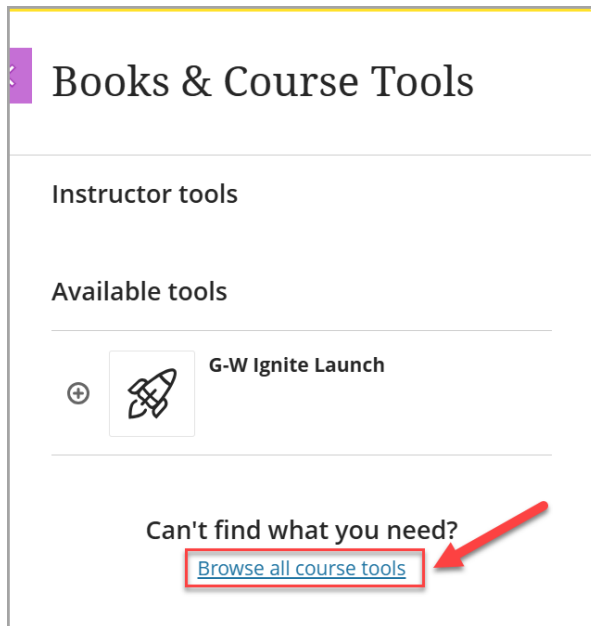
Course navigation bar:


- GWA Teacher Application
  - Hidden from students
- Ch 1 Pretest
  - Visible to students
  - Due date: 2/24/25, 3:00 PM
- Ch 1 Pretest
  - Visible to students
  - No due date

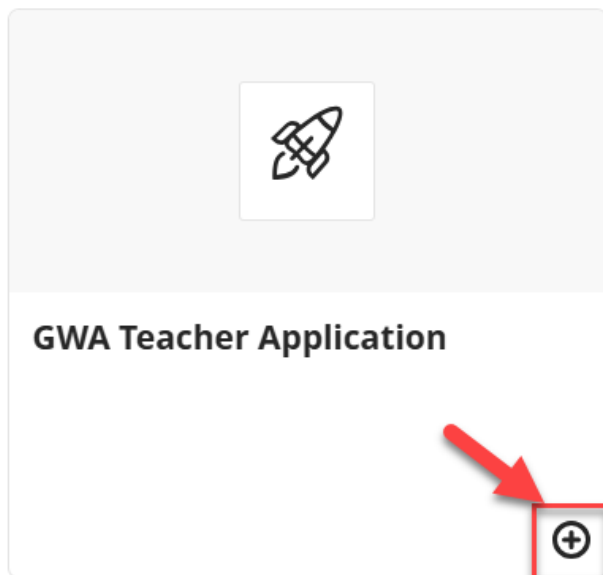
Details & Actions:

- Roster
  - [View everyone in your course](#)
- Progress Tracking
  - [Turn on](#)
- Course Image
  - [Edit display settings](#)
- Attendance
  - [Mark attendance](#)
- Books & Tools
  - View course & institution tools
- Question Banks
  - [Manage banks](#)

2. Select **Browse all course tools**.



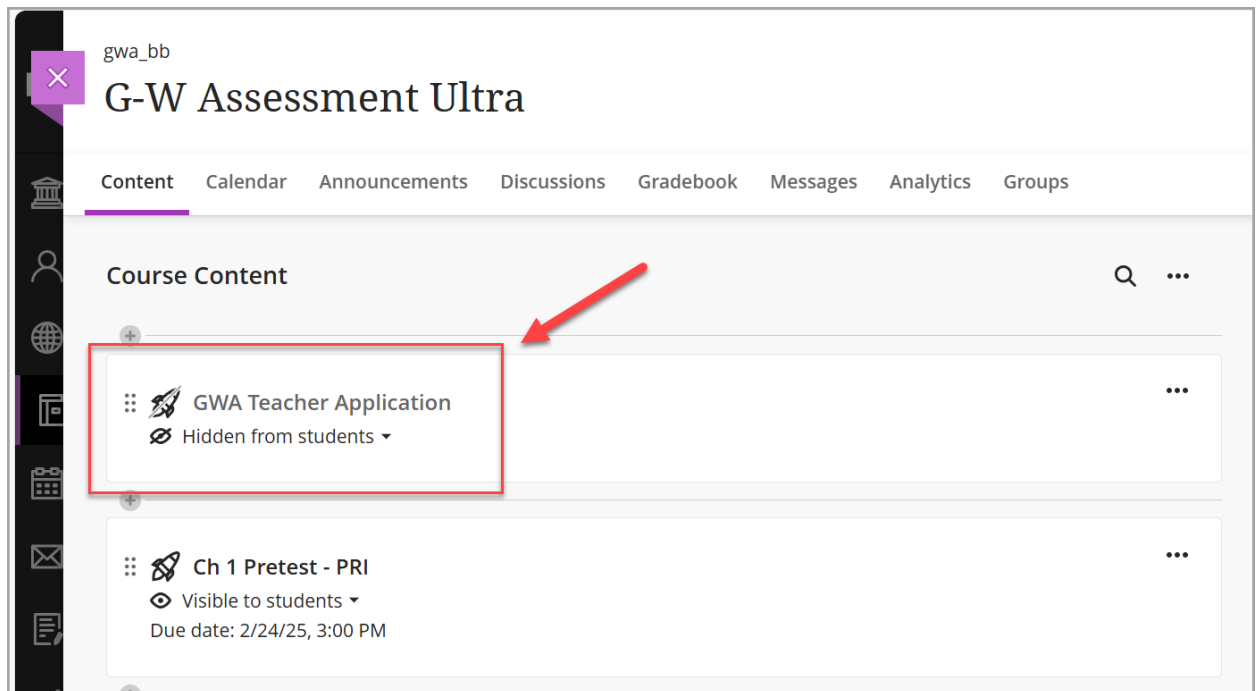
3. Select the plus sign (  ) on the GWA Teacher Application card (name may vary depending on how your LMS administrator set up the tool).



4. The application will now be added to your course content. Select the content to launch G-W Assessment.

**Note:** When first created, content is automatically hidden from students.





## G-W Assessment Welcome Page

The G-W Assessment Welcome page is divided into two sections:

1. **Assigned Assessment:** Review all assessments you have assigned to your class.
2. **My Library:** Access all available titles for you or your school.

### Assigned Assessment

The Assigned Assessment section lists all the assessments assigned to your students. By selecting from the assessment, you can view your students' results.

### My Library

To access the available assessments, locate the **My Library** section to the right side of this page or by selecting the **Library** button in the top righthand corner. Select on the title to view its assessments.

## Assessments Page

The Assessments page lists all pre-built assessments for your adopted products.

**G-W Assessment**  
Assess learning • Gain insights • Build skills

Library Instructor Logout

Print Reading for HVACR, 2e

**Assessments**

Search... Search **+ Assessment**

Chapter 1 Introduction to Print Reading

Assessment	Print	Preview	Assign
Ch01 Exam PrintReadHVACR2e			
Ch01 Posttest PrintReadHVACR2e			
Ch01 Pretest PrintReadHVACR2e			

You can:

1. Create a new assessment using pre-built or custom questions by selecting on **+ Assessment**.
2. **Preview** the assessment.
3. **Print** assessments as PDFs.
4. **Assign** the assessment to Google Classroom (Google Classroom users only). To assign assignments in Blackboard Ultra, follow the steps in the [Create Assessments in Blackboard Ultra With G-W Assessment](#) section located within this document.

## Preview Assessments

1. To preview the questions in a pre-built assessment, either select the assessment bank link or select the **preview** button.

Chapter 1 Introduction to Print Reading

1. Ch01 Pretest PrintReadHVACR2e

Print Preview Assign

2. To navigate the assessment:
  - a. Select **Next** to move to the next question.
  - b. Select **Back** to return to the previous question.
  - c. Select the question number to preview the question.
  - d. Select the plus icon to increase the font size.
  - e. Select the minus icon to decrease the font size.
  - f. Select the flag icon to mark a question for review.



- Once you have finished reviewing your assessment, you can either print it or make further modifications.

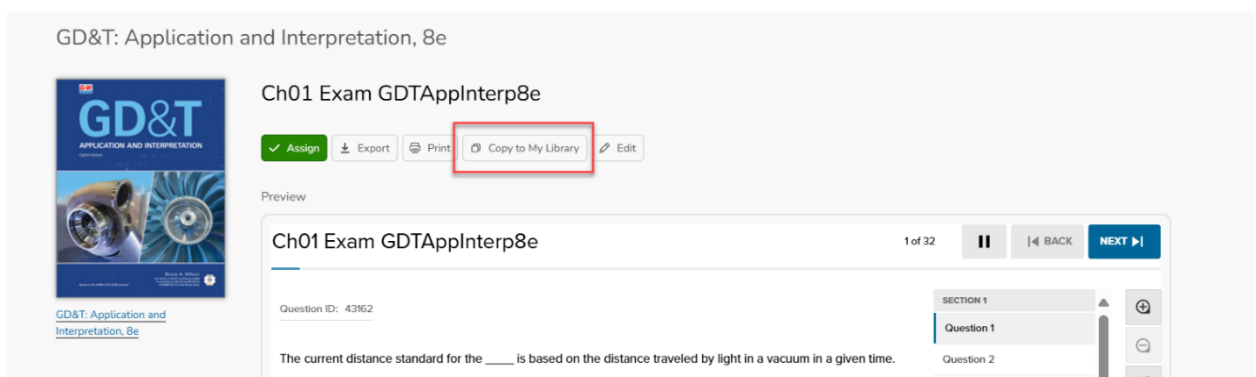
## Copying Assessments

To make a copy of an assessment:

- Navigate to the Assessment page and locate the desired assessment. Select the assessment link.



- Select the **Copy to My Library** button.



- Give the copied assessment a new, relevant title then select the **Copy Assessment** button.

Copy to My Library

×

Make a copy of this assessment to make changes. The original will remain available.


Assessment Name

Ch01 Exam GDTApplInterp8e (Copy)

Cancel

Copy Assessment

- Your copied assessment will now appear in the My Library section under Assessments.



Help

Library

Michael

Dashboard >

My Library

Titles

Assessments

Search...

Search

<

>

+ Assessment

Ch01 Exam GDTApplInterp8e (Copy)

Export

Print

Preview

Assign

## Edit Pre-Built Assessment

To customize a pre-built assessment:

- Navigate to the Assessment page and locate the desired assessment. Select the assessment link.

Chapter 1 Introduction to Print Reading

1. Ch01 Pretest PrintReadHVACR2e

Print

Preview

Assign

- Select the **Edit** button to create a copy of the assessment.

**G-WAssessment**  
Assess learning • Gain insights • Build skills

Library Instructor Logout

Print Reading for HVACR, 2e

**3. Ch01 Exam PrintReadHVACR2e**

Assign Print **Copy To My Library**

Preview

**3. Ch01 Exam PrintReadHVACR2e** 1 of 30

Question ID: 5425

What is a print?

☐ A. Written instructions that explain how a building should be constructed

☐ B. Set of photographs used to show how an existing house was built

☐ C. Graphical representation of an architect's or engineer's design

☐ D. Chart showing the allocation of resources used for a construction project

SECTION 1

Question 1

Question 2

Question 3

Question 4

Question 5

Question 6

Question 7

Question 8

3. Give the copied assessment a new, relevant title then select the **Copy Assessment** button.

**Copy to My Library** ✕

Make a copy of this assessment to make changes. The original will remain available.

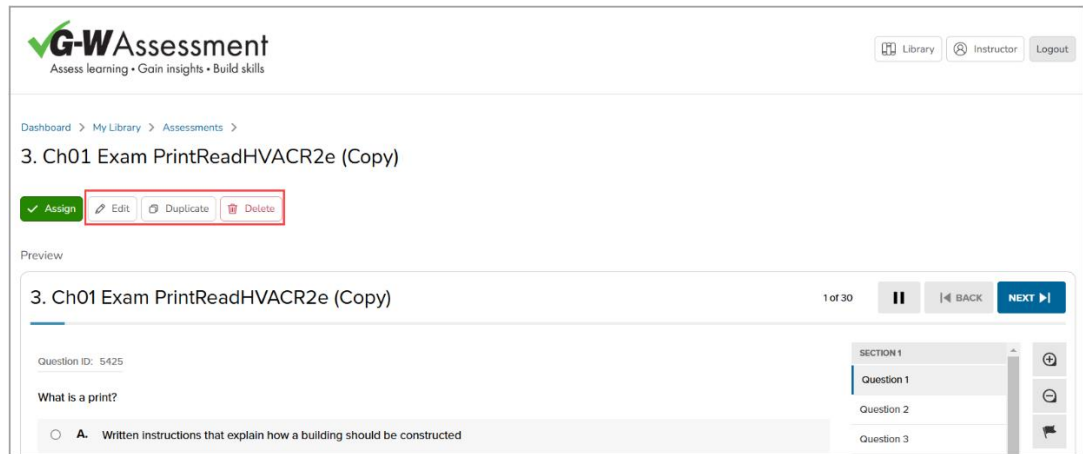
Assessment Name

Ch01 Exam GDTAppInterp8e (Copy)

Cancel **Copy Assessment**

4. Once your assessment has been copied, you can
  - a. **Edit:** Select the **Edit** button to open the assessment for editing.
  - b. **Duplicate:** Select **Duplicate** to create a copy of the assessment before editing.

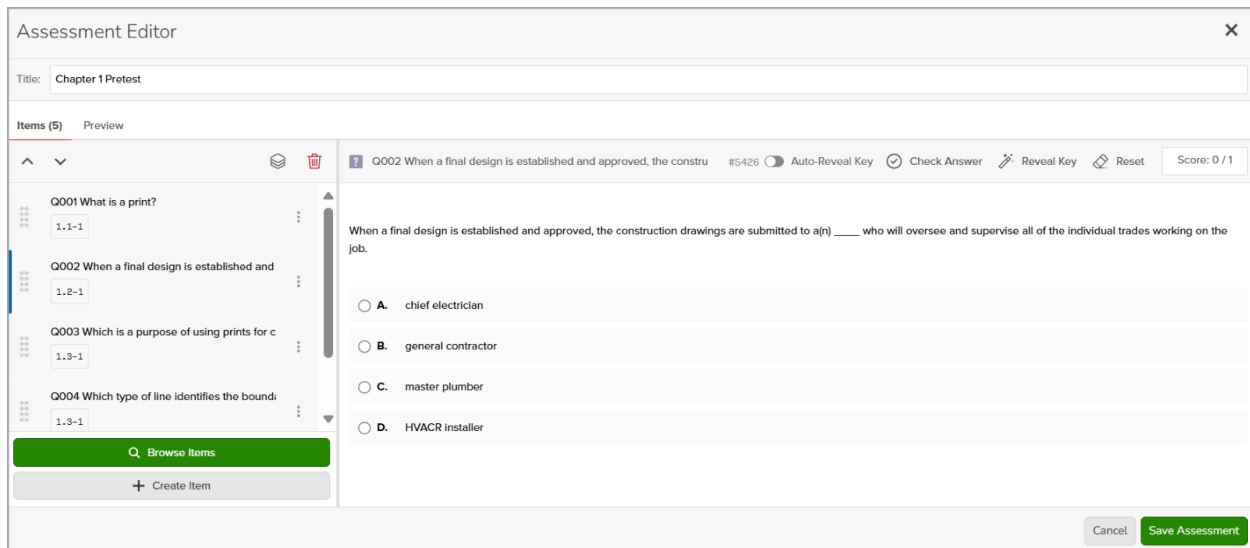
- c. **Delete:** Select **Delete** to delete this assessment.



5. Select **Edit** to modify the assessment.

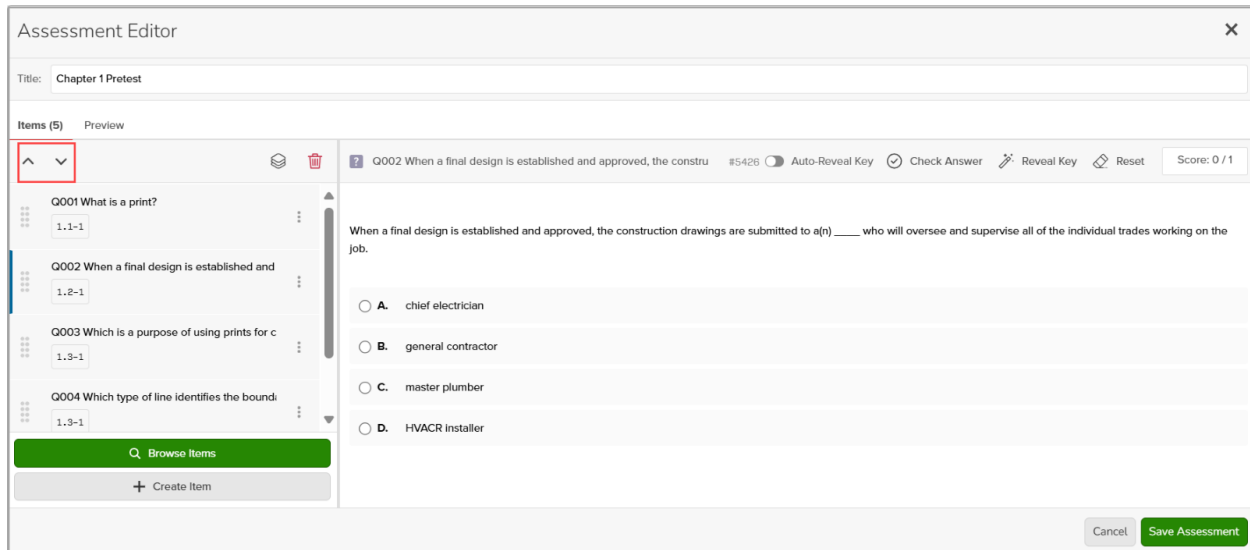
## Assessment Editor

Once in the Assessment Editor, you can customize the assessment to align with your specific learning objectives.



## Preview Items

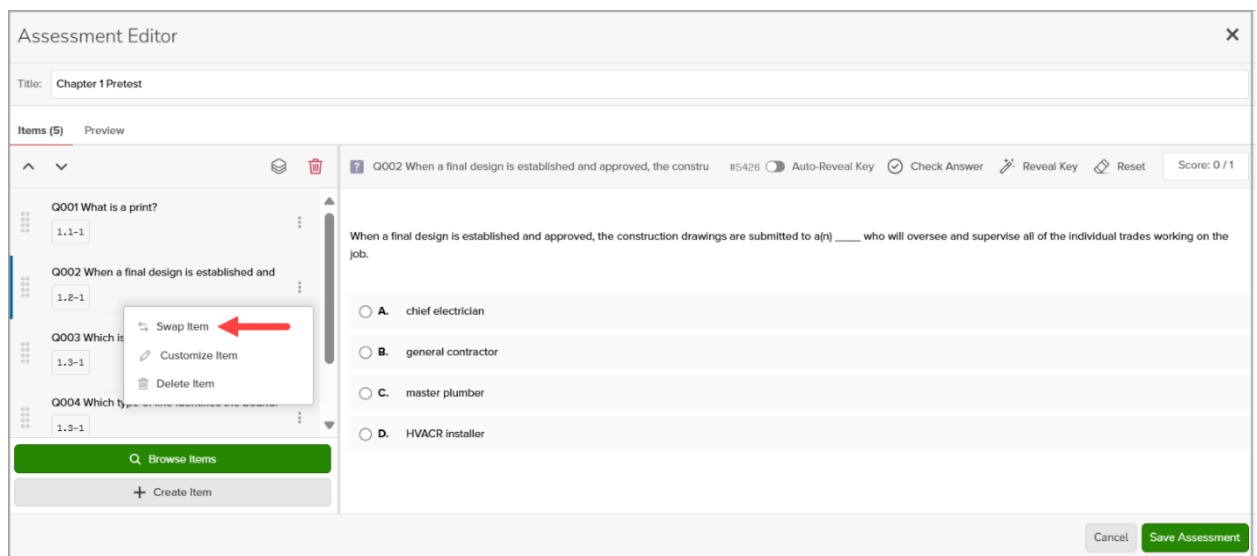
To preview the individual items, select an item or use the up/down arrows to navigate through the items. Use the **Preview** tab to work through the assessment as a student.



## Swap Items

To swap an item in your assessments and replace it with another:

1. Select the kebab (⋮) menu to the right of the question, then select Swap Item.



2. The **Select Item** modal will appear. You can filter by (filters will vary by title):

- a. Title
- b. Chapter/Module
- c. Question Type
- d. Learning Outcome
- e. Grading Type (Manual or Auto Graded)

3. Preview an item by selecting it. Select **Close Preview** to close the preview modal.

Select Items

Search by Name

Page 1 (7296 Results)

Q001 \_\_\_\_ are blood vessels that deliver oxygen-... #18486 Auto-Reveal Key Score: 0 / 1

Close Preview

Amperсанд Question #385

Amperсанд Question (Copy) #312

Consuming enough water helps the body cool itself and... #18983

Ext. Text #389

InLine Choice #387

InLine Choice Same Answer

Select 0 Items

\_\_\_\_ are blood vessels that deliver oxygen-poor blood from the rest of the body to the heart.

A. Capillaries

B. Veins

C. Coronary arteries

D. Arteries

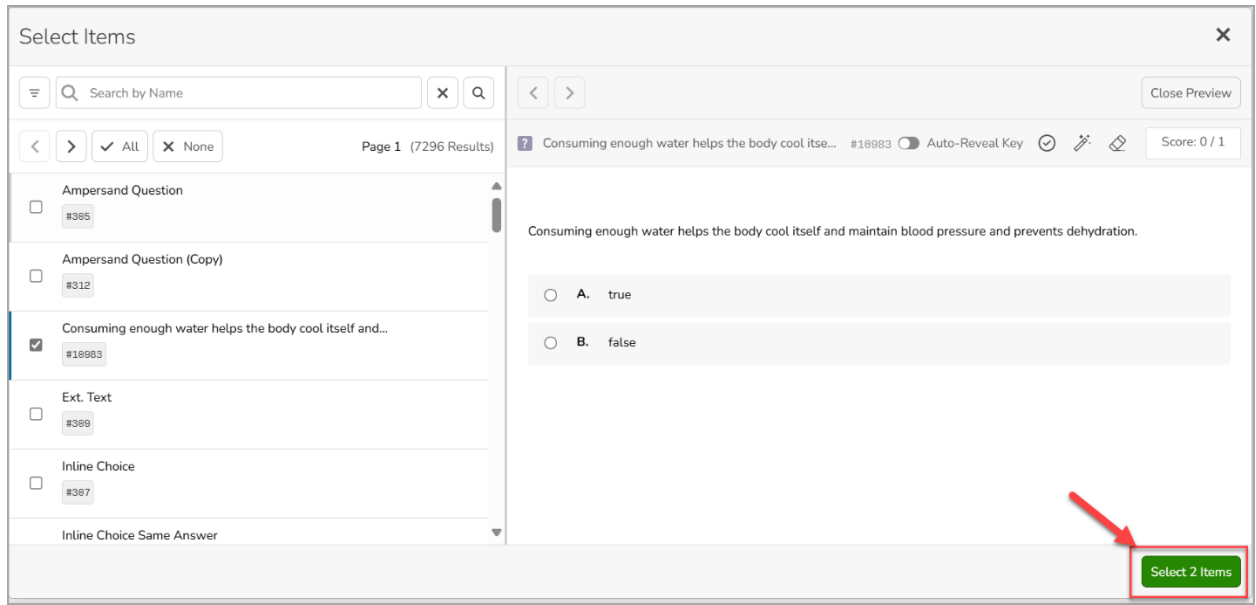
**Note:** If an item is already in your assessment, its checkbox will be greyed out, preventing you from adding that same question twice.

Q024 Match each of the terms to the correct definition.

#1504 1.4 1.5 1.8 1.9 1.11 1.12

4. After selecting one or more items for swapping, select the **Select # Items** button. Select the **Save Assessment** to save your changes.

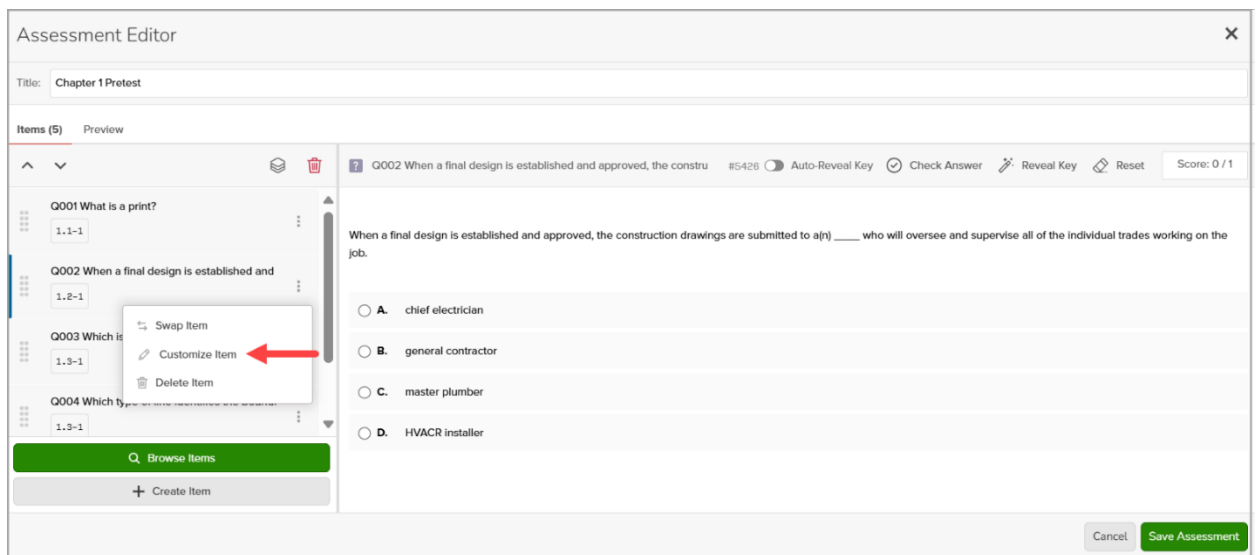




## Customize Item

To modify an item in your assessment:

1. Select the kebab (⋮) menu to the right of the question, then select **Customize Item**.

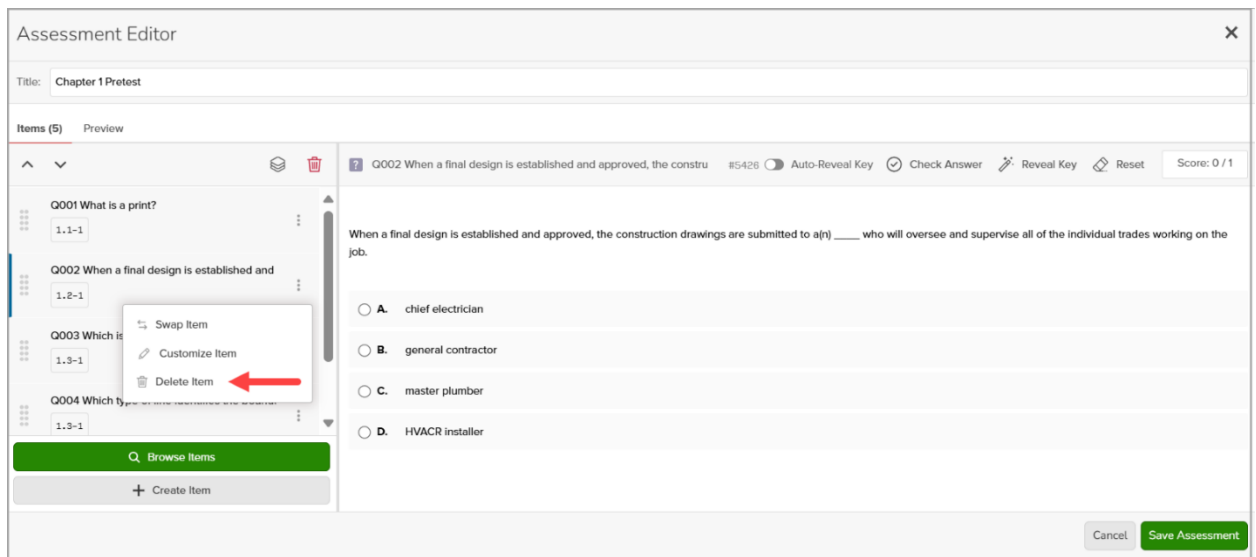


2. You will be prompted to make a copy of the item for customization. Select **Make a Copy**. The **Item Editor** modal will open. From here you can make the necessary changes to the question prompt, answer options or add additional solutions.

3. Select the **Save** button to save your changes.
4. If you have previously modified the question, you will see a message indicating that existing copies of this item. Select the **Use** button to modify this question further.

### Delete Items

To remove an item from your assessment bank, select on the kebab (⋮) menu next to the question, then select Delete Item.



In the Select Items screen, select the title and the chapter, then locate the item that you want to swap with the current one. (Note: If you have adopted multiple products, you can add an assessment item from any of those products.)

### Rearrange Items

To rearrange the order of your assessment items, drag and drop questions using the double kebab (⋮) icon to drag it to your desired location. (**Note:** Questions numbers are for instructor reference only and do not display for students.)



Q002 When a final design is established ... #5426

☐ Auto-Reveal Key
 ☒ Check Answer
 ☐ Reveal Key
 ☐ Reset
 Score: 0 / 1

When a final design is established and approved, the construction drawings are submitted to a(n) \_\_\_\_\_ who will oversee and supervise all of the individual trades working on the job.

☐ A. chief electrician  
☐ B. general contractor  
☐ C. master plumber

1. **Auto-Reveal Key:** Automatically displays correct answers while navigating through the assessment bank.
2. **Check Answer:** Shows your performance on the current question.
3. **Reveal Key:** Display the correct answer for the current item.
4. **Reset:** Return the question to its original state.

### Search

To search for items, select the **Browse Items** button at the bottom of the Assessment Editor page:

Assessment Editor

Title: Chapter 1 Pretest

Items (5) Preview

Q001 What is a print?  
1.1-1

Q002 When a final design is established and  
1.2-1

Q003 Which is a purpose of using prints for c  
1.3-1


Q004 Which type of line identifies the bound:  
1.3-1

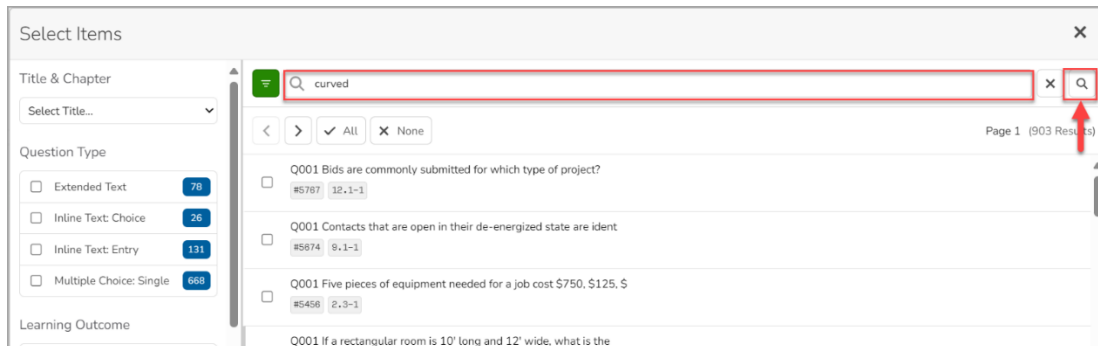
Q002 When a final design is established and approved, the construction drawings are submitted to a(n) \_\_\_\_\_ who will oversee and supervise all of the individual trades working on the job.

☐ A. chief electrician  
☐ B. general contractor  
☐ C. master plumber  
☐ D. HVACR installer

**Browse Items**


+ Create Item

Use the filters to narrow your search or enter a keyword in the search field and select the magnifying  icon to begin your search:



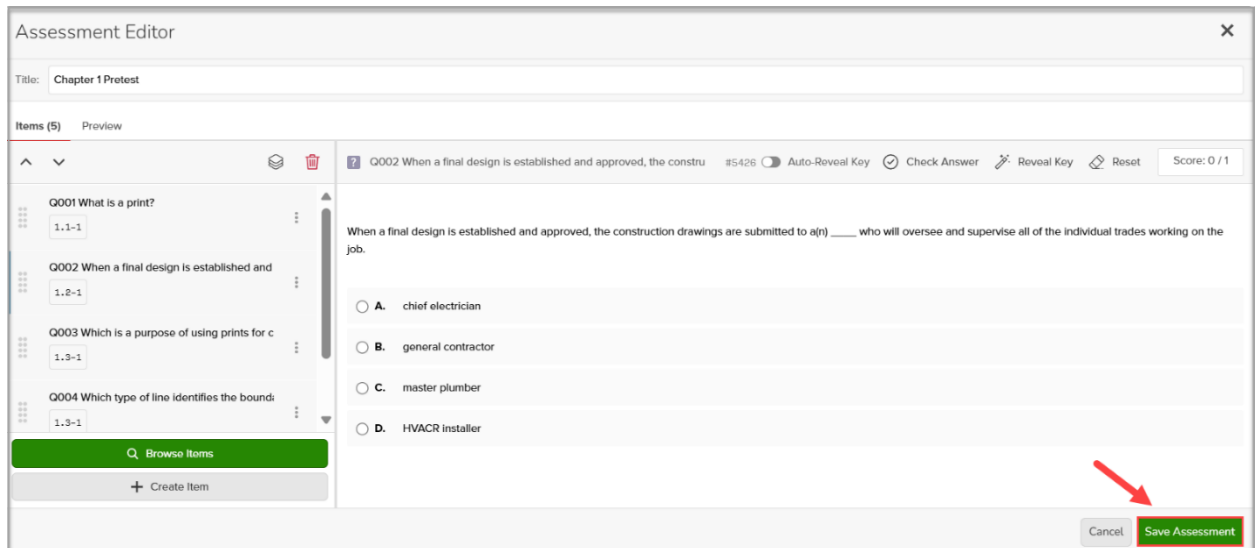
Your search results will then be displayed:

## Toggle Filters

To collapse the filter and maximize the question view, select the strawberry (  ) icon next to the search field:

Your question view will no longer show the filter column:

Once you have finalized the customization of your assessment, select the Save Assessment button to save your changes.



Assessment Editor

Title: Chapter 1 Pretest

Items (5) Preview

Q001 What is a print?  
1.1-1

Q002 When a final design is established and approved, the construction drawings are submitted to a(n) \_\_\_\_\_, who will oversee and supervise all of the individual trades working on the job.

Q003 Which is a purpose of using prints for construction?  
1.3-1

Q004 Which type of line identifies the boundary of a room?  
1.3-1

Q002 When a final design is established and approved, the construction drawings are submitted to a(n) \_\_\_\_\_, who will oversee and supervise all of the individual trades working on the job.

☐ A. chief electrician

☐ B. general contractor

☐ C. master plumber

☐ D. HVACR installer

Score: 0 / 1

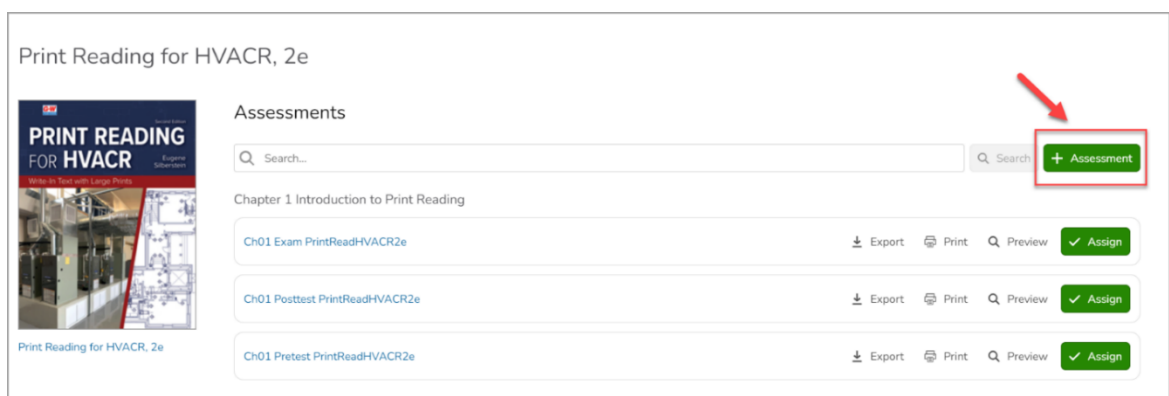
Cancel Save Assessment

## Create Custom Assessment

G-W Assessment offers a variety of pre-built, learning outcome-aligned questions. You can use these to create assessments like reviews, midterms, or finals. Alternatively, if you need custom questions for your assessments, you can create those as well.

### Create custom assessment with pre-built G-W items

1. To create your own assessment with pre-built G-W items, select the **+ Assessment** button on the Assessment page.



Print Reading for HVACR, 2e

Assessments

Search...

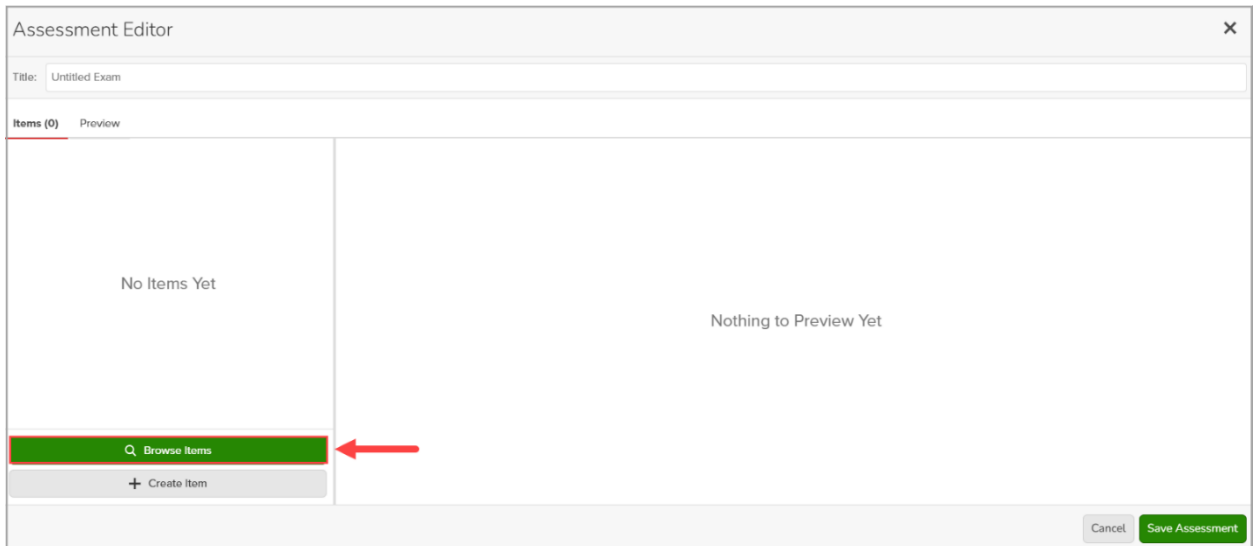
Chapter 1 Introduction to Print Reading

Ch01 Exam PrintReadHVACR2e	Export	Print	Preview	Assign
Ch01 Posttest PrintReadHVACR2e	Export	Print	Preview	Assign
Ch01 Pretest PrintReadHVACR2e	Export	Print	Preview	Assign

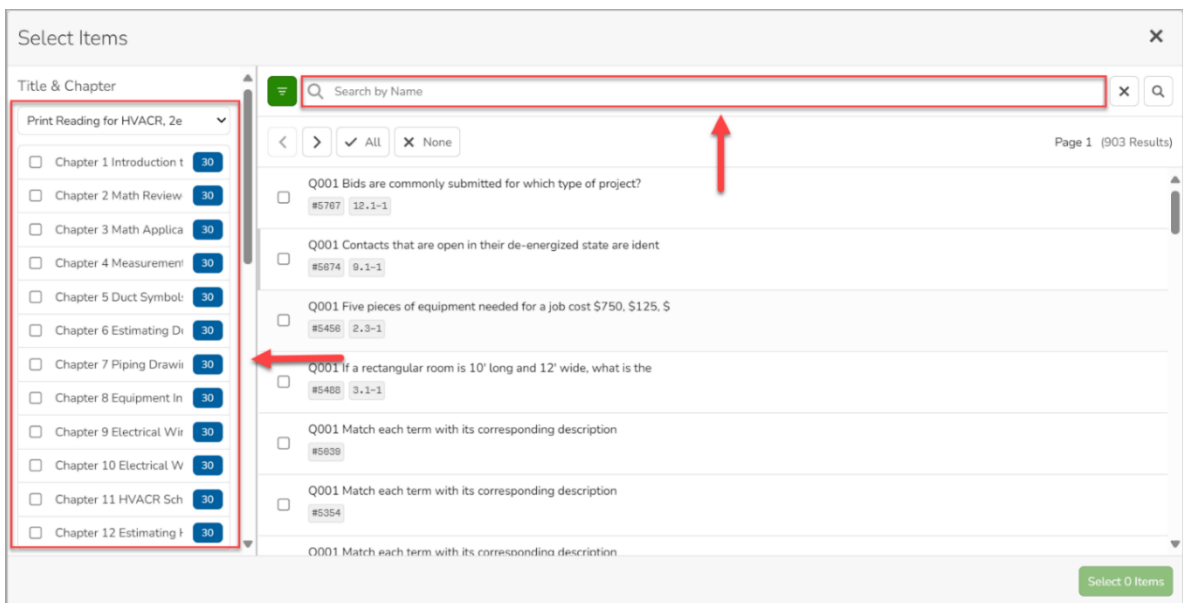
+ Assessment

2. To add pre-built assessment questions, select the **Browse Items** button in the Assessment Editor.

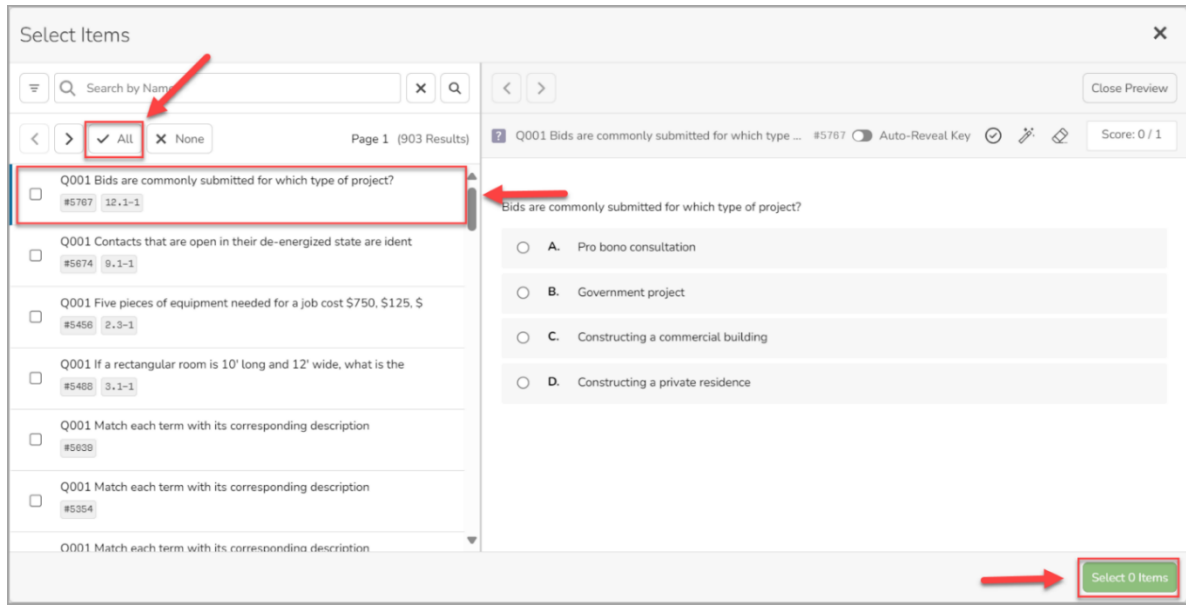




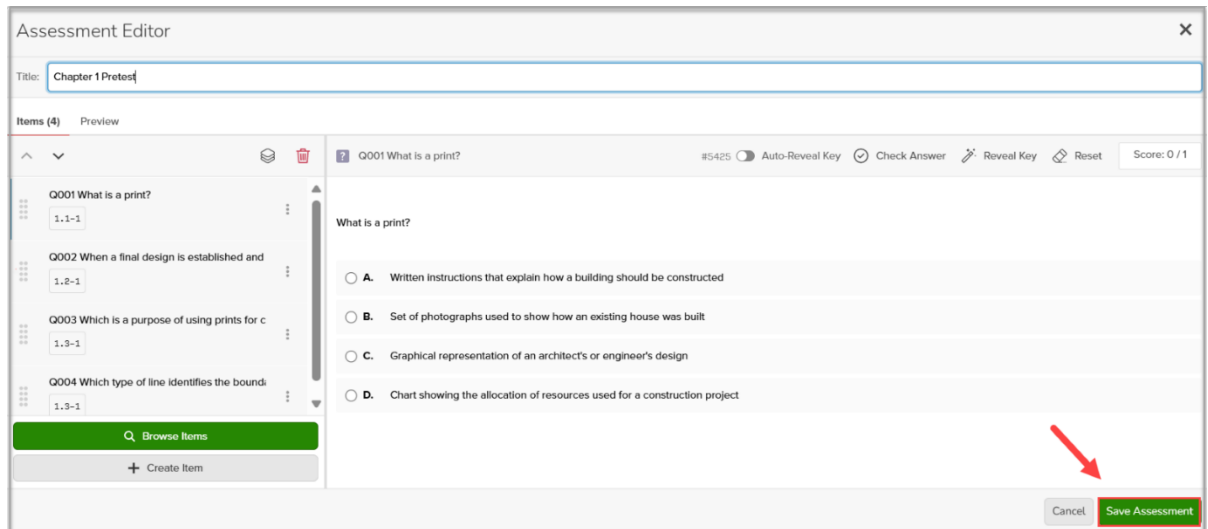
3. Use the filters on the left to narrow your search or enter a keyword on the search field to begin your search



4. Select an item to preview it.
5. Check the box next to the items you want to add to your assessment or select **✓All** to add all the items from your search results. Then, select the **select # Items** button to add the items into your assessment.



- Once you have finalized the customization of your assessment, select the **Save Assessment** button to save your changes.



### Create new custom items

- To create your own custom questions, select on the **+ Create Item** button.

Assessment Editor

Title:

Items (0) Preview

No Items Yet

Q001 A(n) \_\_\_\_ assembly drawing is a drawing composed of two or more parts that, once assembled, are permanently joined to become one unit.

☐ A. installation

☐ B. diagram

☐ C. detail

☐ D. inseparable

Cancel

- In the Item Editor, start by giving your item a title:

Item Editor

Untitled...

Empty Question

Click  in the toolbar above to begin adding question components.

TITLE

BANK

MATURITY

METADATA

LANGUAGE

SUBJECT

GRADE LEVEL

☐ Pre-K ☐ Kindergarten

☐ Grade 1 ☐ Grade 2

☐ Grade 3 ☐ Grade 4

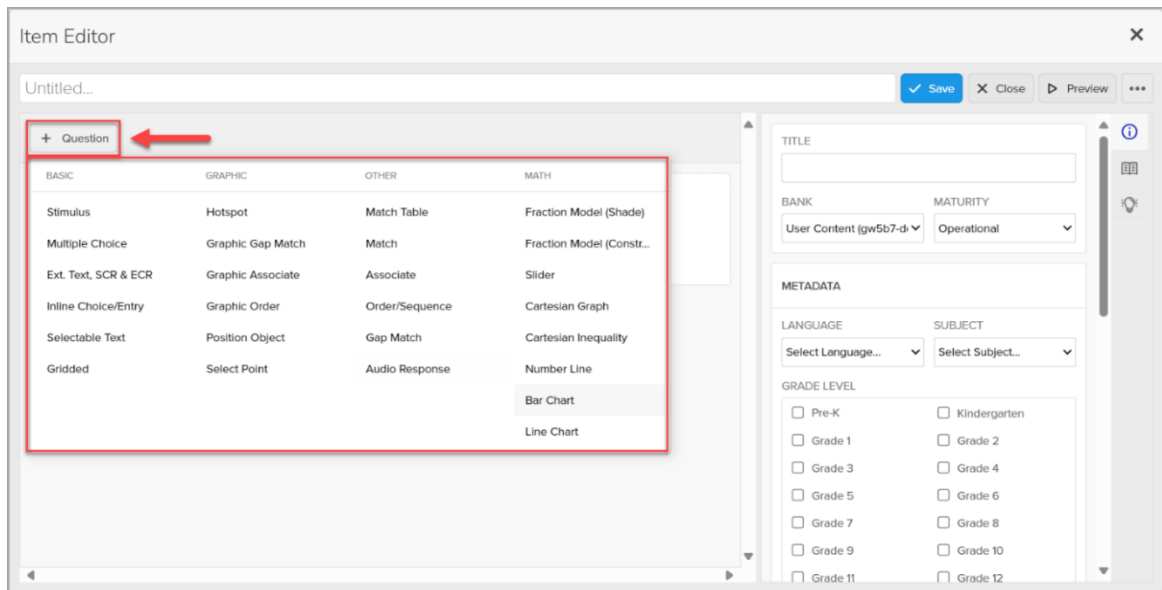
☐ Grade 5 ☐ Grade 6

☐ Grade 7 ☐ Grade 8

☐ Grade 9 ☐ Grade 10

☐ Grade 11 ☐ Grade 12

- To add a new assessment item, select on the **+ Question** button. A dropdown will appear displaying various question types. Select the desired question type. (**Note: If you are delivering this assessment as a print only format, only the following question types are supported: Multiple Choice, Inline Choice/Entry, Ext. Text SCR & ECR (Essay), Gap Match and Selectable Text.**)



4. Use the **Guide Me** feature for a quick tutorial of the question type.

The screenshot shows the 'Item Editor' window with a title bar 'Untitled...'. At the top right are buttons for 'Save', 'Close', and 'Preview'. Below the title bar is a '+ Question' button. The main area is divided into two sections. The left section is for editing the question, with a 'Type: Choice' dropdown menu highlighted by a red box and a red arrow pointing to the 'Guide Me' option. Below this is a 'Question/Prompt:' field with the placeholder text 'Ask your question here (ex: "What is the capital of Turkey?")'. Underneath are checkboxes for 'Multiple Selections', 'Custom Scoring', 'Rationales', 'Shuffle', 'Rubric', and 'Solution'. The right section is for metadata, including 'TITLE', 'BANK' (set to 'User Content (gw5b7-d)'), 'MATURITY' (set to 'Operational'), 'LANGUAGE' (set to 'Select Language...'), 'SUBJECT' (set to 'Select Subject...'), and 'GRADE LEVEL' (a list of checkboxes from Pre-K to Grade 12).

This screenshot shows the same 'Item Editor' window, but with a tooltip displayed over the 'Multiple Choice' options. The tooltip text reads: 'Multiple Choice questions present the candidate with a single prompt and two or more options from which to select. You will pre-determine the number of correct responses.' Below the text are buttons for 'Skip', 'Back', and 'Next'. The background interface is dimmed, showing the same question editor and metadata fields as the previous screenshot.

5. Once you have created your item, select **Save** to save the item for your assessment.

## Print Assessment

To print a PDF version of the assessment for distribution to your students, there are 2 options:

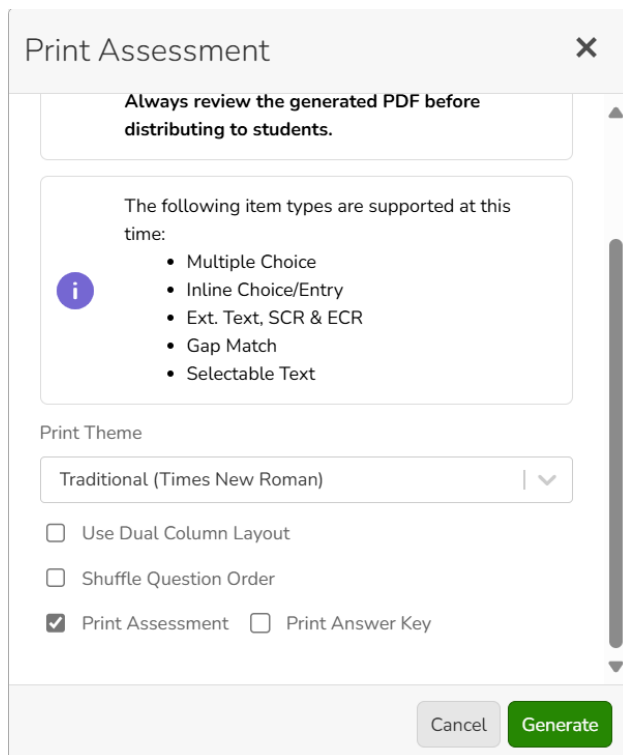
1. From the assessment page, select the **Print** button

The screenshot shows the G-W Assessment interface. At the top, the logo 'G-W Assessment' is displayed with the tagline 'Assess learning • Gain insights • Build skills'. Navigation links for 'Library', 'Instructor', and 'Logout' are in the top right. The main heading is 'Print Reading for HVACR, 2e'. On the left is a book cover for 'PRINT READING FOR HVACR'. The 'Assessments' section contains a search bar and a list of assessments. The first assessment, 'Ch01 Exam PrintReadHVACR2e', is highlighted with a red box and a red arrow pointing to its 'Print' button. Other assessments listed are 'Ch01 Posttest PrintReadHVACR2e' and 'Ch01 Pretest PrintReadHVACR2e', each with 'Print', 'Preview', and 'Assign' buttons.

2. From the preview screen, select the assessment bank link, then select **Print**:

The screenshot shows the G-W Assessment interface for 'GD&T: Application and Interpretation, 8e'. The top navigation bar includes 'Help', 'Library', 'Michael', and 'Logout'. The main heading is 'GD&T: Application and Interpretation, 8e'. On the left is a book cover for 'GD&T APPLICATION AND INTERPRETATION'. The 'Assessments' section shows 'Ch01 Exam GDTAppInterp8e' with buttons for 'Assign', 'Export', 'Print', 'Copy to My Library', and 'Edit'. A red arrow points to the 'Print' button. Below this is a 'Preview' section for 'Ch01 Exam GDTAppInterp8e', showing '1 of 32' questions. The first question is displayed: 'The current distance standard for the \_\_\_\_ is based on the distance traveled by light in a vacuum in a given time.' A sidebar on the right shows 'SECTION 1' with 'Question 1' and 'Question 2' listed.

3. Selecting **Print** will open a dialog box.



**Print Assessment** [X]

Always review the generated PDF before distributing to students.

The following item types are supported at this time:

- Multiple Choice
- Inline Choice/Entry
- Ext. Text, SCR & ECR
- Gap Match
- Selectable Text

Print Theme

Traditional (Times New Roman) | v

☐ Use Dual Column Layout

☐ Shuffle Question Order


☒ Print Assessment ☐ Print Answer Key

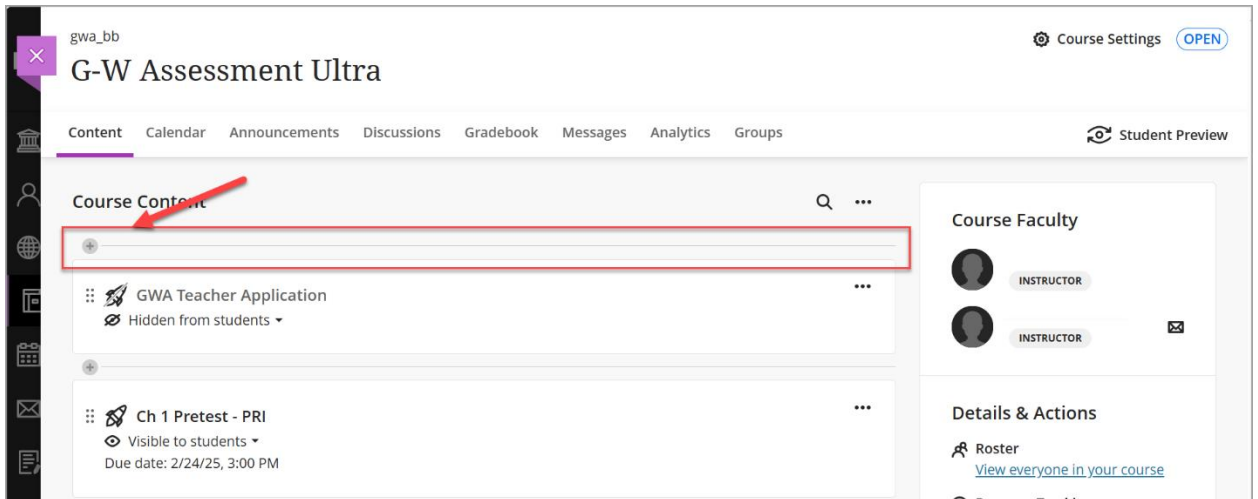
[Cancel] [Generate]

- To customize your printed assessment:
  - Select a print theme
  - Choose whether to use a dual column layout
  - Select Shuffle Question Order to randomize the questions
  - Select whether to print the assessment, answer key, or both.
- After making your selections, select the **Generate** button to create a PDF version of your assessment. Once generated, select **Download Assessment** to download the PDF to your computer. If Print Answer Key was also selected, select the **Download Answer Key** button to download the answer key PDF separately.

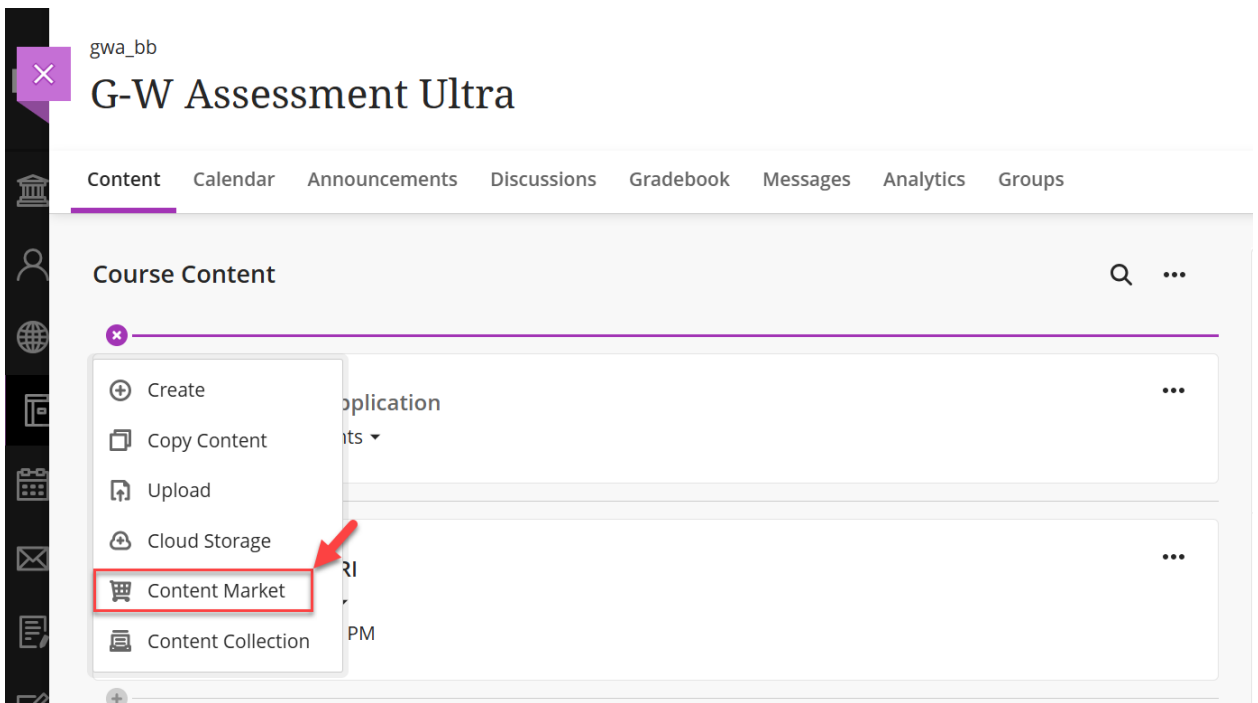
## Create Assignments in Blackboard Ultra with G-W Assessment

To assign an assessment in Blackboard (Ultra) using G-W Assessment:

- Select the grey plus sign (  ) under Course Content. The plus sign and line will turn purple on hover.



2. Select **Content Market** from the drop-down menu.

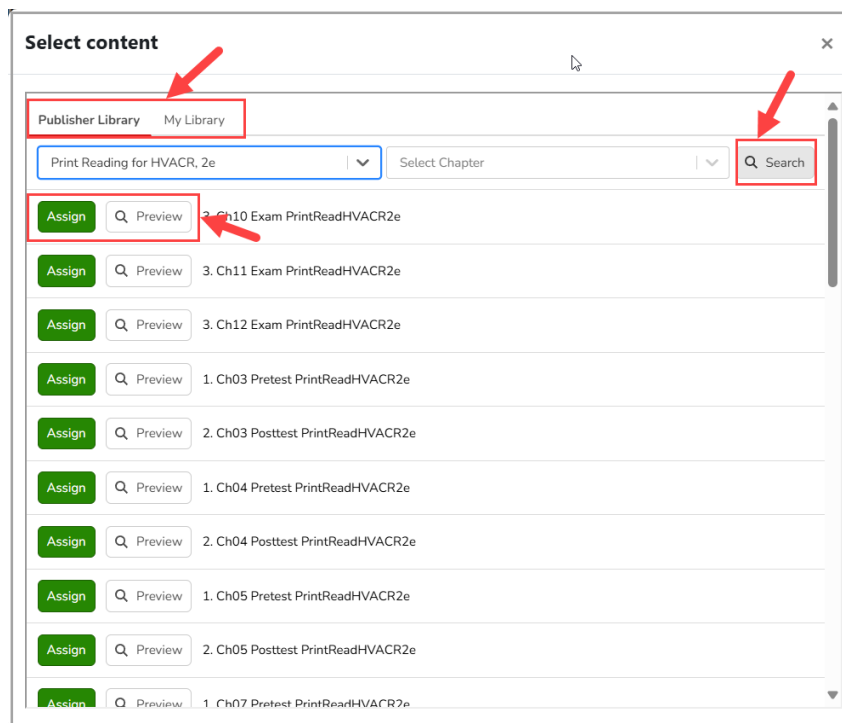


3. Select the Content Selection card.

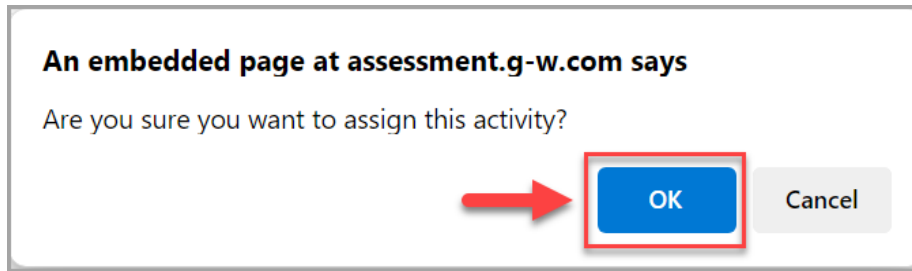




4. The G-W Assessment content selection menu will display, allowing you to select your assessment. In this modal, use the dropdown menu to choose pre-built G-W assessment content from the **Publisher Library**, or select the **My Library** tab to access your existing assessment assignments. You can also use the **Search** feature to narrow your list.



5. Once you have located the assignment, you can:
  1. Preview – Select **Preview** to view the assignment.
  2. Assign – Select **Assign** to assign this assessment to your students.
6. Select Assign, then confirm by selecting **OK** on the pop-up modal.



7. You will be returned to your course content page. Your assignment will be placed where you first selected the + icon to add it. From here you can adjust the name, policy settings, and additional options, then select the **Save** button.

## GWA Assessment Settings

Some assessment policies must be adjusted directly within G-W Assessment to align with the assignment policies in Blackboard (Ultra). You can modify these settings by selecting the assignment after it has been created.

1. To access your assessment settings, locate the assigned assessment you wish to modify within Blackboard and select it.
2. Access your assessment settings by selecting on the **More Options** button and then select **Settings**.

Class 101 - AM

Quiz 1

In Progress

Results By Item   Results By Standard

Filter by Name...

Student order is randomized when names are hidden

These results contain responses that require manual grading. Ungraded responses are shaded in gray. Click Scores button (above) to apply scores to these responses.

	1	2	3	4	5	6	7	8	9	10	AVERAGE
All Students	0%	100%	0%	100%	0%	-	100%	100%	100%	0%	0%
Student 1	0/1	1/1	0/1	1/1	0/1	-	1/1	1/1	1/1	0/1	-

3. A dialog box will open with several settings.

Settings

×

Title

Administration Preferences

☒ Shuffle answer choices (when possible)
 ☐ Shuffle question order
 ☐ Enable Read Aloud (where available)

Upon Completion...

☒ Reveal the student's score
 ☒ Reveal the correct answers

Retake Preferences

☐ Allow re-takes

Cancel

Submit

From here, you can toggle the following on or off:

- **Shuffle answer choices:** Randomize the order in which students see the answer choices. This feature is only available for multiple choice questions.
- **Shuffle question order:** Randomize the order in which students see questions.
- **Enable Read Aloud:** Students will have the option to have questions and answer choices read to them using text-to-speech by selecting the **Click to**

**Read** (  ) and **Read Aloud** buttons.

Question ID: 4842

▶ Read Aloud

Both constrained and unconstrained literacy skills should be taught in early childhood classrooms.

▶

☐ A. true


▶

☐ B. false

- **Enable Highlighter:** Students will have the option to highlight text by

selecting the Toggle Highlighter button(  ),

In Fahrenheit, the boiling point of water is

- **Enable Line Reader:** Students will have the option to have a single line of text visible at a time by selecting the **Toggle Line Reader** button ().

Question ID: 2147


A gear that resembles a wheel with a number of equally spaced teeth cut parallel to an axis is known as a \_\_\_\_ gear.

☐ A. spur

☐ B. helical

☐ C. bevel

☐ D. worm

- **Enable Option Eliminator:** Students will have the option to cross out answers they believe to be incorrect by selecting the **Option Eliminator** button ().

In Fahrenheit, the boiling point of water is

☒ A. 32 degrees

☐ B. 212 degrees

☒ C. 0 degrees

☒ D. 100 degrees

- **Reveal the student's score:** Display the student's score after they complete the assessment.
- **Reveal the correct answers:** Display the questions, correct answers and solution (where available) after the assessment is completed.
- **Allow re-takes (*unlimited attempt*):** Allow students to take the assessment an unlimited number of times. Results are overwritten with each attempt and a student's final score will be the score of their latest submission. You can use the dropdown to select if you want to use the latest score or the best score to be recorded. By default, G-W Assessment is set for one attempt.

**Note:** If both **Reveal the student's score** and **Reveal the correct answers** are toggled off, student will only see a “Your work has been submitted” message after completion.

4. Select **Submit** once all your settings have been adjusted. Note: these settings can be adjusted after completion if prefer to withhold display of correct answers until after the assessment due date has expired.

# Assignment Results

## Viewing Student Item and Standards Results

1. Navigate to your course and select **Gradebook**. Select the assignment.

gwa\_bb Course Settings OPEN

G-W Assessment Ultra

Content Calendar Announcements Discussions **Gradebook** Messages Analytics Groups

Student Preview

Overview **Gradable Items** Grades Students

Item	Category	Due Date	Grading Status	Post
Midterm 0 of 2 submitted	Test		Nothing to grade	↑↓ ...
<b>Ch 1 Pretest - PRI</b> 1 missing   1 of 2 submitted	No Category	2/24/25, 3:00 PM	All graded	↑↓ ...
Ch 01 Manually Graded Test 1 missing   1 of 2 submitted	No Category	2/24/25, 1:59 PM	All graded	↑↓ ...
Late assignment 1 missing   1 of 2 submitted	Quiz	2/24/25, 10:40 AM	All graded	↑↓ ...

2. You will be directed to the **Results By Item** tab for that assignment, where student results are initially displayed anonymously. **Note:** Student order is randomized when names are hidden.

Class 101 - AM

Quiz 1

Quiz 1

In Progress

Results By Item Results By Standard

Filter by Name... Refresh Scores Reveal Names

Student order is randomized when names are hidden

These results contain responses that require manual grading. Ungraded responses are shaded in gray. Click Scores button (above) to apply scores to these responses.

	1	2	3	4	5	6	7	8	9	10	AVERAGE
All Students	0%	100%	0%	100%	0%	-	100%	100%	100%	0%	0%
Student 1	0/1	1/1	0/1	1/1	0/1	-	1/1	1/1	1/1	0/1	-

3. To display student names, toggle **Reveal Names**.

Class 101 - AM

## Quiz 1

Quiz 1

In Progress

Results By Item   Results By Standard

Filter by Name...

Refresh Scores Reveal Names

These results contain responses that require manual grading. Ungraded responses are shaded in gray. Click Scores button (above) to apply scores to these responses.

	1	2	3	4	5	6	7	8	9	10	AVERAGE
All Students	0%	100%	0%	100%	0%	-	100%	100%	100%	0%	0%
Phoebe Harper	0/1	1/1	0/1	1/1	0/1	-	1/1	1/1	1/1	0/1	-

4. To view student results organized by learning outcomes, select the **Results By Standard** tab.

Class 101 - AM

## Quiz 1

Quiz 1

In Progress

Results By Item   **Results By Standard**

Filter by Name...

Refresh Scores Reveal Names

These results contain responses that require manual grading. Ungraded responses are shaded in gray. Click Scores button (above) to apply scores to these responses.

	2.1	2.2	2.3	2.4	2.6	23.7	18.1	18.1	18.2	AVERAGE
All Students	-	-	-	-	-	-	-	-	-	-

5. To view more details on the Learning Outcomes and assessment items, select a student's name.

Ch01 Pretest ModCarp14e

In Progress

Results By Item   Results By Standard

Filter by Name...

Refresh Scores Reveal Names

Student order is randomized when names are hidden

	1	2	3	4	5	AVERAGE
All Students	0%	100%	100%	100%	0%	80%
Student 1	0/1	1/1	1/1	1/1	0/1	80%

- This will display their performance, including specific Learning Outcomes and item details. An orange exclamation point indicates that a student got the question incorrect, while a green checkmark indicates that they answered the item correctly. Select the name of the assessment to navigate back to the assessment page.

1. Ch01 Pretest EmLit1e >

Mike Student

Results By Objective

1.1 Define and describe the paradigm shift between a reading readiness approach to early literacy instruction and that of an emergent literacy perspective.	1.2 Identify the components of literacy and describe how they complement and supplement one another.
1.3 Identify how technology should be appropriately and beneficially used for viewing and making in early childhood settings.	1.4 Describe the importance of early literacy experiences regarding social practices and their impact on later literacy and language achievements.

Results By Item

QUESTION 1 Q002 The ability to communicate with others develops naturally	QUESTION 2 Q006 Active listening is demonstrated by maintaining eye contact
QUESTION 3 Q008 The most beneficial literacy experiences include rote	QUESTION 4 Q017 The term emergent literacy is often used to characterize
QUESTION 5 Q031 Which time in a child's life is considered a critical period	

## Adjusting Student Scores

To adjust a student's score for an assignment:

- In the assignment, select the **Scores** button.

Class 101 - AM

Quiz 1

Quiz 1

In Progress

Results By Item Results By Standard

Filter by Name...

Refresh Scores Reveal Names

These results contain responses that require manual grading. Ungraded responses are shaded in gray. Click Scores button (above) to apply scores to these responses.

	1	2	3	4	5	6	7	8	9	10	AVERAGE
All Students	0%	100%	0%	100%	0%	-	100%	100%	100%	0%	0%
Phoebe Harper	0/1	1/1	0/1	1/1	0/1	-	1/1	1/1	1/1	0/1	-

- In the **Modify Scores** page, from the **Question** drop-down menu, select or navigate to the specific question you wish to adjust. You can also use the arrows next to the



drop-down to navigate through the questions.

The screenshot shows the 'Modify Scores' window. At the top, there is a question dropdown menu with the text 'Q007 teacher should not address conversations concerning race'. A red box highlights this dropdown, and a red arrow points to it. To the right of the question dropdown is a 'Select Session' dropdown menu, also highlighted with a red box and a red arrow. Below the question dropdown, there is a 'Show Key' toggle switch. The main content area displays the question text: 'A teacher should not address conversations concerning race with children if they feel uncomfortable in doing so.' Below this text are two radio button options: 'A. true' and 'B. false'.

3. In the **Select Session** drop-down, select the student you will adjust the score for. You can also use the arrows next to the drop-down to navigate through the students.

The screenshot shows the 'Modify Scores' window with a different question selected: 'Q006 Active listening is demonstrated by maintaining eye contact'. A red box highlights the student selection area, which shows 'Phoebe Harper' and a score of '0 out of 1'. A red arrow points to the '0' in the score. To the right of the score are three buttons: a green checkmark, a red trash can, and a red 'X' button. Below the question dropdown, there is a 'Show Key' toggle switch. The main content area displays the question text: 'Active listening is demonstrated by maintaining eye contact with the speaker.' Below this text are two radio button options: 'A. true' (which is selected) and 'B. false'.

4. Enter the point value to the provided box. Select the **Check mark** button to save the score and update the student's total.
5. Additionally, you can select the red **Trashcan** button to clear the score.
6. Select **X** to close out the grading screen once you have finished adjusting student scores.


## Grading Manually Graded Assessment Questions

After students submit their assessment, to grade manually graded questions like essay or short answer questions:

1. Navigate to your course and select **Gradebook**. Select the assignment.
2. Assessments with manually graded questions will display the message: *These results contain responses that require manual grading. Ungraded responses are*

shaded in gray. Select **Scores** button (above) to apply scores to these responses.

3. Select the shaded gray box to grade that question directly or select the **Scores** button to grade all manual questions.

4. Enter the point value in the provided box. Select the **Check mark** button (  ) to save the score and update the student's total.

5. Select **X** to close out the grading screen once you have finished adjusting student scores.

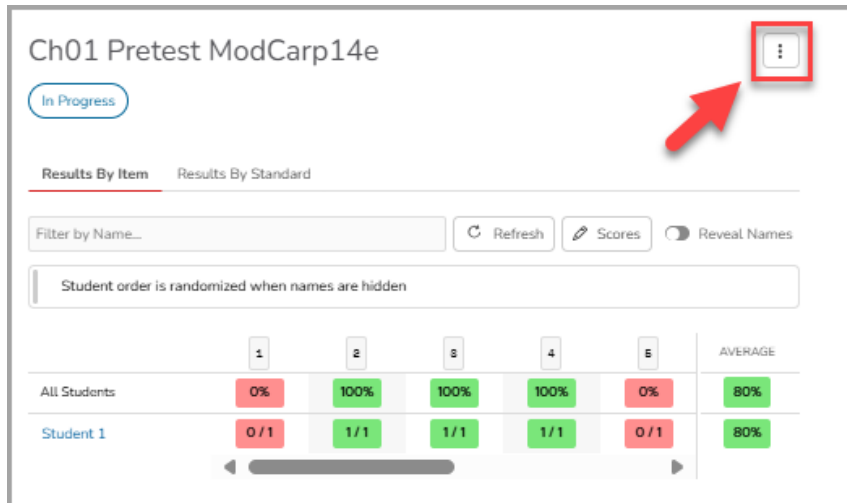
**Note:** Student grades will not update in your LMS gradebook until all manually graded questions have a point value.

## Managing Student Submissions and Resending Scores

### Retake/Reopen Assessment

The **More Options** button provides tools to manage student submissions and resend scores to the LMS.

1. From the assessment results page, select the **More Options** button.



Ch01 Pretest ModCarp14e

In Progress

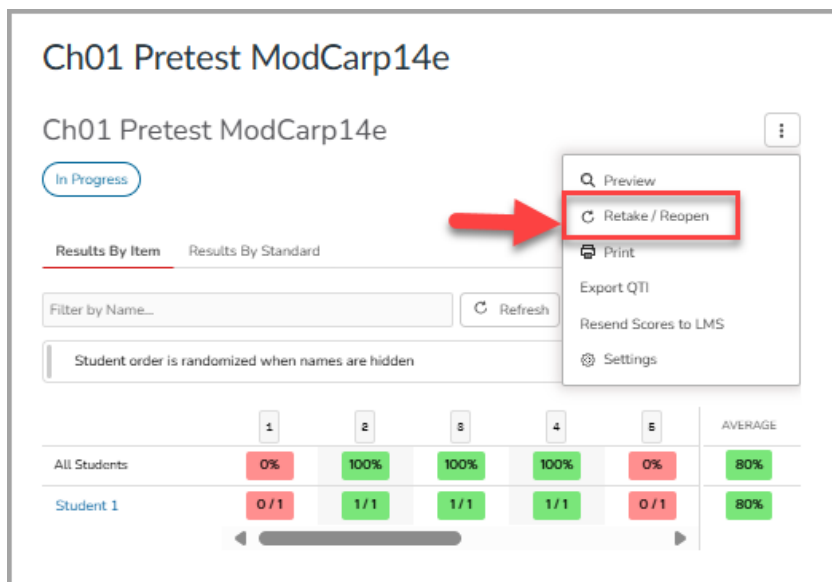
Results By Item   Results By Standard

Filter by Name...   Refresh   Scores   Reveal Names

Student order is randomized when names are hidden

	1	2	3	4	5	AVERAGE
All Students	0%	100%	100%	100%	0%	80%
Student 1	0 / 1	1 / 1	1 / 1	1 / 1	0 / 1	80%

2. Select **Retake/Reopen** to manage student attempts.



Ch01 Pretest ModCarp14e

Ch01 Pretest ModCarp14e

In Progress

Results By Item   Results By Standard

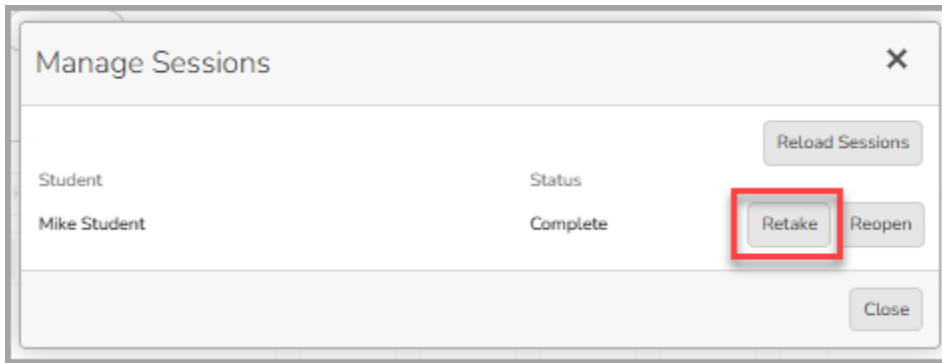
Filter by Name...   Refresh

Student order is randomized when names are hidden

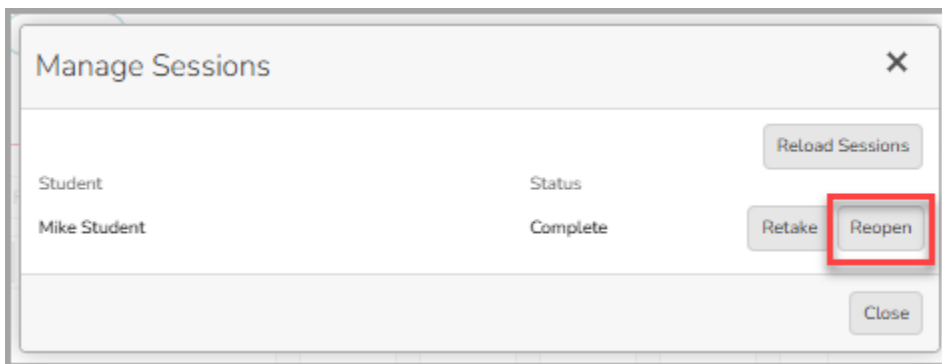
- Preview
- Retake / Reopen**
- Print
- Export QTI
- Resend Scores to LMS
- Settings

	1	2	3	4	5	AVERAGE
All Students	0%	100%	100%	100%	0%	80%
Student 1	0 / 1	1 / 1	1 / 1	1 / 1	0 / 1	80%

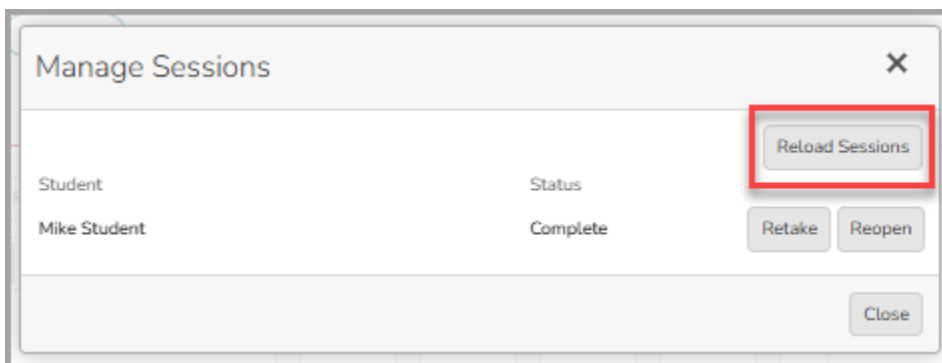
3. Select the **Retake** button and then **Delete Session** to delete the student's existing submission and responses, providing them with a fresh start to the assessment.



4. To allow a student to resume their current assessment, select **Reopen** and then select **Reopen Submission**. **Important:** When reopening or allowing a student to retake an assessment, please make sure the assessment due date has not expired in your LMS.



5. Select the **Reload Sessions** button to update your session.



## Resend Scores to LMS

If student scores are not appearing in the gradebook,


1. Select the **Resend Scores to the LMS** button from the **More Option** to resync the grades. **Important:** Please note that resending scores will resend the scores for All students; any existing grades in the gradebook will be overwritten.

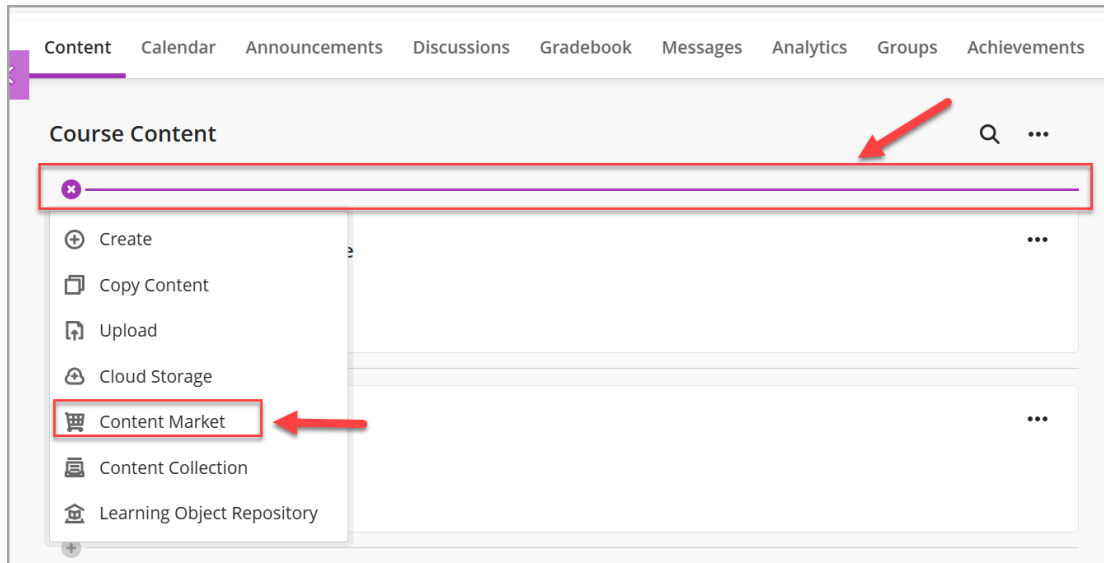
The screenshot shows the Blackboard Ultra interface for an assessment titled 'Ch01 Pretest ModCarp14e'. The assessment is in 'In Progress' status. Below the title, there are tabs for 'Results By Item' and 'Results By Standard'. A 'Filter by Name...' search bar is present, along with a 'Refresh' button. A red arrow points to the 'Resend Scores to LMS' option in the 'More Options' menu. The menu also includes 'Preview', 'Retake / Reopen', 'Print', 'Export QTI', and 'Settings'. Below the menu, a table displays the assessment results for 'All Students' and 'Student 1' across five items (1, 2, 3, 4, 5) and an 'AVERAGE' column.

	1	2	3	4	5	AVERAGE
All Students	0%	100%	100%	100%	0%	80%
Student 1	0 / 1	1 / 1	1 / 1	1 / 1	0 / 1	80%

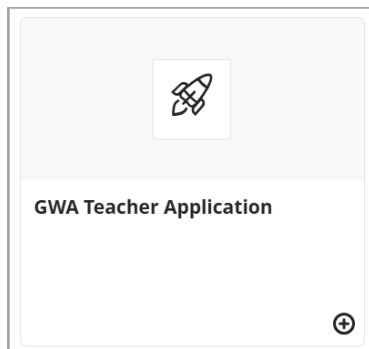
## Course Copy

After copying a course in Blackboard Ultra, you will have to reconnect the copied course and its assignments back to G-W Assessment. To do so, follow the steps below:

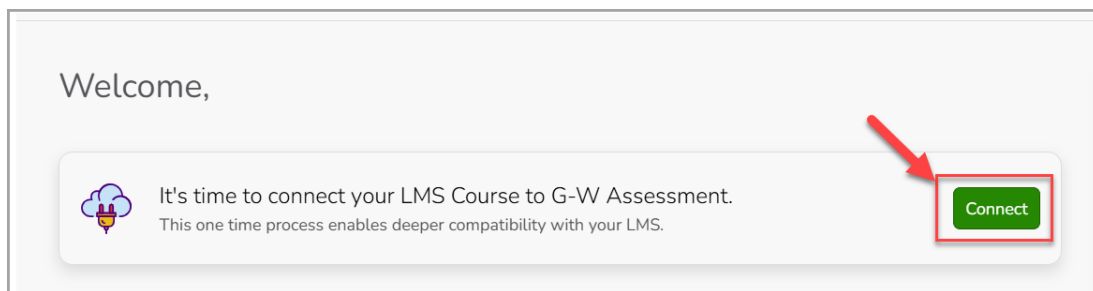
1. In your copied course, select the grey plus sign (  ) and then select **Content Market**.



2. Select the **GWA Teacher Application Card** (name may vary depending on how this is set up by your LMS admin)



3. Select **Connect**.



4. Select **Create classroom for your LMS (Canvas or Schoology)** and then select **Next**.

New Classroom

☐ Create classroom manually  
☐ Create classroom for Google Classroom®  
☒ Create classroom for your LMS

Cancel Next

5. Provide a name for your classroom. Optionally, you can also provide a room number and section number. Select **Create Classroom**.

New Classroom

What is the name of this classroom?

Period 2 Math Copy

What is the room number of this classroom?

What is the section number of this classroom?

Back Create Classroom

6. For each assignment copied from GWA into the course, select each assignment, then select the **Finish Creating Activity** button.

2. Ch01 Posttest EmLit1e

Finish Activity Setup

You must finish setting up this activity before it can be accessed by students.

Finish Creating Activity

7. If you do not select **Finish Creating Activity** for each assignment, students will not be able to access the content. Instead, they will see the following screen:

## 2. Ch01 Posttest EmLit1e

---

Due

No Due Date

Points

0

Submitting

an external tool

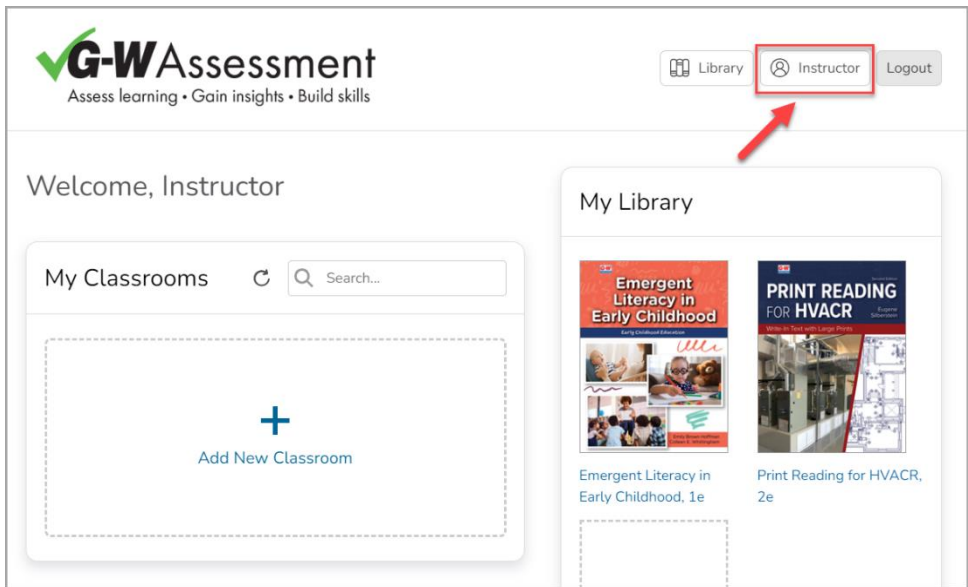
---

This assessment has not been created for the current course. Please contact your teacher

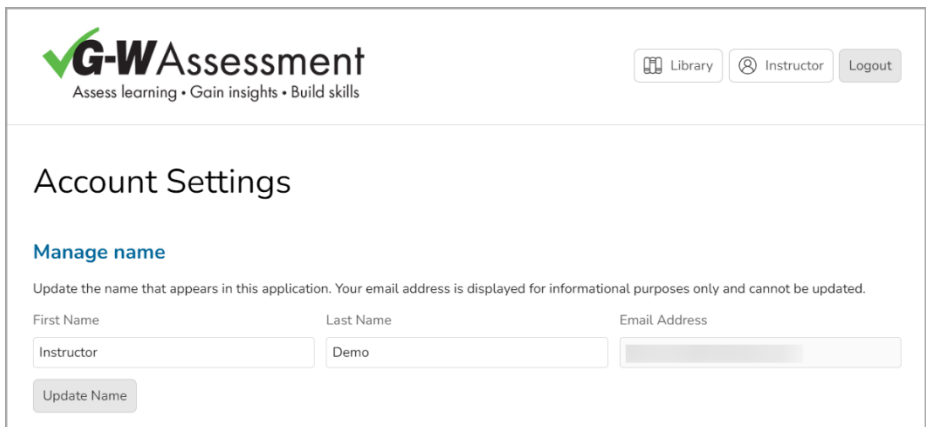
## Account Settings

The account setting page allows you to update your name or add a profile picture.

1. Access the account settings by selecting on the button with your name in the top right corner of the page.

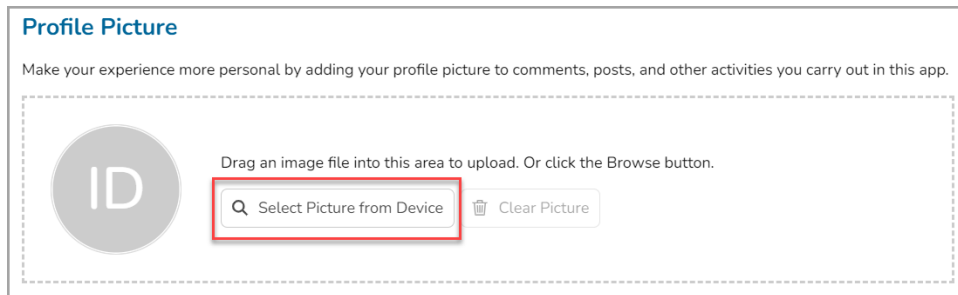


2. Under the Manage Name section, you can update your first name, last name, and email address by selecting into each field. Select **Update Name** to save changes.

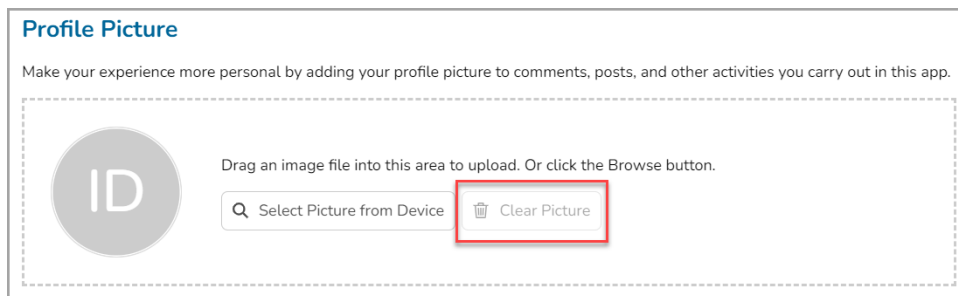




3. In the Profile Picture section, you can add or update your profile if you wish to personalize your G-W Assessment experience. Either drag and drop your image into the designated area or use the **Select Picture from Device** to choose a file.

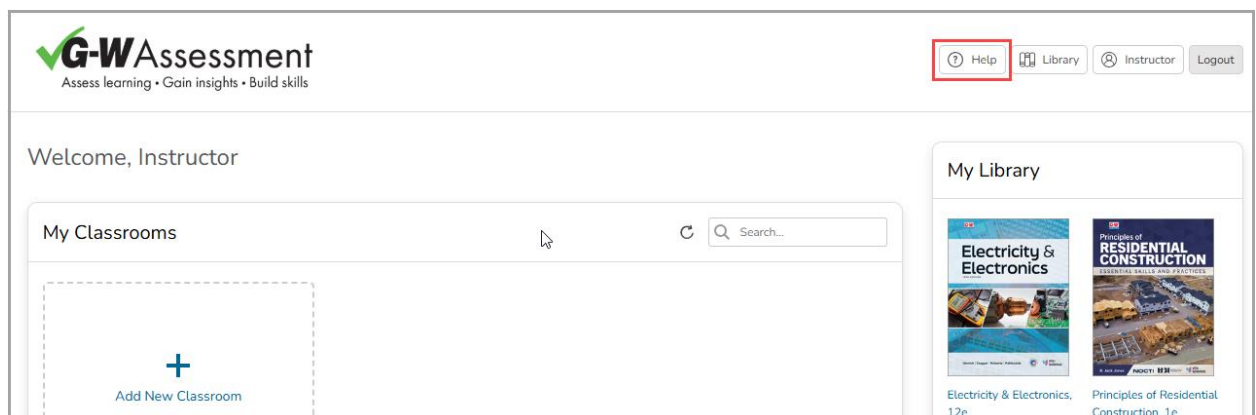


4. To remove your current picture, select **Clear Picture**.




## Help

The Help page features a wealth of knowledge-based articles for frequently asked questions.



If you need additional support, click the **Submit Ticket** link to contact the G-W support team.



[Submit Ticket](#) [Knowledge Base](#)

All Sections

[How-To Guides\(490\)](#) [System Status\(1\)](#)

**Thanks for taking the time to learn more about your G-W Assessment.**