



G-W Assessment integration with Google Classroom

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 Google Classroom offers a seamless user experience. With this integration:

- Automatically synchronize grades between G-W Assessment and Google Classroom, streamlining your workflows.
- Access detailed reports to track student performance.

We will provide a step-by-step guide to help you get started.

Important Notes:

1. *Your Google Workspace Administrator will need to approve G-W Assessment as a trusted app before you can start using it with your Google Classroom.*
2. *Students are required to have an EduHub with Google Classroom Ready Assessment subscription to access G-W Assessment in Google Classroom.*

Table of Contents

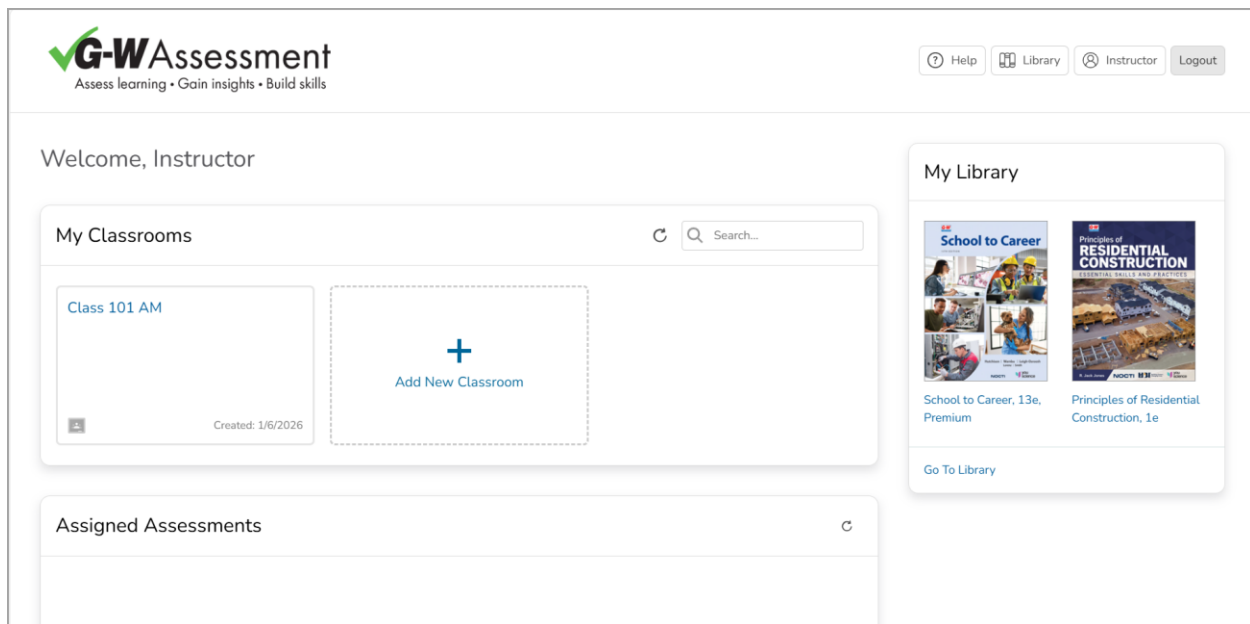
G-W Assessment Welcome Page	3
Assigned Assessment	3
My Library	3
Assessments Page.....	3
Connect Google Classroom Class to G-W Assessment	4
Assessment Page	7
Preview Assessments	7
Copying Assessments.....	8
Edit Pre-Built Assessment	9
Assessment Editor.....	10
Preview Items.....	11

Swap Items	11
Customize Item	13
Delete Items	15
Rearrange Items	15
View Answer Keys.....	16
Search	17
Toggle Filters	18
Create Custom Assessment.....	19
Create custom assessment with pre-built G-W items	19
Create new custom items	21
Print Assessment.....	24
Assigning Assessment to Google Classroom.....	26
GWA Assessment Settings	27
Assignment Results	32
Viewing Student Results in Google Classroom	32
Viewing Student Item and Standards Results in G-W Assessment	32
Adjusting Student Scores	34
Grading Manually Graded Assessment Questions.....	35
Managing Student Submissions and Resending Scores	36
Retake/Reopen Assessment.....	36
Submit In Progress Attempt.....	38
Resend Scores to LMS	40
Course Copy	40
Copying a Course in Google Classroom	41
Deleting G-W Assessments from Copied Course	42
Account Settings.....	42
Help.....	44

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.
3. **Assigned Assessment:** Review all assessments you have assigned to your class.



Assigned Assessment

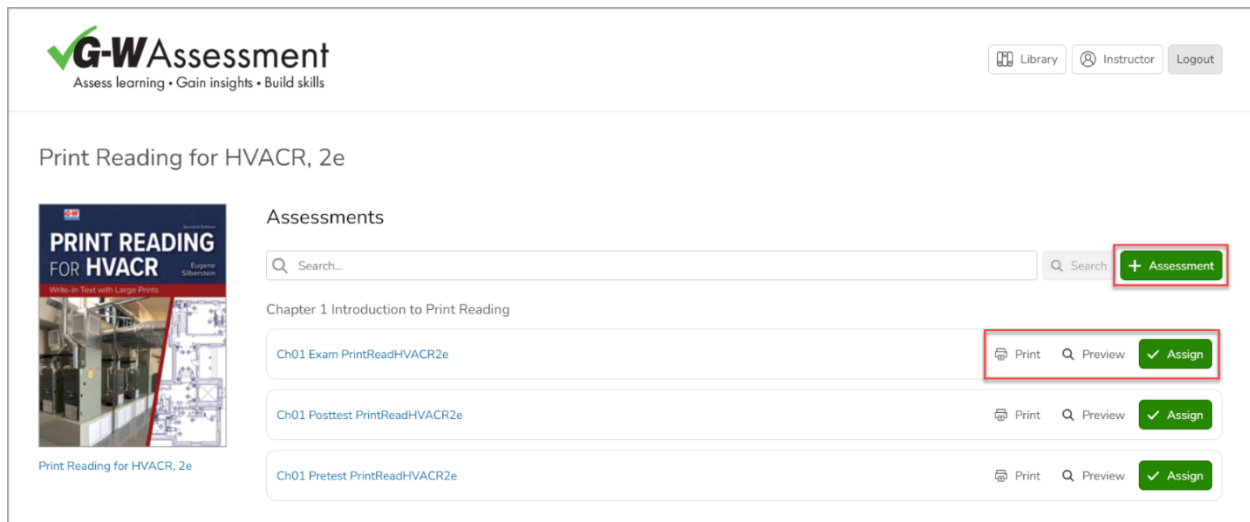
The Assigned Assessment section lists all the assessments assigned to your students. By selecting from the assessment, you can view your students' results.

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 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

Ch01 Exam PrintReadHVACR2e Print Preview **Assign**

Ch01 Posttest PrintReadHVACR2e Print Preview **Assign**

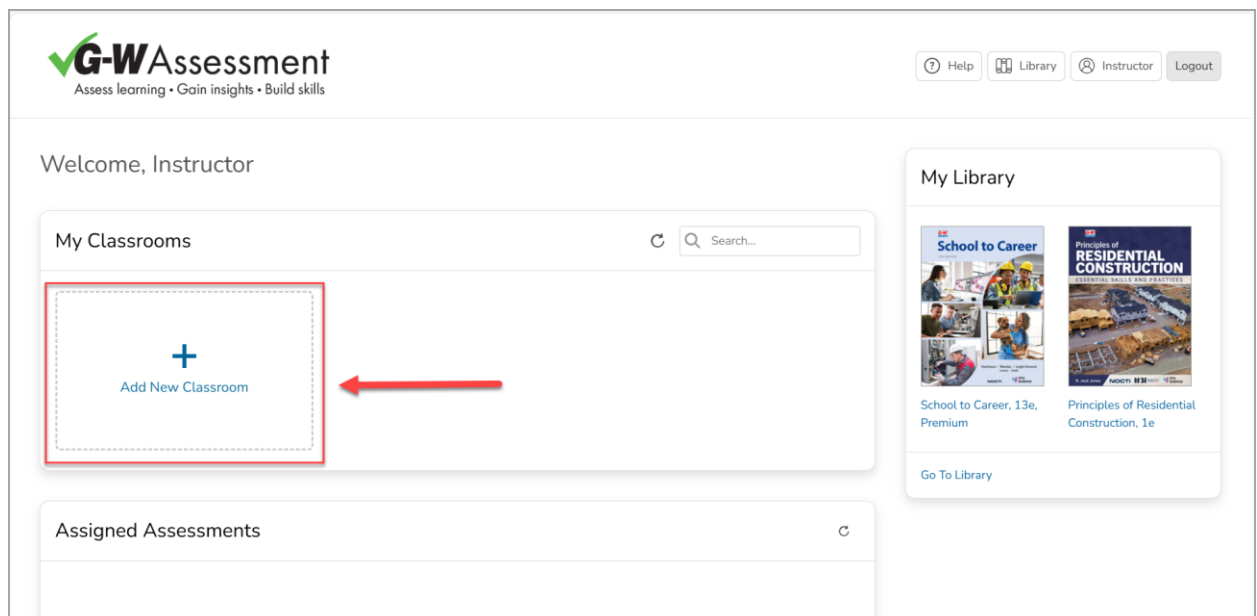
Ch01 Pretest PrintReadHVACR2e Print Preview **Assign**

Connect Google Classroom Class to G-W Assessment

G-W Assessment Classroom provides a dedicated space within G-W Assessment for organizing and managing assessments for a specific class. To seamlessly integrate G-W Assessment with Google Classroom, link your new or existing Google Classroom class to a G-W Assessment Classroom. This integration allows you to assign assessments created within G-W Assessment directly to your Google Classroom class.

To begin the linking process:

1. Create a new class in G-W Assessment by selecting the **“Add New Classroom”** button.



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

Help Library Instructor Logout

Welcome, Instructor

My Classrooms

+
Add New Classroom

Assigned Assessments

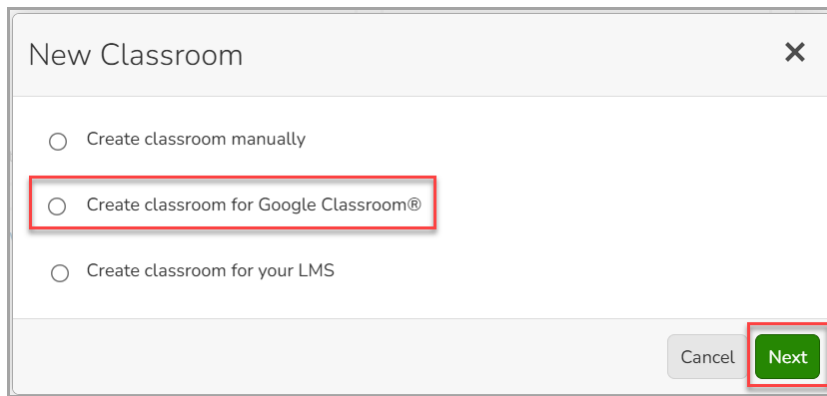
My Library

School to Career, 13e, Premium

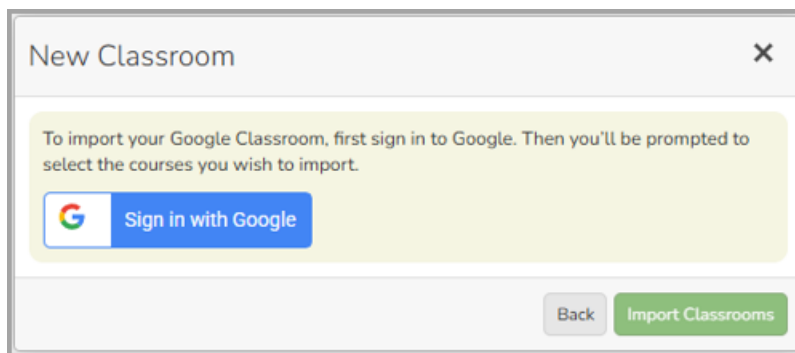
Principles of Residential Construction, 1e

Go To Library

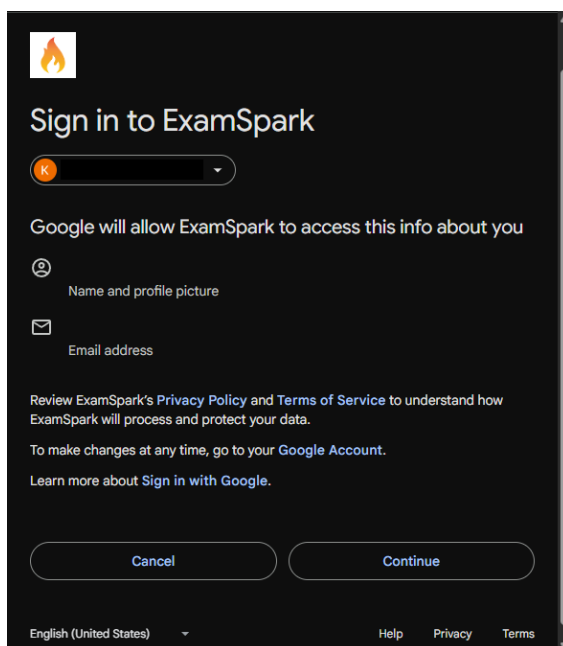
2. A prompt will appear asking which type of class you wish to add. Select **“Create Classroom for Google Classroom”** and select **“Next”**.



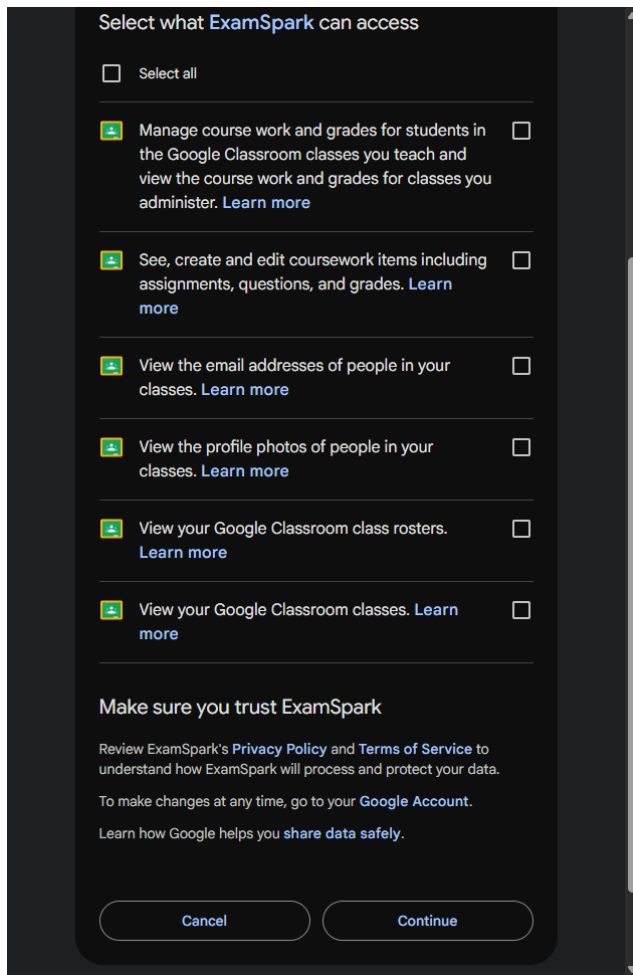
3. For the first time set up with Google Classroom, you will be prompted to sign in to your Google account to properly connect classes.



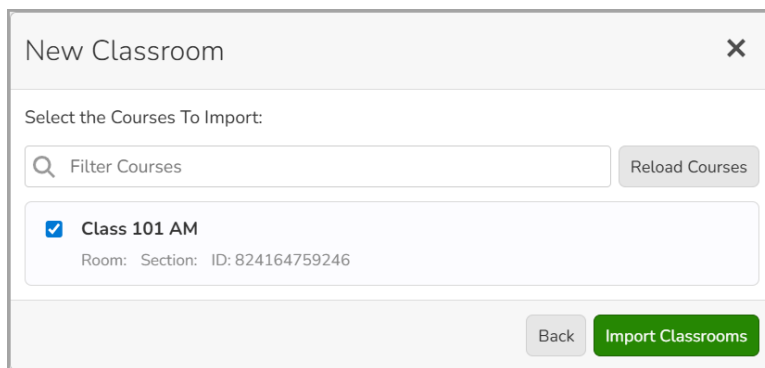
4. A window will appear to confirm your name and email, select continue if this looks correct.



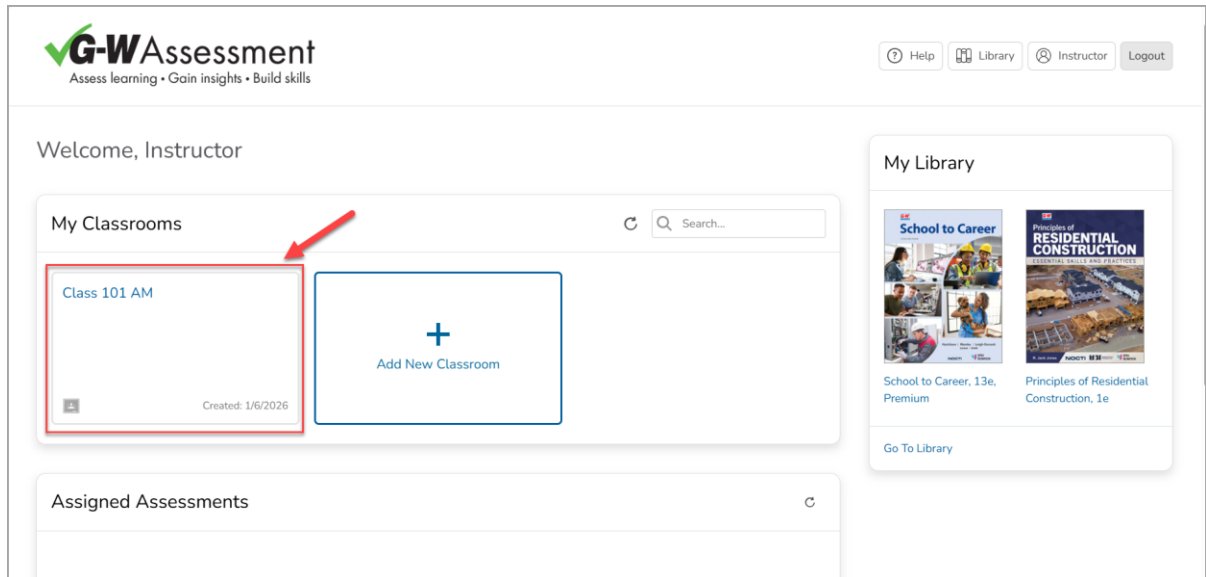
5. The next window is to allow G-W Assessment to have access to specific areas of your Google Classroom to properly function. Choose the **“Select All”** check mark and click Continue.



- You will now see a list of classrooms you have created in Google Classroom. Select the class you wish to link with G-W Assessment and select **“Import Classroom”**.



- The classroom will now appear on your G-W Assessment homepage.



Assessment Page

All prebuilt assessment content are organized by chapters or units for easy navigation.

You can:

- Create a new assessment using pre-built or custom questions by selecting on “**+** **Assessment**”.
- Preview** the assessment.
- Print** assessments as PDFs.
- Assign** the assessment to Google Classroom.

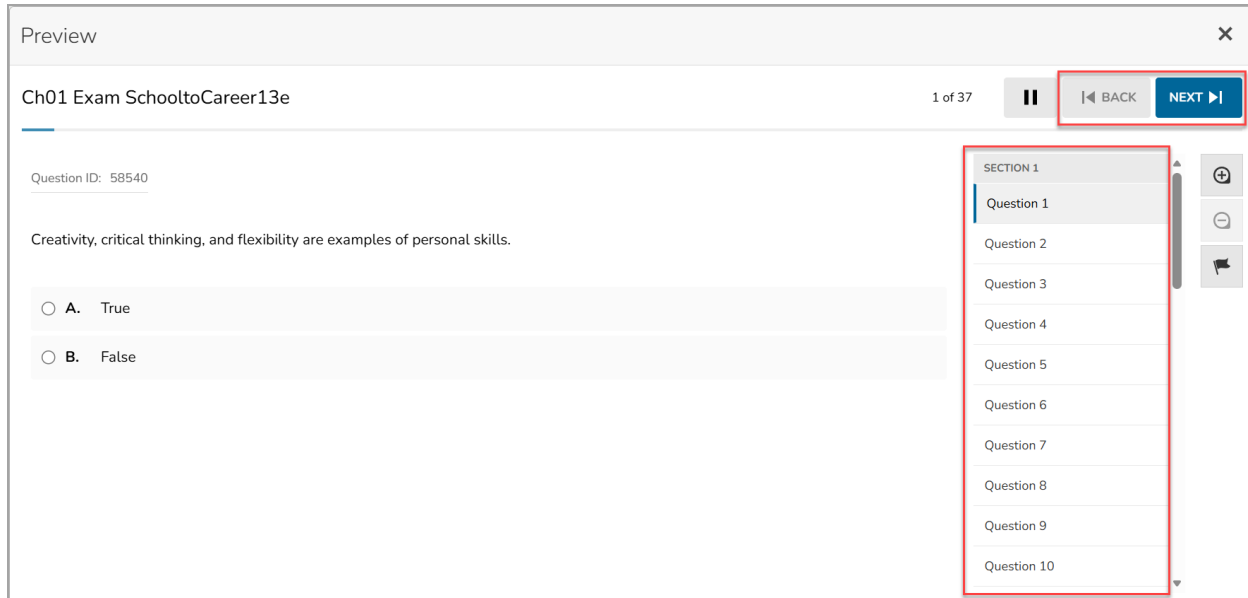
Preview Assessments

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



- To navigate the assessment:
 - Select “**Next**” to move to the next question.
 - Select “**Back**” to return to the previous question.
 - Select the question number to preview the question.
 - Select the plus icon () to increase the font size.
 - Select the minus icon () to decrease the font size.

- f. Select the flag icon () to mark a question for review.



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

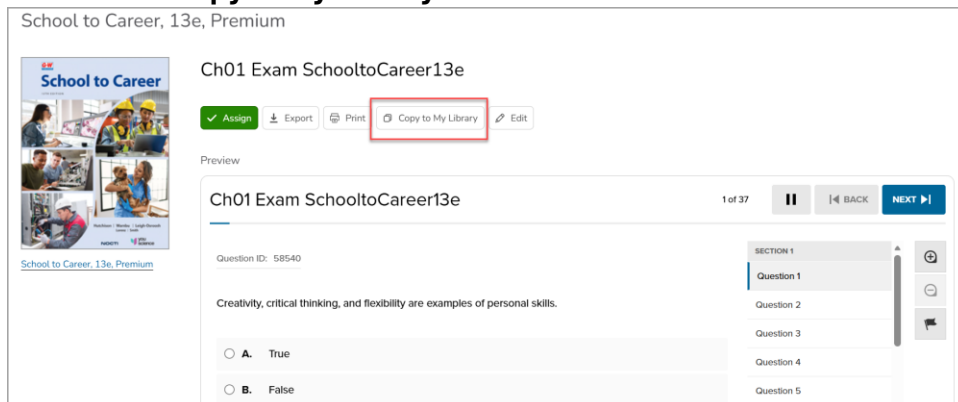
Copying Assessments

To make a copy of an assessment:

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



2. Select the **“Copy to My Library”** button.



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

Copy to My Library

New Title

Ch01 Exam SchooltoCareer13e (Copy)

Cancel

Copy Assessment

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

Dashboard >

My Library

Courses

Assessments

Search...

Search

<

>

+ Assessments

Ch01 Exam SchooltoCareer13e (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.

Ch01 Exam SchooltoCareer13e

Export

Print

Preview

Assign

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

School to Career, 13e, Premium

School to Career

Assign

Export

Print

Copy to My Library

Edit

Ch01 Exam SchooltoCareer13e

Preview

Question ID: 58540

Creativity, critical thinking, and flexibility are examples of personal skills.

A. True

1 of 37

BACK

NEXT

SECTION 1

Question 1

Question 2

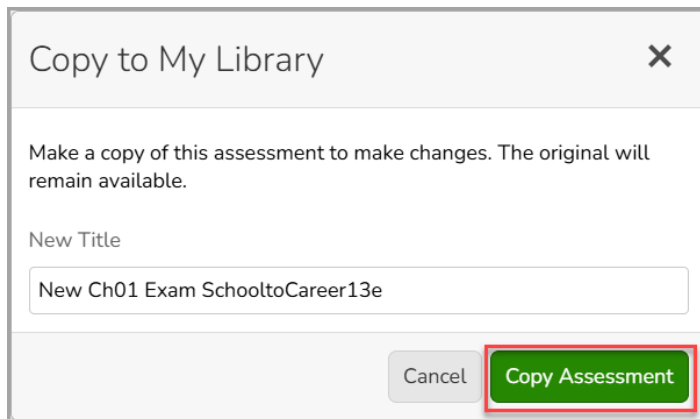
Question 3

Question 4

v1.0

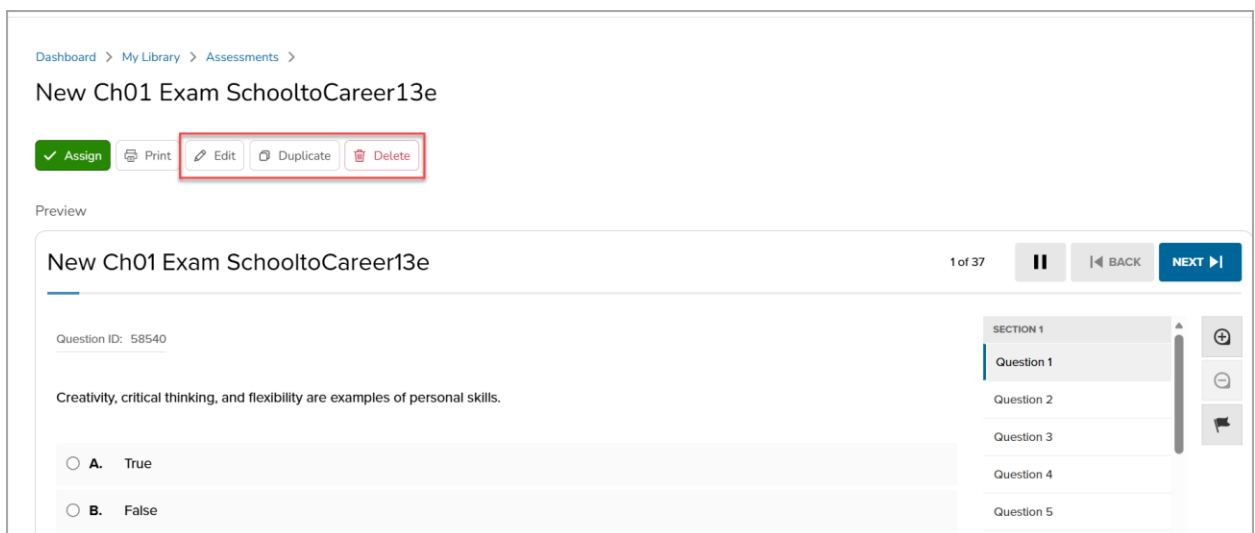
9

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



A dialog box titled "Copy to My Library" with a close button (X) in the top right corner. The text inside says: "Make a copy of this assessment to make changes. The original will remain available." Below this is a label "New Title" followed by a text input field containing "New Ch01 Exam SchooltoCareer13e". At the bottom right, there are two buttons: "Cancel" and "Copy Assessment". The "Copy Assessment" button is highlighted with a red rectangular border.

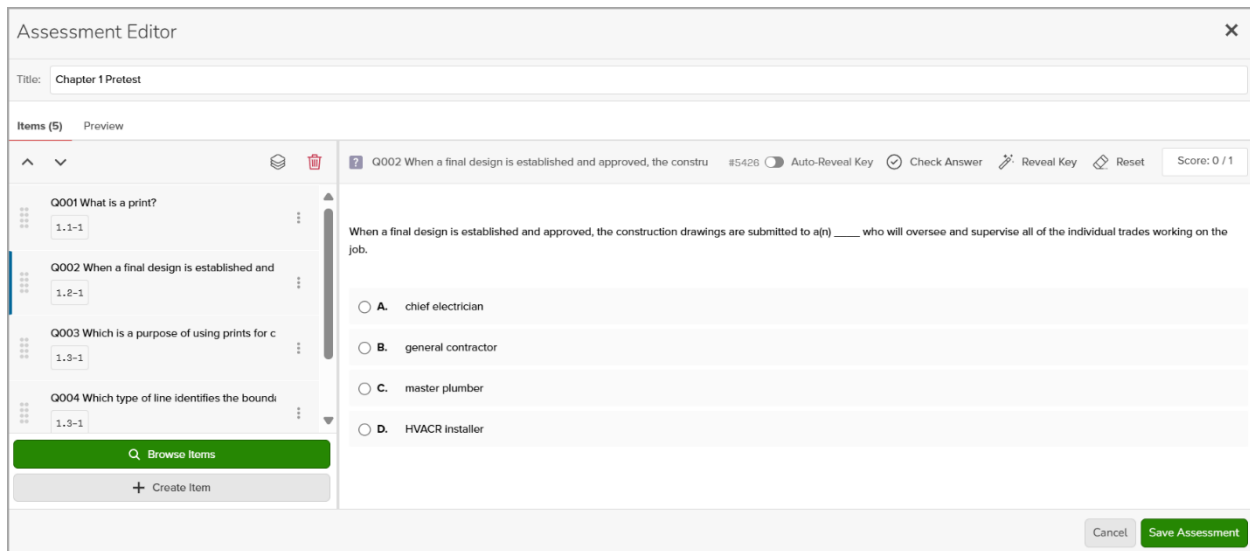
4. Once your assessment has been copied, you can
 - a. **Edit**: Select the “**Edit**” button to open the assessment for editing.
 - b. **Duplicate**: Select “**Duplicate**” to create a copy of the assessment before editing.
 - c. **Delete**: Select “**Delete**” to delete this assessment.



A screenshot of the "Assessment Editor" interface. At the top, there is a breadcrumb trail: "Dashboard > My Library > Assessments >". Below this is the title "New Ch01 Exam SchooltoCareer13e". A row of action buttons is displayed: "Assign" (green), "Print" (grey), "Edit" (blue), "Duplicate" (blue), and "Delete" (red). The "Edit", "Duplicate", and "Delete" buttons are grouped together and highlighted with a red rectangular border. Below the buttons is a "Preview" section. The preview shows the same title "New Ch01 Exam SchooltoCareer13e" and "Question ID: 58540". The question text is "Creativity, critical thinking, and flexibility are examples of personal skills." Below the text are two radio button options: "A. True" and "B. False". On the right side of the preview, there is a sidebar with a list of questions: "Question 1", "Question 2", "Question 3", "Question 4", and "Question 5". The "Question 1" is highlighted. At the top right of the preview, there are navigation controls: "1 of 37", a pause button, a "BACK" button, and a "NEXT" button.

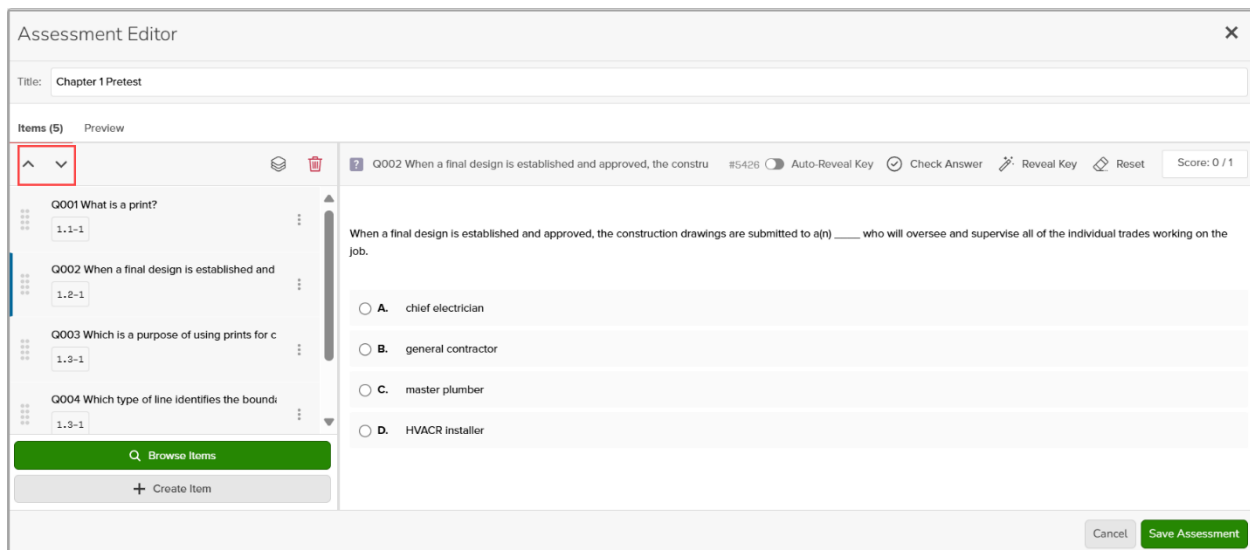
Assessment Editor

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



Preview Items

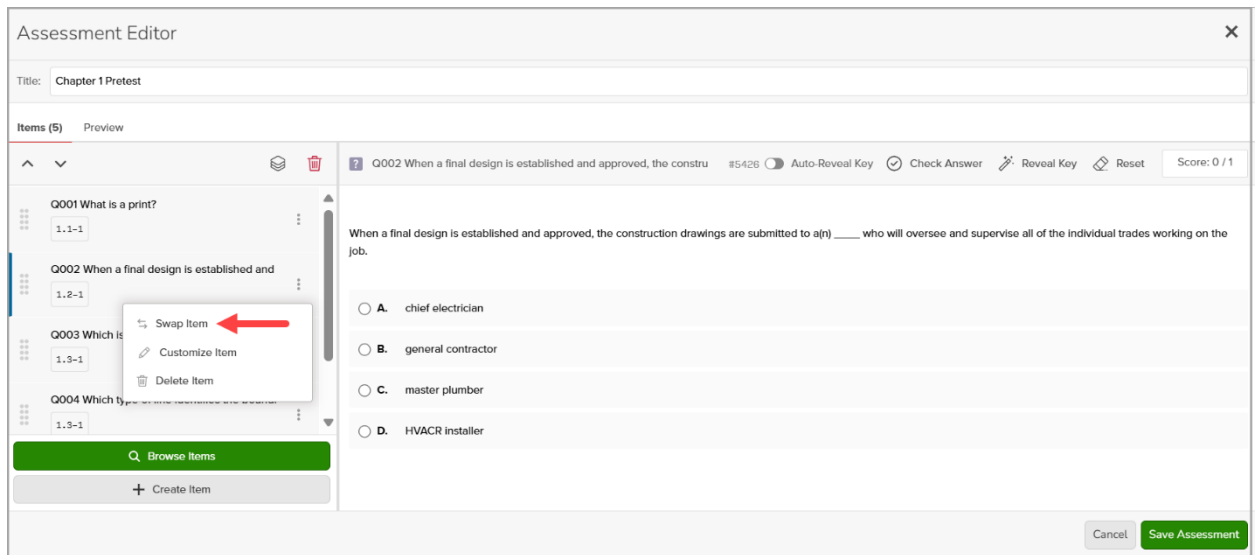
To preview the individual items, select an item or use the up/down arrows to navigate through the items. Use the **“Preview”** tab to work through the assessment as a student.



Swap Items

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

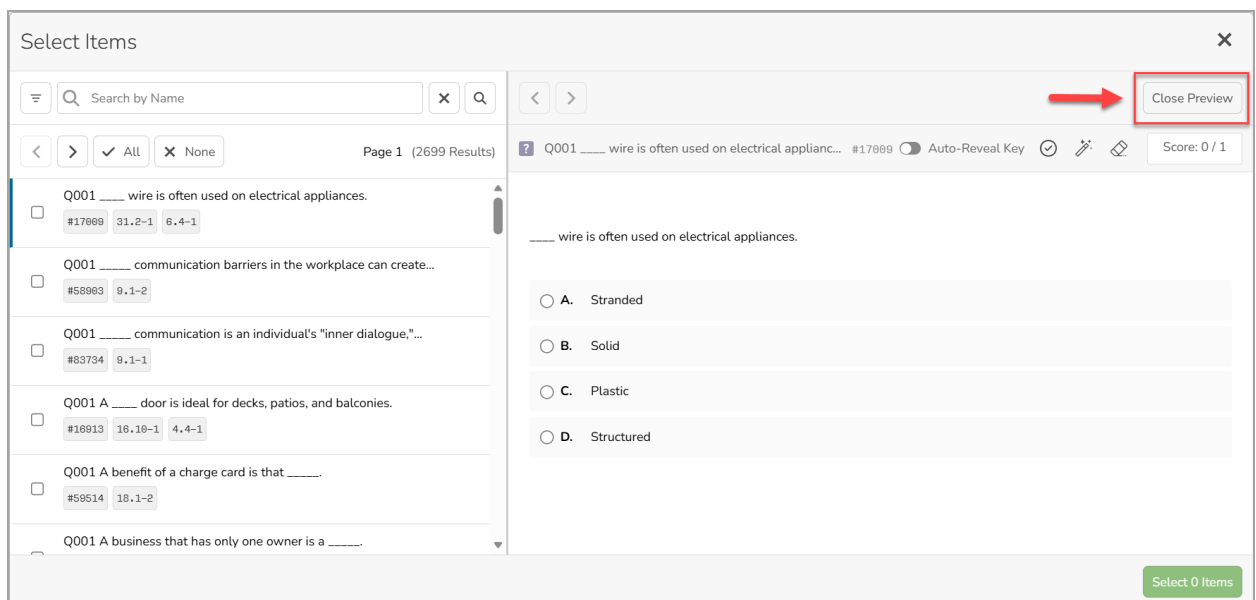
1. Select the kebab menu (⋮) to the right of the question, then select **“Swap Item”**.



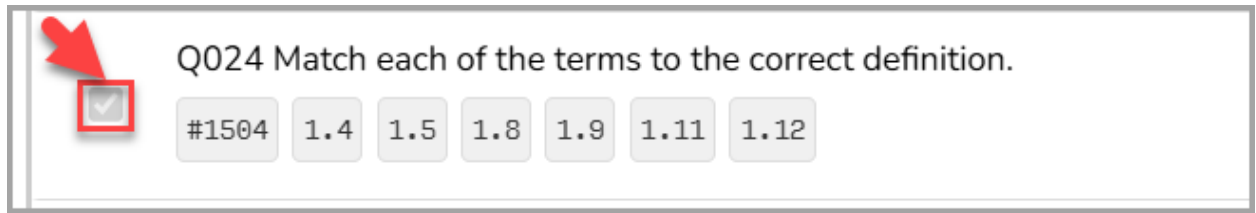
2. The “**Select Item**” modal will appear. You can filter by (filters will vary by title):

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

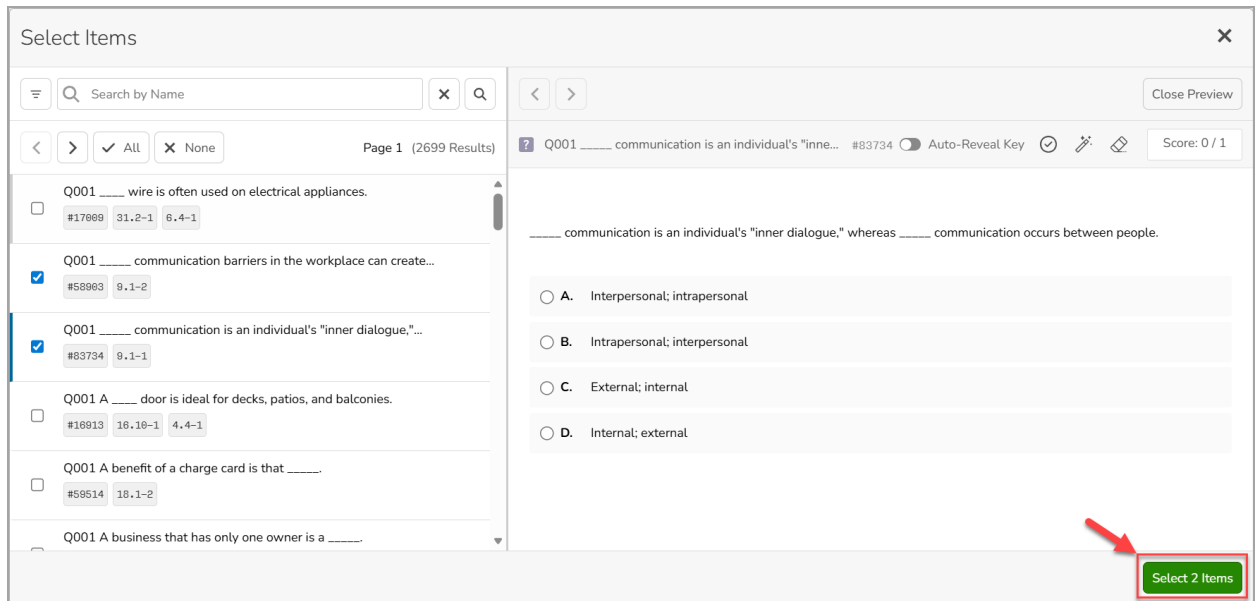
3. Preview an item by selecting it. Select “**Close Preview**” to close the preview modal.



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



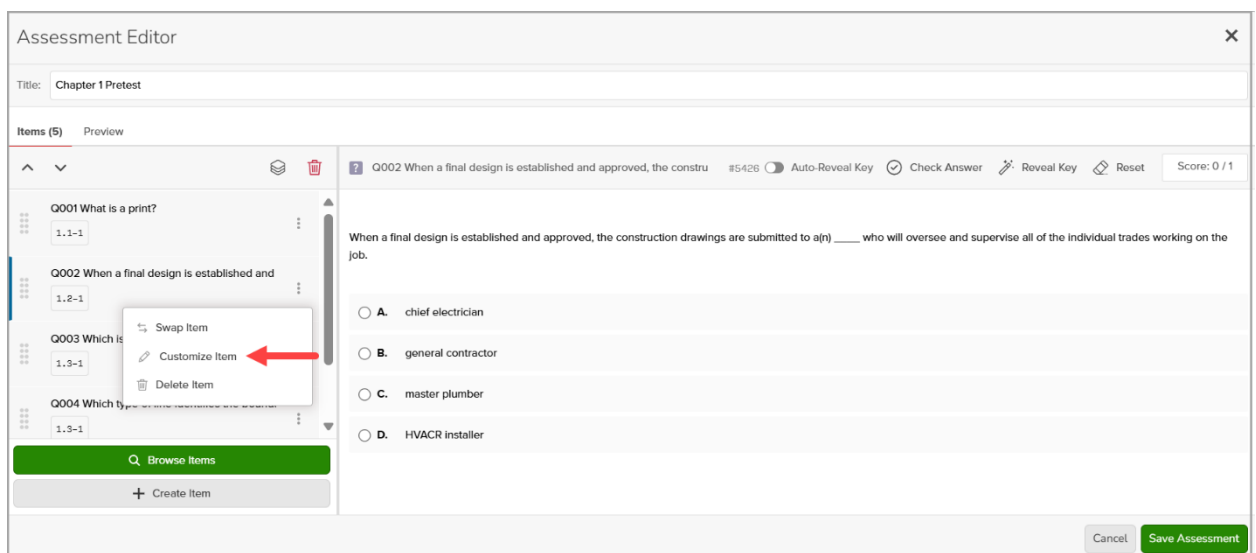
4. After selecting one or more items for swapping, select the **“Select # Items”** button. Select the **“Save Assessment”** to save your changes.



Customize Item

To modify an item in your assessment:

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



- 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.

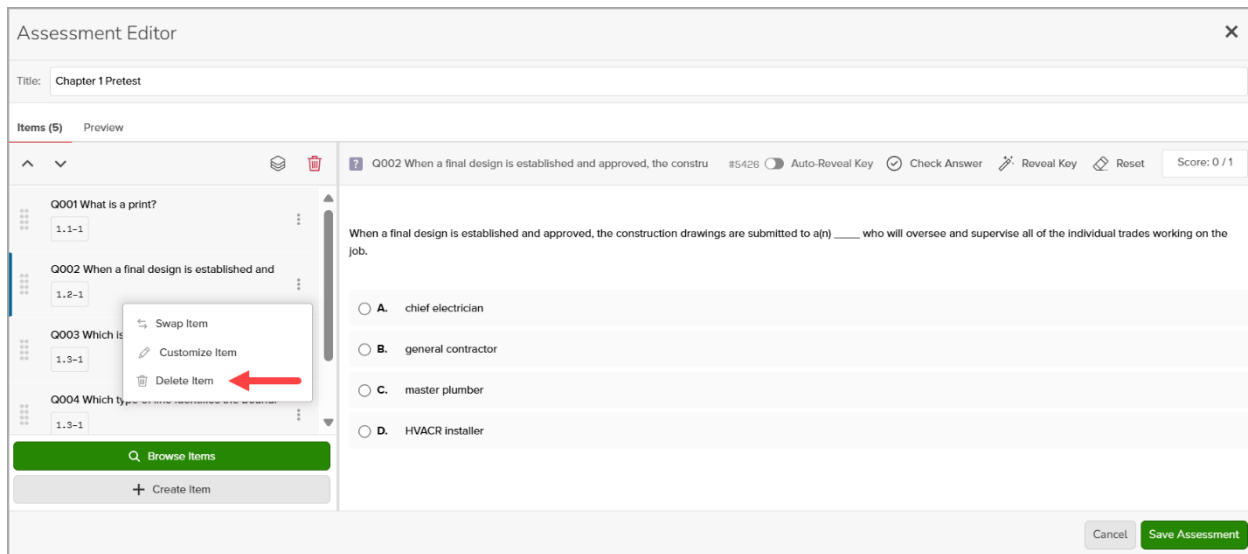
The screenshot shows the 'Item Editor' modal. At the top, there's a title bar with 'Item Editor' and a close button. Below it, a question prompt is displayed: 'Q003 The term ____ has become a part of our common vocabulary to (Copy)'. To the right of the prompt are buttons for 'Save', 'Close', 'Preview', and a menu icon. Below the prompt, there's a section for 'Options' with three radio buttons: 'Multiple Selections', 'Custom Scoring', 'Rationales', 'Shuffle', 'Rubric', and 'Solution'. The 'Multiple Selections' option is selected. Below the options, there's a list of three options: 'A blueprint', 'B instrumental drafting', and 'C computer-aided drafting'. Each option has a radio button and a trash icon. The 'A blueprint' option is selected. To the right of the options, there's a sidebar with 'METADATA' information, including 'BANK', 'MATURITY', 'LANGUAGE', 'SUBJECT', and 'GRADE LEVEL'.

- Select the **“Save”** button to save your changes.
- 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.

The screenshot shows a 'Caution' dialog box. It has a title bar with 'Caution' and a close button. Below the title bar, there's a warning icon and a message: 'Make a copy of this item to make changes. The original will remain available.' Below the message, there's a section titled 'Your other copies of this item:' with a list of two items: 'Q001 After the plumb bob is placed directly over the point' and 'Q002 After the plumb bob is placed directly over the point'. Each item has a 'Use' button. The 'Use' button for 'Q001' is highlighted with a red box and an arrow. At the bottom of the dialog, there are two buttons: 'Cancel' and 'Make a Copy'.

Delete Items

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



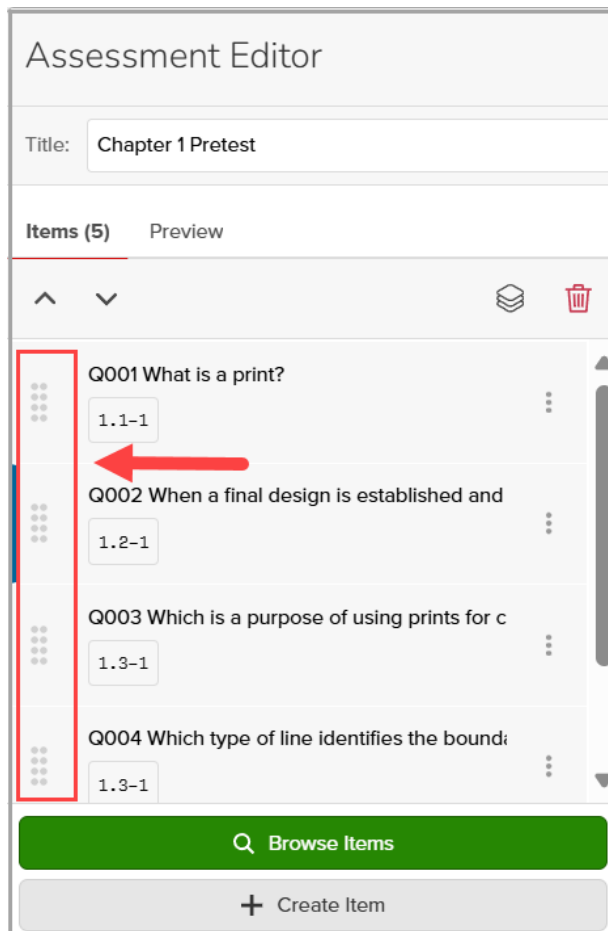
In the **Select Items** screen, select the title and the chapter, then locate the item that you want to swap with the current one.

Note: If you have adopted multiple products, you can add an assessment item from any of those products.

Rearrange Items

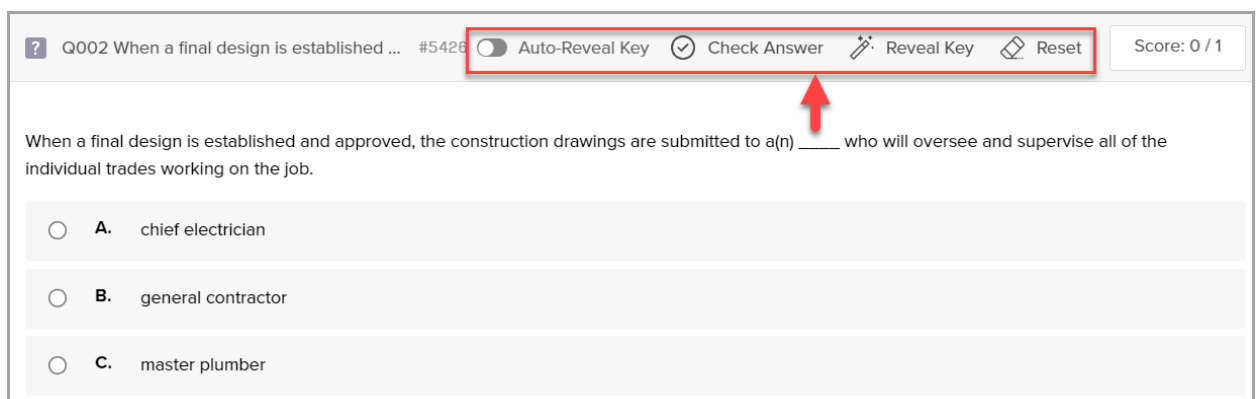
To rearrange the order of your assessment items, drag and drop questions using the double kebab icon (⋮⋮) to drag it to your desired location.

Note: Questions numbers are for instructor reference only and do not display for students.



View Answer Keys

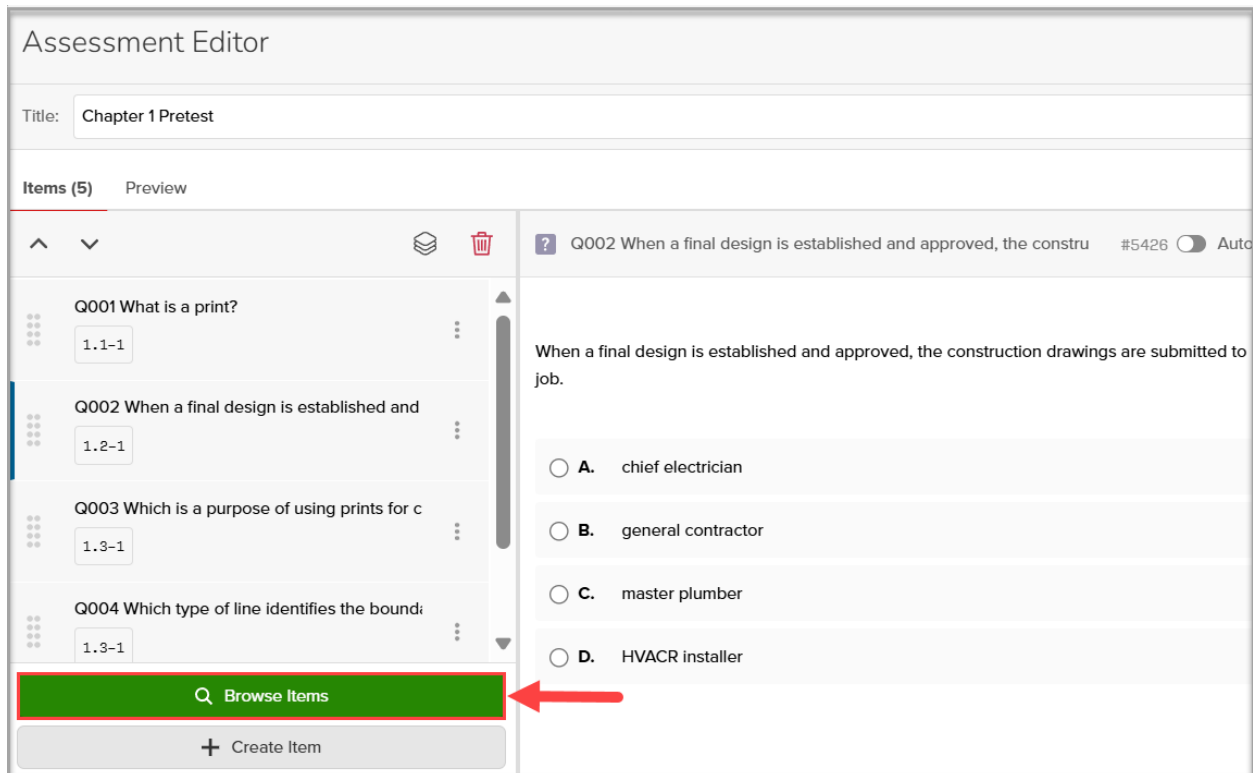
To view the answer keys for individual items, toggle the following options:



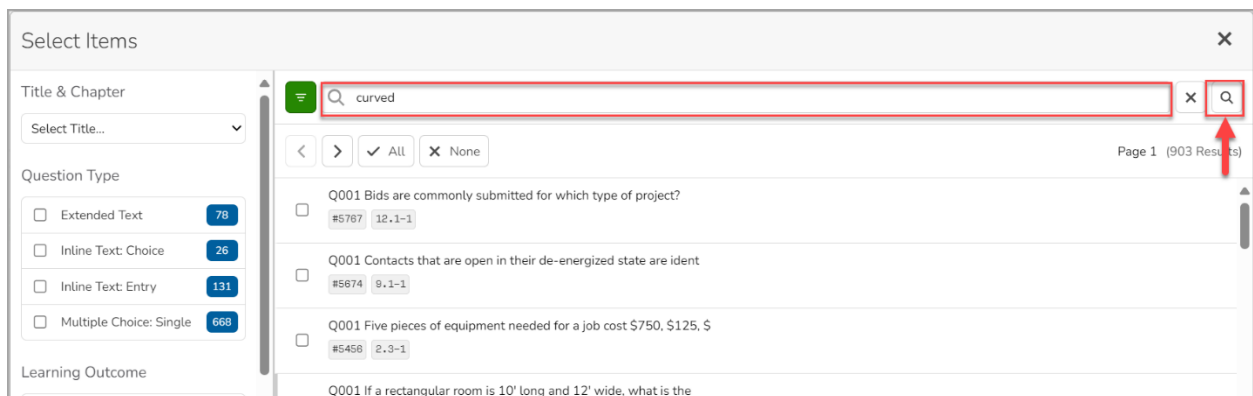
1. **Auto-Reveal Key:** Automatically displays correct answers while navigating through the assessment bank.
2. **Check Answer:** Shows your performance on the current question.
3. **Reveal Key:** Display the correct answer for the current item.
4. **Reset:** Return the question to its original state.

Search

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



Use the filters to narrow your search or enter a keyword in the search field and select the Magnification Icon () to begin your search:



Your search results will then be displayed:

Search results for 'curved' (Page 1, 903 Results). The results list includes:

- ☐ Q001 Bids are commonly submitted for which type of project? (#5787 12.1-1)
- ☐ Q001 Contacts that are open in their de-energized state are ident (#5674 9.1-1)
- ☐ Q001 Five pieces of equipment needed for a job cost \$750, \$125, \$ (#5456 2.3-1)
- ☐ Q001 If a rectangular room is 10' long and 12' wide, what is the (#5488 3.1-1)

Toggle Filters

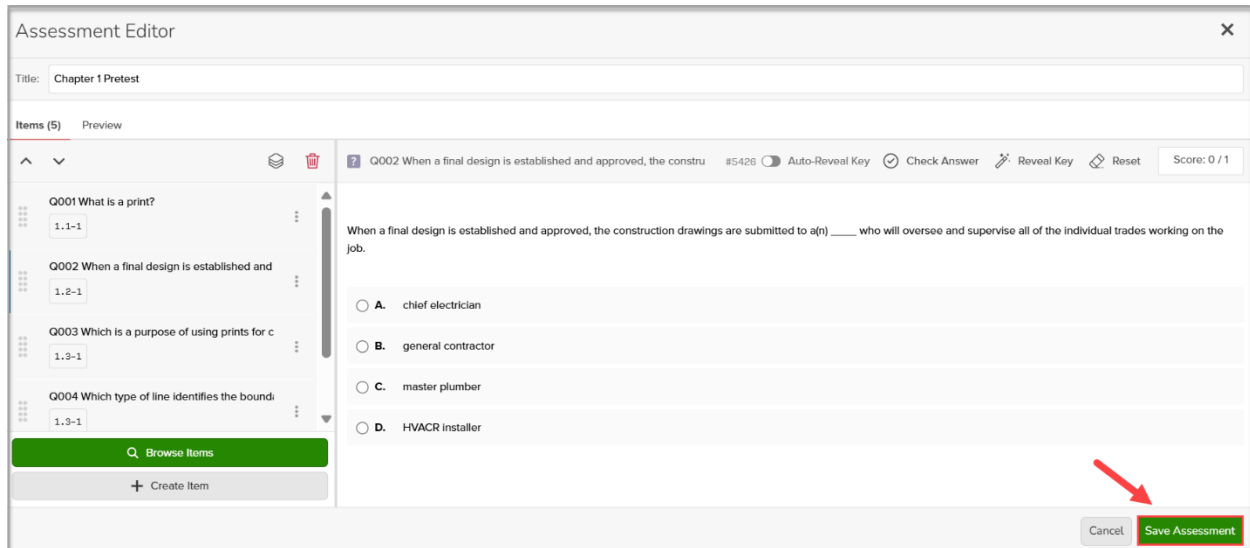
To collapse the filter and maximize the question view, select the strawberry icon () next to the search field:

The 'Select Items' dialog shows the search results for 'curved'. A red arrow points to the strawberry icon () next to the search field, which is used to collapse the filter column. The results list is visible without the filter column.

Your question view will no longer show the filter column.

The 'Select Items' dialog shows the search results for 'curved'. The results list is visible without 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
1.2-1

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

Q004 Which type of line identifies the boundi
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

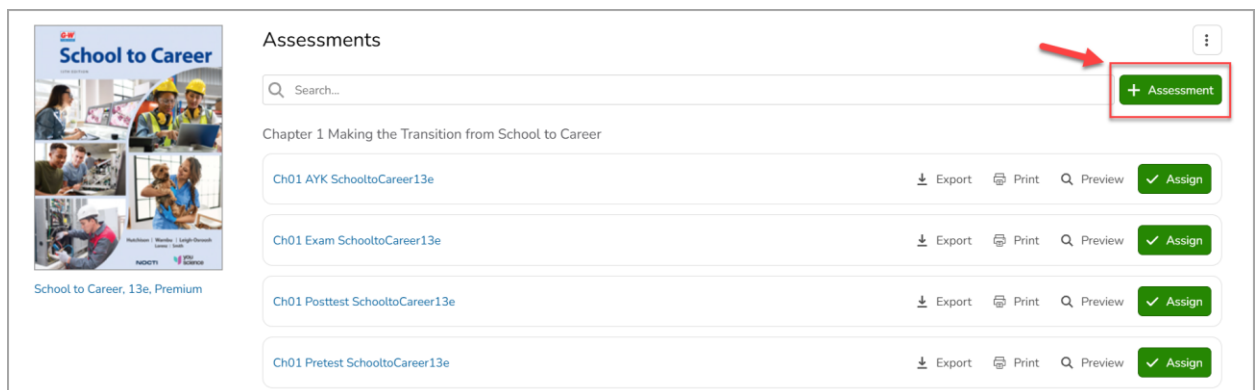
Cancel Save Assessment

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.



Assessments

Search...

Chapter 1 Making the Transition from School to Career

Ch01 AYK SchooltoCareer13e Export Print Preview Assign

Ch01 Exam SchooltoCareer13e Export Print Preview Assign

Ch01 Posttest SchooltoCareer13e Export Print Preview Assign

Ch01 Pretest SchooltoCareer13e Export Print Preview Assign

+ Assessment

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

Assessment Editor

Title: Untitled Exam

Items (0) Preview

No Items Yet

Nothing to Preview Yet

Browse Items

+ Create Item

Cancel Save Assessment

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

Select Items

Title & Chapter (20)

School to Career, 13e, Premium

Chapter 1 Making the Transition 231

Chapter 2 Understanding the Workplace 306

Chapter 3 What Your Employer Wants 276

Chapter 4 Learning About the Job 246

Chapter 5 Making Career Choices 243

Chapter 6 Researching the Job 246

Chapter 7 Getting a Job 285

Chapter 8 Succeeding on the Job 318

Chapter 9 Communicating in the Workplace 333

Chapter 10 Math in the Workplace 264

Chapter 11 Technology in the Workplace 384

Search by Name

< > All None

Page 1 (2699 Results)

Q001 ____ wire is often used on electrical appliances.

#17689 31.2-1 6.4-1

Q001 ____ communication barriers in the workplace can create...

#58903 9.1-2

Q001 ____ communication is an individual's "inner dialogue,"...

#83734 9.1-1

Q001 A ____ door is ideal for decks, patios, and balconies.

#10913 10.10-1 4.4-1

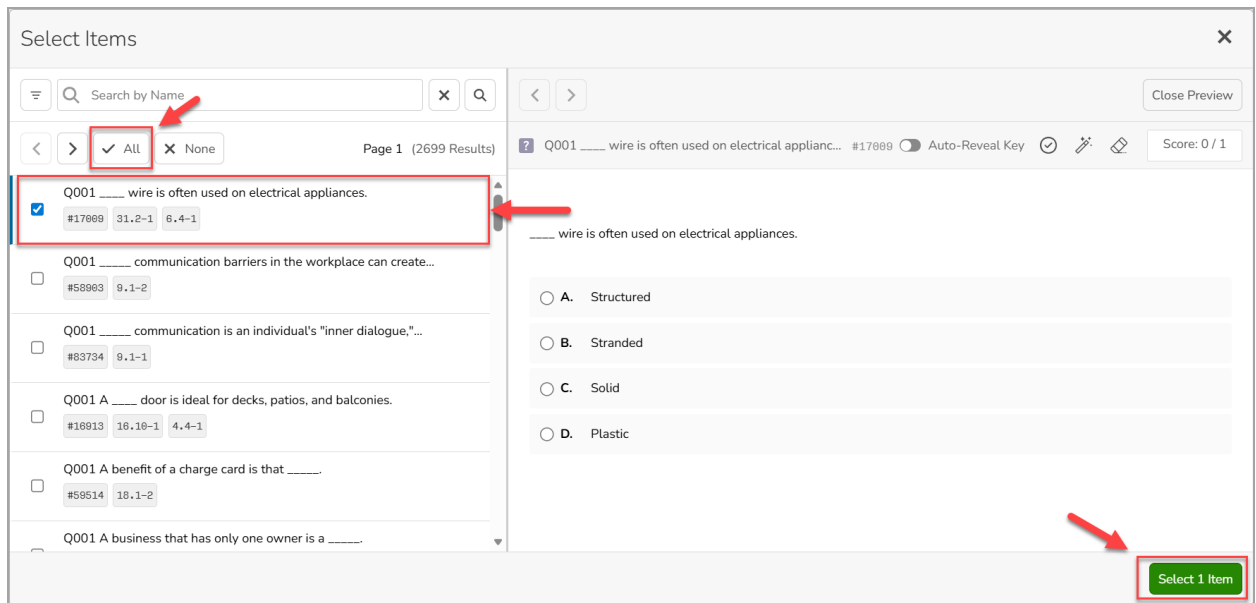
Q001 A benefit of a charge card is that ____.

#58514 10.1-2

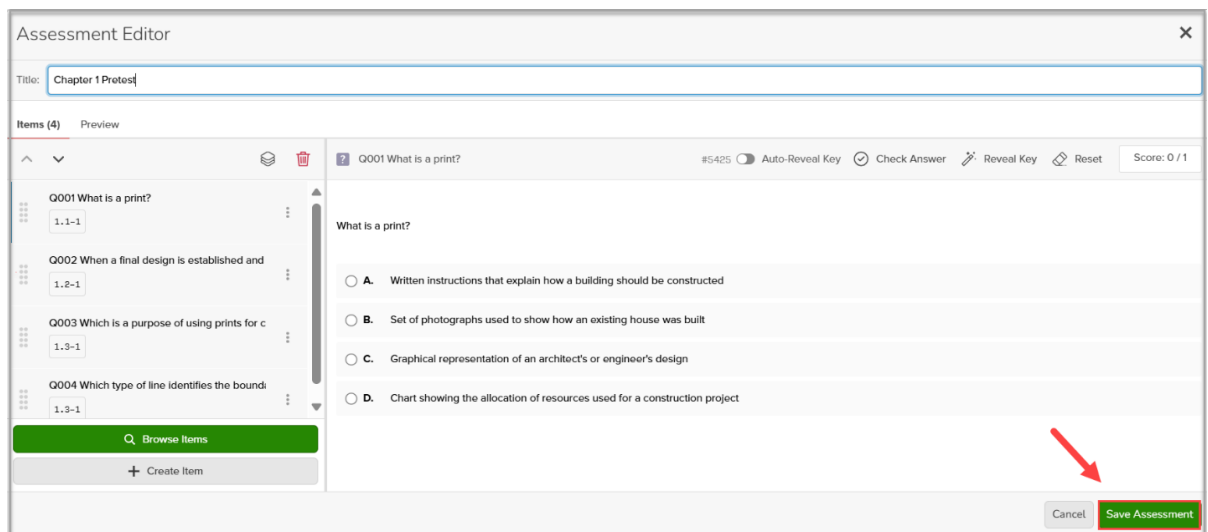
Q001 A business that has only one owner is a ____.

Select 0 Items

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.



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



Create new custom items

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

Assessment Editor

Title: Untitled Exam

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

Q Browse Items

+ Create Item

Cancel Save Assessment

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

Item Editor

Untitled...

+ Question

Empty Question

Click + in the toolbar above to begin adding question components.

TITLE

BANK User Content (gw5b7-d) MATURITY Operational

METADATA

LANGUAGE Select Language... SUBJECT Select Subject...

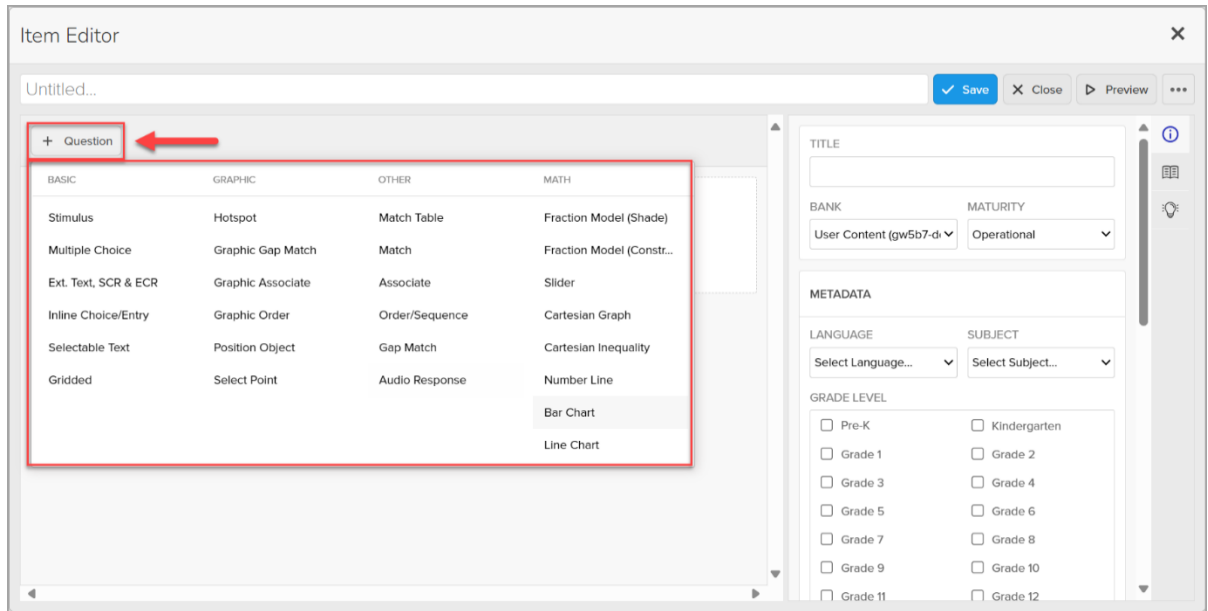
GRADE LEVEL

☐ 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

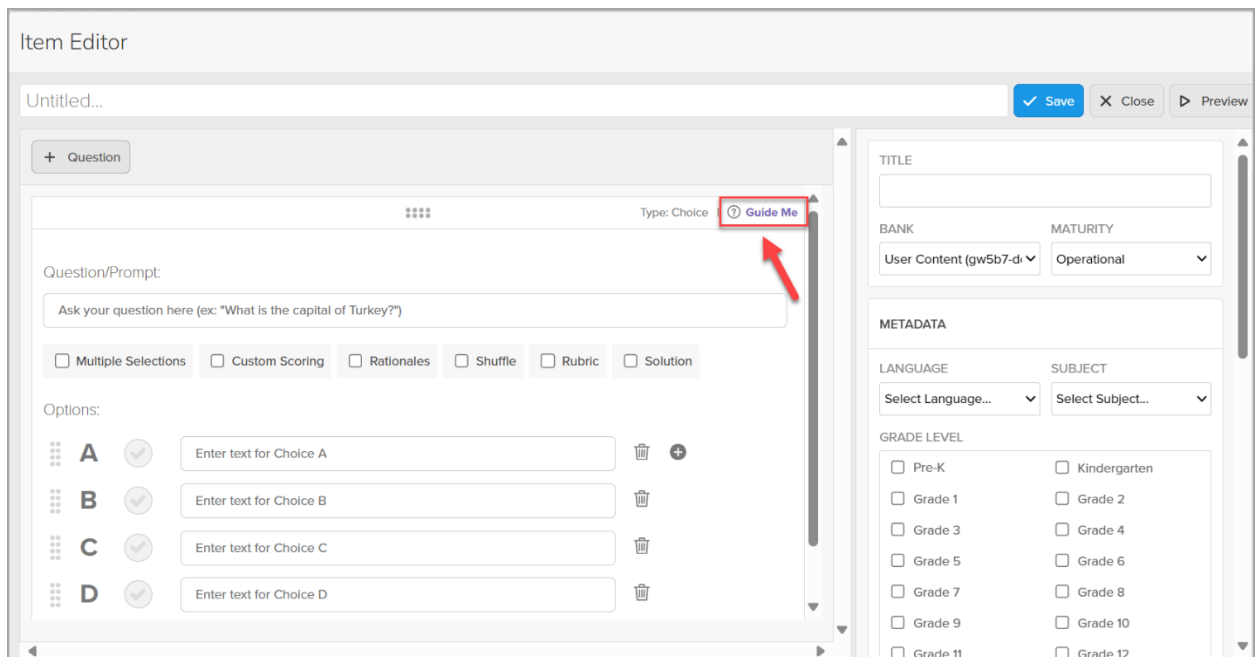
3. To add a new assessment item, select on the “+ Question” button. A dropdown will appear displaying various question types. Select the desired question type.

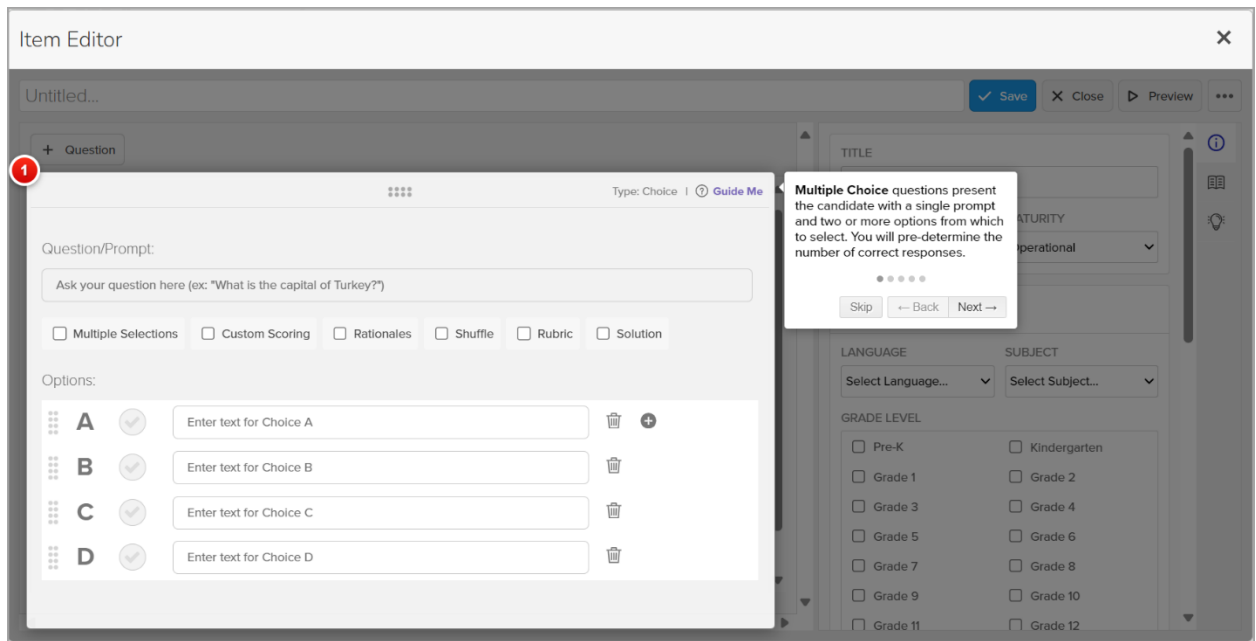
Note: If you are delivering this assessment as a print only format, only the following question types are supported: Multiple Choice, Inline Choice/Entry, Ext. Text SCR &

ECR (Essay), Gap Match and Selectable Text.

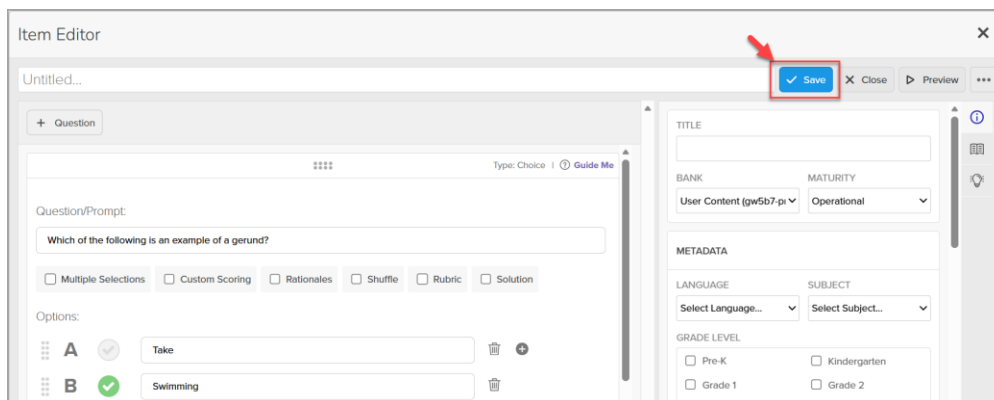


4. Use the “**Guide Me**” feature for a quick tutorial of the question type.





- Once you have created your item, select **“Save”** to save the item to your assessment.



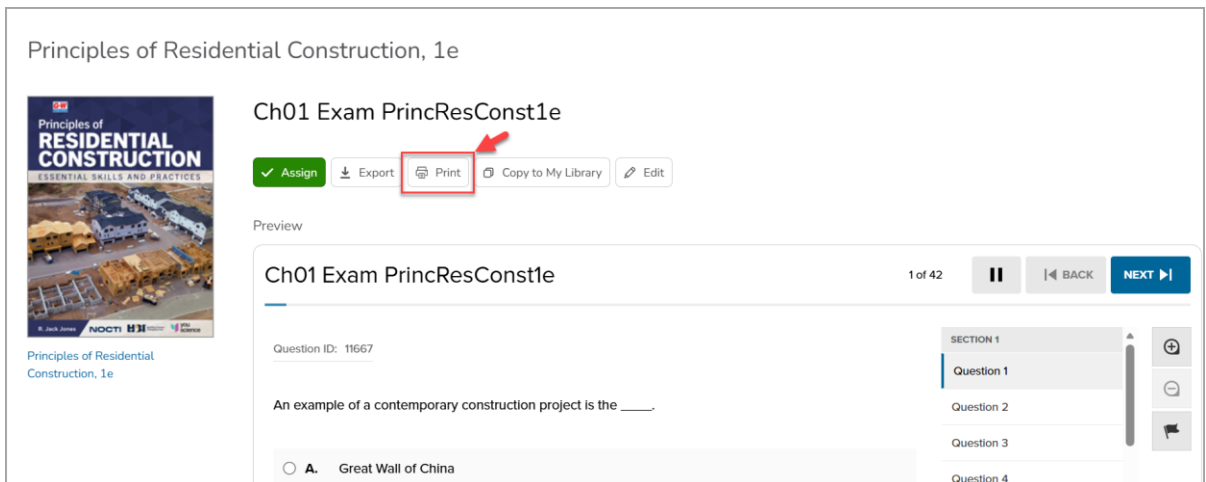
Print Assessment

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

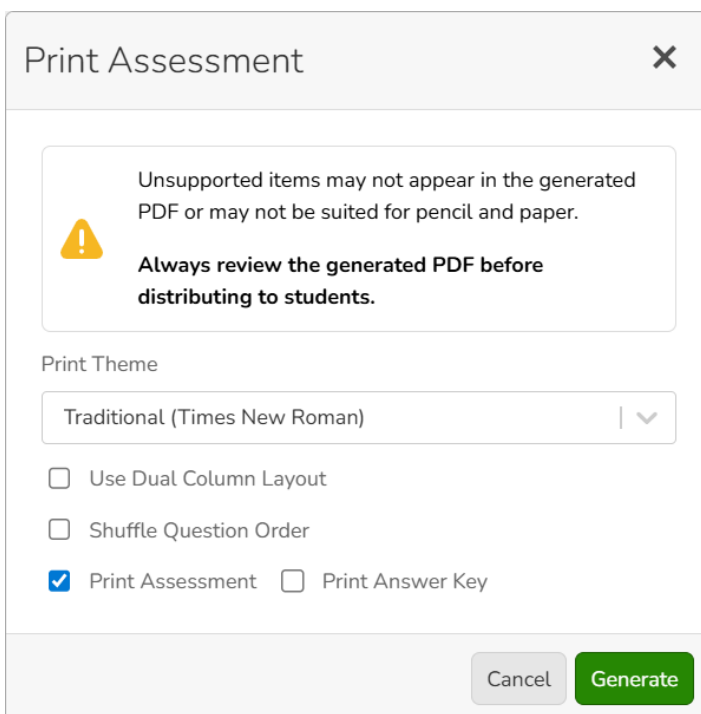
1. From the assessment page, select the **“Print”** button.



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



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

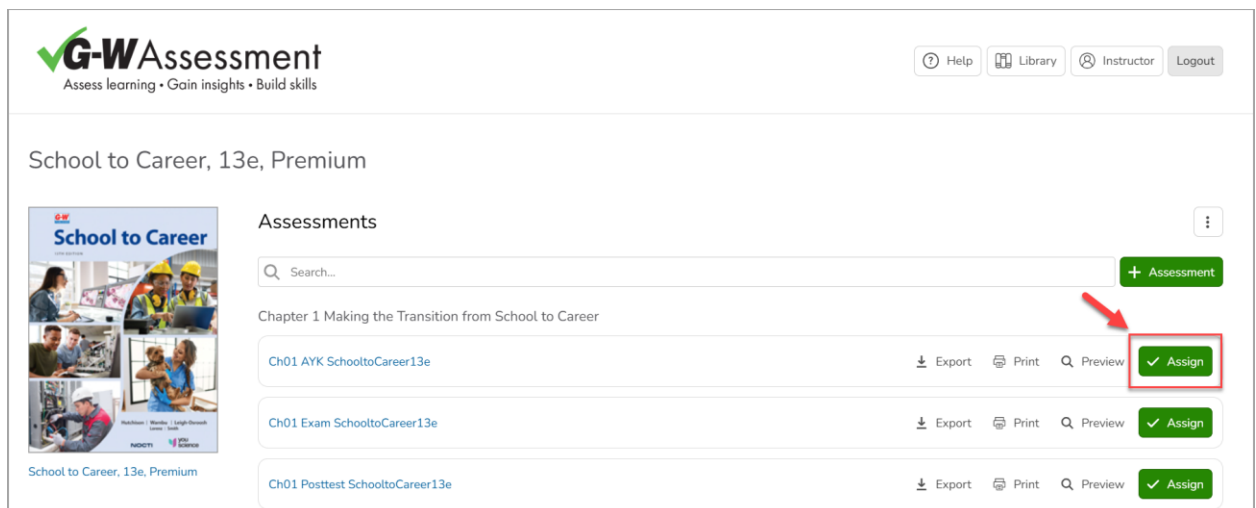


4. To customize your printed assessment:
 - Select a print theme.
 - Choose whether to use a dual column layout.
 - Select Shuffle Question Order to randomize the questions
 - Select whether to print the assessment, answer key, or both.
5. After making your selections, select the **“Generate”** button 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.

Assigning Assessment to Google Classroom

Locate the assessment you wish to assign by clicking on the assessment bank in the **My Library** section of G-W Assessment. If you have customized the assessment, you can locate those assessments in the Library on the upper right navigation bar then clicking on the Assessments tab.

1. Select the **“Assign”** button.



The screenshot shows the G-W Assessment interface. At the top, there's a navigation bar with 'Help', 'Library', 'Instructor', and 'Logout' buttons. Below this, the page title is 'School to Career, 13e, Premium'. On the left, there's a book cover for 'School to Career'. The main section is titled 'Assessments' and contains a search bar and a list of assessments. The first assessment is 'Ch01 AYK SchooltoCareer13e'. To the right of this assessment, there are buttons for 'Export', 'Print', 'Preview', and 'Assign'. The 'Assign' button is highlighted with a red box and a red arrow. Below this, there are two more assessments: 'Ch01 Exam SchooltoCareer13e' and 'Ch01 Posttest SchooltoCareer13e', each with its own 'Assign' button.

2. A dialog box will appear. You can edit the assignment name here. Use the **Classroom** drop-down menu to select your Google Classroom Class. Select **“Assign”**.

Assign To Classroom [X]

Assignment Name
Ch01 AYK SchooltoCareer13e 2026-01-06

Classroom
Class 101 AM

The content you selected cannot be directly assigned. You need to make a copy first. Choose an existing copy from your library below (if any exist), or select Create a New Version to copy it into your library.

☒ Create a New Version
Make a new copy of this assessment for your library

Cancel Assign

3. The assessment is now added and available in your Google Classroom class. From there you will be able to edit the assignment to adjust the points and assignment due date.

Classroom > Class 101 AM

Stream **Classwork** People Grades

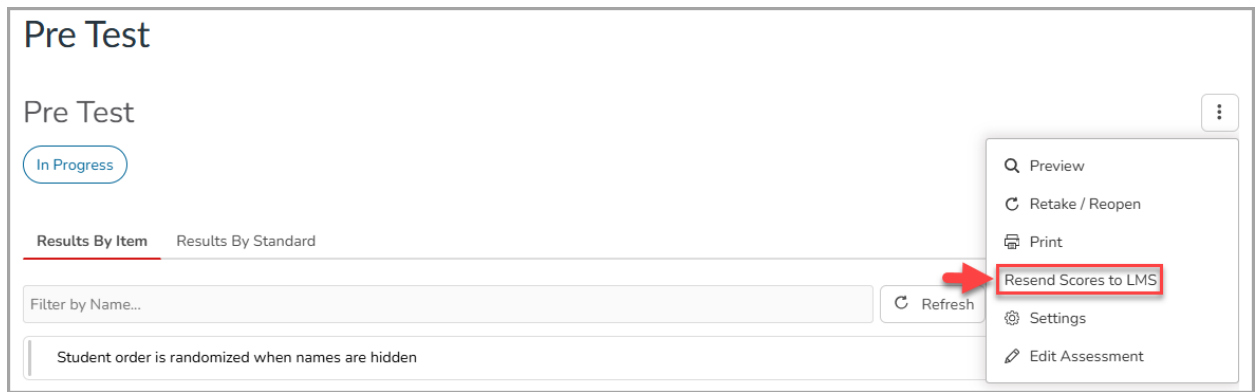
+ Create

Ch01 AYK SchooltoCareer13e 2026-01-06 Posted 11:42 AM

GWA Assessment Settings

Some assessment policies must be adjusted directly within G-W Assessment to align with the assignment policies in Google Classroom. 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 G-W Assessment and select it.
2. Access your assessment settings by selecting the **More Options** button near the top of the page and select **“Settings”**.



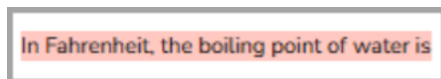
3. A dialog box will open with several settings.

The screenshot shows a 'Settings' dialog box with a close button (X) in the top right corner. The dialog is divided into several sections: 'Title' with a text input field; 'Administration Preferences' with four toggle switches: 'Shuffle answer choices (when possible)' (checked), 'Shuffle question order' (unchecked), 'Enable Read Aloud (where available)' (unchecked), and 'Practice (scores not included in roll-up data)' (unchecked); 'Tools & Supports' with three toggle switches: 'Enable Highlighter' (unchecked), 'Enable Line Reader' (unchecked), and 'Enable Option Eliminator' (checked); 'Calculator Type' with a dropdown menu set to 'None'; 'Upon Completion...' with three toggle switches: 'Reveal the student's score' (checked), 'Reveal the student's responses' (checked), and 'Reveal the correct answers' (checked); and 'Retake Preferences' with a text input field for 'Number of Attempts (1-99, 0 = Unlimited)' set to '1'. At the bottom, there are 'Cancel' and 'Submit' buttons.

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

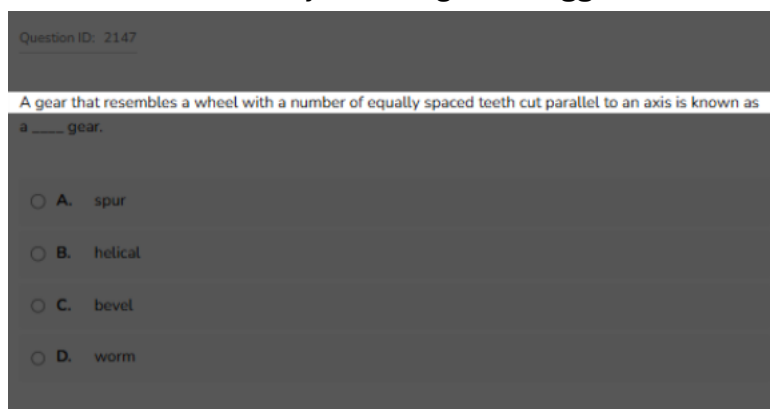
- **Shuffle answer choices:** Randomize the order in which students see the answer choices. This feature is only available for multiple choice questions.
- **Shuffle question order:** Randomize the order in which students see questions.
- **Practice:** When selected, the assessment will no longer send scores to the Google Classroom gradebook. All other policy settings will function normally, and students will receive a message that the assessment was taken in practice mode. The assessment will still appear in the gradebook as a line item, but no grades will be passed back when the students complete a practice assessment. You can still open the assessment to review student performance, even though it does not count toward the final grade. When Practice mode is turned off, scores are automatically sent to Google Classroom for each student.
- **Enable Highlighter:** Students will have the option to highlight text by

selecting the “**Toggle Highlighter**” button().



Using the highlighter tool helps students actively engage with the text, supporting comprehension, and increasing focus. Students with learning differences such as dyslexia or attention-related challenges can also use the highlighter to organize their thinking, reduce cognitive load and strengthen visual organization and reading strategies.

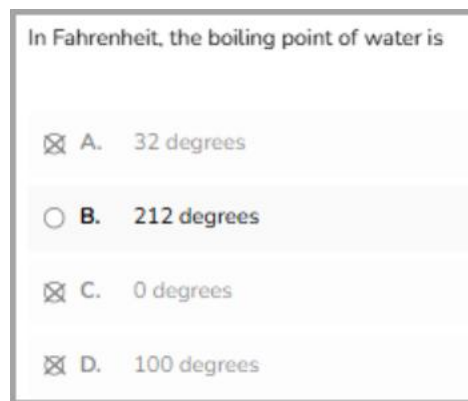
- **Enable Line Reader:** Students will have the option to have a single line of text visible at a time by selecting the “**Toggle Line Reader**” button ().



The line reader tool guides the student's attention in a structured way, enhancing comprehension, minimizing reading fatigue. It provides a more controlled and manageable reading experience, particularly for students with visual processing or attention-related differences, by minimizing distractions and supporting focus on the text.

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

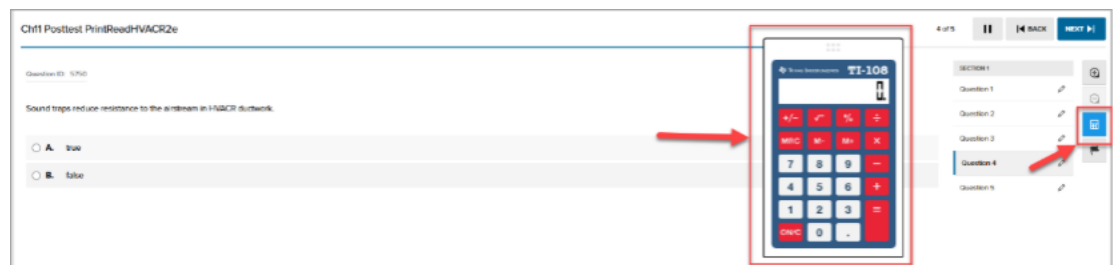
Eliminator” button ().



Answer elimination allows students to remove answer choices that they know are incorrect, helping them focus on the most relevant options. This reduces visual clutter and lowers information processing demands for students with attention-related differences, anxiety, or processing challenges. By streamlining the decision-making process, this feature supports clearer thinking, and enables more confident and efficient processes during assessments.

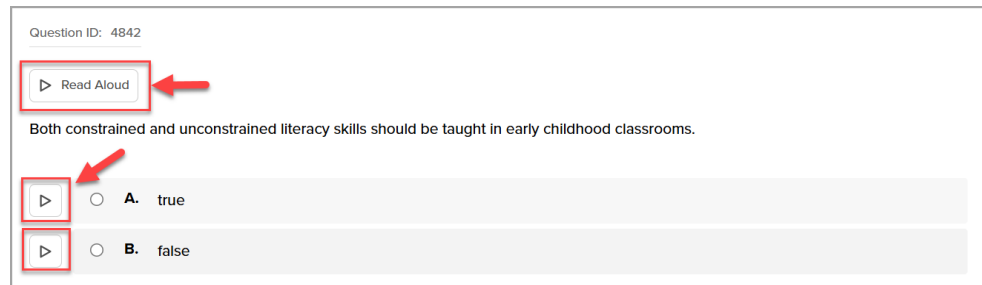
- **Calculator Type:** Students will be able to display a calculator by selecting

the “**Calculator**” button (). Use the drop down to select Basic, Scientific, or Graphing calculators to display.



- **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.



- **Reveal the student’s score:** Display the student’s score after they complete the assessment.
- **Reveal the student’s response:** Display the student’s response after they complete the assessment.

Note: Enabling “**Reveal correct answers**” will automatically enable “**Reveal the student’s response.**”

- **Reveal the correct answers:** Display the questions, correct answers and solution (where available) after the assessment is completed.

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

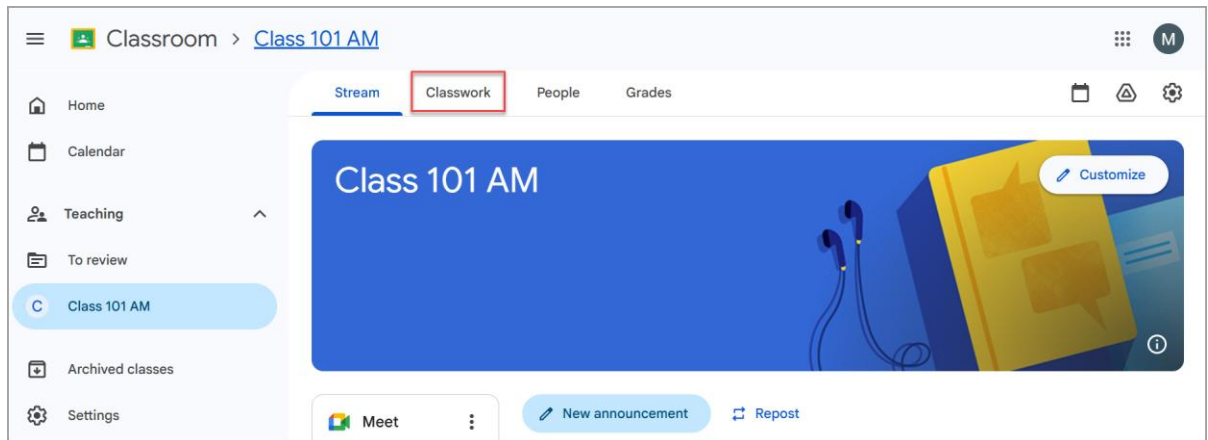
- **Allow re-takes:** By default, students are given 1 attempt on an assessment. Instructors can change the number of retakes to any value between 1 and 99 and provide unlimited retakes by setting the value to 0. The latest score is selected by default for assessment grades, but this can be adjusted to the highest score by selecting the drop down below the number of attempts.
4. Select “**Submit**” once all your settings have been adjusted.

Note: these settings can be adjusted after completion if you prefer to withhold display of correct answers until after the assessment due date has expired.

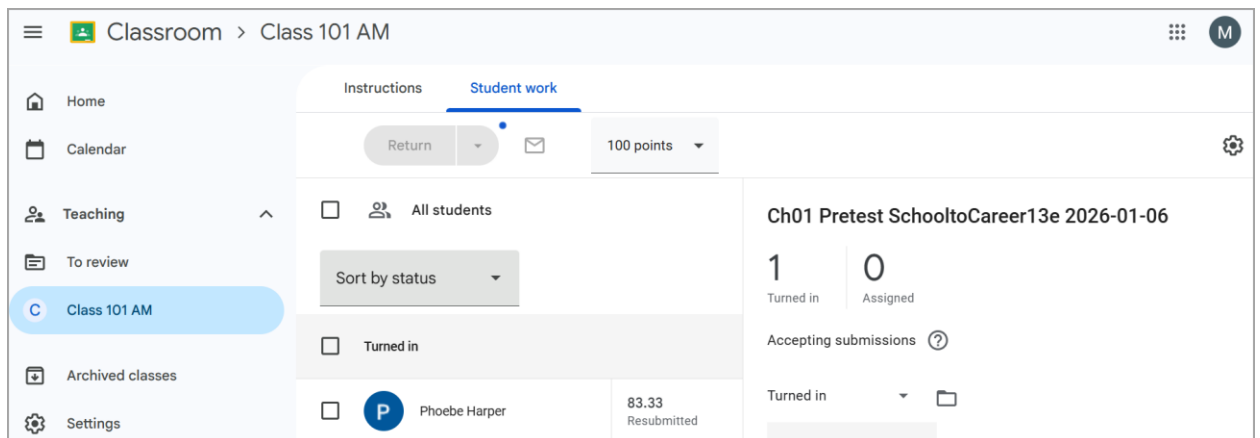
Assignment Results

Viewing Student Results in Google Classroom

1. To view student results in Google Classroom, click on the **“Classwork”** tab from the homepage.



2. After finding the relevant assignment, select **“Turned In”**. Student results will be displayed with any relevant statuses (Late, Resubmitted, etc.) next to their names.



3. Select the student and then select the **“Return”** button to send the final grade and any additional feedback to the selected student.

Viewing Student Item and Standards Results in G-W Assessment

1. Return to G-W Assessment platform and locate your classroom.
2. In the assessment list, select the assessment to begin reviewing.
3. You will be directed to the **“Results By Item”** tab for that assignment, where student results are initially displayed anonymously.

Note: Student orders are randomized when names are hidden.

Ch01 Pretest SchooltoCareer13e 2026-01-06

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	6	AVERAGE
All Students	0%	100%	100%	100%	100%	100%	83%
Student 1	0/1	1/1	1/1	1/1	1/1	1/1	83%

4. To display student names, toggle “**Reveal Names**”.

Ch01 Pretest SchooltoCareer13e 2026-01-06

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	6	AVERAGE
All Students	0%	100%	100%	100%	100%	100%	83%
Student 1	0/1	1/1	1/1	1/1	1/1	1/1	83%

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

Dashboard > Class 101 AM > Assignments >

Ch01 Pretest SchooltoCareer13e 2026-01-06

Results By Item **Results By Standard**

Filter by Name... Refresh Scores Reveal Names

Student order is randomized when names are hidden

	1.2-1	1.1-2	1.1-1	1.2-2	AVERAGE
All Students	100%	100%	0%	100%	83%
Student 1	100%	100%	0%	100%	83%

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

Student order is randomized when names are hidden

	1	2	3	4	5	6	AVERAGE
All Students	0%	100%	100%	100%	100%	100%	83%
Student 1	0/1	1/1	1/1	1/1	1/1	1/1	83%

7. 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.

Phoebe Harper

Results By Objective

✓ 1.2-1 List the skills needed for careers in the 21st century.	✓ 1.1-2 Summarize the ways to explore the world of work.	✗ 1.1-1 Identify reasons most people work.	✓ 1.2-2 Explain the importance of transferable skills as you consider college and career opportunities.
--	---	---	--

Results By Item

✗ QUESTION 1 Q001 Which of the following is not a way in which work serves...	✓ QUESTION 2 Q002 Positions that do not require education beyond high...	✓ QUESTION 3 Q003 What are the career clusters?	✓ QUESTION 4 Q004 When does preparation for a career begin?
✓ QUESTION 5 Q005 Skills that are used in one job that can also be used in...	✓ QUESTION 6 Q006 Which of the following describes the skills used to...		

Adjusting Student Scores

To adjust a student's score for an assignment:

1. In the G-W Assessment platform, locate the assessment in the assessment list.
2. On the following page, select the **"Scores"** button.

Dashboard > Class 101 AM > Assignments >

Ch01 Pretest SchooltoCareer13e 2026-01-06

Results By Item Results By Standard

Filter by Name... Refresh Scores Reveal Names

Student order is randomized when names are hidden

	1.2-1	1.1-2	1.1-1	1.2-2	AVERAGE
All Students	100%	100%	0%	100%	83%
Student 1	100%	100%	0%	100%	83%

3. 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.

Modify Scores

Q007 teacher should not address conversations concerning race

Select Session

Show Key

A teacher should not address conversations concerning race with children if they feel uncomfortable in doing so.

☐ A. true

☐ B. false

4. 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.

5. Enter the point value to the provided box. Select the Check mark (✓) button to save the score and update the student's total.
6. Additionally, you can select the red Trashcan (🗑️) button to clear the score.
7. 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, manually graded assignments will appear in Google Classroom with the **Turned in** status. Use the following steps to manually grade questions like essay or short answer questions:

1. In the G-W Assessment platform, locate the assessment in the assessment list.
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.

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

- 

Scored a out of 1 

- Note:** Student grades will not update in the gradebook until all manually graded questions have an associated point value.

Retake/Reopen Assessment

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

Dashboard > Class 101 AM > Assignments >

Ch01 Pretest SchooltoCareer13e 2026-01-06

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	6	AVERAGE
All Students	0%	100%	100%	100%	100%	100%	83%
Student 1	0 / 1	1 / 1	1 / 1	1 / 1	1 / 1	1 / 1	83%

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

Dashboard > Class 101 AM > Assignments >

Ch01 Pretest SchooltoCareer13e 2026-01-06

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	6	AVERAGE
All Students	0%	100%	100%	100%	100%	100%	83%
Student 1	0 / 1	1 / 1	1 / 1	1 / 1	1 / 1	1 / 1	83%

Preview
Retake / Reopen
Print
Export QTI
Settings
Edit Assessment

3. The **Retake** option allows you to grant a student a fresh start on an assessment. Select the **“Additional Attempt”** button and then **“Grant Attempt”**; this will provide the student with a new additional attempt. Previous attempts are still retained.

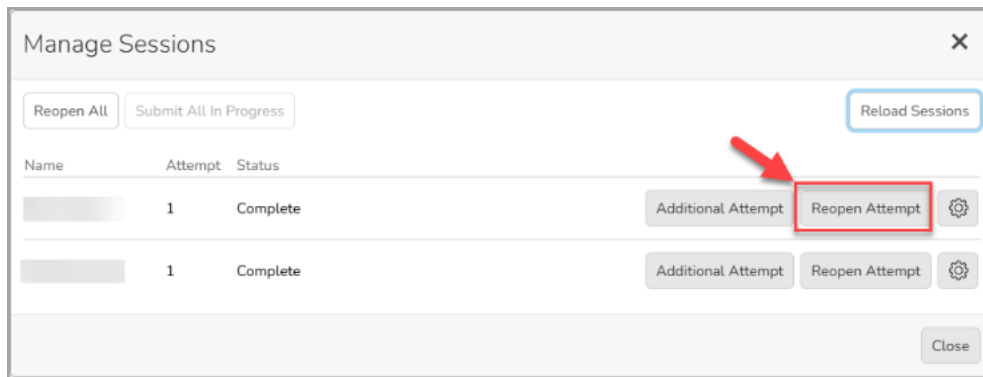
Manage Sessions

Reopen All Submit All In Progress Reload Sessions

Name	Attempt	Status	Additional Attempt	Reopen Attempt	
	1	Complete	Additional Attempt	Reopen Attempt	
	1	Complete	Additional Attempt	Reopen Attempt	

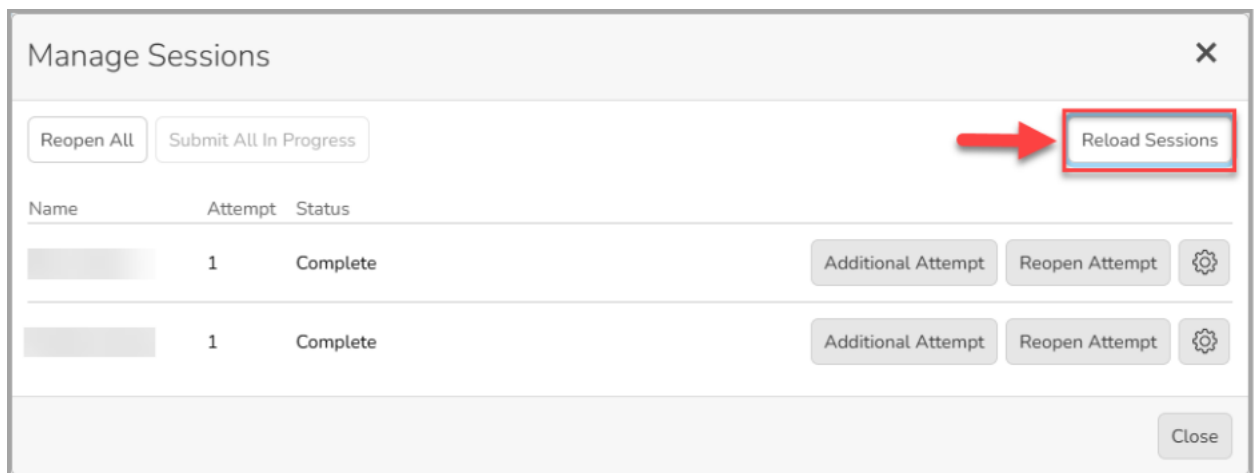
Close

4. The **Reopen** option allows you to let a student continue working on an assessment they have previously submitted. To do this, select **“Reopen Attempt”** 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 Google Classroom. Once the student has turned in the reopened assessment or has completed the retake, the assessment must be re-graded in G-W Assessment and then returned within Google Classroom to the student again for their grade to update on their end.

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



Submit In Progress Attempt

Instructors can submit assessments on behalf of students who did not complete or submit an attempt.

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

Pre Test

Pre Test

In Progress

Results By Item Results By Standard

Filter by Name... Refresh Scores Reveal Names

Student order is randomized when names are hidden

Student	1	2	3	4	5	Average
All Students	50%	50%	100%	100%	100%	80%

2. Select **“Retake/Reopen”**.

Pre Test

Pre Test

In Progress

Results By Item Results By Standard

Filter by Name... Refresh

Student order is randomized when names are hidden

- Preview
- Retake / Reopen
- Print
- Resend Scores to LMS
- Settings
- Edit Assessment

3. Select **“Submit In Progress Attempt”** next to the student’s name or select **“Submit All In Progress”** to submit all students whose attempts are currently in progress for this assessment.

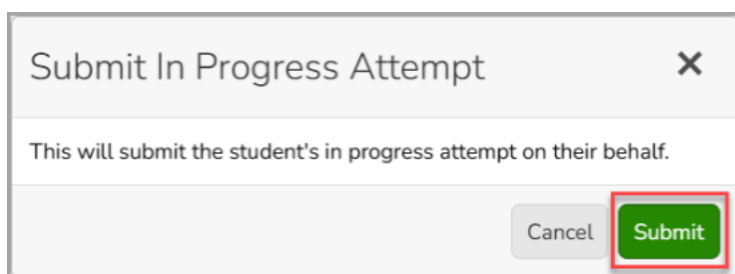
Manage Sessions

Reopen All Submit All In Progress Reload Sessions

Name	Attempt	Status	
	1	In Progress	Submit In Progress Attempt

Close

4. A Manage Sessions modal will appear to confirm your submission. Select **“Submit”** to submit the chosen assessments. Close the Manage Sessions modal.



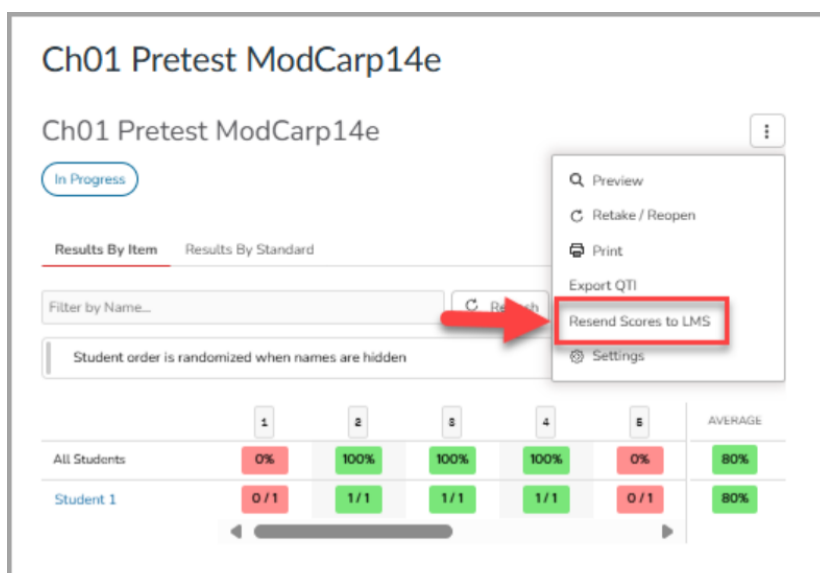
Note: Any automatically graded questions that had answers will still be automatically graded, but manually graded questions will still need to be scored.

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 Options** drop down 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.



Course Copy

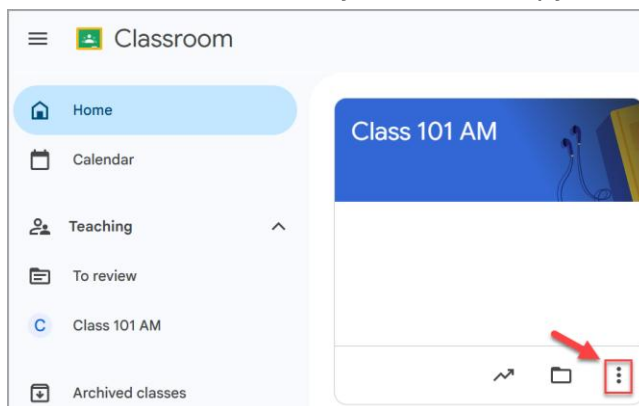
Currently, copying assignments into a new Google Classroom course is not fully supported by Google. When a course is copied, assessment links are not automatically updated to create a new assessment in the new course; instead, it remains linked to the original assessment. If you choose to copy a course, please keep the following in mind:

- Any G-W Assessments included in the copied course will need to be deleted.
- After deleting them, the assessments will need to be reassigned from G-W Assessment.
- Assignment links from a copied G-W Assessment remain connected to the assessment in the original course. When those links are used in a new course, students will be directed to the previously assigned assessment.

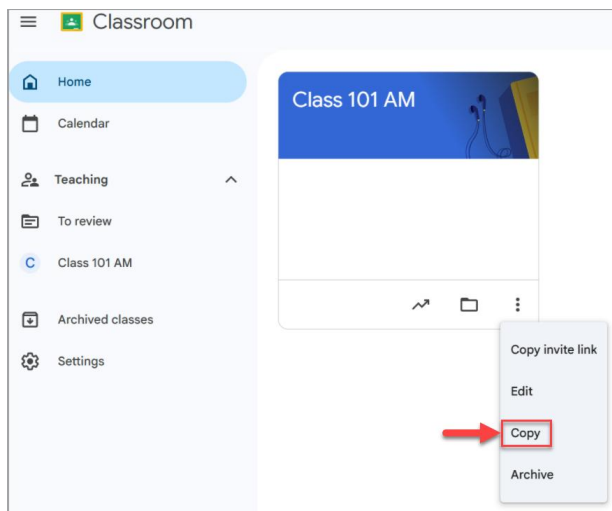
For this reason, G-W Assessments should be assigned again when setting up a new course.

Copying a Course in Google Classroom

1. From the Home page in Google Classroom, select the **More Options** (⋮) button from the class card that you wish to copy.



2. Select **“Copy”** from the drop down.



3. Provide a name for your class. Optionally, provide a section, subject, and room for the copied class. Select **“Copy”**.

Copy class

Create a new class with copied topics and classwork items. Rosters and announcements won't be copied.

Class name*
Copy of Class 101 AM

*Required

Section

Subject

Room

Cancel Copy

Deleting G-W Assessments from Copied Course

G-W Assessments must be deleted from the copied course.

1. From the Classwork tab, select the **More Options** (⋮) button next to each assignment and select **“Delete”**.

Classroom > Copy of Class 101 AM

Stream **Classwork** People Grades

+ Create

Ch01 Pretest SchooltoCareer13e 2026...

No due date

Link
https://api.exampark.com/launc

Edit assignment

Draft ⋮

Edit

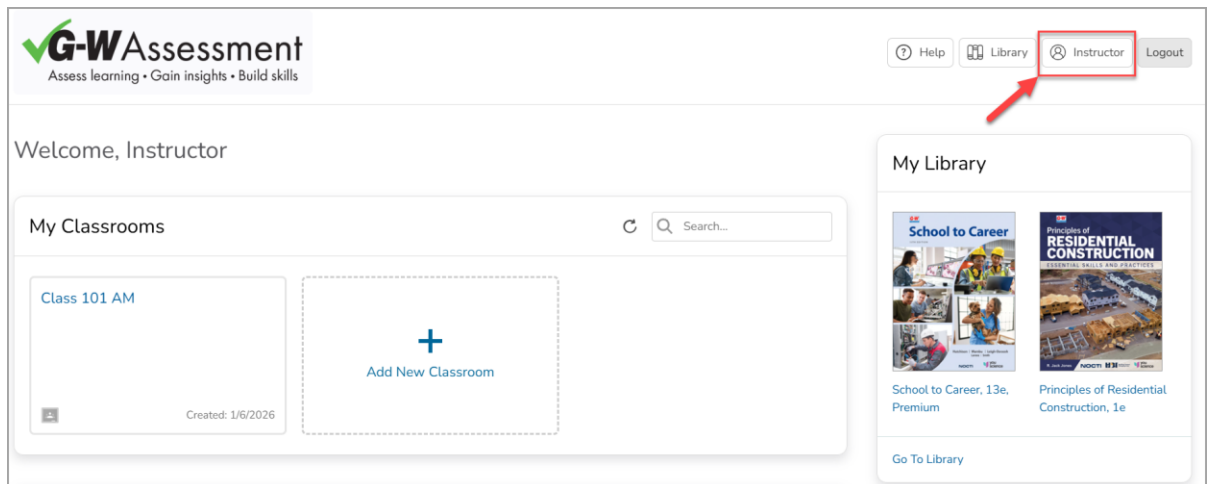
Delete

2. After the G-W Assessments have been deleted, they can then be reassigned from G-W Assessment.

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”**.

Profile Picture

Make your experience more personal by adding your profile picture to comments, posts, and other activities you carry out in this app.

Drag an image file into this area to upload. Or click the Browse button.

Help

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

Assess learning • Gain insights • Build skills

Welcome, Instructor

My Classrooms

Class 101 AM

Created: 1/6/2026

My Library

School to Career, 13e, Premium

Principles of Residential Construction, 1e

[Go To Library](#)

If you need additional support, select the “hamburger” menu in the upper right () and then select the **“Submit Ticket”** link to contact the G-W support team.

Knowledge Base

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