



G-W Assessment integration with Blackboard Learn

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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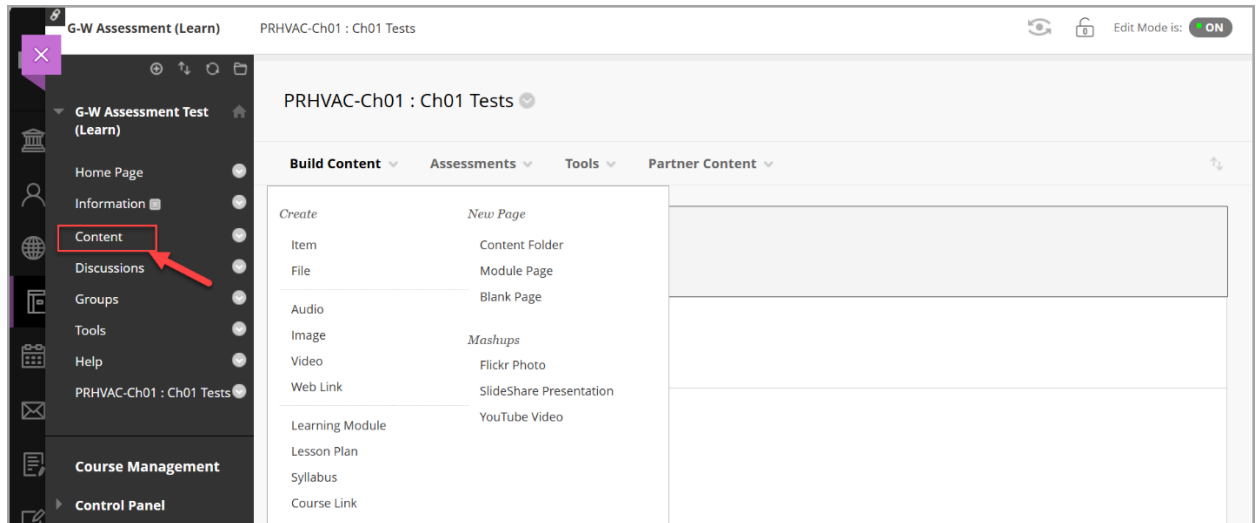
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Connect Blackboard Learn Course to G-W Assessment

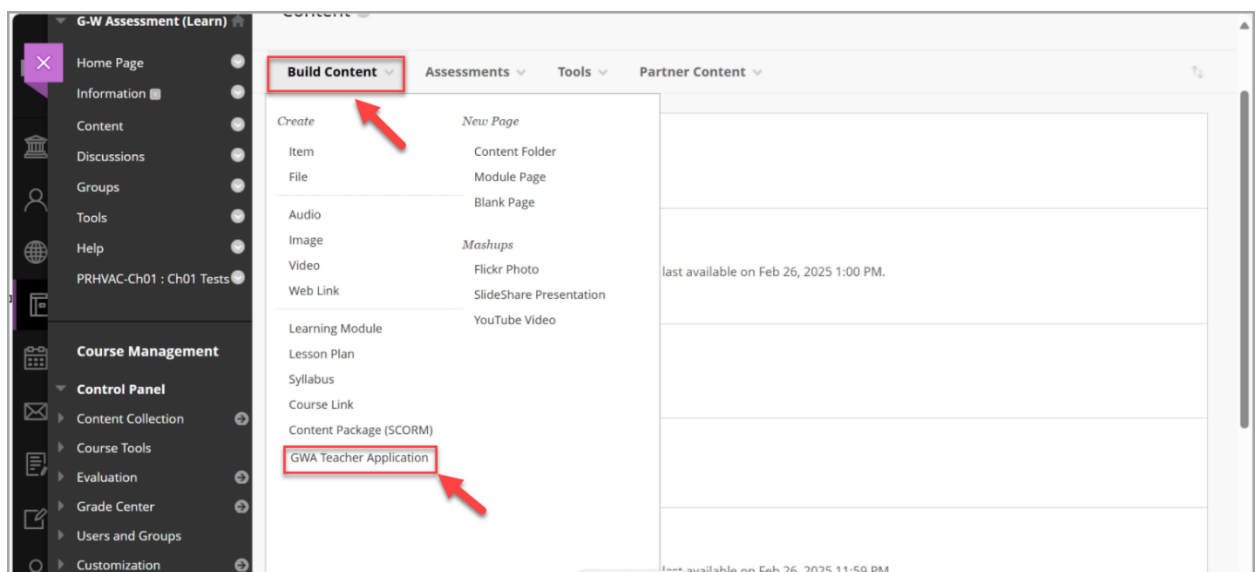
Upon logging into Blackboard, navigate to your respective course where G-W Assessment has been integrated by your LMS administrator.

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

1. Select **“Content”** from the left navigation bar.



2. Select **“Build Content”** and then select **“GWA Teacher Application”** (name may vary depending on how this is set up by your LMS admin) from the dropdown menu.



3. Name the GWA Teacher Application. Under options, select **“No”** for Permit Users to View this Content.

Enable Evaluation ☐ Yes ☒ No

OPTIONS

Permit Users to View this Content ☐ Yes ☒ No

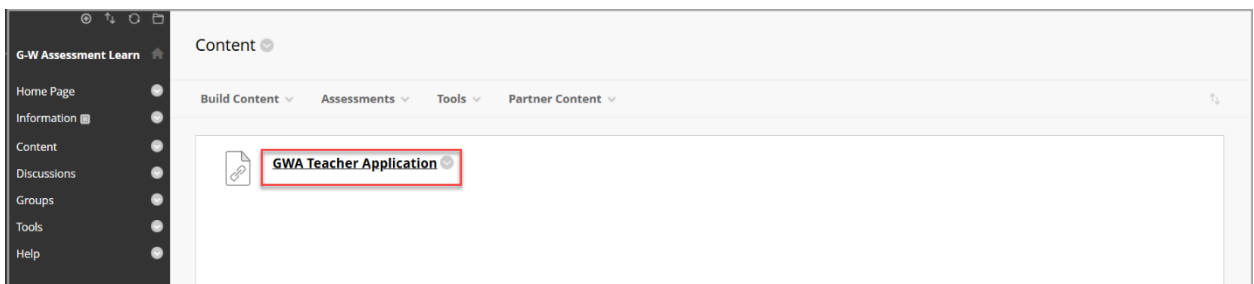
Track Number of Views ☐ Yes ☒ No

Select Date and Time Restrictions

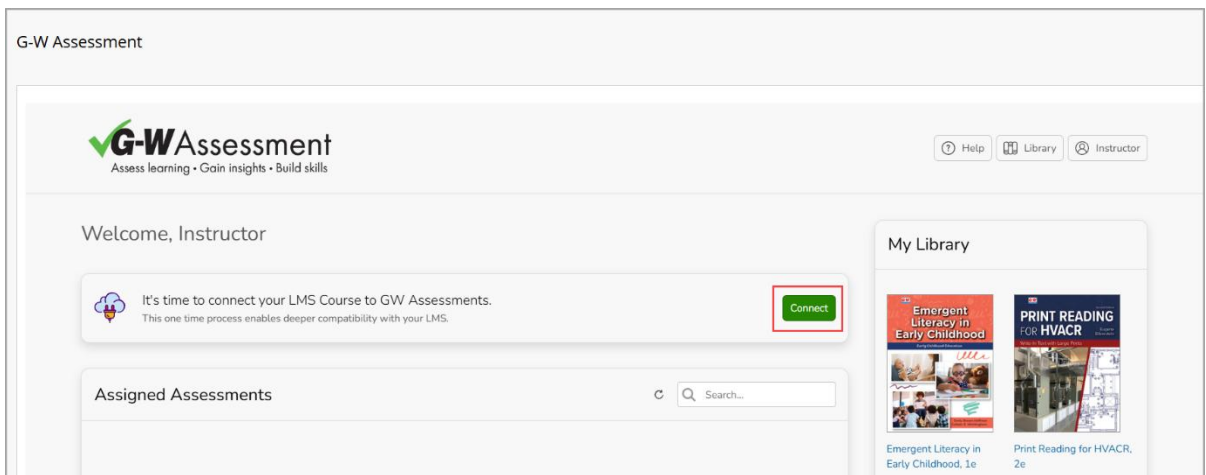
☐ Display After
Enter dates as mm/dd/yyyy. Time may be entered in any increment.

☐ Display Until
Enter dates as mm/dd/yyyy. Time may be entered in any increment.

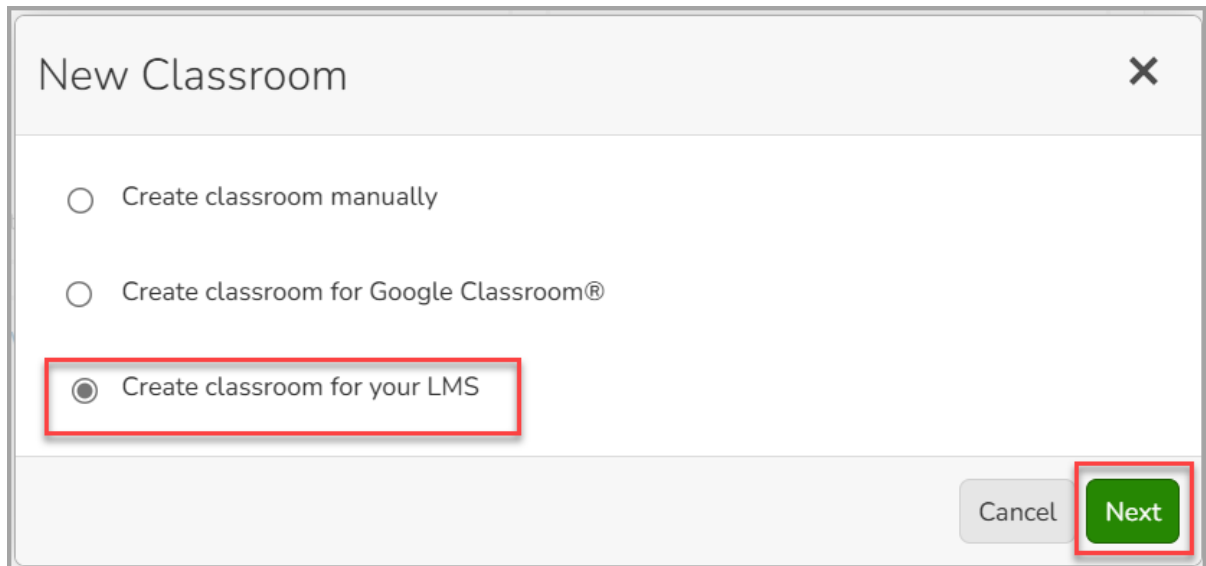
4. Select **“Submit”**.
5. Your GWA Teacher application will now appear with your content.
6. Open the GWA Teacher application by selecting the link to then connect your course to G-W Assessment.



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

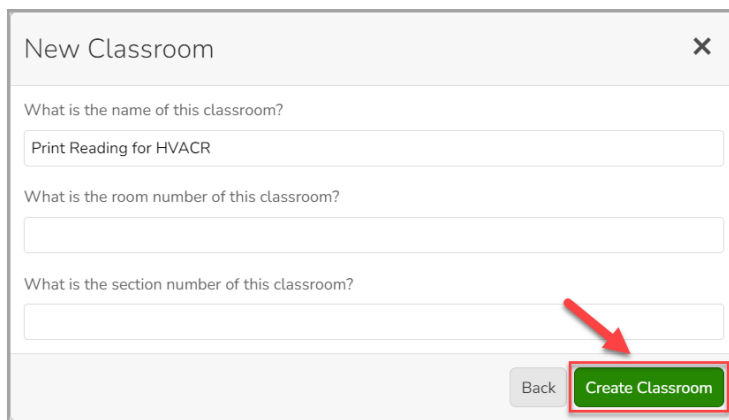


8. In the **New Classroom** modal, select “**Create classroom for your LMS**” then select the “**Next**” button.



The screenshot shows a modal window titled "New Classroom" with a close button (X) in the top right corner. Inside the modal, there are three radio button options: "Create classroom manually", "Create classroom for Google Classroom®", and "Create classroom for your LMS". The "Create classroom for your LMS" option is selected and highlighted with a red rectangular box. At the bottom right of the modal, there are two buttons: a grey "Cancel" button and a green "Next" button, which is also highlighted with a red rectangular box.

9. 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.



The screenshot shows the "New Classroom" modal with three text input fields. The first field is labeled "What is the name of this classroom?" and contains the text "Print Reading for HVACR". The second field is labeled "What is the room number of this classroom?" and is empty. The third field is labeled "What is the section number of this classroom?" and is empty. At the bottom right, there are two buttons: a grey "Back" button and a green "Create Classroom" button, which is highlighted with a red rectangular box. A red arrow points from the "Create Classroom" button towards the section number input field.

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

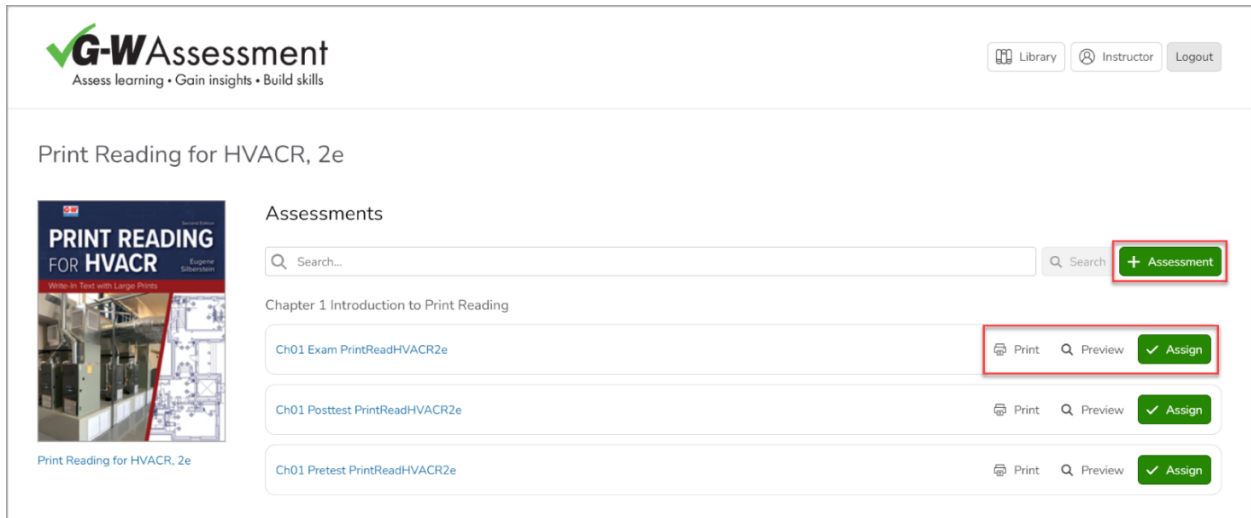
The Assigned Assessment section lists all the assessments assigned to your students. By selecting from the assessment, you can view your students' results.

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 the title to view its assessments.

Assessments Page

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



The screenshot shows the G-W Assessment interface. At the top, there is a logo for 'G-W Assessment' with the tagline 'Assess learning • Gain insights • Build skills'. To the right are buttons for 'Library', 'Instructor', and 'Logout'. The main heading is 'Print Reading for HVACR, 2e'. Below this is a book cover for 'PRINT READING FOR HVACR'. To the right of the book cover is a section titled 'Assessments' with a search bar. Below the search bar is a list of assessments under the heading 'Chapter 1 Introduction to Print Reading'. The first assessment is 'Ch01 Exam PrintReadHVACR2e', which has buttons for 'Print', 'Preview', and 'Assign'. The 'Assign' button is highlighted with a red box. Above the list of assessments is a '+ Assessment' button, also highlighted with a red box.

You can:

1. Create a new assessment using pre-built or custom questions by selecting “**+ 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 (Learn), follow the steps in the [Create Assignments in Blackboard Learn With G-W Assessment](#) section located within this document.

Preview Assessments

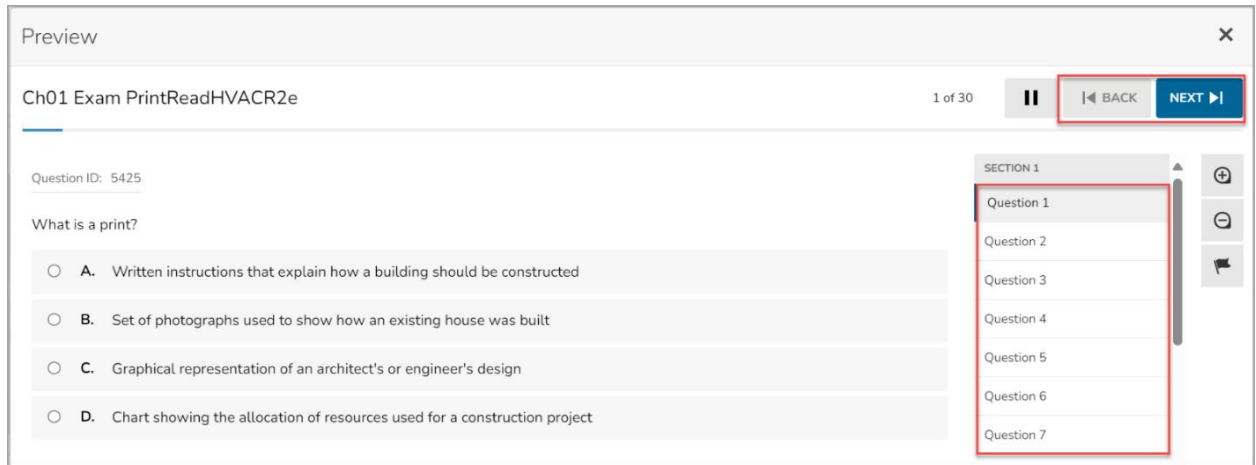
1. To preview the questions in a pre-built assessment, either select the assessment bank link or select the “**Preview**” button.



The screenshot shows a section of the G-W Assessment interface titled 'Chapter 1 Introduction to Print Reading'. Below the title is a list of assessments. The first assessment is '1. Ch01 Pretest PrintReadHVACR2e', which is highlighted with a red box. To the right of the list are buttons for 'Print', 'Preview', and 'Assign'.

2. To navigate to 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.
- 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.

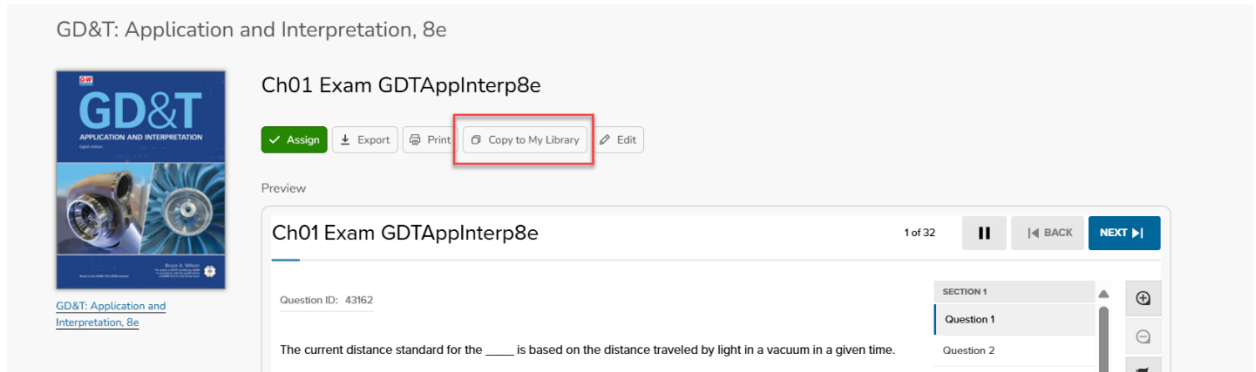
Copying Assessments

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.



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

Cancel

Copy Assessment

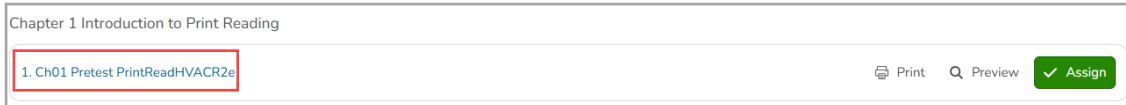
4. Your copied assessment will now appear in the **My Library** section under Assessments.



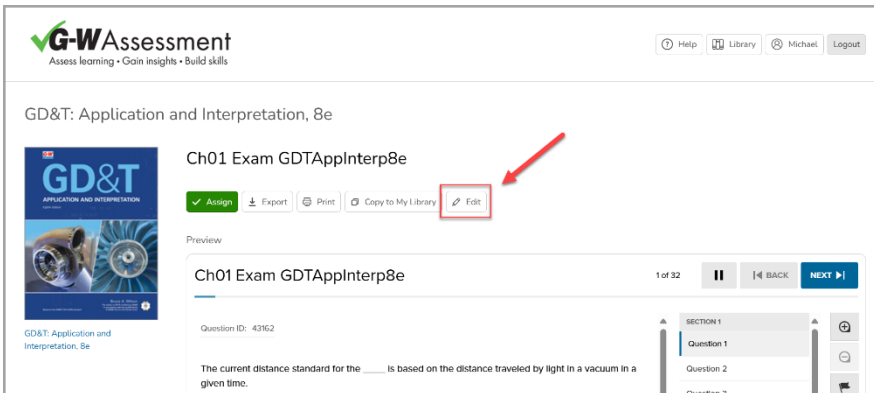
Edit Pre-Built Assessment

To customize a pre-built assessment:

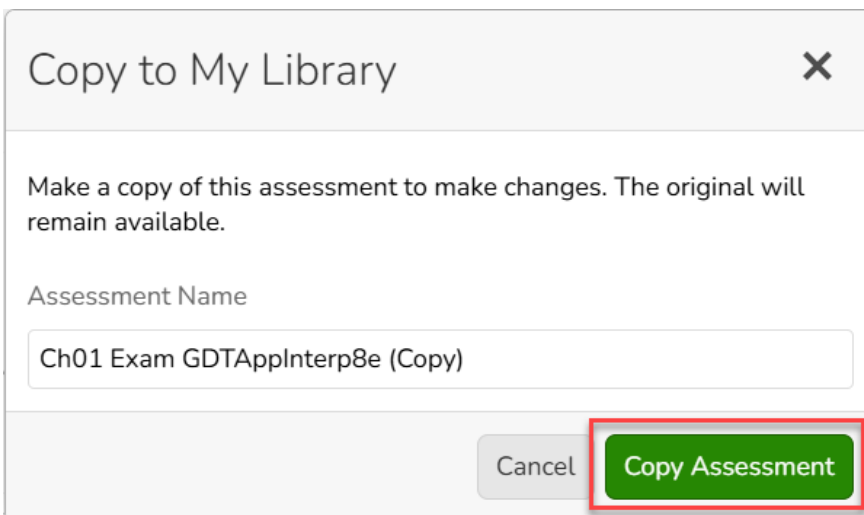
1. Navigate to the Assessment page and locate the desired assessment. Select the assessment link.



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

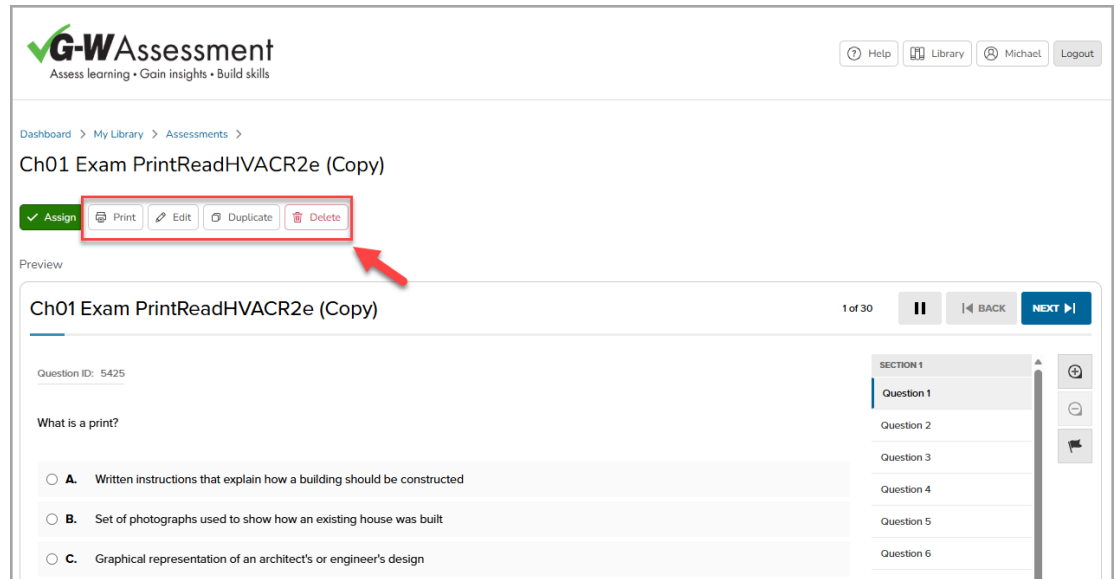


3. Give the copied assessment a new, relevant title then select the “**Copy Assessment**” button.



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.

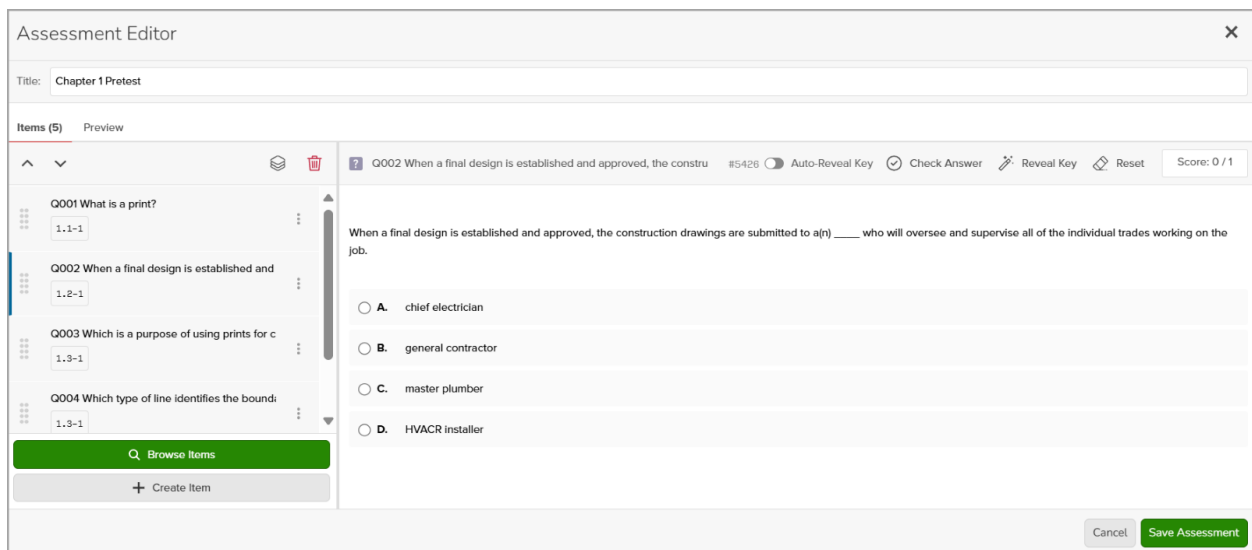
d. **Print:** Select “**Print**” to print this assessment.



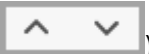
5. Select “**Edit**” to modify the assessment.

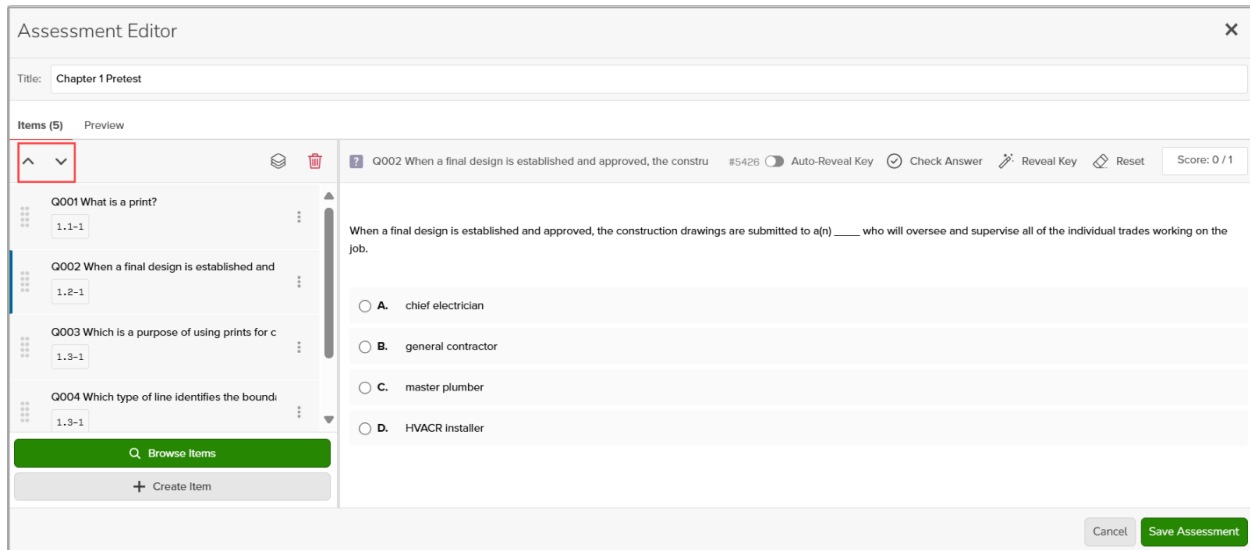
Assessment Editor

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



Preview Items

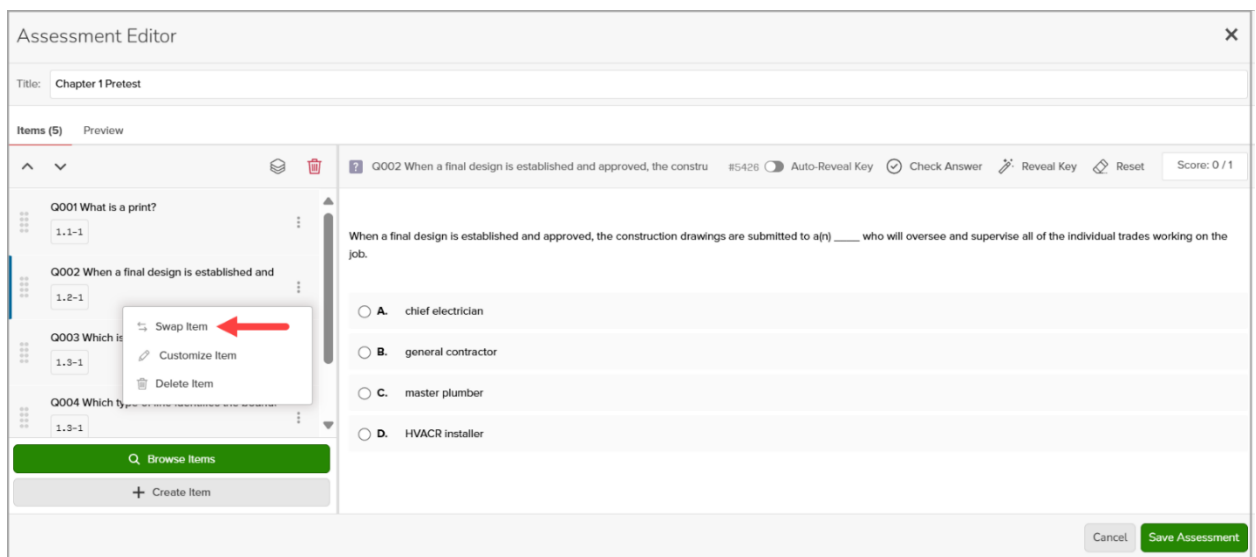
To preview the individual items, select an item or use the up/down arrows () to navigate through the items. Use the **Preview** tab to work through the assessment as a student.



Swap Items

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

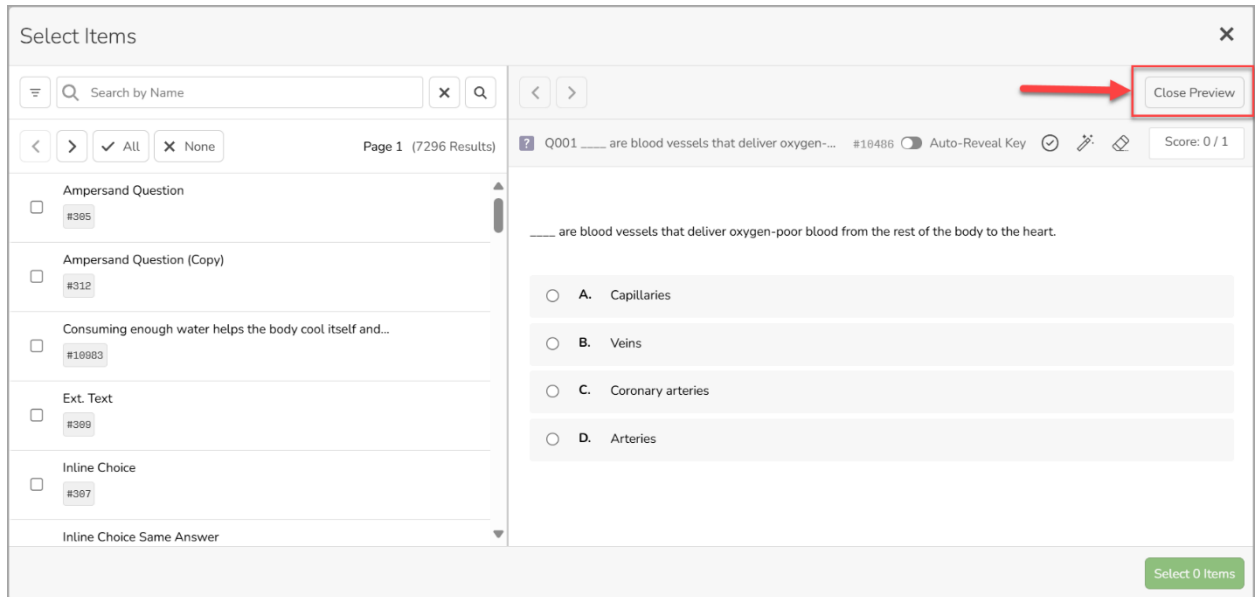
1. Select the kebab (⋮) menu to the right of the question, then select **“Swap Item”**.



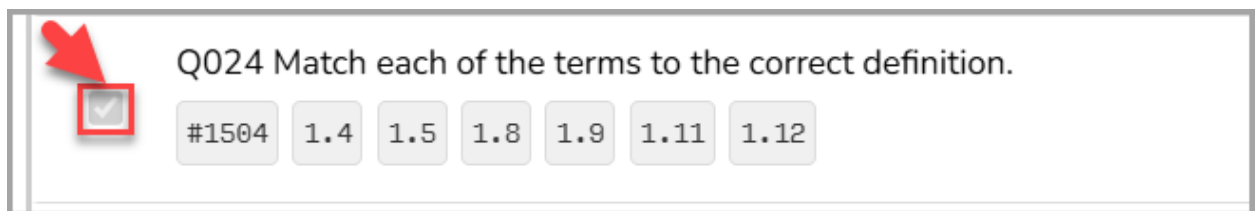
2. The **Select Item** modal will appear. You can filter by (filters will vary by title):

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

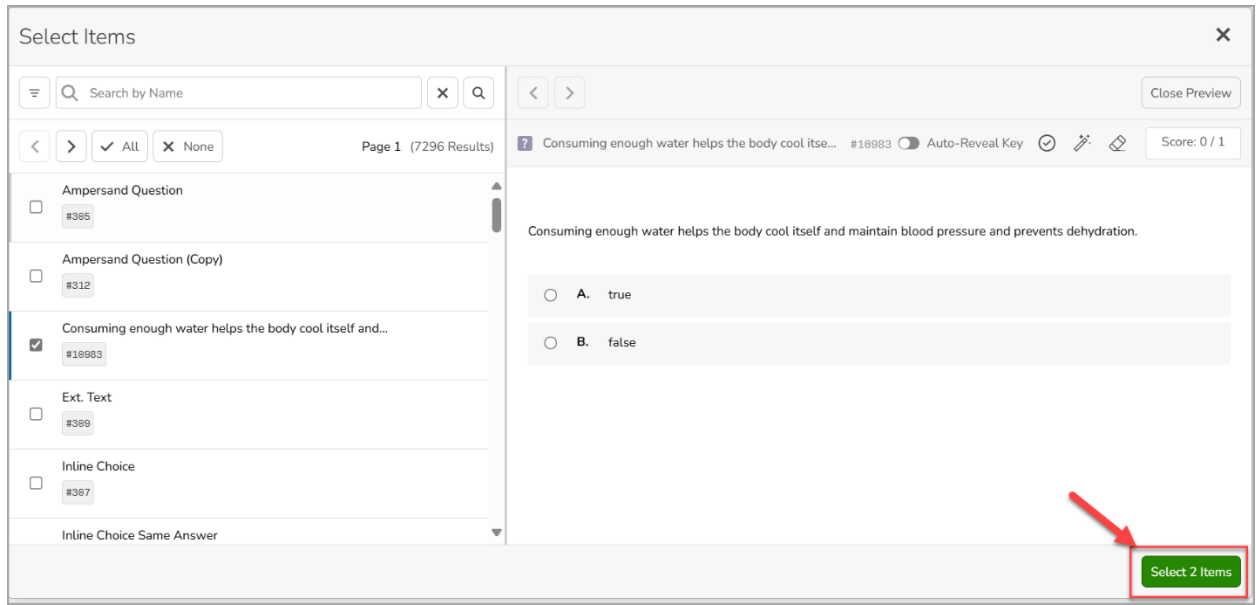
3. Preview an item by selecting it. Select **“Close Preview”** to close the preview modal.



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



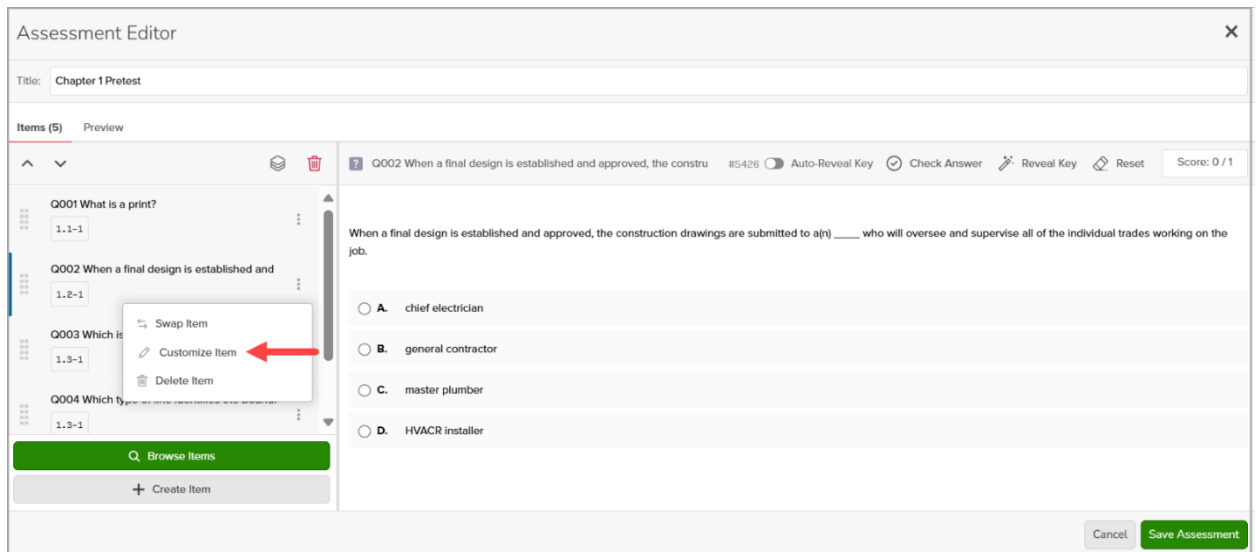
4. After selecting one or more items for swapping, select the **“Select # Items”** button. Select the **“Save Assessment”** button to save your changes.



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.

Item Editor

Q003 The term ____ has become a part of our common vocabulary to (Copy)

Save Close Preview

+ Question

Type: Choice | Guide Me

Question/Prompt

The term ____ has become a part of our common vocabulary to mean *any plan of action or detailed procedure to accomplish a task.*

☐ Multiple Selections ☐ Custom Scoring ☐ Rationales ☐ Shuffle ☐ Rubric ☐ Solution

Options:

A ☒ blueprint

B ☐ instrumental drafting

C ☐ computer-aided drafting

TITLE

Q003 The term ____ has become a part of our comm

BANK

User Content (gw5b7-pi)

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

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 exist. Select the **“Use”** button to modify this question further.

Caution

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

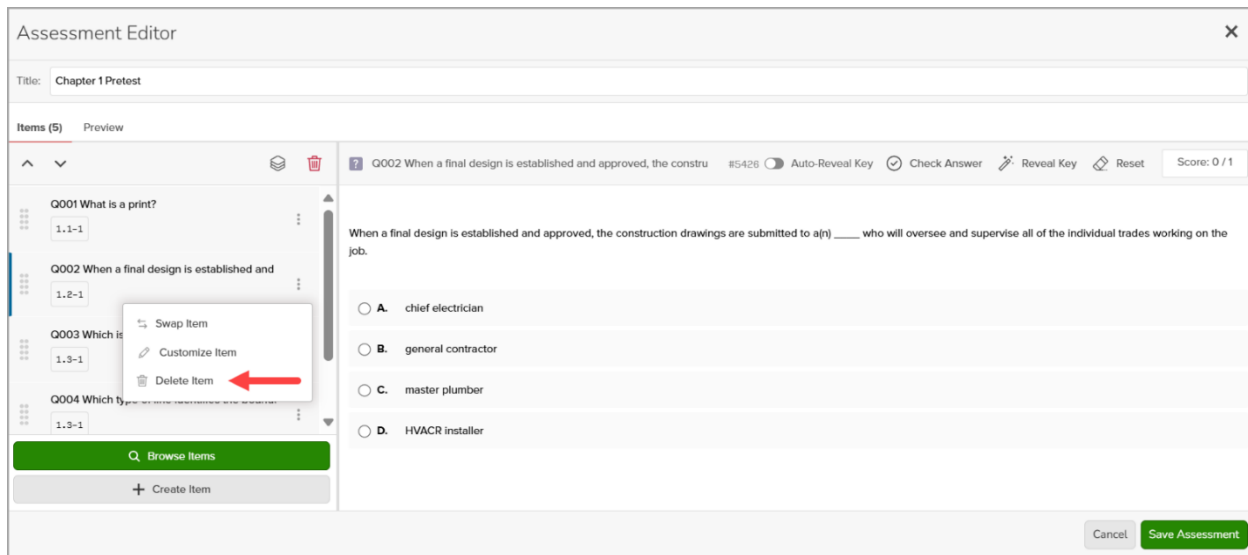
Your other copies of this item:

Q001 After the plumb bob is placed directly over the poin Use

Cancel 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.)

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 constru #5426

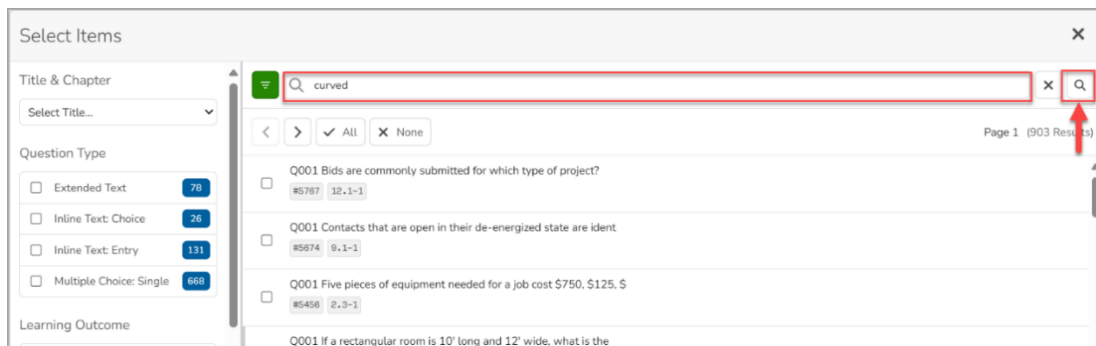
When a final design is established and approved, the construction drawings are submitted to job.

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

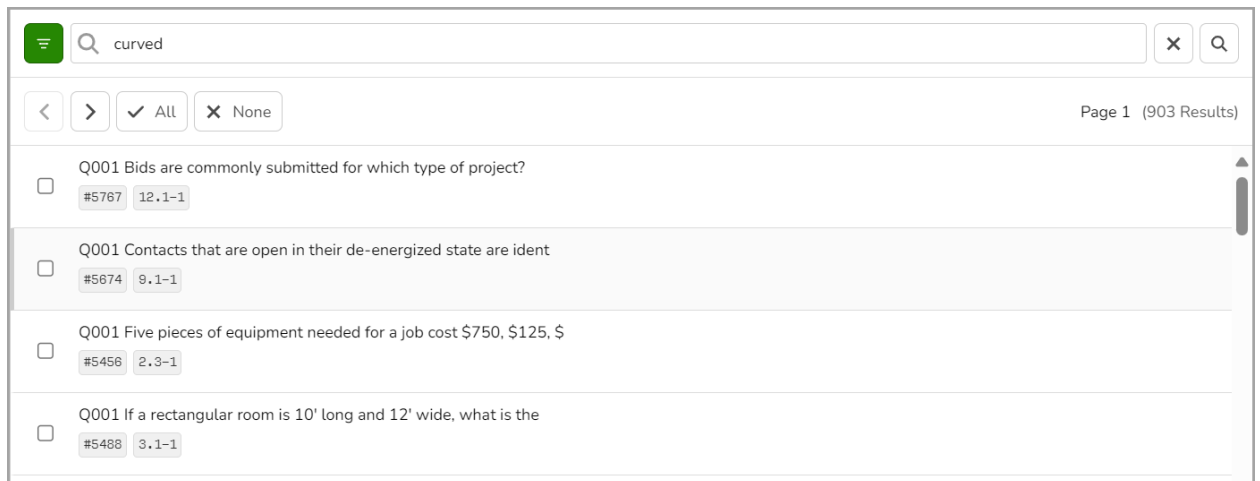
Browse Items

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:

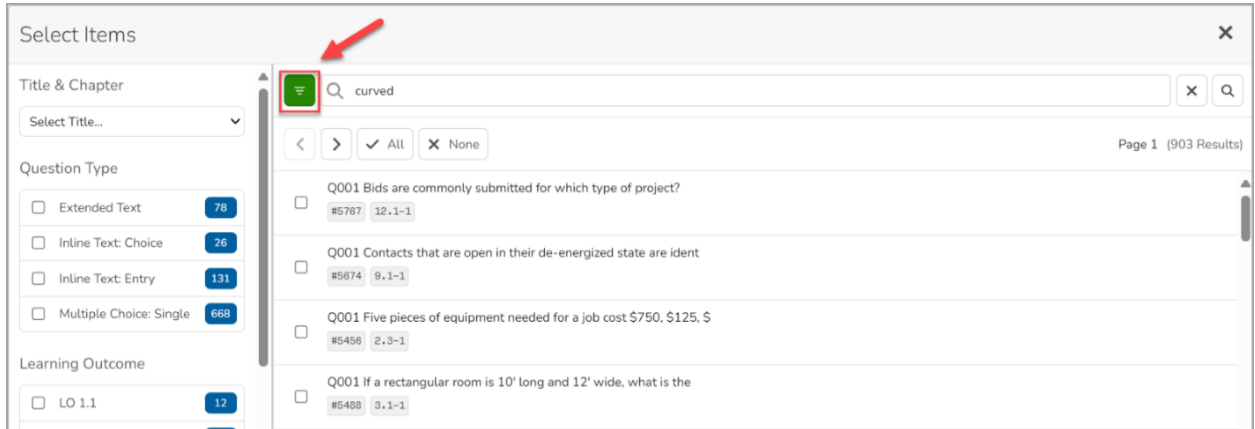


Your search results will then be displayed:

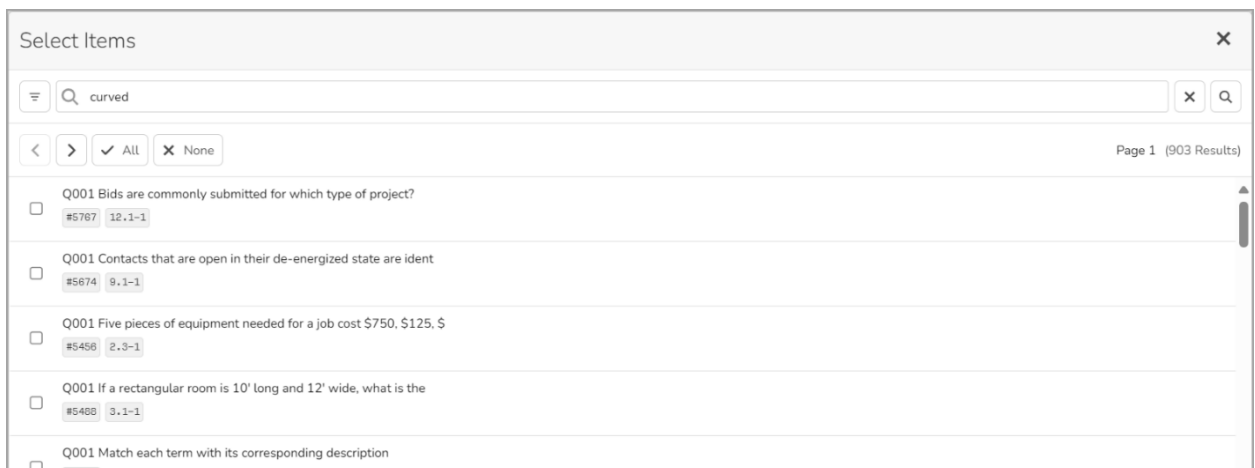


Toggle Filters

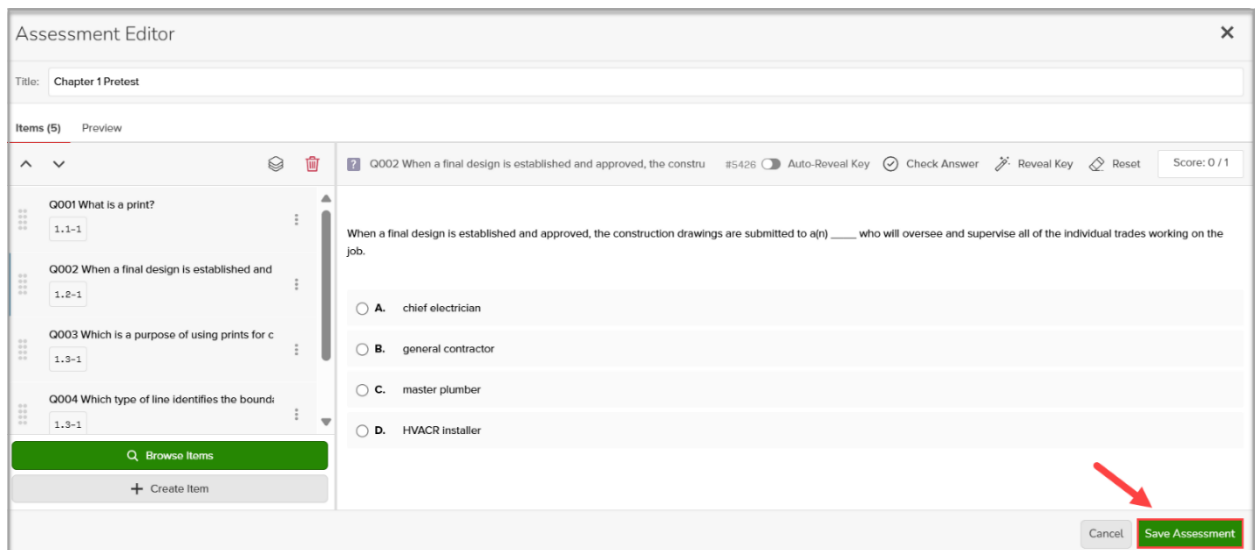
To collapse the filter and maximize the question view, select the strawberry icon () next to the search field:



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.

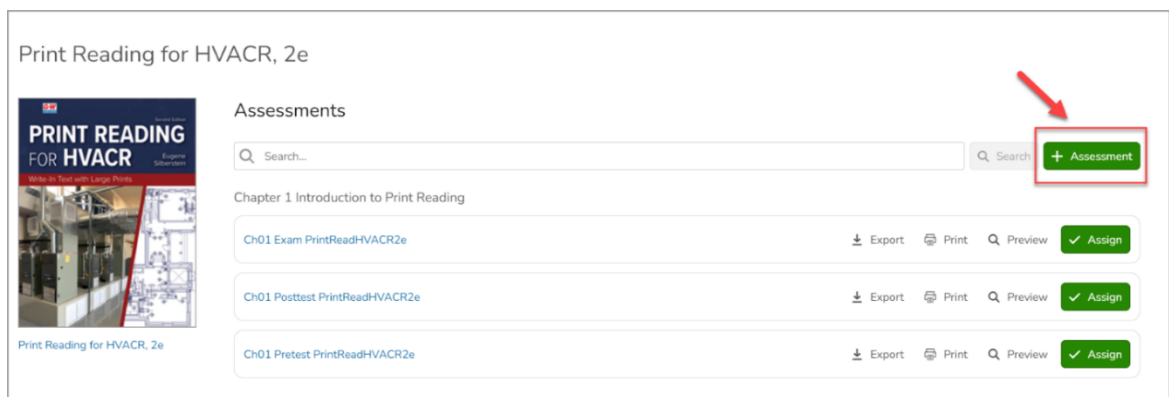


Create Custom Assessment

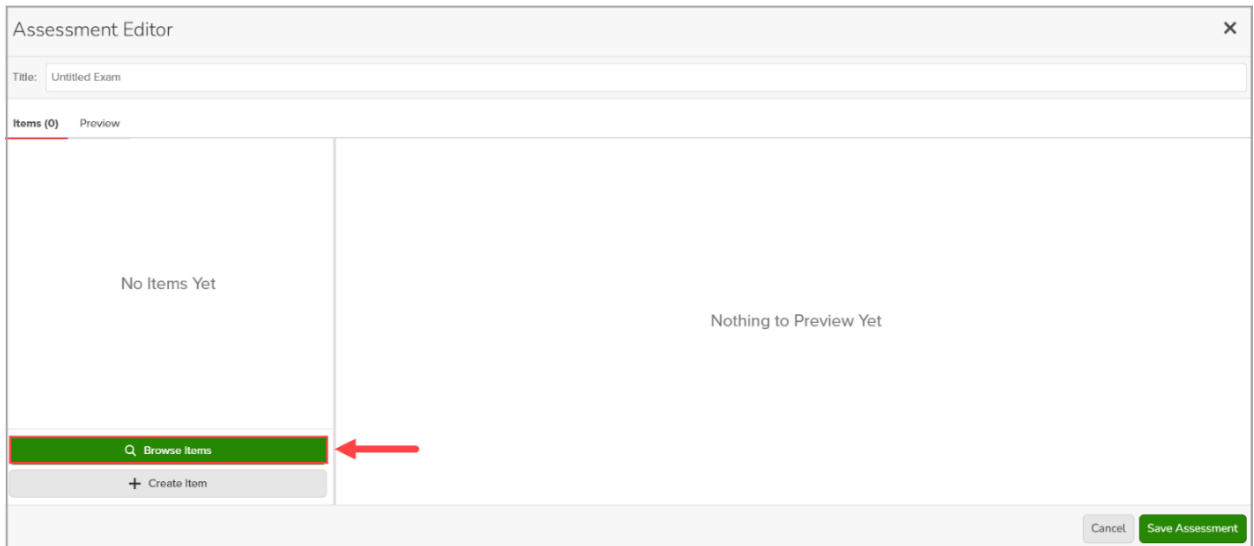
G-W Assessment offers a variety of pre-built, learning outcome-aligned questions. You can use these to create assessments like reviews, midterms, or finals. Alternatively, if you need custom questions for your assessments, you can create those as well.

Create custom assessment with pre-built G-W items

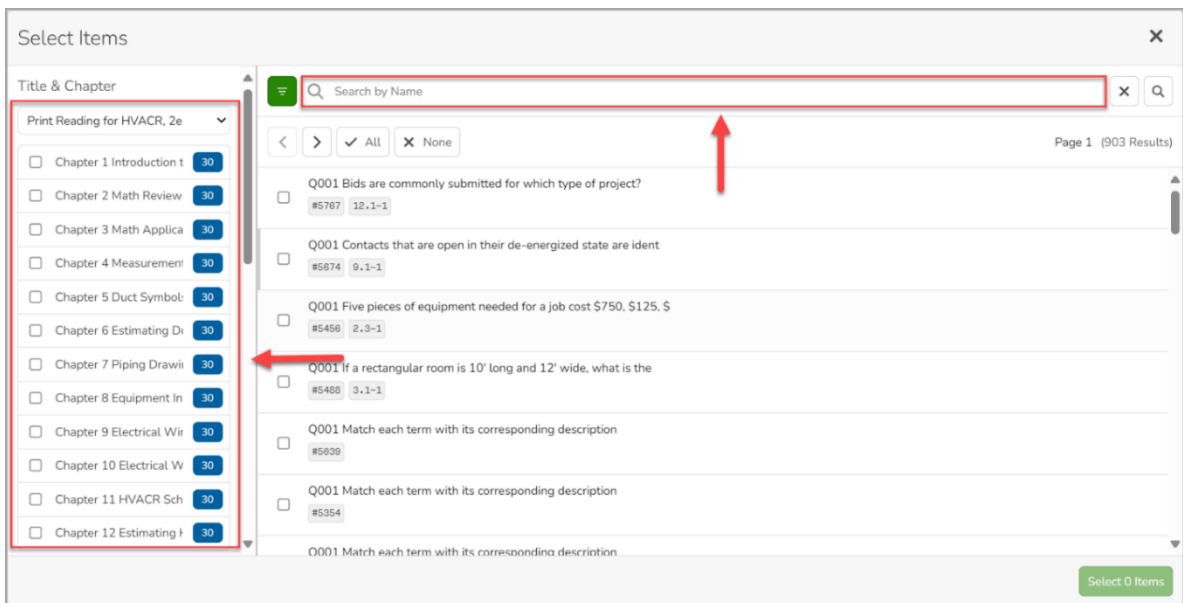
1. To create your own assessment with pre-built G-W items, select the “**+ Assessment**” button on the **Assessments** page.



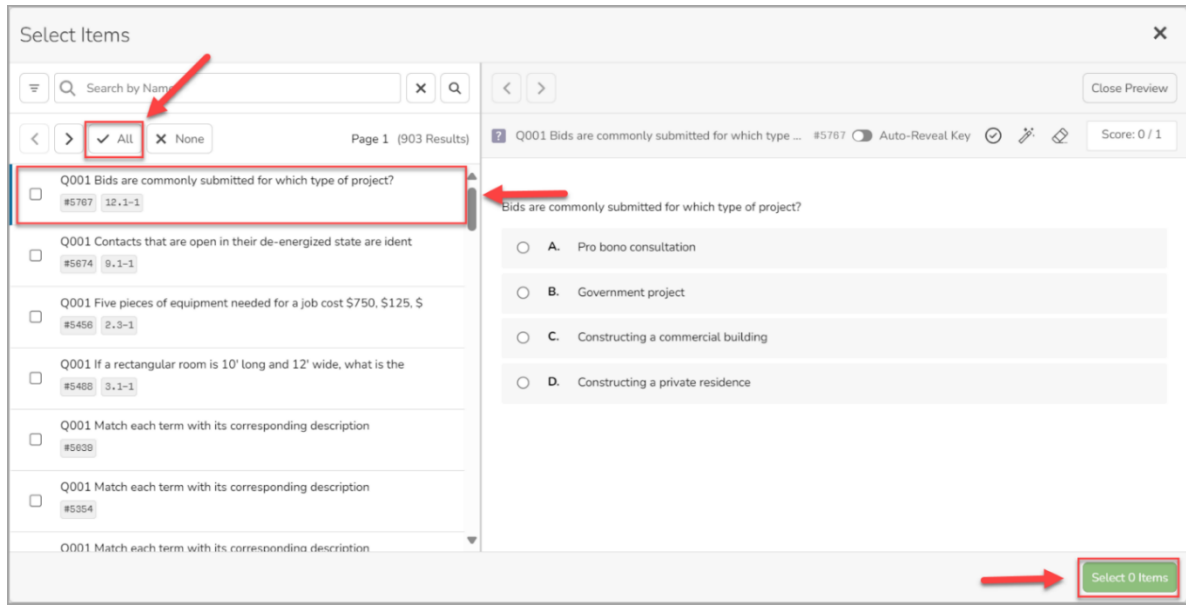
2. To add pre-built assessment questions, select the “**Browse Items**” icon in the **Assessment Editor**.



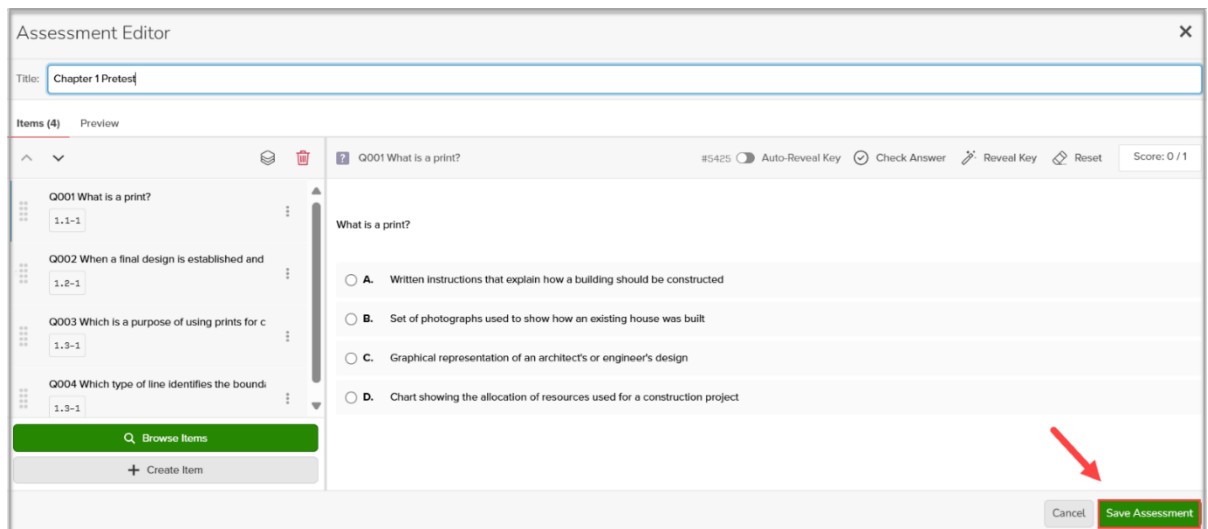
3. Use the filters on the left to narrow your search or enter a keyword on the search field to begin your search



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.

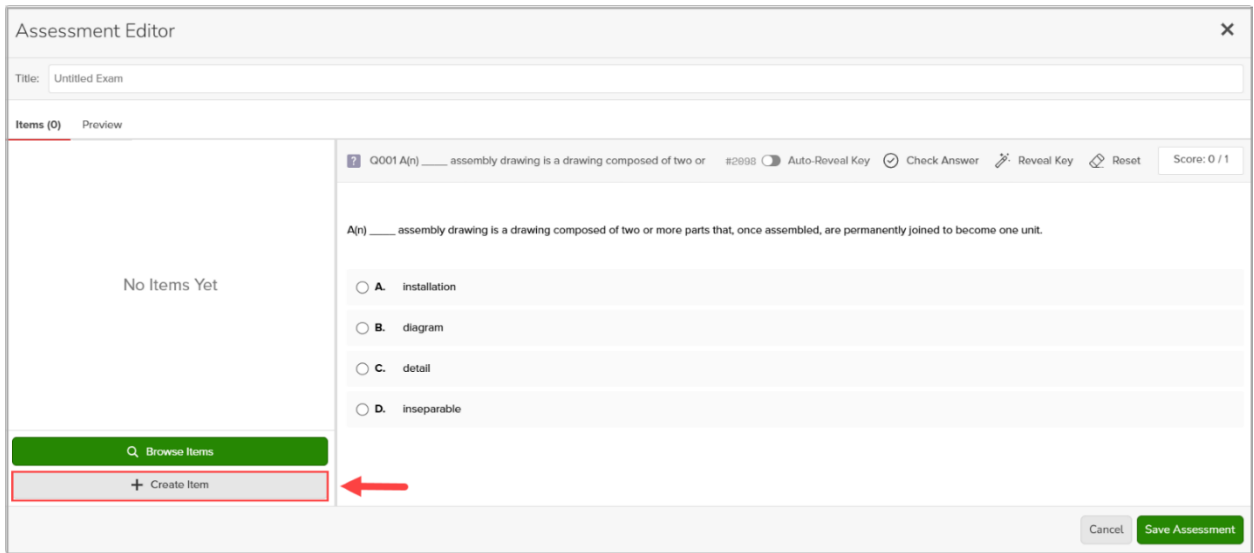


- Once you have finalized the customization of your assessment, select the **“Save Assessment”** button to save your changes.

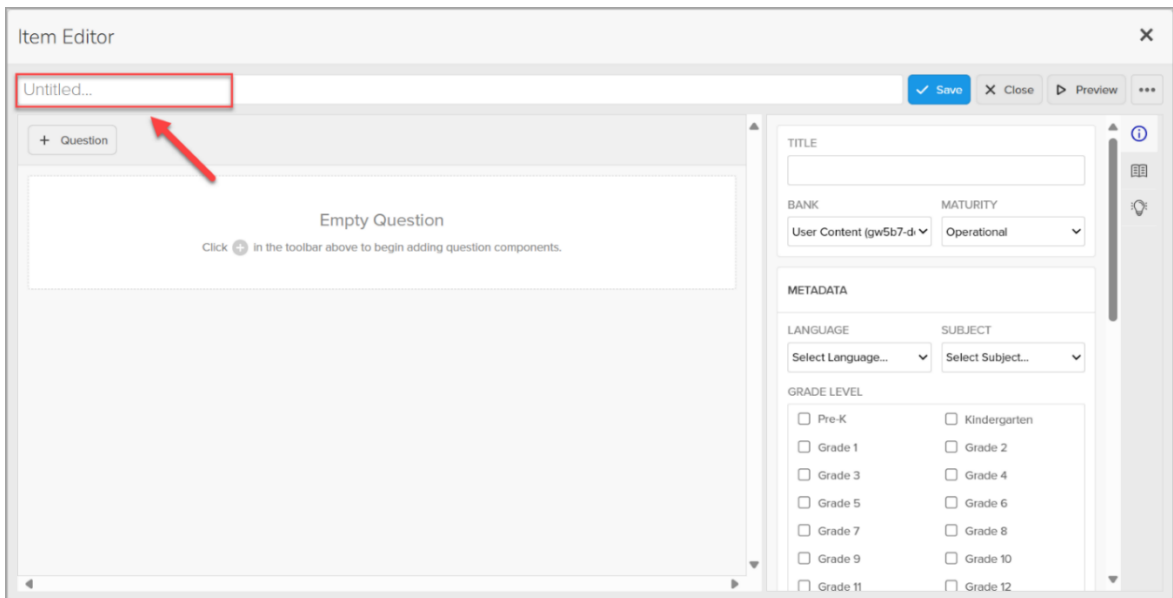


Create new custom items

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

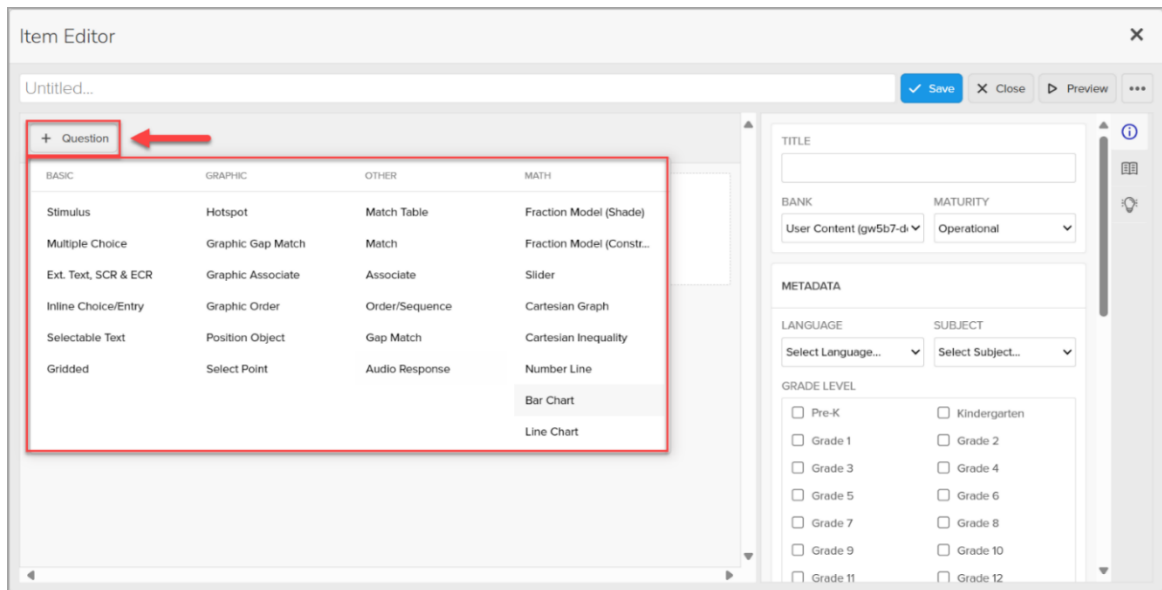


2. In the Item Editor, start by giving your item a title:

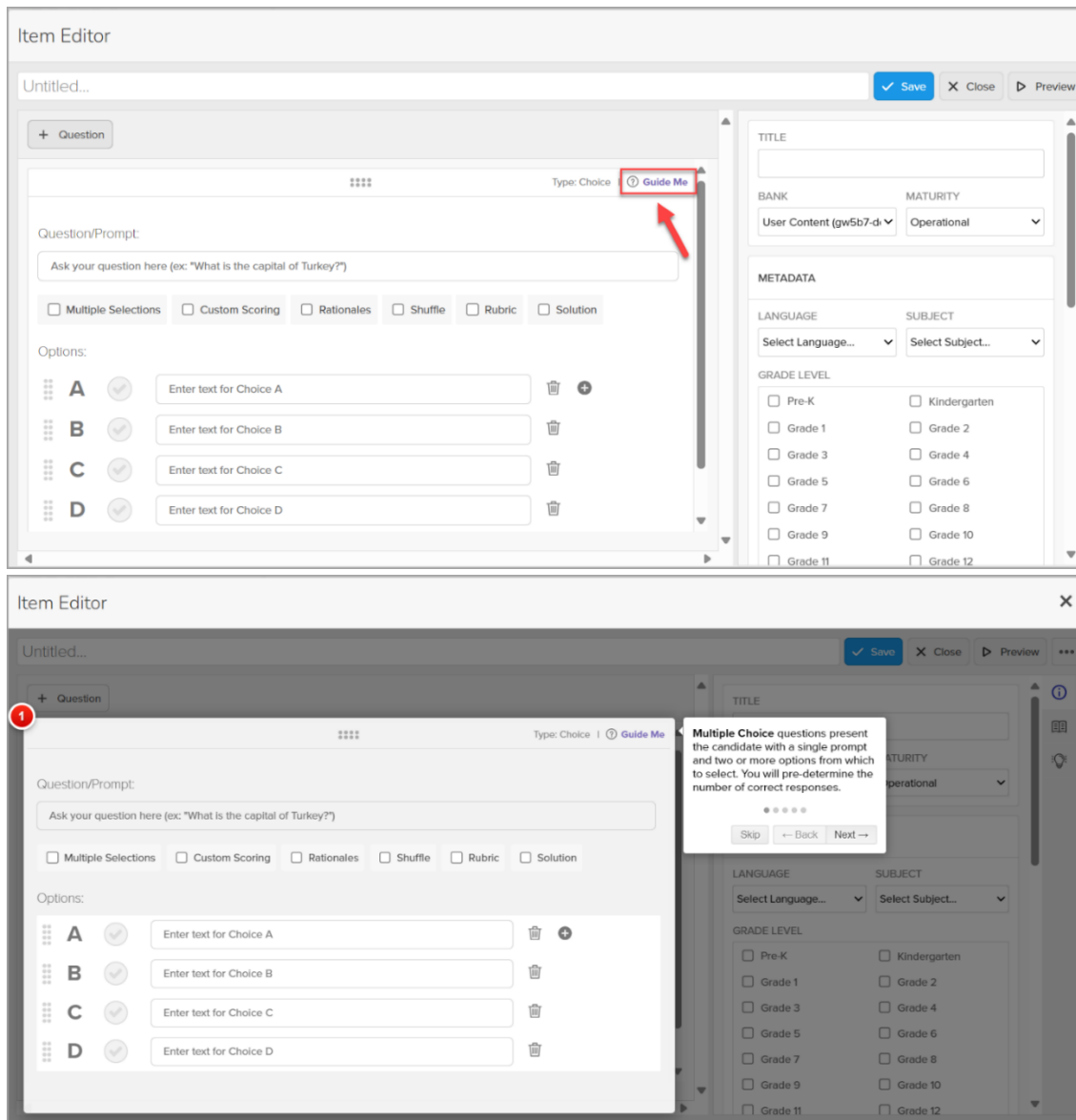


3. To add a new assessment item, select on the “+ Question” button. A dropdown will appear displaying various question types. Select the desired question type.

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.

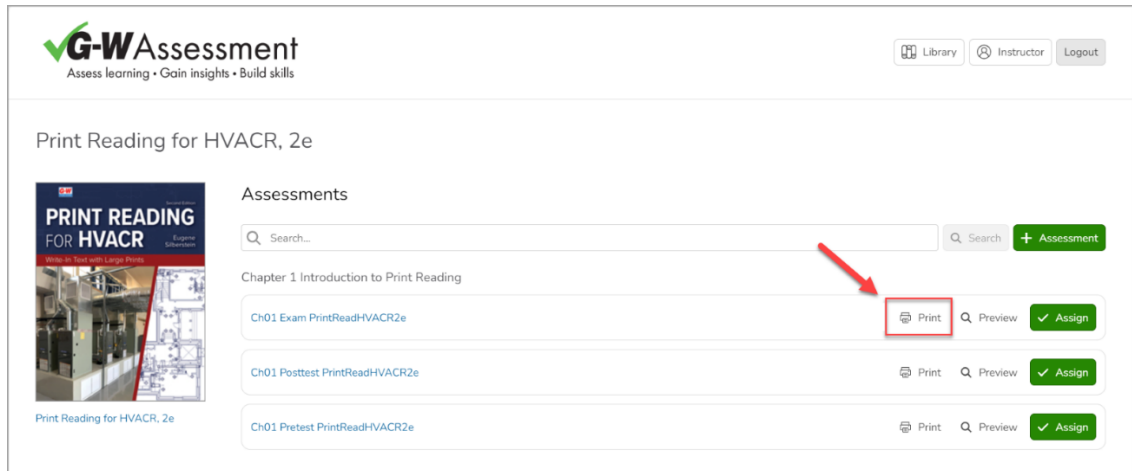


5. Once you have created your item, select **“Save”** to save the item to your assessments.

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



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

Library Instructor Logout

Print Reading for HVACR, 2e

Assessments

Search... Search + Assessment

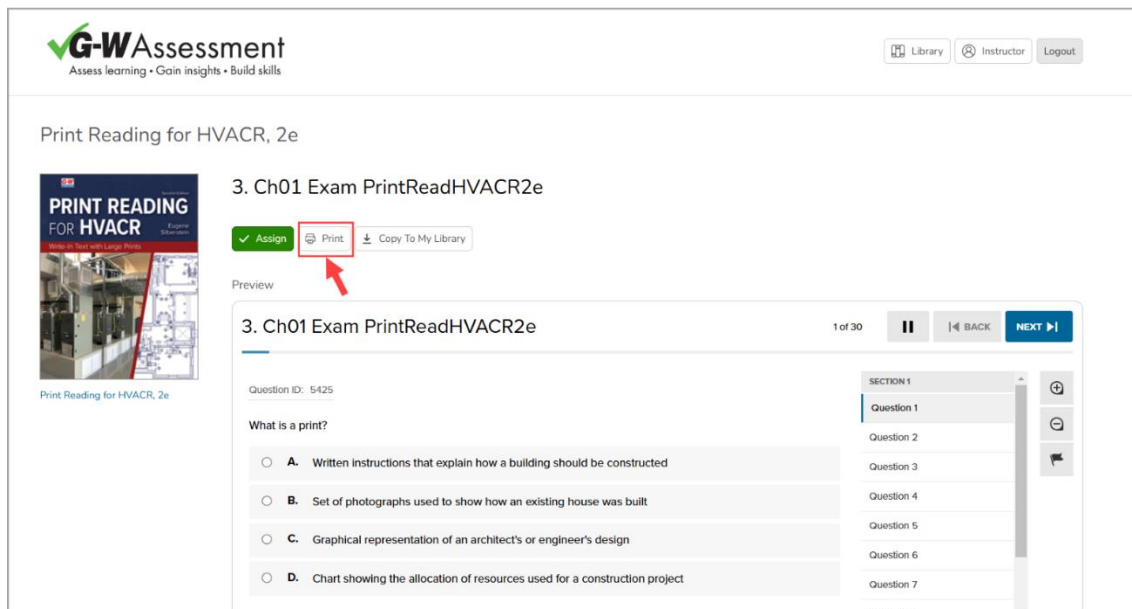
Chapter 1 Introduction to Print Reading

Ch01 Exam PrintReadHVACR2e Print Preview Assign

Ch01 Posttest PrintReadHVACR2e Print Preview Assign

Ch01 Pretest PrintReadHVACR2e Print Preview Assign

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



G-W Assessment
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 || BACK NEXT ▶

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

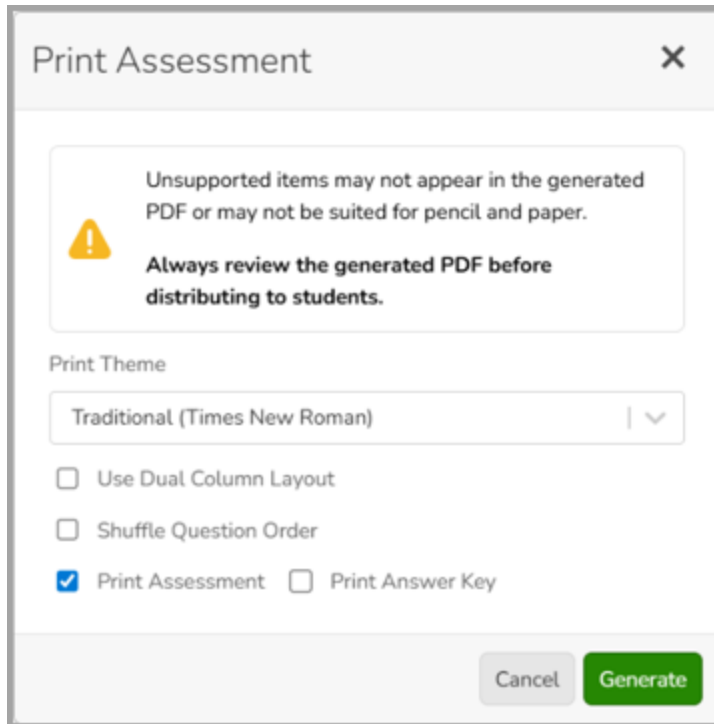
Question 5

Question 6

Question 7

Question 8

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

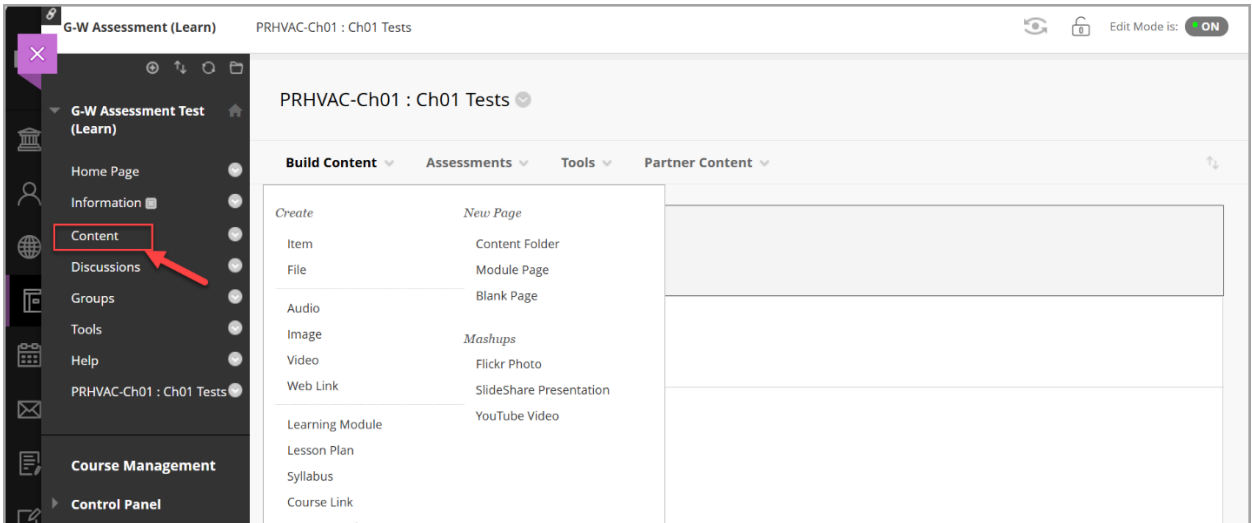
A screenshot of a 'Print Assessment' dialog box. At the top, the title 'Print Assessment' is on the left and a close button 'X' is on the right. Below the title bar is a warning box with a yellow triangle icon containing an exclamation mark. The text inside the warning box reads: 'Unsupported items may not appear in the generated PDF or may not be suited for pencil and paper. Always review the generated PDF before distributing to students.' Below the warning box is a section titled 'Print Theme' with a dropdown menu showing 'Traditional (Times New Roman)' and a downward arrow. Underneath the dropdown are three checkboxes: 'Use Dual Column Layout' (unchecked), 'Shuffle Question Order' (unchecked), and 'Print Assessment' (checked). To the right of 'Print Assessment' is another checkbox 'Print Answer Key' (unchecked). At the bottom right of the dialog are two buttons: 'Cancel' and 'Generate'.

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.

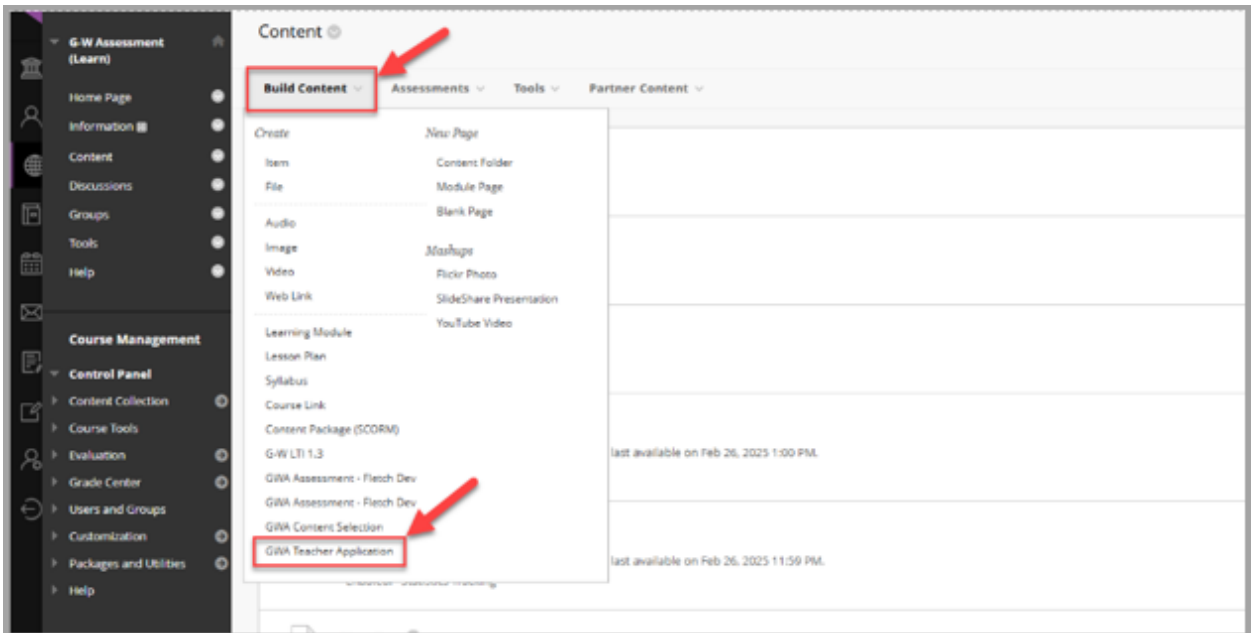
Create Assignments in Blackboard Learn with G-W Assessment

To create an assignment in Blackboard Learn using G-W Assessment:

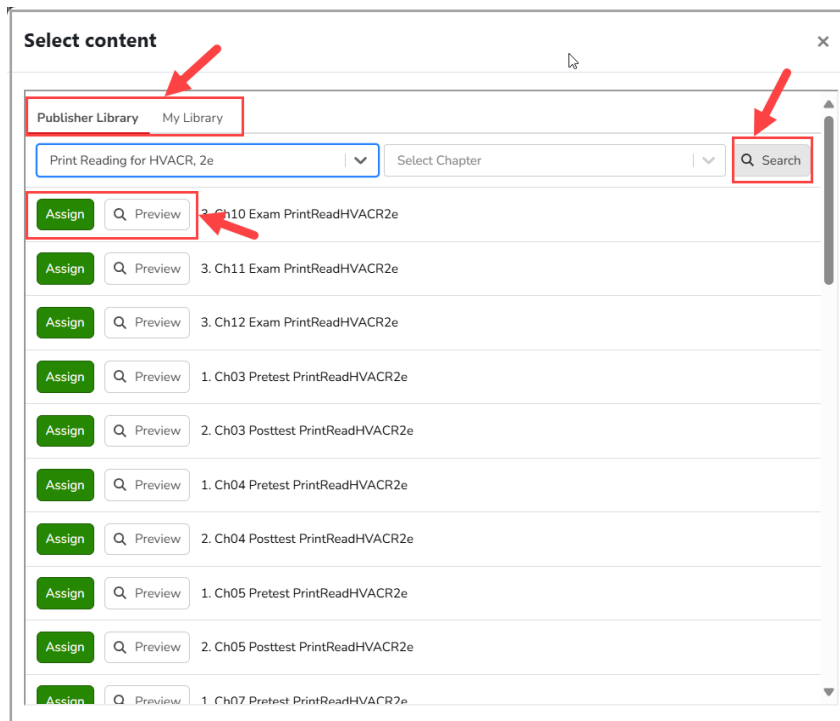
1. Select **“Content”** from the left navigation bar.



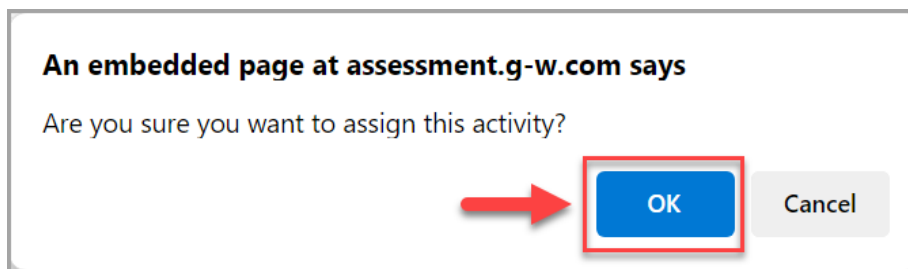
2. Select **“Build Content”** then select **“GWA Content Selection”** (name may vary depending on how your LMS admin have this set up).



3. 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 assessments. You can also use the **Search** feature to narrow your list.



4. Once you have located the assessment, you can:
 - a. Preview – Select **“Preview”** to view the assessment.
 - b. Assign – Select **“Assign”** to assign this assessment to your students.
5. Select Assign, then confirm by selecting **“OK”** on the pop-up modal.



6. You will be returned to the New External tool page. Name the assignment and apply any additional policy settings 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. 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 the **“More Options”** button and then selecting **“Settings”** button near the top of the page.



The screenshot shows the Blackboard Learn interface for an assessment titled "1. Ch01 Pretest EmLit1e". The page is in "In Progress" status. A red arrow points to the "More Options" button (three vertical dots) in the top right corner. Another red arrow points to the "Settings" option in the dropdown menu that appears. Below the menu, a table displays student scores for five items. The table has columns for item numbers 1 through 5 and an "AVERAGE" column. The rows show scores for "All Students" and "Student 1".

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

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)

↺

☐ Practice (scores not included in roll-up data)

↺

Tools & Supports

☐ Enable Highlighter

↺

☐ Enable Line Reader

↺

☒ Enable Option Eliminator

↺

Calculator Type

None

▼

Upon Completion...

☒ Reveal the student's score

↺

☒ Reveal the student's responses

↺

☒ Reveal the correct answers

↺

Retake Preferences

Number of Attempts (1-99, 0 = Unlimited)

1

▼

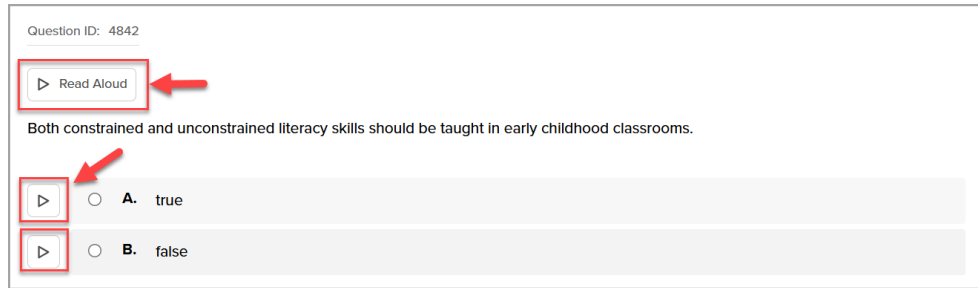
Cancel

Submit

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

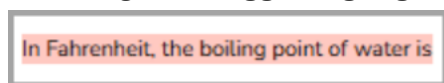
- **Shuffle answer choices:** Randomize the order in which students see the answer choices. This feature is only available for multiple choice questions.
- **Shuffle question order:** Randomize the order in which students see questions.
- **Enable Read Aloud:** Students will have the option to have questions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

() and **“Read Aloud”** buttons.



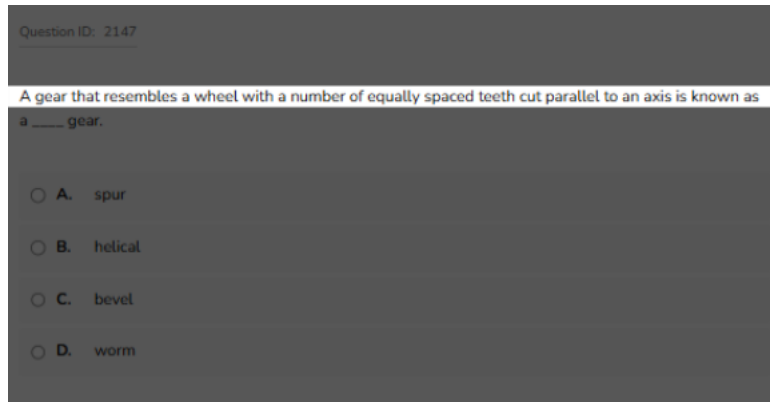
- **Practice:** When selected, the assessment will no longer send scores to the LMS gradebook. All other policy settings will function normally, and students will receive a message that the assessment was taken in practice mode. The assessment will still appear in the gradebook as a line item, but no 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.
- **Note:**
 1. If you switch an assessment from Practice mode to Graded, use the **“Resend Scores to LMS”** feature to send the scores that were recorded while in Practice mode.
 2. If you switch an assessment from Graded to Practice after students have already completed it, you may need to manually clean up any previously sent scores in their LMS.
- **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.

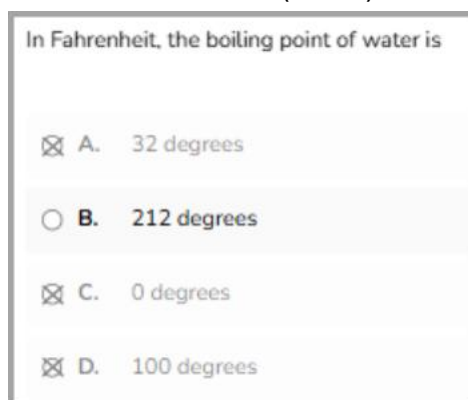
- **Enable Line Reader:** Students will have the option to have a single line of text visible at a time by selecting the **“Toggle Line Reader”** button ().



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.

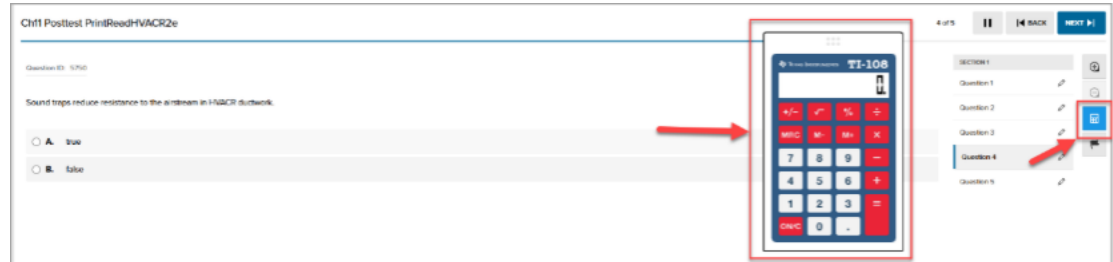
- **Enable Option Eliminator:** Students will have the option to cross out answers they believe to be incorrect by selecting the “**Option**

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.



The built-in calculator provides an integrated, easy-to-use tool that reduces the need to switch between resources, allowing for a more equitable and lower-stress testing environment.

- **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.

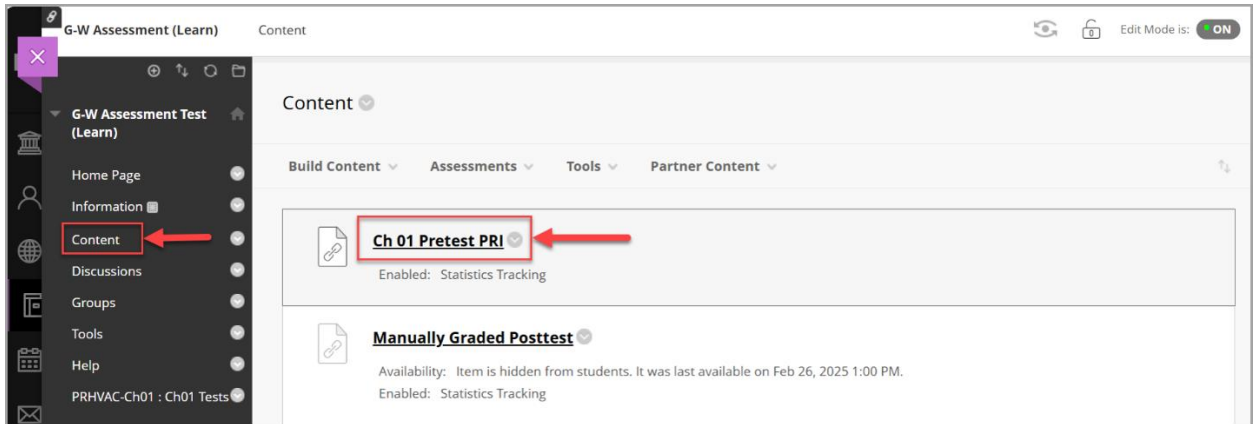
Note: If both “**Reveal the student’s score**” and “**Reveal the correct answers**” are toggled off, students will only see a “Your work has been submitted” message after completion.

- **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.
- Select “**Submit**” once all your settings have been adjusted.

Assignment Results

Viewing Student Item and Standards Results

1. Navigate to your course and select **“Content”**.
2. Select the assignment you wish to view.



3. You will be directed to the **Results By Item** tab for that assignment, where student results are initially displayed anonymously.

The screenshot shows the 'Results By Item' page for '1. Ch01 Pretest EmLit1e'. It includes a filter by name, a refresh button, a scores button, and a 'Reveal Names' toggle. Below is a table showing student results.

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

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

Note: Student order is randomized when names are hidden.

1. Ch01 Pretest EmLit1e

In Progress

Results By Item Results By Standard

Filter by Name...

Refresh Scores Reveal Names

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

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

1. Ch01 Pretest EmLit1e

In Progress

Results By Item **Results By Standard**

Filter by Name...

Refresh Scores Reveal Names

Student order is randomized when names are hidden

	1.1	1.2	1.3	1.4	AVERAGE
All Students	100%	100%	100%	0%	80%
Student 1	100%	100%	100%	0%	80%

6. 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%

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

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:

1. In the assignment, select the **"Scores"** button.

Blackboard Learn Content 1. Ch01 Pretest EmLit1e

1. Ch01 Pretest EmLit1e

In Progress

Results By Item Results By Standard

Filter by Name...

Refresh Scores Reveal Names

Student order is randomized when names are hidden

	1.1	1.2	1.3	1.4	AVERAGE
All Students	100%	100%	100%	0%	80%
Student 1	100%	100%	100%	0%	80%

2. 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'. To its right are up and down arrow buttons. Further right is a 'Select Session' dropdown menu. A red box highlights the 'Question' dropdown, and a red arrow points to it. Another red box highlights the 'Select Session' dropdown, and a red arrow points to it. Below the dropdowns, 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, there 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. The 'Question' dropdown now displays 'Q006 Active listening is demonstrated by maintaining eye contact'. The 'Select Session' dropdown now displays 'Phoebe Harper'. To the right of the 'Select Session' dropdown are left and right arrow buttons. Below the dropdowns, 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, there are two radio button options: 'A. true' (selected) and 'B. false'. To the right of the 'A. true' option is a red 'X' button. Below the 'Select Session' dropdown, there is a 'Scored a' input field with the value '0' and 'out of 1' text. To the right of the input field are a green checkmark button and a red trash can button. A red box highlights the 'Select Session' dropdown, and another red box highlights the 'Scored a' input field and the checkmark/trash buttons.

4. Enter the point value into 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 **“Content”**. Select the assessment you wish to edit.

- 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.*

The screenshot shows the 'Results By Item' interface. At the top, there's a tab for 'Results By Item' and a sub-tab for 'Results By Standard'. Below this, a message states: 'Student order is randomized when names are hidden'. A search bar labeled 'Filter by Name...' is present, along with a 'Refresh' button and a 'Scores' button (highlighted with a red box and an arrow). To the right of the 'Scores' button is a 'Reveal Names' toggle. A red-bordered box contains the message: 'These results contain responses that require manual grading. Ungraded responses are shaded in gray. Click Scores button (above) to apply scores to these responses.' Below this, a table shows student scores for items 1 through 8. Item 8 is shaded gray, and its score is 0%, with a red arrow pointing to it. The 'All Students' row shows scores of 0%, 100%, 100%, 100%, 0%, 100%, 0%, and an average of 0%.

- Select the shaded gray box to grade that question directly or select the **“Scores”** button to grade all manual questions.
- Enter the point value in the provided box. Select the **“Check mark”** button () to save the score and update the student’s total.

The screenshot shows the 'Modify Scores' dialog box. It has a title bar with a close button (X). The question is 'Q039 Identify the four emergent literacy components'. The student is 'Phoebe Harper'. There is a 'Show Key' toggle. The score is currently 0 out of 1. A red box highlights the 'Scored a' input field, the 'out of 1' text, and the green checkmark button. Below the question, there is a text area with a rich text editor toolbar. The text area contains the following text: 'Shared reading', 'Read alouds', 'Label-rich environments', and 'Phonological awareness activities'.

- 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

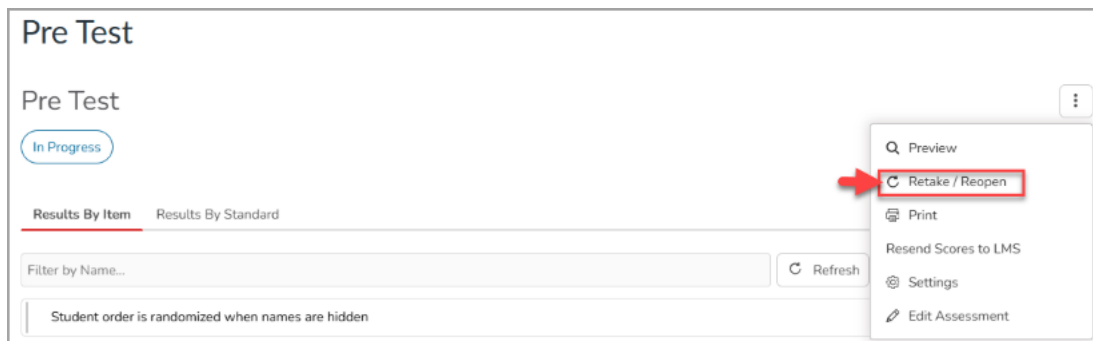
Retake/Reopen Assessment

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

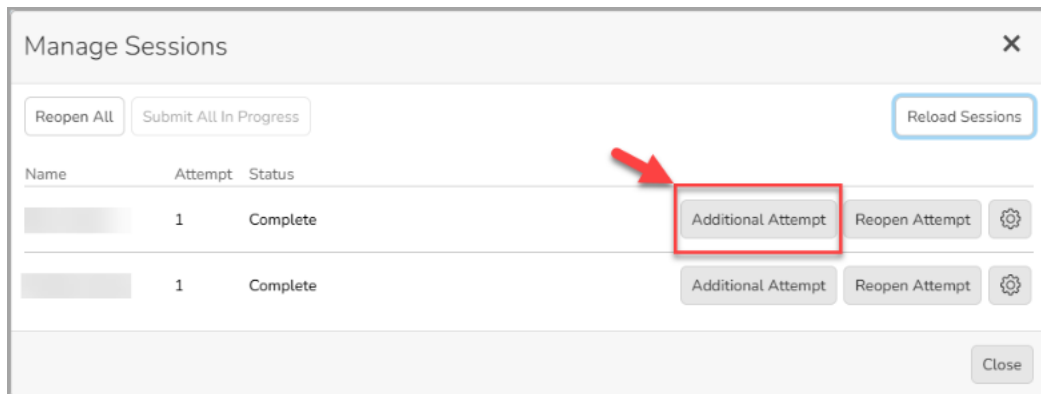
1. From the assessment results page, select the **More Options** button.



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

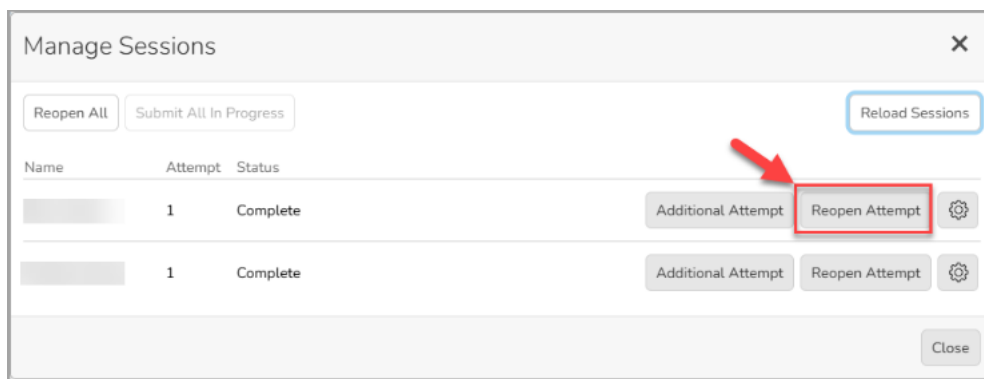


3. The **Additional Attempt** option allows you to grant a student a fresh start on an assessment. Select the **“Additional Attempt”** button and then **“Grant Attempt”**; this will provide the student with a new additional attempt. Previous attempts are still retained.

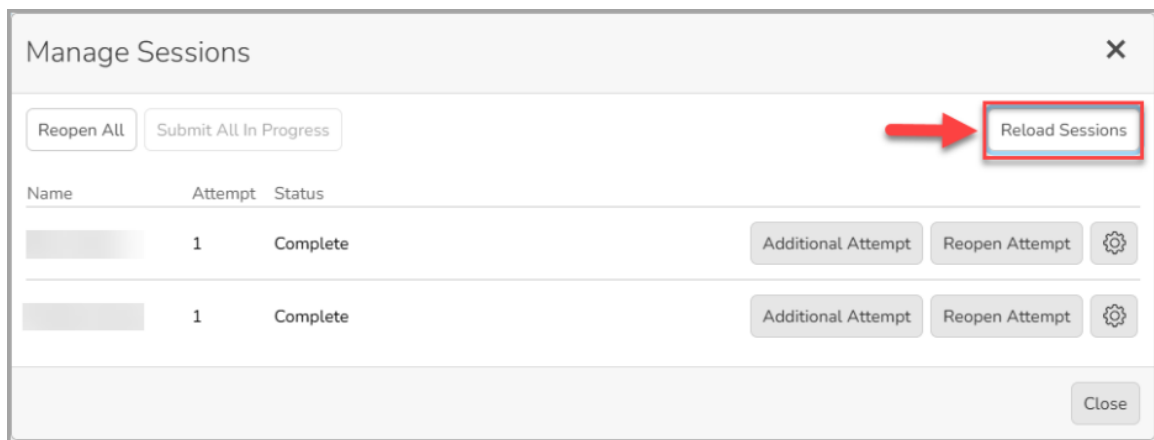


- The **Reopen** option allows you to let a student continue working on an assessment they have previously submitted. To do this, select **“Reopen Attempt”** and then select **“Reopen Submission”**.

Important: When reopening or allowing a student to retake an assessment, please make sure the assessment due date has not expired in your LMS.



- 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

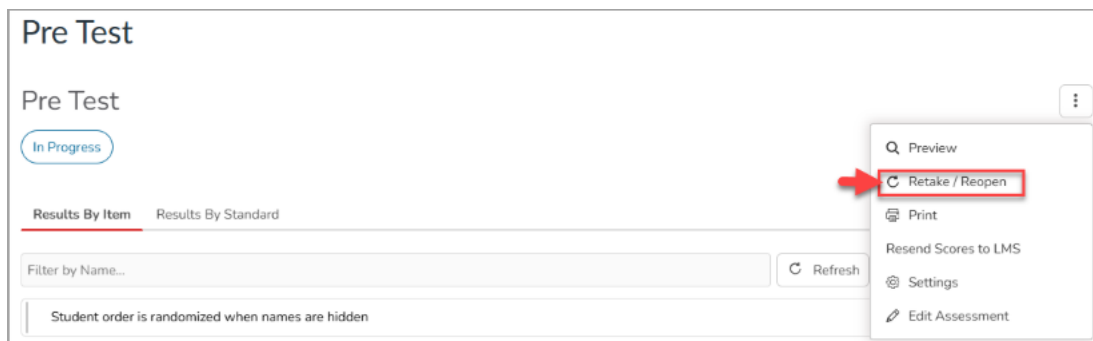
Results By Item Results By Standard

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 Scores Reveal Names

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.



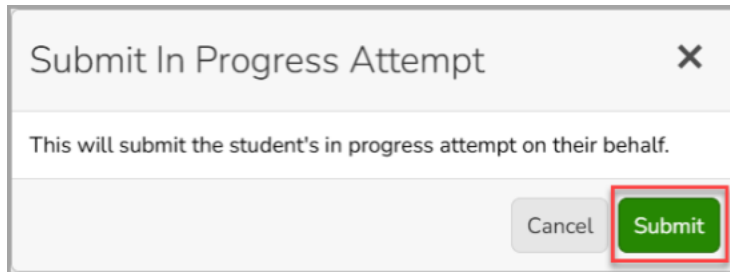
Manage Sessions

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.



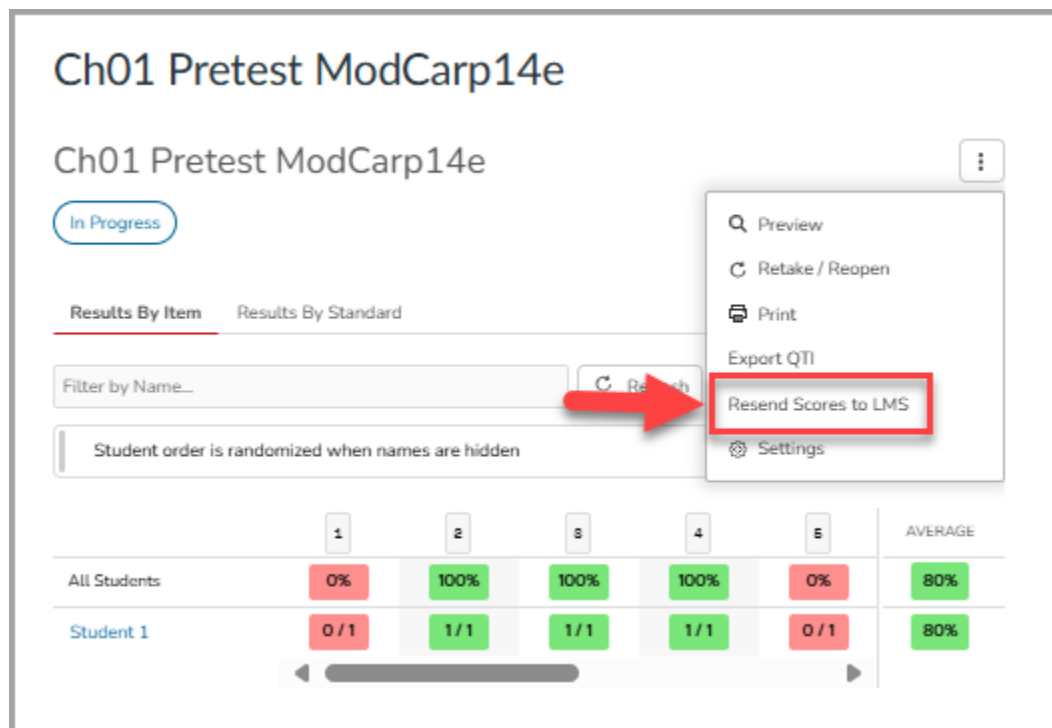
Note: Any automatically graded questions that had answers will still be automatically graded, but manually graded questions will still need to be scored.

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.



Ch01 Pretest ModCarp14e

Ch01 Pretest ModCarp14e

In Progress

Results By Item Results By Standard

Filter by Name... Refresh

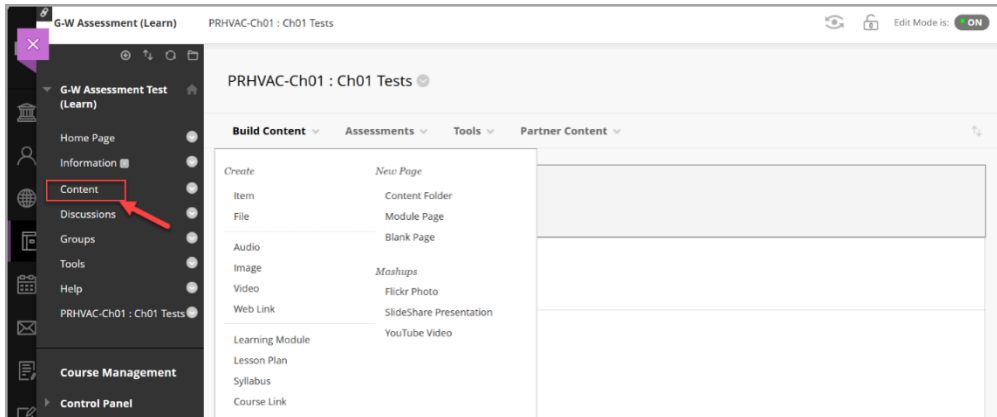
Student order is randomized when names are hidden

	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%

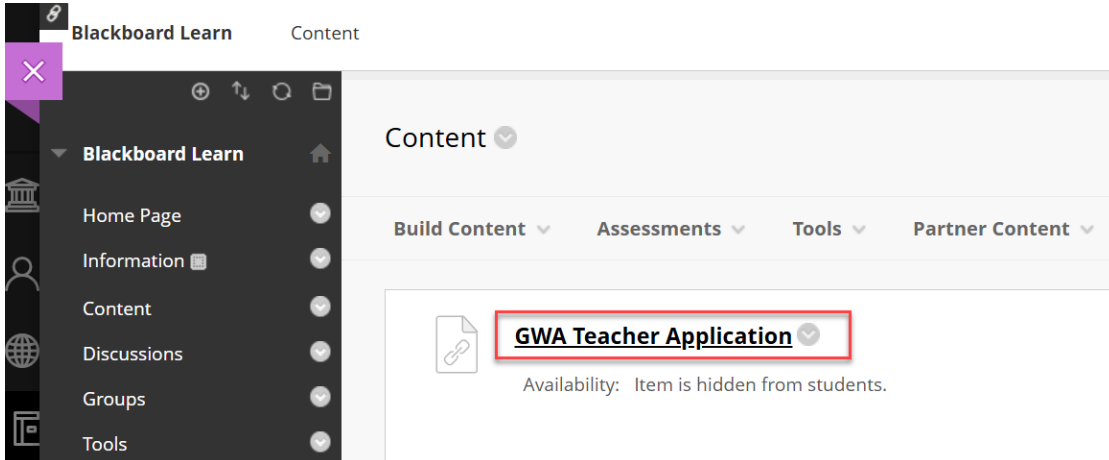
Course Copy

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

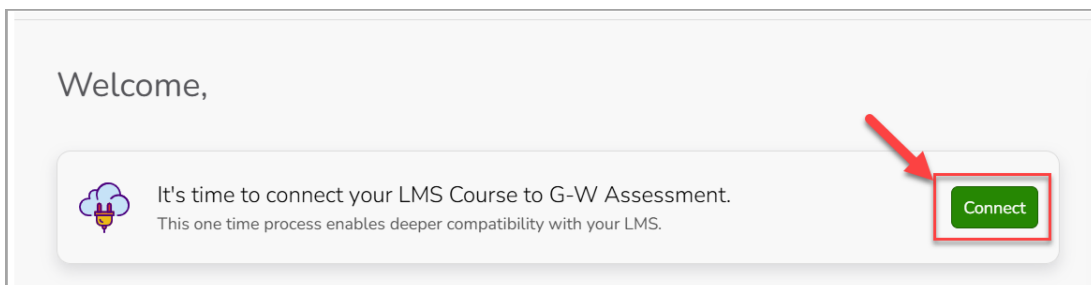
1. In your copied course, select **“Content”**.



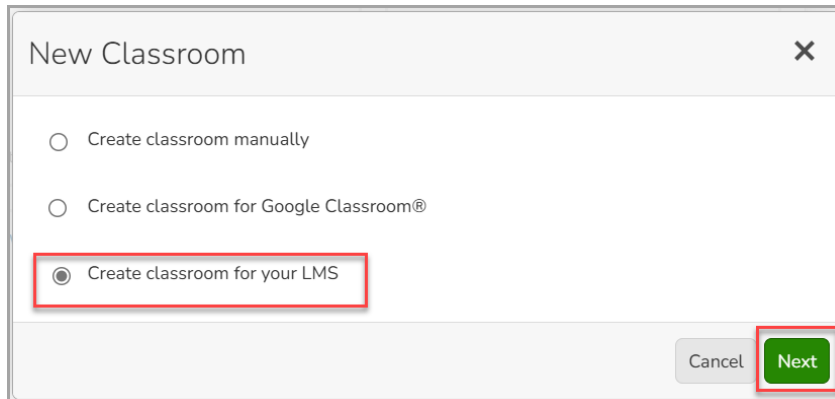
2. Select **“GWA Teacher Application”** (name may vary depending on how this is set up by your LMS admin).



3. Select **“Connect”**.

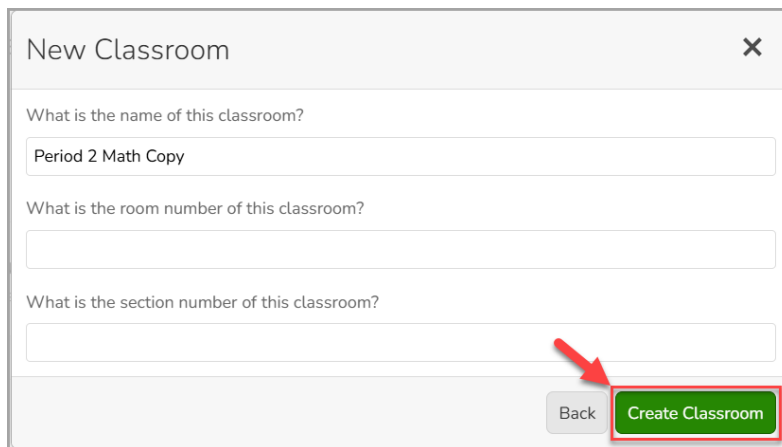


4. Select **“Create classroom for your LMS”** and then select **“Next”**.



The screenshot shows a 'New Classroom' dialog box with three radio button options: 'Create classroom manually', 'Create classroom for Google Classroom®', and 'Create classroom for your LMS'. The third option is selected and highlighted with a red rectangular box. At the bottom right, there are two buttons: 'Cancel' and 'Next'. The 'Next' button is highlighted with a red rectangular box.

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



The screenshot shows the 'New Classroom' dialog box with three input fields: 'What is the name of this classroom?' (containing 'Period 2 Math Copy'), 'What is the room number of this classroom?' (empty), and 'What is the section number of this classroom?' (empty). At the bottom right, there are two buttons: 'Back' and 'Create Classroom'. The 'Create Classroom' button is highlighted with a red rectangular box, and a red arrow points to it from the left.

6. Once a course is copied in the LMS and connected to G-W Assessment, assessments are automatically activated. Students can access their assignments immediately if the available start and end date are open. For this reason, we recommend reviewing your assessment policy settings after the course copy is complete.

Important Notes for copied G-W Assessment assignments:

1. If the class is not connected to G-W Assessment, students will not be able to open their G-W Assessment assignment. They will encounter the following error message when attempting to launch the assignment:

Unit03 Pretest PrintReadInd12e

Due

No Due Date

Points

50

Submitting

an external tool

{"error": "No matching classroom found for this context. Cannot administer exam."}

- G-W Assessment assignment policies do not carry over when a course is copied. Instructors should review and update all G-W Assessment policies within Blackboard Learn after copying the course.

Settings

Title

Pre Test

Administration Preferences

☐ Shuffle answer choices (when possible)

☐ Shuffle question order

☐ Enable Read Aloud (where available)

☐ Practice (scores not included in roll-up data)

Upon Completion...

☒ Reveal the student's score

☒ Reveal the student's responses

☒ Reveal the correct answers

Retake Preferences

Number of Attempts (1-99, 0 = Unlimited)

Cancel

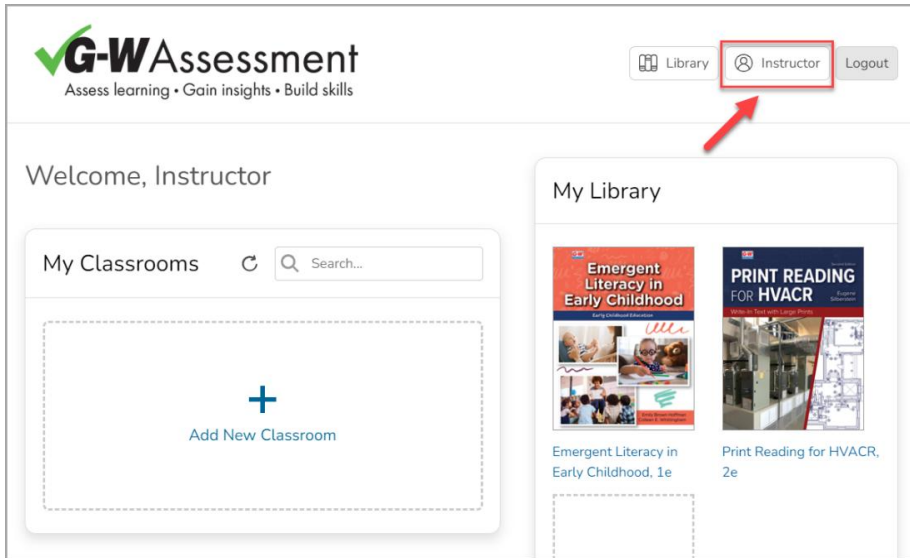
Submit

- Copied assignments will only show in the **“Assigned Assessment”** list on the G-W Assessment Homepage once an instructor or student opens the assignment from Blackboard Learn for the first time.

Account Settings

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

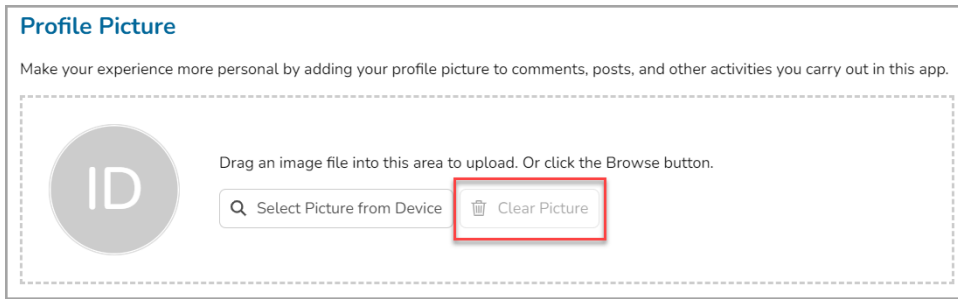
1. Access the account settings by selecting the button with your name in the top right corner of the page.



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.

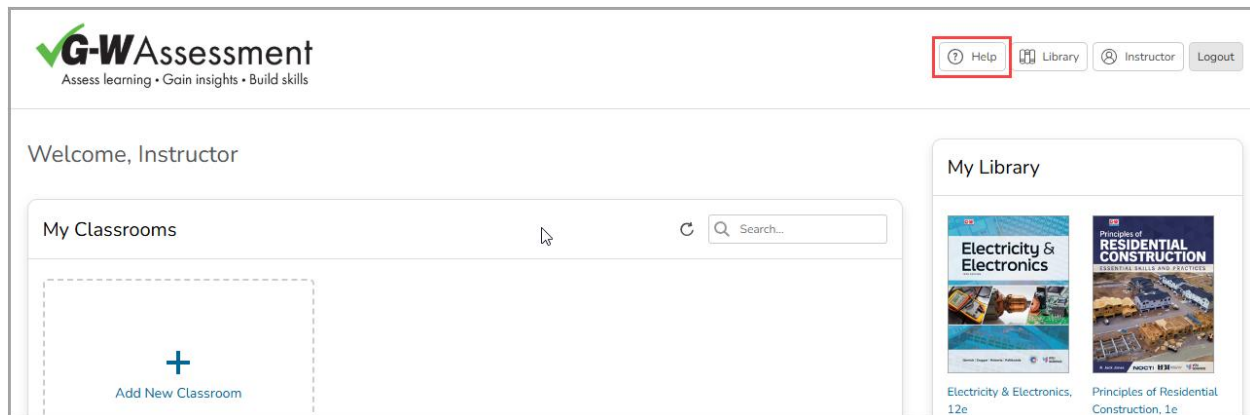
3. In the Profile Picture section, you can add or update your profile if you wish to personalize your G-W Assessment experience. Either drag and drop your image into the designated area or use the **“Select Picture from Device”** to choose a file.

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



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