

## Searching for Assessments

Finding the exact Assessment you would like to view in Homeroom can sometimes be challenging. Understanding how assessments are structured and named in the system can help you locate what you are looking for.

### TERMINOLOGY

The first step is to establish the terminology used for assessments within the system.

**Assessment Test Name:** This is the full name of the test and typically includes the following elements:

- Test Name
- Subject
- Administration
- Grade Level

**Assessment Test Label:** A shorter or abbreviated version of the test name typically displayed on Homeroom Dashboards.

**Test Family:** This is the group to which an assessment belongs and can be used to narrow results or locate a specific assessment.

**Parent Assessment:** A main test under which strands or components are nested.

### LOCATING AN ASSESSMENT

When searching for a specific assessment, consider the following steps:

1. Start by selecting the correct **Student Group**. The selected student group often limits the assessments available for viewing. Ensure you have chosen the correct student group to see relevant information.
2. Use **filters, such as the Test Family and Subject fields**, to narrow down the list of assessments displayed.
3. Utilize the **search box**. The search boxes return results based on exact matches. For example, variations like “Gr 1”, “Gd 1”, “Gd 1”, “Grd 1”, and “Grade 1” might yield different results. Try simplifying it to just “1” if unsure.
4. Utilize a reference list of **common assessment test naming conventions and labels** used for assessments uploaded by SDS (Note that these may vary based on district-specific naming conventions).

#### Common Assessment Test Names and Labels

<https://support.schooldata.net/hc/en-us/articles/17158647434515>