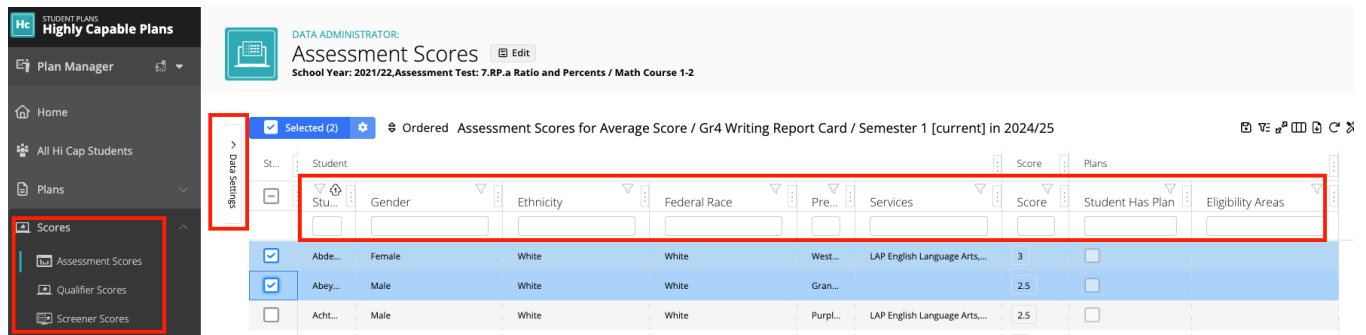


## HiCap Assessment/Qualifier/Screeners Scores (Connect)

Here, you will learn how to view students and their qualifier scores. The data administrator can also designate certain assessments as qualifiers to appear here by default.

### Use Scores for Screening (Task)

1. Start under **Scores** in the left navigation menu and choose one of the following areas.



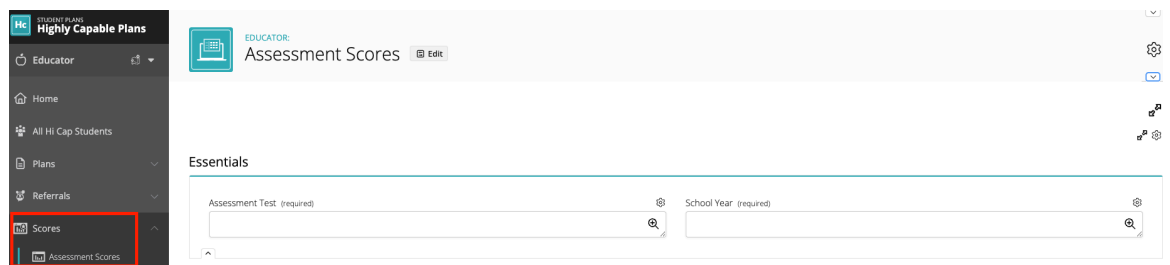
DATA ADMINISTRATOR: Assessment Scores [Edit]

School Year: 2021/22, Assessment Test: 7.RP.a Ratio and Percents / Math Course 1-2

Selected (2) Ordered Assessment Scores for Average Score / Gr4 Writing Report Card / Semester 1 [current] in 2024/25

St...	Student	Score	Plans					
Stu...	Gender	Ethnicity	Federal Race	Pre...	Services	Score	Student Has Plan	Eligibility Areas
<input checked="" type="checkbox"/>	Abde...	Female	White	White	West...	LAP English Language Arts...	3	<input type="checkbox"/>
<input checked="" type="checkbox"/>	Abey...	Male	White	White	Gran...		2.5	<input type="checkbox"/>
<input type="checkbox"/>	Acht...	Male	White	White	Purpl...	LAP English Language Arts...	2.5	<input type="checkbox"/>

2.
  - a. **Assessment Scores:** Review students' scores on a selected assessment.
    - i. Click the **magnifying glass** in the **Assessment Test** field, then select the **check mark** next to Assessment.
    - ii. Select the **School Year** field similarly.
    - iii. Click **Save**.
    - iv. The resulting table will display a list of students, their demographic information, and the scores recorded for the selected assessments.

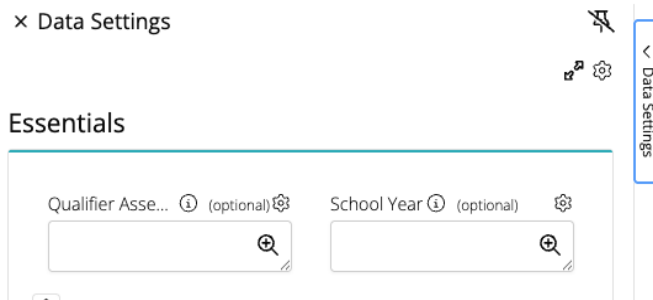


EDUCATOR: Assessment Scores [Edit]

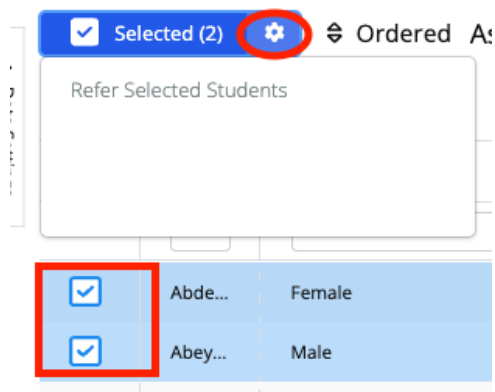
Essentials

Assessment Test (required) School Year (required)

- b. **Qualifier Score:** If your district has designated automatic assessments as “Is Qualifier = Yes” and scores for the current year, they will automatically surface in this table. Otherwise, select the year and assessment as above for which you wish to view scores.
  - c. **Screen Scores:** If your district has designated automatic assessments as “Is Screener = Yes” and scores exist for the current year, they will automatically surface in this table. Otherwise, select the year and assessment Plans as above for which you wish to view scores.
3. Use the **Data Settings drawer** on the right, or the **Edit Page Data Settings button** next to the page title, to update the assessment or school year displayed.

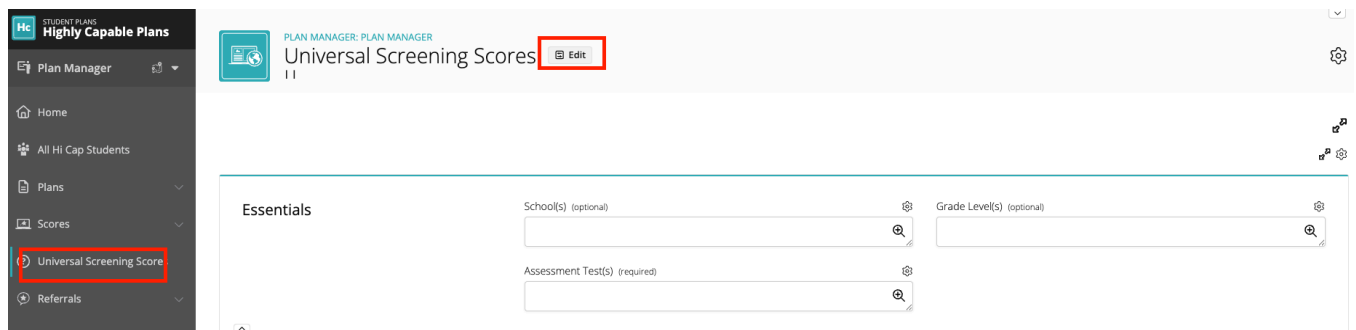


4. Click on any column **filter** field or use the other filter tools to search or narrow the list.
5. To move students to the Referred Students Table for further tracking, click the **checkbox** to the far left of one or more students.
6. Click **Selected Gear** at the top of the table, then choose **Refer Students**.



## Manage Universal Screening Scores (Plan Manager Only)

1. Start under **Universal Screening Scores** in the left navigation menu.



2. Use the **Edit Page Data Settings**, found next to the page title, to select which students and assessments you would like to view data for. Typically, students from one grade level and the appropriate assessments are chosen.
  - Click the **magnifying glass** in the **School(s)**, **Grade Level(s)**, and **Assessment Test(s)** fields, then click the **checkmark** next to one or more choices.

- Click **Accept**.
  - Click **Save** when finished.
3. You will then see a data table of students, demographics, enrollment, services, and assessments.
  4. Click the **checkbox** to the far left of one or more students or select the checkbox at the top of the table to select all.
  5. Click the **Selected Rows Action Gear** at the top and choose **Refer Selected Students**.

