

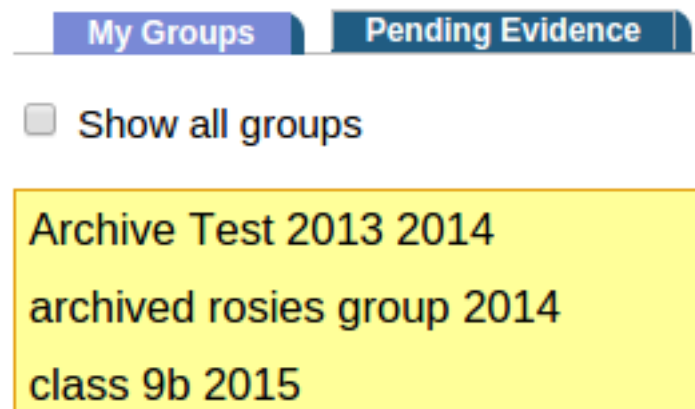
## How To - Baseline Testing

### How do I register students for the Baseline Test?

Once you have added the learners to your account on the Markbook Site in order to track their progress in general terms, you can now move across to the Learning Site which is the site which holds and administers the Baseline Test. [Create an account for yourself on this site](#) [1] .

**NOTE: You don't have to have the same user name and password on both the Markbook Site and the Learning Site, but it may make it easier to manage.**

When your account has been created and verified on the Learning Site, you can now log in to see your groups.



Select a group from your list as shown above and click next to the group name and the test required. In this case, the **Online Test** link.



The Online Test option is hyperlinked as shown above. Click the link to open the options for the test process.

## My Groups » Online Test for Archive Test 2013 2014

Registered Tests Past Tests

Register Online Tests

Registered Online Tests for this group

Select

You can see above that you have the option for the selected group to register for Online Tests. In this instance, we are registering for the Baseline Test which will be an option in the dropdown menus.

Registered Tests Past Tests

Register Online Tests

Available Online Tests  
Baseline Progress Test 1 (2014)

Available Baseline Tests  
Baseline Test Computing 2014

Exam Date

Register

At the time of writing we have Test 1 as shown. There will be additional tests every 6 months which will allow you to check the progress of your students against the school average or national average. Once you have selected the test from the dropdown options, you then can set a date for when you would like the students to be able to access the test online and press the **Register** button. That is now done and your group is registered to take the test on the date you specified. You can see below the date and the students registered for the test.

Registered Tests Past Tests

Register Online Tests

Registered Online Tests for this group

Baseline Progress Test 1 (2014)

List of learners registered to take the test.

Change Exam Date: Change Date Remove All Start Test

No.	Full Name	Exam Date	Exam Request Status	Remove
1		2014-09-10	Ready	Remove
2		2014-09-10	Ready	Remove

## How To - Baseline Testing

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Once you are happy with the date of the test and the correct groups taking it, you can click on **Start Test** to begin the process.

By starting the test, the students will be able to log on to the Learning Site on the designated day and be administered on the test.

## Where do I go for information about the Baseline Tests?

We are currently supporting and maintaining a Google Group to discuss and share ideas about the baseline Tests. This group has information about the tests, as well as details about why they are designed and what they hope to achieve. Please join the group [here](#) [2].

## How do I see results of the Baseline Tests?

When the students have completed their exam, you can go to your **Groups** and look at the **Online Test** tab and then look at the **Finalised Test** to see the results.

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View Bookmarks Edit My Learners My Pages My results Online Test

Available To Take Pending Assessment Finalised Tests

List of online tests you have taken

Test title	started	ended	Percentage	grade
Baseline Test Computing 2014	2014-10-20 14:59	2014-10-20 15:00	0	

All results will also be pushed to the Markbook Site.

Marksheets Award Jobs Marksheet: Baseline Progress Test 1 (2014)

Markbook for Baseline Progress Test 1 (2014) for teaching group Year 7 ENG.

Selected:

Download Marks

ID	Note	Forename	Surname	Status	1	2	3
57493		Sallie	Jones	1/2 - Not yet taken the test	-	-	-
57494		Apple	Stephenson	1/2 - Not yet taken the test	0	-	-
57495		James	Young	1/2 - Not yet taken the test	-	-	-
57496		Steven	Jones	1/2 - Not yet taken the test	-	-	-
57497		Josie	Davies	1/2 - Not yet taken the test	-	-	-
57500		Davis	Love	1/2 - Not yet taken the test	-	-	-
58728		jennie	bloggs1234	1/2 - Not yet taken the test	-	-	-
62166		matt	hallifax	1/2 - Not yet taken the test	-	-	-
80657		fredski	bloggs1234	1/2 - Not yet taken the test	-	-	-
81367		suzan	bloggs1234	2/2 - The Baseline Exam is complete	10	-	-
110819		paul	bloggs1234	1/2 - Not yet taken the test	-	-	-
ID	Note	Forename	Surname	Status	1	2	3

**Source URL:** <https://theingots.org/community/howto-baseline>

### Links

[1] <https://theingots.org/community/createanaccount>

[2] <https://groups.google.com/forum/#%21forum/key-stage-3-baseline>