

Quick Start Guide

Activity Report

VERSION 1

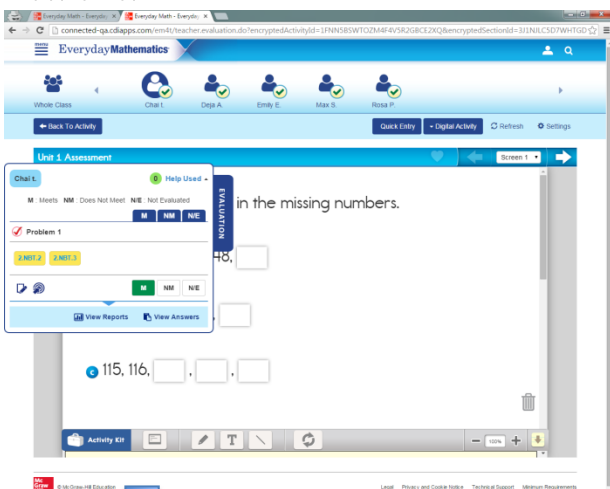
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The *Everyday Mathematics* Activity Report provides information about how students or classes have performed on a specific activity in *Everyday Mathematics*; activities include Assessment Check-ins, Unit Progress Checks, etc. This report allows teachers to view how students or the entire class performed on each problem/evaluation point for an activity. The report also provides a standards view which allows the Teacher to see performance on the activity based on the standards associated to the problems/evaluation points for the activity.

Using data collected from the Evaluation Tool, the Activity Report displays data that has been input by the teacher. Data is not automatically collected—a teacher must first evaluate a student's performance on an activity and enter it into the Evaluation Tool before that performance data will appear in the Activity Report. (See diagram below.)

The Activity Report can display information about **formal** program assessments, like Assessment Check-ins or Progress Checks, as well as **informal**, observational evaluations that teachers might make on other activities.

Evaluation Tool



Lesson 1-13 (Day 1): Assess: Unit 1 Assessment

View Report: By Question By Standard

| Questions | Class | Chai L. | Dega A. | Emily E. | Max S. | Rosa P. |
|------------|-------|---------|---------|----------|--------|---------|
| | 85% | 70% | 90% | 90% | 90% | 80% |
| Problem 1 | 80% | 100% | 0% | 100% | 100% | 100% |
| Problem 2 | 80% | 0% | 100% | 100% | 100% | 100% |
| Problem 3 | 80% | 100% | 100% | 0% | 100% | 100% |
| Problem 4a | 80% | 0% | 100% | 100% | 100% | 100% |
| Problem 4b | 80% | 100% | 100% | 100% | 0% | 100% |
| Problem 5 | 80% | 100% | 100% | 100% | 100% | 0% |
| Problem 6 | 80% | 100% | 100% | 100% | 100% | 0% |
| Problem 7a | 80% | 0% | 100% | 100% | 100% | 100% |
| Problem 7b | 100% | 100% | 100% | 100% | 100% | 100% |
| Problem 7c | 80% | 0% | 100% | 100% | 100% | 100% |
| Problem 7d | 100% | 100% | 100% | 100% | 100% | 100% |
| Problem 7e | 100% | 100% | 100% | 100% | 100% | 100% |
| Problem 8a | 100% | 100% | 100% | 100% | 100% | 100% |

Collect the Data
Use the Evaluation Tool to track student performance on activities.

View the Data
The Activity Report gathers and displays the data you collected.

Class Activity Report

For more information on how to complete assessments and evaluation using digital tools in *Everyday Mathematics 4*, see the **Quick Start Guide: Assessment and the Evaluation Tool**.

Accessing the Class Activity Report

The Class Activity Report can be opened from two different locations in the Teacher Experience: the Main Menu and the Evaluation Tool.

Option 1: Main Menu

Open the Main Menu and then click Reports. From within the sub-menu, select Class Progress Report.

Open the Main Menu.

Click Reports.

Select Class Progress Report.

The screenshot shows the Everyday Mathematics interface. On the left is a sidebar menu with options: Connected, Class Management, Resources, Assignments, Help Center, News/Updates, Today's Lesson, Unit, Planner, Routines, Spiral Tracker, Reports (highlighted), Class Progress Report, Teacher Progress Report, Activity Report, eToolKit, eBooks, and Professional Development. The main content area shows 'Unit 1 Lesson 1-13 (Day 1)' with a 'Progress Check' button. Below this is a table titled 'Day 1: Unit Assessments' with columns for Common Core State Standards, Goals for Mathematical Content (GMC), Lessons, Self Assessment, Unit 1 Assessment, and Unit 1 Challenge.

| Common Core State Standards | Goals for Mathematical Content (GMC) | Lessons | Self Assessment | Unit 1 Assessment | Unit 1 Challenge |
|-----------------------------|---|--------------------|-----------------|-------------------|------------------|
| 2.OA.2 | Add within 20 fluently. | 1-2, 1-3, 1-6, 1-7 | 5 | 8a, 8b | |
| 2.OA.3 | Determine whether the number of objects in a group is odd or even. | 1-9, 1-12 | 6 | 9a, 9b | |
| 2.NBT.2 | Count by 1s. | 1-1 to 1-6, 1-10 | 2 | 1a-1c, 3, 4a, 5 | |
| 2.NBT.3 | Count by 5s, 10s, and 100s. | 1-12 | 3 | 6 | |
| 2.NBT.4 | Read and write numbers. | 1-1, 1-3, 1-4, 1-6 | 2 | 1a-1c, 3, 6 | |
| 2.NBT.5 | Compare and order numbers. | 1-11 | 4 | 7a, 7d | |
| 2.NBT.6 | Add within 100 fluently. | 1-6 | | | 1-3 |
| 2.NBT.7 | Subtract within 100 fluently. | 1-6 | | | 1 |
| 2.NBT.8 | Add multidigit numbers using models or strategies. | 1-2, 1-6, 1-12 | | | 3 |
| 2.NBT.9 | Mentally add 10 to and subtract 10 from a given number. | 1-4, 1-5 | | 5 | |
| 2.NBT.10 | Represent whole numbers as lengths from 0 on a number-line diagram. | 1-1, 1-2 | 2 | 4a | |

Option 2: Evaluation Panel

Open the Evaluation Panel, and then click View Reports.

The screenshot shows the 'Unit 1 Assessment' interface. At the top, there's a navigation bar with 'Whole Class' and individual student profiles (Chai T., Deja A., Emily E., Max S., Rosa P.). Below this is a 'Unit 1 Assessment' section with a 'Screen 1' indicator. A sidebar on the left shows 'Problem 1' with a 'View Reports' button highlighted. The main content area displays a math problem: 'in the missing numbers.' with a number line showing 115, 116, and blank spaces for other numbers. At the bottom, there's a 'View Reports' button.

Using the Class Activity Report

Step 1: (only applicable if opening the report from the main menu)

Choose the report criteria

When you open the Activity Report from the Main Menu you must select the Activity you want to view. You must select a Unit, Lesson, and specific Activity in the Lesson.

You can limit the number of Activities available to choose by checking the Show only formal activities box. If this box is checked you will only see the formative assessment activities such as Assessment Check-in, Unit Progress Checks, and Cumulative Assessments.

Once you have made your selections, click View Report to generate your report.

The screenshot shows the 'Class Activity Report' interface in a web browser. The browser address bar shows 'connected-qa.cdiapps.com/em4t/activity.report.main.do'. The Everyday Mathematics logo is in the top left. The interface has a blue header with a 'menu' icon and a search icon. The main content area is a light blue box with three dropdown menus: 'Unit' (selected: 'Unit 1: Establishing Routines <>'), 'Lesson' (selected: 'Lesson 1-13 (Day 1): Unit 1 Progress Check'), and 'Activity' (selected: 'Unit 1 Assessment'). There is a checkbox labeled 'Show only formal activities' which is currently unchecked. To the right of these dropdowns is a vertical blue bar with the text 'REPORT FILTERS'. Below the dropdowns is a blue button labeled 'View Report'. At the bottom of the page, there are links for 'Legal', 'Privacy and Cookie Notice', 'Technical Support', and 'Minimum Requirements'. The footer of the page says 'Education'.

Select Unit

Select Lesson

Select Activity

Show only Formal
Click to limit available activities to formal evaluations only.

View Report
Once you select your criteria, click View Report to generate it.

Step 2:

View the Report

The report will initially display formal evaluation data for the first student in the class. You can choose a different student by clicking the student's name in the class roster bar at the top. The class roster is displayed in alphabetical order by students' first names.

The screenshot shows the 'Everyday Math' activity report interface. The browser address bar shows 'connect.../activity.report.main.do'. The page title is 'Lesson 1-13 (Day 1): Assess: Unit 1 Assessment'. The 'View Report' section has 'By Question' selected. The class roster bar at the top lists students: Chai L., Deja A., Emily E., Max S., and Rosa P. The main table displays evaluation data for various problems. Callouts identify the following elements:

- Lesson Name:** Lesson 1-13 (Day 1): Assess: Unit 1 Assessment
- Activity Type:** (indicated by a callout pointing to the 'Assess' label)
- Activity Name:** Unit 1 Assessment
- Student name:** (indicated by a callout pointing to the student names in the roster bar)
- Report view selector:** By Question / By Standard
- Class average for the entire activity:** 85%
- Student average for the entire activity:** 90% (for Emily E.)
- Student score on an individual Evaluation Point:** 100% (for Emily E. on Problem 4a)
- Evaluation point name:** Problem 4a
- Class average on an individual Evaluation Point:** 80%

| Questions | Class | Chai L. | Deja A. | Emily E. | Max S. | Rosa P. |
|---------------------------------------|-------|---------|---------|----------|--------|---------|
| Class average for the entire activity | 85% | 70% | 90% | 90% | 95% | 80% |
| Problem 1 | 80% | 100% | 0% | 100% | 100% | 100% |
| Problem 2 | 80% | 0% | 100% | | | 100% |
| Problem 3 | 80% | 100% | 100% | 0% | 100% | 100% |
| Problem 4a | 80% | 0% | | 100% | 0% | 100% |
| Problem 5 | 80% | 100% | 100% | 100% | 100% | 0% |
| Problem 6 | 80% | 100% | 100% | 100% | 100% | 0% |
| Problem 7a | 80% | 0% | 100% | 100% | 100% | 100% |
| Problem 7b | 100% | 100% | 100% | 100% | 100% | 100% |
| Problem 7c | 80% | 0% | 100% | 100% | 100% | 100% |
| Problem 7d | 100% | 100% | 100% | 100% | 100% | 100% |
| Problem 7e | 100% | 100% | 100% | 100% | 100% | 100% |
| Problem 8a | 100% | 100% | 100% | 100% | 100% | 100% |

Additional Report Options

Choose the Standards view

Click “By Standard” to view Activity performance by standards instead of evaluation points.

Lesson Name: Lesson 1-13 (Day 1): Assess: Unit 1 Assessment

Activity Type: Activity Name

Student name: Student name

Report view selector: View Report: By Question By Standard

Class average for the entire activity: Class average for the entire activity

Student average for the entire activity: Student average for the entire activity

Student score on an individual Standard: Student score on an individual Standard

Standard Code: Standard Code

Class average on an individual Standard: Class average on an individual Standard

| Class | Chai t. | Deja A. | Emily E. | Max S. | Rosa P. |
|---------|---------|---------|----------|--------|---------|
| 85% | 70% | 90% | 90% | 95% | 80% |
| 2.MD.6 | 80% | 0% | 100% | 100% | 100% |
| 2.MD.8 | 87% | 33% | 100% | 100% | 100% |
| 2.NBT.2 | 80% | 80% | 80% | 60% | 60% |
| 2.NBT.4 | 80% | 100% | 67% | 67% | 100% |
| 2.NBT.8 | 80% | 100% | 100% | 100% | 100% |
| 2.OA.3 | 80% | 0% | 100% | 100% | 100% |
| SMP6 | 90% | 100% | 100% | 50% | 100% |