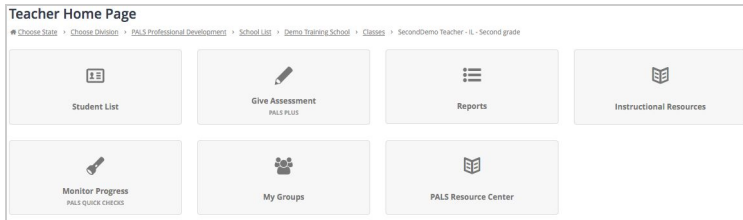


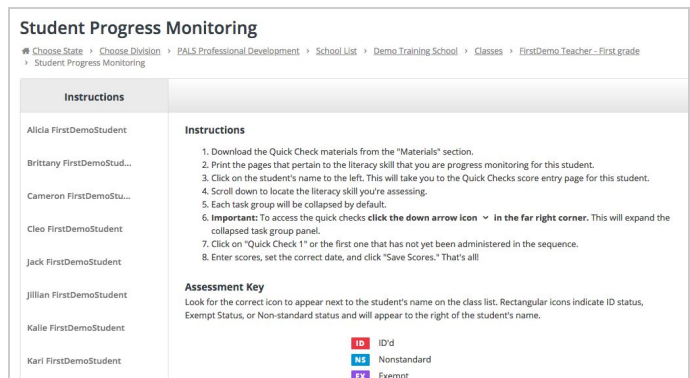
How to Use PALS Quick Checks

PALS Quick Checks are brief measures designed to be administered up to every two weeks to monitor progress with a specific literacy skill. You can enter results for each Quick Check while you assess to generate reports immediately. These will remain over the course of the school year; they are not cleared at the end of the fall and mid-year assessment windows, so you can view this student's continuous progress with this skill from fall to spring.

Step 1: Navigate to the *Teacher Home Page* for the student's class, and click on *Monitor Progress*.

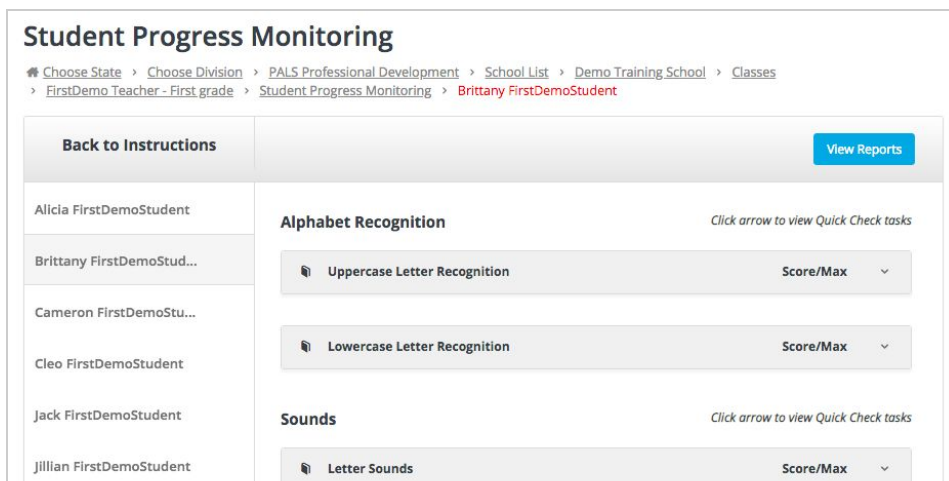


You'll see your list of students and basic instructions.



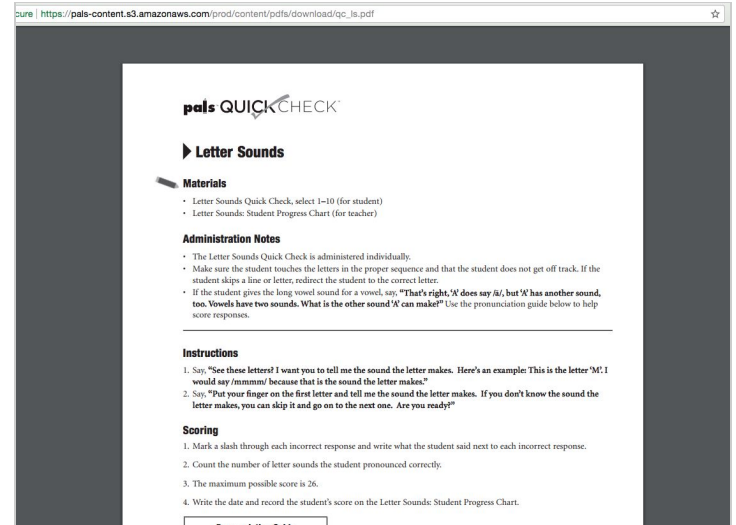
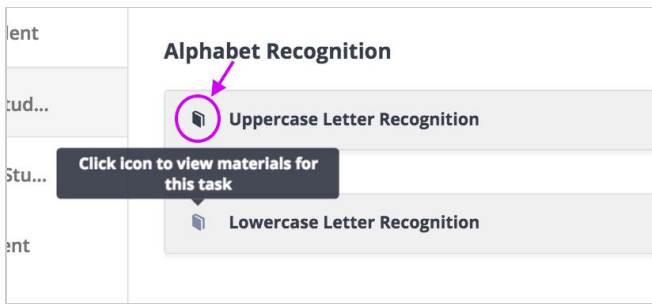
Step 2: Click on a student's name, select the Quick Check you want to use, and print the materials.

Click on a student's name to open up the Quick Check tasks:



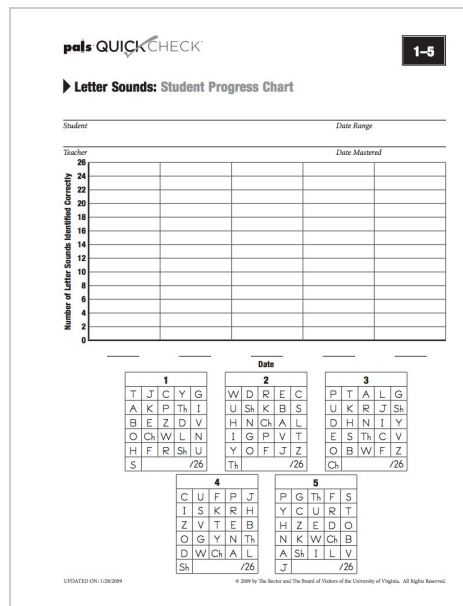
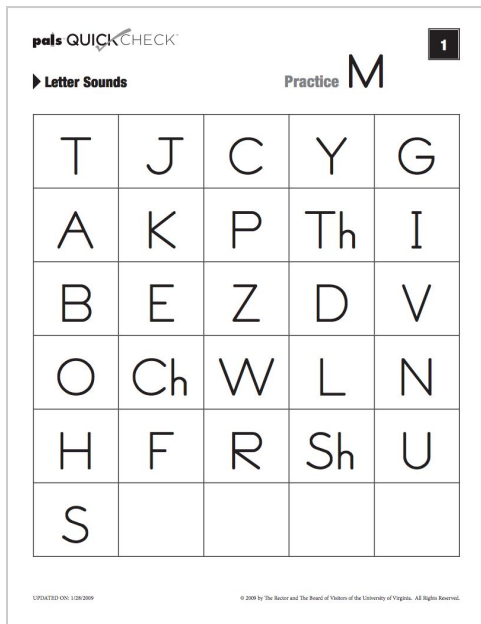
You'll see a PDF document that includes instructions for administering the Quick Checks for this skill:

Next to each Quick Check name is a booklet icon. Click on the icon next to the skill you want to assess.



Scroll down further, past the instructions, to see the assessment materials that the students see

...and progress charts that you can choose to print, if you'd like to score using paper/pencil or to have the student also keep track of progress.



You'll use these materials and written instructions to administer the first task.

Step 3: To get to the Quick Check score entry screen: with the student's name still highlighted, click on the arrow to the right of the skill you're progress monitoring.

Student Progress Monitoring

Choose State > Choose Division > PALS Professional Development > School List > Demo Training School > Classes > FirstDemo Teacher - First grade > Student Progress Monitoring > Brittany FirstDemoStudent

Back to Instructions View Reports

Student Name	Skill	Score/Max
Allcia FirstDemoStudent	Alphabet Recognition	
Brittany FirstDemoStud...	Uppercase Letter Recognition	Score/Max
Cameron FirstDemoStu...	Lowercase Letter Recognition	

Alphabet Recognition Click arrow to view Quick Check tasks

Task	Score/Max
Quick Check 1	3/26
Quick Check 2	/26
Quick Check 3	/26

This will open up the Quick Checks available for that skill.

Step 4: Enter scores.

Click on > *l m t a ZM U* for the skill to get to the score entry page. Set the date for today's date.

Back to Task List Bstudent PlusDemo / 26 Save Scores

Letter Sounds Date Assessed: November 2017

T	J	C	Y	G
A	K	P	Th	I
B	E	Z	D	V
O	Ch	W	L	N
H	F	R	Sh	U
S				

You'll see the task items in the order that they appear on the Quick Check materials that you printed. Click on each item to score as the student responds.

Back to Task List Bstudent PlusDemo 21 / 26 Save Scores

Letter Sounds Date Assessed: November 2017

T	J	C	Y	G
A	K	P	Th	I
B	E	Z	D	V
O	Ch	W	L	N
H	F	R	Sh	U
S				

Enter any observations in the *l nk k Zl fy* section, and then click *@M Z @hxZy*. You'll see the score recorded on the Quick Check task list.

Student Name	Score
Kstudent PlusDemo NS	
Bstudent PlusDemo ID	
Dstudent PlusDemo	

Sounds

Task	Score/Max
Letter Sounds	Score/Max
Quick Check 1	21/26

