

## K-2 Electronic Scoring Tool

The Kindergarten through Second grade assessments that are part of the Florida Assessments for Instruction in Reading (FAIR) are designed to be administered using the Student Score Booklet (SSB). Student performance on a task is to be recorded in the SSB and then, using the PMRN User Interface, entered into Florida's Progress Monitoring and Reporting Network (PMRN), where reports are generated.

In order to improve the reliability of scoring and timing, increase ease of following the task flow, and prevent transcription errors, the K-2 Electronic Scoring Tool (K-2 EST) was developed.

Any Florida school registered to use the PMRN may utilize the K-2 EST to assist in the administration of the Florida Assessments for Instruction in Reading. To be listed on the K-2 EST, the student must be assigned to a class in the PMRN. PMRN class rosters will be displayed in the K-2 EST and scores recorded on the K-2 EST will be reported through the PMRN. The task flow, decision rules, scoring, administration stops, and timing rules found in the SSBs are followed in the K-2 EST. For detailed information about the K-2 assessments, please consult the K-2 Administration Manual.

### K-2 EST "Live" Version

The K-2 EST Live version is the preferred method of score entry. The "Live" version requires an active Internet connection so that roster and score data can be transferred between the local computer and the PMRN server. The assessor, usually the classroom Reading teacher, will sit across from the student and proceed through the assessment while using the "mini" laptop computer (recommended) to score the student's performance on the tasks. Again, the task flow, stop rules and timing functions are programmed into the application. The User does not need a stopwatch and does not need to calculate when Administration stops take place. The student proceeds through the tasks based on the rules of the Florida Assessments for Instruction in Reading. Data Entry takes place as the student proceeds through each task. As long as the computer is connected to the Internet, the rosters and score data in the K-2 EST and PMRN remain synchronized.

The following PMRN User Access Levels can access the K-2 EST:

- School Level 1, 2, 3, and 4 Users
- Reading Level Users (Reading Teachers)
- Data Entry Level Users
- Assessment Team Members

The User begins by accessing the K-2 EST Live version at <https://k2.pmrn.fcrr.org>. After Signing In, using the same credentials for accessing the PMRN (<https://pmrn.fcrr.org>), the teacher will select the school calendar, class, and student to be assessed and will follow the task flow as defined by the Florida Assessments for Instruction in Reading. Task flow is dependent upon the grade, assessment period, and the student's performance, both in the current assessment period and in previous assessment periods. Users with access to one class will be provided the list of only the students in that class.

A User must Sign In to the PMRN at <https://pmrn.fcrr.org> at least one time and reset his or her Password before he or she can access the K-2 EST Live version. For more information about how to Sign In to the PMRN, please consult the "PMRN First Sign In" handout that came with the principal's packet.

## K-2 EST AIR Version

The K-2 EST AIR version operates similarly to the Live version, but does not require a continuous Internet connection. The AIR version utilizes the software developed by Adobe called the Adobe Integrated Runtime (AIR) to run Internet applications on a local machine. Utilizing the Adobe AIR software means that a continuous Internet connection is not necessary to run applications that would usually require a connection to the Internet. The K-2 EST AIR places all of the necessary files on the local machine. When an Internet connection is available, rosters can transfer from the PMRN to the local computer and scores will transfer from the local computer to the PMRN. When a connection is not available, the assessments can continue seamlessly.

Unlike the Live version, the AIR version requires installation of software. There is a one time install of the AIR software and the K-2 EST AIR version. Periodic installs of updated versions of the K-2 EST AIR version will also be required, along with daily downloads of the roster files during the Assessment Periods.

To install the K-2 EST AIR version:

- Sign In to the K-2 EST Live version site at <https://k2.pmrn.fcrr.org>
- Click the **Download** button at the bottom of the page
- Follow the onscreen instructions to complete the download and installation

If Adobe AIR is not installed, these steps will install both the Adobe AIR software and the K-2 EST AIR version of the application. If the Adobe AIR software is already installed on your machine, these steps will only install the K-2 EST AIR version of the application.

Updating the application:

The application may require occasional updates. If there is a new version of the application available, the User will be prompted to update to the latest version of the application. If a new version is available, the application must be updated. Users must be connected to the Internet in order to update the application.

To obtain student rosters:

When using the K-2 EST AIR version, Users must Sign In while connected to the Internet at least once each day before they are able to administer tasks in *offline* mode. Signing In with an Internet connection allows the K-2 EST AIR version to download the latest roster information and send scores collected in *offline* mode to the PMRN.

- On days when students will be assessed, Users must Sign In to the K-2 EST AIR version while connected to the Internet to refresh rosters. During the first *online* mode session, rosters will be automatically refreshed.
- In subsequent *online* mode sessions, Users will have the option of refreshing rosters from the PMRN (which downloads the current PMRN rosters) by clicking the **Refresh Student Rosters** button. If the User does not click the **Refresh Student Rosters** button, the User can continue using the stored rosters.
- If the K-2 EST AIR Version is not connected to the Internet (*offline* mode), the User will not have the option to refresh student rosters, but will instead use the stored rosters

To send scores to the PMRN:

The K-2 EST AIR Version will automatically send all collected scores once a User Signs In with an Internet connection.

If the Internet connection is lost during testing, the application will enter *offline* mode. All scores will be collected and the task flow will continue without interruption. Collected scores will be Submitted to the PMRN the next time the K-2 EST AIR Version is in *online* mode and the User Signs In.

If the K-2 EST AIR version enters *offline* mode, it will stay in *offline* mode until an Internet connection is restored and the User Signs Out and Signs In again.

## K-2 Manual Score Entry

K-2 Manual Score Entry is available for all schools that are registered to use the PMRN and to assess students in kindergarten through second grade. Data Entry can only be completed by Data Entry and Reading Level Users. School Level 1, 2, and 3 Users can also modify previously entered scores by clicking the **Modify Scores** button after a class or period has been selected from the **Classes/Periods** tab.

To manually enter scores in the PMRN:

- Sign In as a Reading teacher or Data Entry Level User
- Select the class for which scores will be entered (Data Entry Level Users only- Reading Level Users will only have access to their own classes)
- Select the task type from the tabs
- Select the appropriate task from the drop-down menu
- Enter the scores and indicate any other components of the student's score (administration stops, time, etc.)
- Click **Save** or **Submit**. Once scores are typed into the PMRN they can be either Saved temporarily or Submitted permanently.

The Data Entry Page for K-2 scores in the PMRN follows the same task flows in the SSB. If a task scored in the SSB falls outside of the prescribed flow for an individual student, that student will not be able to have scores for that task entered into the PMRN. For example, Spelling scores cannot be entered for students in Kindergarten and First grade, as this task is only administered to Second grade students.

If you have any questions regarding the PMRN, K-2 EST Live version, K-2 EST AIR version, or K-2 Manual Score Entry, please contact the PMRN Help Desk at [helpdesk@fcrr.org](mailto:helpdesk@fcrr.org) or 850.644.0931.