

# How to Assign or Re-Assign InSight for an Individual Student

Use InSight as a benchmark assessment to evaluate student growth in the domains of silent reading fluency, comprehension, vocabulary, and motivation. Teachers can assign students to three different phases of assessment.

## Initial Assessment Benchmark 1

Administered at the beginning of the school year, this assessment marks the starting point for student growth.

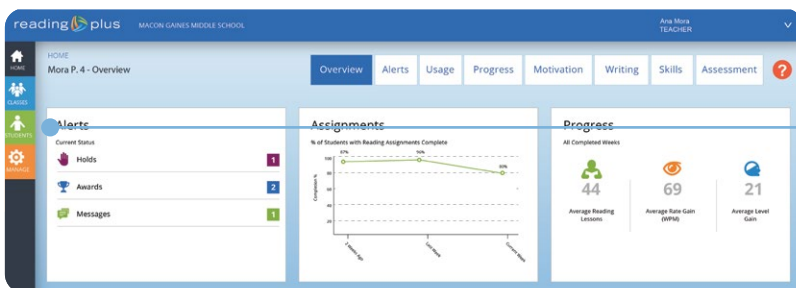
## Mid-Term Assessment Benchmark 2

Administered mid-year after students have completed 40 or more Reading lessons.

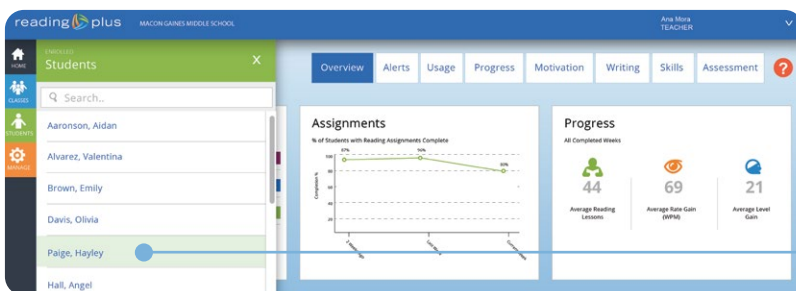
## End-of-Term Assessment Benchmark 3

Administered at the end of the school year, after students have completed 80 or more lessons.

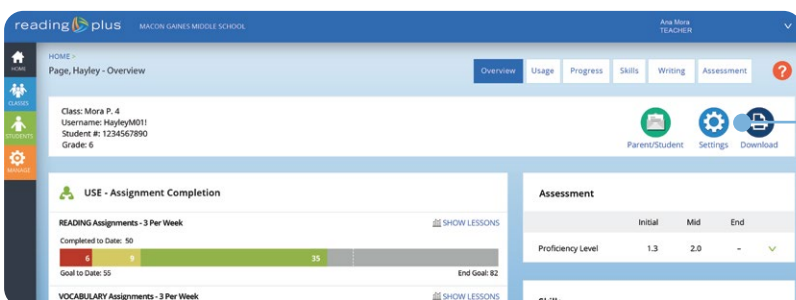
### To assign assessment to an individual student:



Click **Student**.



Click the name of the student to whom you wish to assign the assessment.



Click **Settings**.

Edit Student

HAYLEY PAIGE

Student Information | InSight Assessment | Assignments | Alerts | Programs

First Name\*  
Hayley Middle Name

Last Name\*  
Paige

Grade\*  
6 Gender

Username\*  
HayleyM01! Race

Password\*  
Paige148!@ Ethnicity

Click **InSight Assessment**.

Reassigning Benchmark 1

Edit Student

HAYLEY PAIGE

Close X

Student Information | InSight Assessment | Assignments | Alerts | Programs

Hayley Paige is not assigned to any assessments.  
Hayley Paige has completed the initial assessment.

<p><b>Initial Assessment</b></p> <p>Completed</p> <p><input type="checkbox"/> Re-Assign</p> <p><a href="#">More Information</a></p>	<p><b>Mid-Term Assessment</b></p> <p><input type="checkbox"/> Assign</p> <p>Hayley Paige will be assigned to the mid-term assessment.</p> <p><a href="#">More Information</a></p>	<p><b>End-of-Term Assessment</b></p> <p><input type="checkbox"/> Assign</p> <p><a href="#">More Information</a></p>
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Students will be automatically assigned to take the initial assessment (Benchmark 1) the first time they log in.

If a student has already completed the initial assessment, you will see the word **Completed** under Benchmark 1.

To Re-Assign the initial assessment, click the Re-Assign checkbox.

Students will be automatically assigned to take the initial assessment (Benchmark 1) the first time they log in. The initial assessment acts as a screener and a placement test. It also provides baseline data to which subsequent results can be compared.

Preparing for the InSight Assessment will help you administer the assessment successfully.

Click **Save**.

**!**

Are you sure?  
Hayley Page will be re-assigned to the initial assessment. This will overwrite previous data for the initial assessment, may dramatically affect placement values, and any completed work will be lost.

If you choose to reassign the initial assessment you will be presented with a warning message.

Note that reassigning the initial assessment will overwrite previous data. This action may dramatically alter placement levels, and any previously completed work will be lost.

Students will be automatically assigned to take the initial assessment (Benchmark 1) the first time they log in. The initial assessment acts as a screener and a placement test. It also provides baseline data to which subsequent results can be compared.

Preparing for the InSight Assessment will help you administer the assessment successfully.

Click **Save**.

## Assigning Mid-Term or End-of-Term Assessment

Edit Student  
HAYLEY PAIGE

- Student Information
- InSight Assessment**
- Assignments
- Alerts
- Programs

Hayley Paige is not assigned to any assessments.  
Hayley Paige has completed the initial assessment.

<p>Initial Assessment</p> <p>Completed</p> <p><input type="checkbox"/> Re-Assign</p> <p><a href="#">More Information</a></p>	<p>Mid-Term Assessment</p> <p><input checked="" type="checkbox"/> Assign</p> <p>Hayley Paige will be assigned to the mid-term assessment.</p>	<p>End-of-Term Assessment</p> <p><input type="checkbox"/> Assign</p> <p><a href="#">More Information</a></p>
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Select **Assign** under the Assessment you would like to assign.

Students will be automatically assigned to take the initial assessment (Benchmark 1) the first time they log in. The initial assessment acts as a screener and a placement test. It also provides baseline data to which subsequent results can be compared.

Preparing for the InSight Assessment will help you administer the assessment successfully.

Click **Save**.