**HOW-TO** 



# Students on hold during the InSight Assessment

Reading Plus automatically places students On Hold if they appear to be answering questions inaccurately because they are disengaged or off-task. A student is placed on a temporary hold either immediately or after two warning messages, based on behavior:

- 1. Immediate hold: Excessive off-task behavior
  - · Student is moving too quickly or too slowly through almost all comprehension passage screens; or
  - Previous InSight assessment results indicate that the student is scoring questionably low.

OR

- 2. Two warnings, then hold: Intermittent off-task behavior
  - Student is periodically moving too quickly and receives an initial onscreen warning.
  - The behavior continues; student receives a second warning.
  - The behavior continues; student is placed On Hold.

## Warning messages: What a student may see

A student engaged in intermittent off-task behavior will see two warning messages before being placed On Hold. On-screen messaging will help clarify the concern to the student:



If intermittent off-task behavior is detected, the student will receive a warning.



If the pattern of off-task behavior continues, the student will receive a second warning.



The third time intermittent off-task behavior is detected, the student will be placed On Hold. The student cannot continue the assessment until an educator releases the Hold.

# Releasing a hold

When a student is placed On Hold during the InSight assessment, the teacher will receive notification of the Hold in the Management System.

## To release an InSight hold:

- From the Home screen, click the Alerts tile.
- Select either the Recommended Action or an Alternative Action.
- · Click Release Hold.

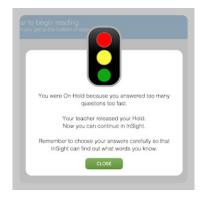


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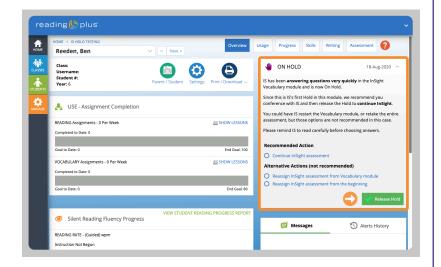
#### After hold release

After the hold is released, the student will be presented with an on-screen notice.



#### **Student overview**

In Sight holds can also be released from the Student Overview page.

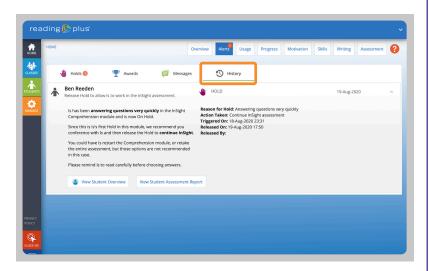


## **Alerts history**

A record of the InSight hold and response will be saved in the Alerts History.

A visual representation of the hold ₩ will also be displayed on the Real-Time Activity Dashboard, located in the *Usage* section for a Class.

A record of released InSight holds will also be available in the Alerts History section of the Student Overview page.



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# Turning holds back on

Holds are enabled by default. If you disabled Site-Wide, Class, or Student Holds and need to turn them back on, follow the steps below.

#### **Site-wide holds:**

- From the Home screen, Administrators can click the Manage button.
- Click the Settings link next to the site.
- Click the Alerts tab.
- Click Enable site-wide student Holds in InSight assessments.
- Click Save.

#### Class holds:

- From the Home screen, teachers can click the *Manage* button.
- Click the Settings link next to the.
- Click the Alerts tab.
- Click Place struggling student(s) on Hold in InSight assessment.
- · Click Save.

#### Student holds:

- From the Home screen, click the Students button.
- Type the student's name in the search field or scroll to find the student, then click on the student's name.
- Click the *Settings* button on the Student Overview page.
- Click the Alerts tab.
- Click Place struggling student on Hold in InSight assessment.
- Click Save.

? Close X Site Settings Close X Site Information Calendar Settings InSight Assessment Skills Hold Alerts Students are put On Hold if they show signs of struggling or off-task behavior. Holds provide an opportunity to intervene with students who may need help. Disabling Holds prevents students from being placed On Hold in the future. However, disabling Holds will not release students who are currently On Hold. Current Holds can be released from the Class Alerts and Student Reading Holds Comprehension Hold
Enable site-wide student Holds in Reading (SeeReader). Insight Holds Only students who are enrolled in a class are allowed to be placed On Hold during the InSight assessr Enable site-wide student Holds in InSight assessments. Learn more about InSight Assessment Holds Disabling Holds is not recommended. Disabling Hold settings will prevent future Holds, but will not release existing Holds. Cancel

NOTE: Only students who are enrolled in a class can be placed On Hold during InSight.