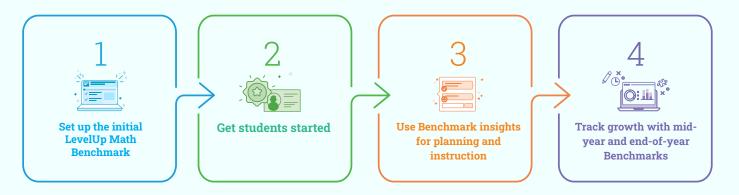
IMPLEMENTATION GUIDE FOR ADMINISTRATORS



IXL LevelUpTM Diagnostic for math in Benchmark mode

The IXL LevelUp™ Diagnostic for math in Benchmark mode gives you precise benchmarking data in approximately 45 minutes. Identify students for intervention, make informed district-wide decisions, or plan for the next school year with instant insights.

Steps to successful implementation



1

Set up the initial LevelUp Math Benchmark

Create a Benchmark window at the beginning of the school year to understand where students stand.

Create a Benchmark window

The primary and lead administrators for your IXL account can set up the LevelUp Benchmark by visiting the <u>Settings page</u>, under the Account tab. Under Assessment Windows, click "Add a new window." You can customize:

- Start and end dates
- Specific school/s and grade level/s to assign the Benchmark to
- Name of the Benchmark (e.g. "Fall benchmark - 5th grade")

California	Current selection:					
Settings	TXL LevelUp Math Benchmark The Math Benchmark is available for K-8 math The Classic Diagnostic is available for 9-12 math, PK-12 ELA					
First day of school						
Time zone	Want to change your assessment selection? ® Switch to the IXL Classic Diagnostic					
School hours School hours	Assessment hours					
⟨₿⟩ Student sign-in	O Always On					
Roster permissions	Students can answer Benchmark, Diagnostic, and screener questions at any time					
	Restricted Students can only answer Benchmark, Diagnostic, and screener questions on weekdays.					
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< Back	Create a Benchmark window					
NAME Benchmark 1	DATE RANGE Jul 29, 2024 - Aug 5, 2024					
SCHOOLS	GRADE LEVELS					
All schools	▼ PK-8 ▼					
	Cancel Create					
	① Create a new window					
	Custom sign-in page					
	Your students and teachers can sign in to IXL through the dedicated sign-in page for your account. You can customize this page by uploading your school logo and editing the welcome message shown to students and teachers.					
	Page URL www.ixl.m23:23050/signin/benchmarkpmtesting					





Optional: Manage assessment accommodations

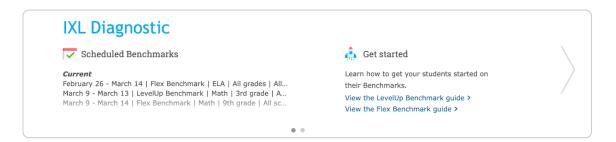
If needed, administrators can provide extended assessment time for individual students from the student roster. Accommodations of 150%, 200%, and unlimited time are available.

Students will see how much time they have been granted for the test before beginning the assessment. Administrators can see which students completed an assessment with an extended time accommodation in the LevelUp Diagnostic Results report.

2 Get students started

Help teachers guide students to complete the Benchmark

Teachers can see if their students have been assigned to a Benchmark under their Assessment tab.



The LevelUp Benchmark takes no more than 60 minutes to complete, and can be taken over multiple sittings if needed.

Share <u>this benchmark guide</u> with your teachers to help them understand their role in facilitating the Benchmark!

Monitor completion

Visit the LevelUp Diagnostic Results report under the Analytics tab to quickly check for completion. Follow up with schools and teachers to ensure students finish the Benchmark before the window closes.

Use Benchmark insights for planning and instruction

Leverage district-/school-wide data

After the Benchmark window closes, visit the LevelUp Diagnostic Results report to see key insights. Use the report to identify areas for improvement and hold data-driven conversations with stakeholders.





- Overall levels: At the top, you'll see a visual breakdown of students in your district/school who are above, on, below, or far below grade level.
- Strand levels: Below that, you can view performance for individual strands by grade band.
- **Filters:** Use the filter options at the top of the report to hone in on the exact data you're interested in.
- **View by:** Use the dropdown toggle to view the data by school, teacher, grade, course, and demographics.

To download the results as a .csv file, click the export icon. Select "Export student scores" to export detailed information for each student, including the language in which they took the assessment, their assessment score, and their assessment scale score.





Help teachers use insights for differentiated instruction

Using each student's assessment results, IXL creates an action plan with tailored learning recommendations for each student. Each student's action plan guides them to the specific IXL skills they should work on to fill their knowledge gaps and build on their existing knowledge.

Encourage teachers to use the action plans to assign skills and help students accelerate growth.





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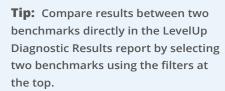


Track growth with mid-year and end-of-year Benchmarks



Get mid-year data

Set up another Benchmark halfway through the year to understand whether students are demonstrating adequate progress. Students will receive updated action plans with refined recommendations, which they can use to continue growing from where they are.



Get year-end data

Near the end of the year, have students complete a final Benchmark.

- For grade levels that will be taking a state assessment: Set up the Benchmark about one month prior to the test date, which will allow you and your teachers to evaluate students' readiness for the exams and adjust instruction accordingly.
- **For non-tested grade levels:** Set up the Benchmark for a few weeks before the end of the school year. Review the insights to understand the progress students have made.

Recommended:

Use the assessment's Real-Time mode to inform daily instruction

The IXL LevelUp Diagnostic is flexible: In addition to district-/school-wide benchmarking, it has a Real-Time mode that teachers can leverage to get immediate insights for daily instruction.

Encourage teachers to use the Real-Time mode between Benchmarks to get more frequent data on their students' knowledge levels.

It takes as little as 10 minutes a week to refine students' levels and receive updated action plans. These up-to-date levels and recommendations help teachers make better decisions about how to differentiate instruction, plan for small-group instruction, and help students close knowledge gaps efficiently.

Plus, you can export Real-Time mode results directly from the LevelUp Diagnostic Results report.

Share this **Real-Time mode guide** with your teachers to show them how to get started.

