

TUTORIAL: HOW TO ANALYZE TEST RESULTS

Throughout this tutorial you will encounter step by step instructions walking you through how to complete a task or tasks on the Carbon TIME website. You will encounter instructions followed by some screen shots.

Many of the screen shots will be highlighted in some way to call your attention to the part of the screen that relates to the instructions. Look for circles or arrows like these:

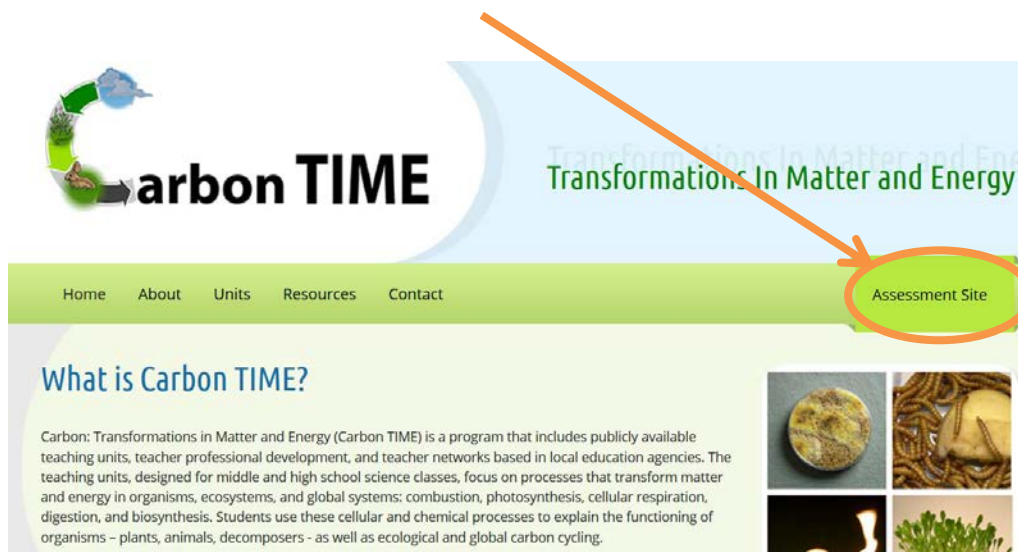


If at any time you become stuck or do not understand part of the instructions, send an email to msp.drk12@gmail.com. We try our best to respond to emails within 24 hours Mon – Fri. Please allow additional time for a response on the weekends.

In this tutorial we will go over how to analyze your student test results in just 6 easy steps. We'll begin with the basics of logging in to the Carbon TIME website, go over where to find the test results, and walk through how to download and view the results.

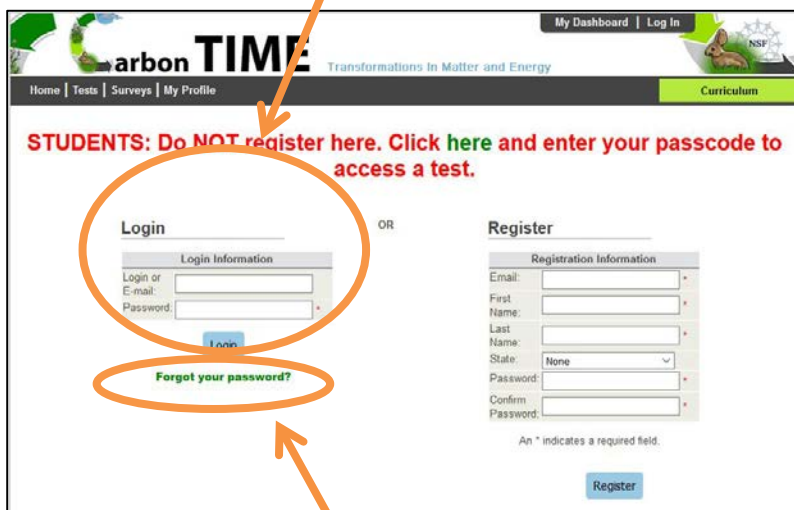
Step 1: Open the Carbon TIME website

GO TO: <http://carbontime.bscs.org/>. Click on the Assessment Site:



Step 2: Login

Use your Carbon TIME login credentials to log in to the site.



STUDENTS: Do NOT register here. Click [here](#) and enter your passcode to access a test.

Login OR **Register**

Login Information

Login or E-mail:

Password:

[Forgot your password?](#)

Registration Information

Email:

First Name:

Last Name:

State:

Password:

Confirm Password:

An * indicates a required field.


[Register](#)

If you've forgotten your password, click on the 'Forgot your password?' to receive a reminder!

Step 3: Go to teacher dashboard


Go to your Teacher Dashboard by clicking on 'Tests' or 'Give Tests' on the Home page.






Give Tests

Assess student environmental science literacy. Devise exams. Easily compile student results



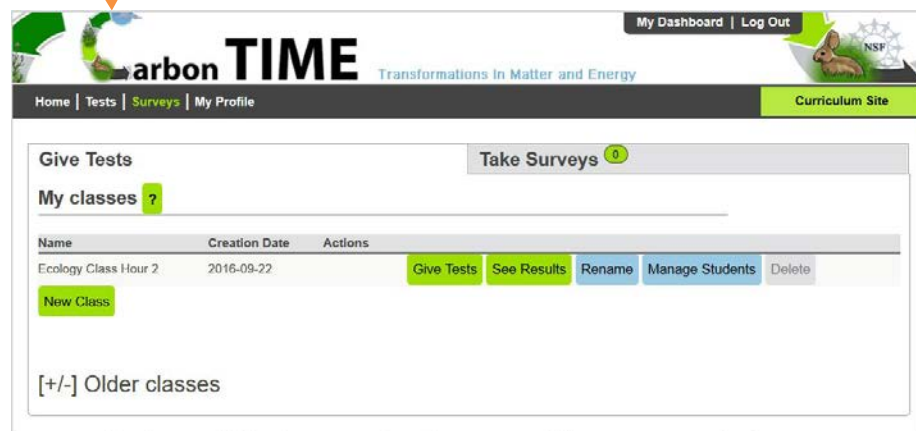
Take Surveys

Test yourself. See where you are at with the content. Take required CTIME surveys.



View Results

View student answers in real time. See dynamic charts of student learning. Keep track of progress.



Give Tests **Take Surveys** 0

My classes ?

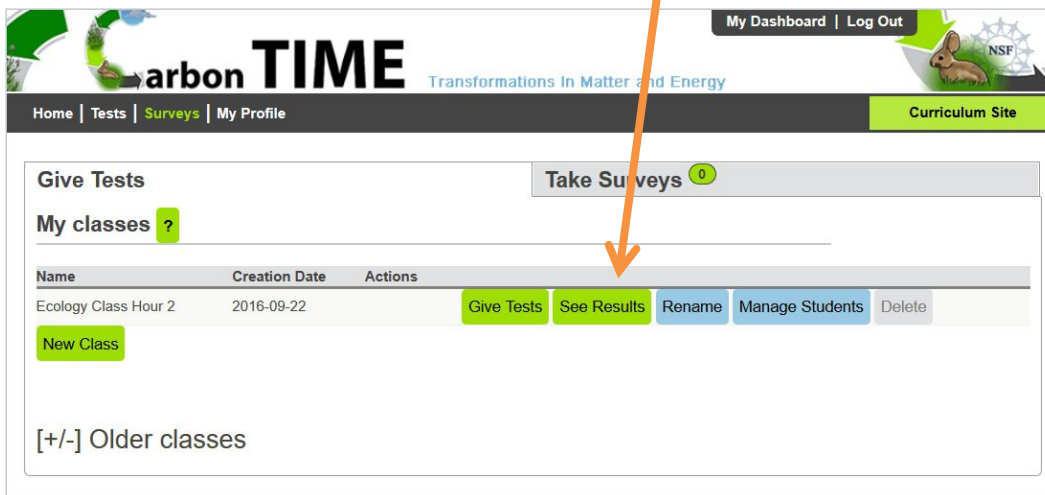
Name	Creation Date	Actions
Ecology Class Hour 2	2016-09-22	Give Tests See Results Rename Manage Students Delete

[New Class](#)

[+/-] Older classes

Step 4: See Results from your Teacher Dashboard

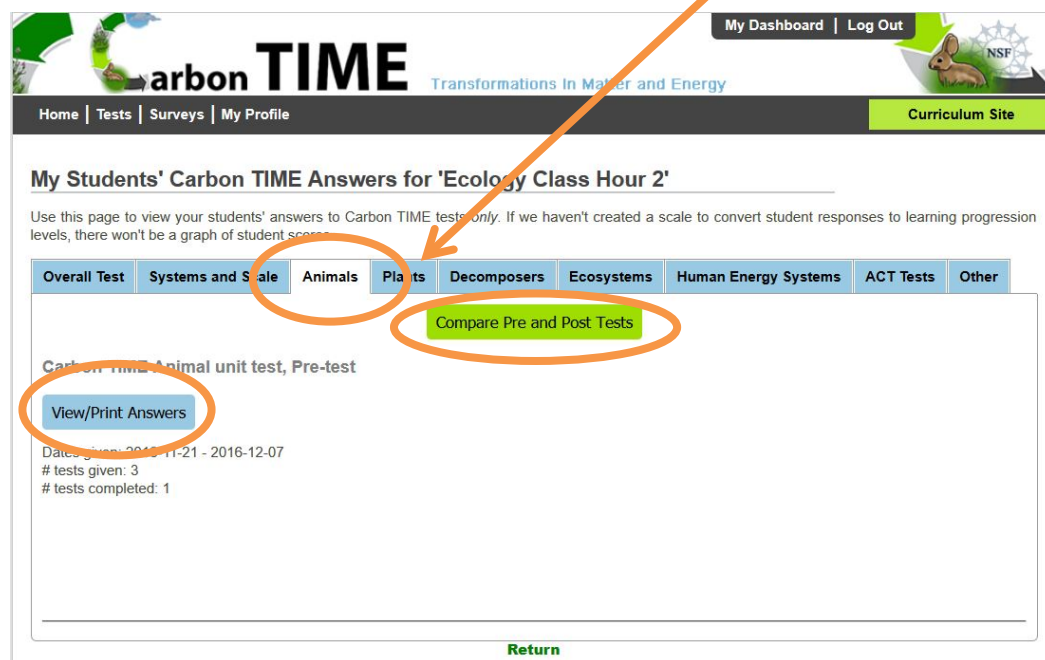
From your Teacher Dashboard, you can click on the green 'See Results' button to view your students' results.



The screenshot shows the Carbon TIME Teacher Dashboard. At the top, there's a navigation bar with 'Home | Tests | Surveys | My Profile' and a 'Curriculum Site' button. Below this, there's a section titled 'Give Tests' and 'Take Surveys' (with a '0' next to it). Under 'My classes', there's a table with columns 'Name', 'Creation Date', and 'Actions'. The first row is for 'Ecology Class Hour 2' (created 2016-09-22). In the 'Actions' column, there are buttons: 'Give Tests', 'See Results' (highlighted with an orange arrow), 'Rename', 'Manage Students', and 'Delete'. Below the table is a 'New Class' button and a link to '[+/-] Older classes'.

Step 5: View Test Results for a Carbon TIME unit

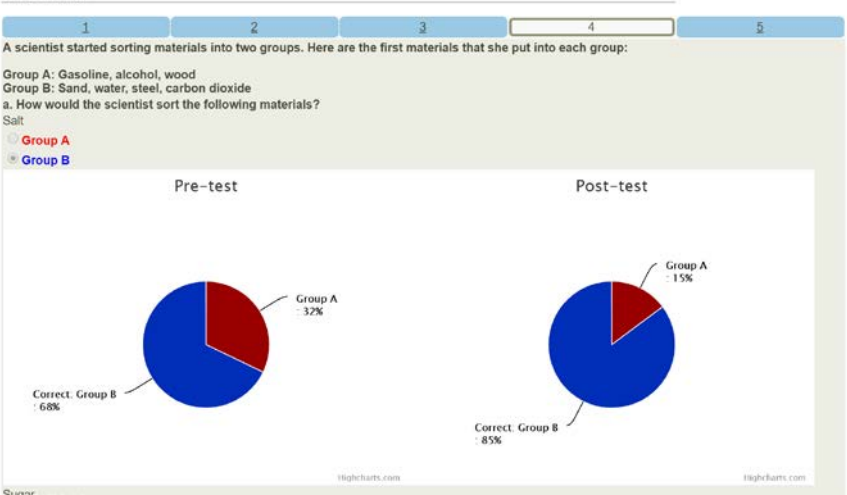
Let's say you want to review test results for the Animals Unit. Click on the 'Animals' tab. Then click on the 'View/Print Answers' button. Or you can click on 'Compare Pre and Post Tests'.



The screenshot shows the 'My Students' Carbon TIME Answers' page for 'Ecology Class Hour 2'. It has a navigation bar with 'Home | Tests | Surveys | My Profile' and a 'Curriculum Site' button. Below the navigation bar, there's a section titled 'My Students' Carbon TIME Answers for 'Ecology Class Hour 2'. A message states: 'Use this page to view your students' answers to Carbon TIME tests only. If we haven't created a scale to convert student responses to learning progression levels, there won't be a graph of student scores.' Below this is a row of tabs: 'Overall Test', 'Systems and Scale', 'Animals' (highlighted with an orange circle), 'Plants', 'Decomposers', 'Ecosystems', 'Human Energy Systems', 'ACT Tests', and 'Other'. Below the tabs is a green button labeled 'Compare Pre and Post Tests' (highlighted with an orange circle). Below this is a section titled 'Carbon TIME Animal unit test, Pre-test' with a 'View/Print Answers' button (highlighted with an orange circle). Below this section, it says 'Dates given: 2016-11-21 - 2016-12-07', '# tests given: 3', and '# tests completed: 1'. At the bottom, there's a green 'Return' button.

If you click on 'Compare Pre and Post Tests', you will see a table that compares pre and post test results (for only forced choice questions). You can use page numbers at the top to navigate. Blue is for correct answers and red is for incorrect answers.

Compare Systems and Scale Pre/Post Results for '7th Grade Science 4th Hour 2015-2016'



If you click on the ‘View/Print Answers’ you will see the View/Print Answers screen. There you have three options: (1) Print All; (2) Download Spreadsheet; (3) Print just one student’s answers. Let’s see what each of these buttons do in later steps.

My Students' Answers for 'Ecology Class Hour 2',
Carbon TIME Animal unit test, Pre-test

Use this page to view, print, or download your students' answers. Click the 'Print' button to go to a printable version of the test. Click the 'Download Spreadsheet' button create a text file that you can import into Excel.

Guide to Interpreting Your Students' Results

Print All

Download Spreadsheet

Show 50 entries

Search:

Student	Correct	Attempted	Total Possible	Submitted?	Date Taken	Options
Jin, Abby			18	✗	2016-12-07	<div>Delete Test</div> <div>Print</div>
Test, Test account	10	18	18	✓	2016-11-21	<div>Delete Test</div> <div>Print</div>
Test2, Test2			18	✗	2016-11-28	<div>Delete Test</div> <div>Print</div>

Showing 1 to 3 of 3 entries

Previous

1

Next

Return

Step 6: Print All and Print buttons

When you click on the Print All button, you get a ‘print out’ of all of the questions on the test, along with the students answers.

My Students' Answers for 'Ecology Class Hour 2', Carbon TIME Animal unit test, Pre-test

Use this page to view, print, or download your students' answers. Click the 'Print' button to go to a printable version of the test. Click the 'Download Spreadsheet' button create a text file that you can import into Excel.

Guide to Interpreting Your Students' Results

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Show 50 entries

Search:

Student	Correct	Attempted	Total Possible	Submitted?	Date Taken	Options
Jin, Abby			18		2016-12-07	<div>Delete Test</div> <div>Print</div>
Test, Test account	10	18	18		2016-11-21	<div>Delete Test</div> <div>Print</div>
Test2, Test2			18		2016-11-28	<div>Delete Test</div> <div>Print</div>

Showing 1 to 3 of 3 entries

Previous

1

Next

Return

If you clicked on the Print button next to student ‘Test Account’ name, you would only get that student’s answers.

Name: Test account Test

Date taken: November 21st, 2016

Overall score: 10/18

Pre(1)/Post(2): Pre-test

The correct answers, when known, are bold. Student answers are italicized. Correct answers are blue, italicized and some incorrect answers are red and italicized.

Carbon TIME Animal unit test

When a baby was five months old, she weighed 8 kg. After 7 years, the baby has grown into a big girl, weighing 25 kg. Where did her increase in mass come from? Which of the following statements is true? Select the correct answer.

☒ a. ALL of the increase in mass came from matter that was originally outside the girl, OR

☐ b. 1

SOME of increase in mass came from matter that the girl made as she grew.

Select the best choice to complete each of the statements about possible sources of mass from outside the girl.

All or most

Some

None

How much of the girl's mass came from the air?

☒ All or most

0

☐ None

How much of the girl's mass came from sunlight?

☐

☒ Some

0

☐ None

How much of the girl's mass came from water?

☐ All or most

☐ Some

☒ None

0

How much of the girl's mass came from food?

☐ All or most

☒ Some

1

☐


Explain your ideas about how different parts of a girl help the girl gain mass as she grows:

How does her digestive system (stomach and intestines) help her gain mass as she grows?


fake answer

Step 7: Download Spreadsheet

This time we'll click on the Download Spreadsheet button.

arbon **TIME** Transformations In Matter and Energy

My Dashboard | Log Out

NSF

Home | Tests | Surveys | My Profile

Curriculum Site

Download Results

The file below contains column headings, calculates class averages, and presents student answers in an easy-to read format. To use the file:

1. Click the link below to download it to your computer.
2. Navigate to the file on your computer and open it.
3. If you get a warning about the file extension not matching the file type, click 'OK'
4. If there is yellow bar at the top of the file warning you about the source of the file, click 'Enable'
5. Click 'Save As' and change the file type to a regular Excel spreadsheet.

[2016_12_7_19_6_Carbon_TIME_Animal_unit_test_Student_Answers.xls](#)


[Return](#)

Progress for a CarbonTIME download started on August 1st, 2016 12:43 pm


Calculating download size...

WARNING: Large downloads can take several minutes to complete. You can close your browser or navigate to another page if you want to, we will email you a link to the finished file(s). Please do not start unnecessary jobs that will clog the system.

Please do NOT restart a download multiple times. You may close this window, an email will be sent when the download completes. You will receive a file with the extension .xls that contains all of your student data and class averages after the download completes.

arbon **TIME** Transformations In Matter and Energy

My Dashboard | Log Out

NSF

Home | Tests | Surveys | My Profile

Curriculum Site

Download Results

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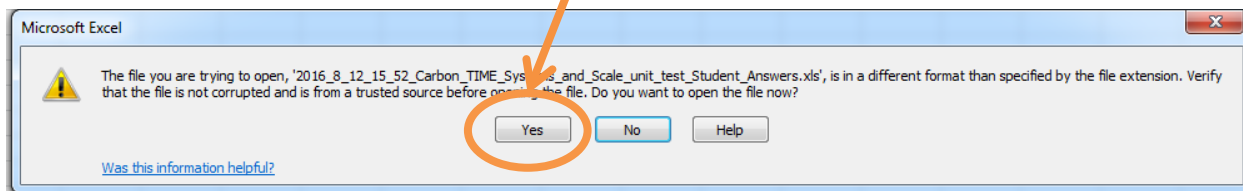
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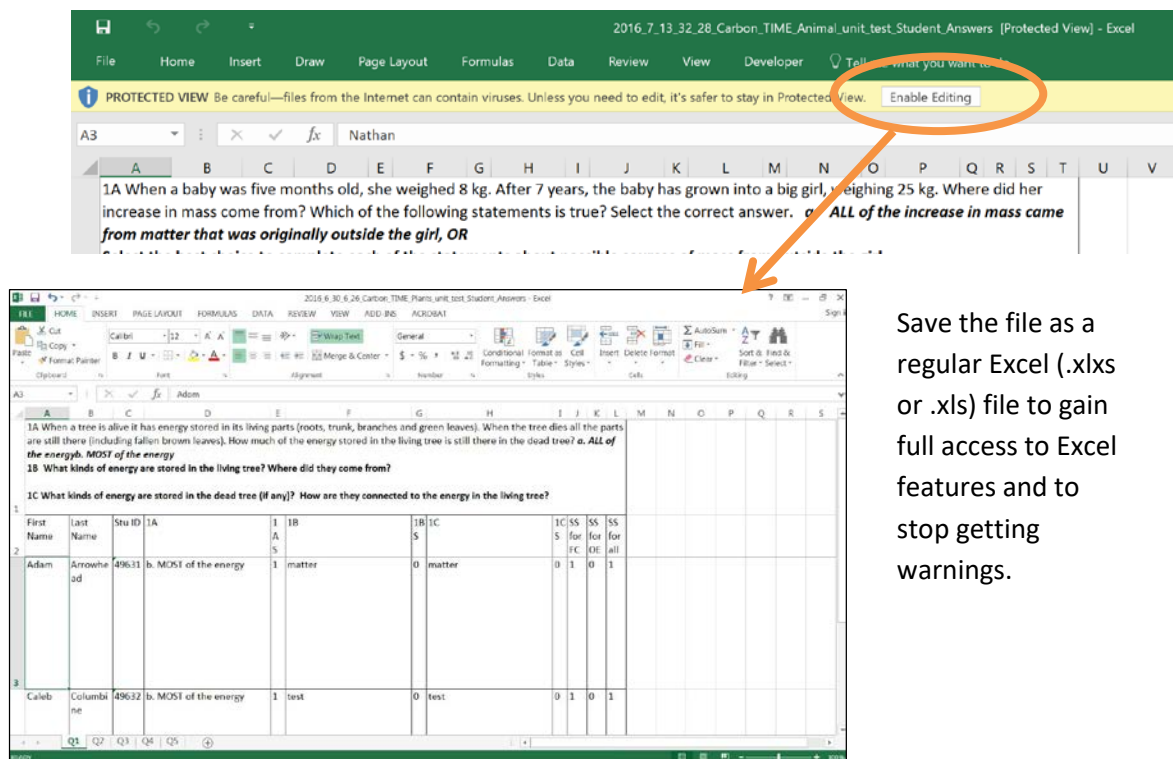
[Return](#)

[Click this link](#) and the file should automatically download.

Navigate to the location and double click the file to open it. You may get a warning about the file extension not matching the file type, click on “Yes” to continue.



After you open the file, your virus software may block some features of the spreadsheet. Click “Enable” if it appears at the top of the spreadsheet.



Save the file as a regular Excel (.xlsx or .xls) file to gain full access to Excel features and to stop getting warnings.

Congratulations!

You have now learned how to locate and download your student test answers for analysis!

If you have any questions or concerns, please contact:

Tech support - msp.drk12@gmail.com

Carbon TIME project manager - envlit@msu.edu

Carbon TIME is developed and maintained by the Natural Resource Ecology Laboratory at Colorado State University.