

## **Score a Test**

The Score page provides teachers and administrators several ways to score the assessments that have been assigned to students. You can score individual student tests manually or upload a file to score a large number of tests at once. In addition, you can view, delete, show, sort, and filter student responses. Only tests that are In Progress or Complete can be scored. The ability to score tests depends on your roles and operations and is not available to all users.

When you are scoring a student's test, the default section will be the section to which the test is assigned. If the student you selected is not in a section to which the test is assigned, you will be prompted to choose a section. If the test is assigned to multiple sections, you may be prompted to select a section if Schoolnet is not able to determine the section based on the student you selected. This helps prevent scoring a test against the wrong section.

Test restrictions that prevent editing or scoring student responses are enforced on the Score page (unless you have the *Add or update student responses on restricted tests* operation, which allows you to bypass these test restrictions). A message will appear if you cannot modify certain scores due to test restrictions.

**Note:** When scoring, making changes to the points awarded, correct answer, or standards that have been assigned to test items is *not* permitted. To update these values, you must modify a test.

[To score tests as a teacher](#)

[To score tests as an administrator](#)

[Other actions \(delete test results, resume test, etc.\)](#)

- **Edit a student's response:** Click the student name and update the submitted responses to individual questions. You will not be able to edit score sheets for students with an online test in a paused state.
- **Delete Student Test Results:** Click to clear a student's responses and allow the student to restart the test online.
- **Resume Online or Clicker Test:** Click to retain a student's responses and allow the student to resume the test. Once a test has been reset, you cannot make changes to the student's recorded score until the test has been resubmitted by the student.
- **Student Self-Assessment:** You may edit a student's self-assessment score and add comments that will be visible to them.
- **PowerTeacher Gradebook:** For tests that have been shared with the PowerTeacher Gradebook, scores for all assigned sections will be updated.

[Related Topics](#)

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