

How to eliminate some of the questions that were delivered on an assessment after the assessment has been scheduled and completed.

1. Find the Assessment you need to change (for the example we used our Infrastructure Assessment ID #5097)

Test Central

Find a Test Create Test

Test Name/ID: 5097

Subject: All subjects

Grade Level: to

Admin Date Range: 2014-2015

Go [Advanced Search](#)

Test Stage

- Private Draft
- Scheduled
- Public Draft
- In Progress
- Ready
- Completed

Results 1 - 1 of 1

Test Name	Test Category	Subject	Grade Level	Test Stage	Start Date	End Date
Infrastructure_Schoolnet_Practice	Common Classroom	Mathematics	PRE-KINDERGARTEN -TWELFTH GRADE	Completed	03/23/2015	03/30/2015

2. Open the Assessment to Test Detail
3. Scroll to the Item you want to eliminate the scoring
4. For the item, under "Actions," choose Modify

School & District Data | Classrooms | Assessment Admin

Test Detail

Infrastructure_Schoolnet_Practice [5097]

Online Passcode: SCHOOL

Test Stage: Private Draft Public Draft Ready To Schedule Scheduled In Progress Completed

Test Actions

- Copy Test
- Export Test
- Score Test
- View Usernames
- Track Accommodations

Preview Online Test

Scoring Instructions (.pdf)

Status & Student Comments

Schedule Information

Associated Resources

Test Content

Item 1: Multiple Choice from Item Central

Which expression is equivalent to

✓ A $\frac{16}{3\sqrt{x}}$

Item 2: Open Response from Item Central

Open Response:

Give your answer on a piece of paper.

Consider the equation:

$y = 4 - 3x^2$

Actions:

- View
- Modify
- Update in Item Central
- Written

5. Depending on the question type, scroll down to the points for the answer and change to "0" – See one Open Response example and one Multiple choice below:

Teacher Instructions:
Instructions are not available.

Scoring Instructions:
 a. -8, b. 4, c. $x = \pm\sqrt{\frac{2}{3}}$

Exemplars:

Student Instructions:

Maximum Points (0-999): * Allow decimal scoring on answer sheets

Test Stage: Private Draft | Public Draft | Ready to Schedule | Scheduled | In Progress | Completed

The information below can be modified without affecting the administration of the test.
 If it is necessary to edit the item content or answers, click [Edit Item](#).
 Note: Editing an item will require the answer sheets or booklet to be reprinted.

Item #: 5 Multiple Choice
 What is the average rate of change of the function $f(x) = \frac{2x+4}{3}$ over the interval from $x = 1$ to $x = 5$?

Alerts
 Image Only Content

Answer	Points	Correct	Text
A.	<input type="text" value="1"/>	<input checked="" type="checkbox"/>	$\frac{2}{3}$
B.	<input type="text" value="0"/>	<input type="checkbox"/>	$\frac{1}{5}$
C.	<input type="text" value="0"/>	<input type="checkbox"/>	$\frac{3}{2}$
D.	<input type="text" value="0"/>	<input type="checkbox"/>	$\frac{5}{1}$
No Response.	<input type="text" value="0"/>	<input type="checkbox"/>	

Formula Reference Sheet
 None Selected

6. Click "Submit" to save your change.
7. It will immediately recalculate the Assessment excluding the items you change to a score value of "0."

