

Creating a Test from the NWEA Test Bank

1. Click on "Assessments"
2. Click on "Create assessment"
3. Click on first drop down and choose "Item bank assessment"
4. Name Assessment
5. Choose courses
6. Fill out all necessary demographics
7. Click "Save"
8. Click "Layout"
9. Click "Add questions"
10. Choose Item Bank and click on NWEA
11. Choose all other criteria
12. Enter keywords
13. Click on "Search"
14. To choose questions, click on box in lower left corner
15. Can also look at attributes – Bloom's, difficulty, level, etc.
16. Click on "Add Selected Questions"
17. Click on "Forms"
18. Click on "Print questions separately"
19. Enter number of copies to print

Aligning Questions to Standards

1. Click on "Standards"
2. Click on "Add Standards"
3. Select standard category
4. Click on Strand, Standard, etc.
5. Click on "View Standards"
6. Align questions to standards.