### **FAST FAQs**

#### What is FAST?

Formative Assessment System for Teachers. FAST is a SISWeb online utility that provides users the ability to create answer keys for site-based common assessments in various subject areas. Once an answer key is created the answer document can be pre-id, scanned, scored and reported for that assessment.

#### How can I get FAST training?

Training documents for using FAST are located in the FAST section of the Research and Evaluation folder located in EGUSD's Public Folders in Microsoft Outlook. Please refer to the documents titled "FAST Assessment Utility Training" and "SISWeb Reports Using FAST System". FAST users may also contact their Regional PI coaches for additional assistance with learning FAST.

#### What updates have been made to the FAST system?

- The process to search assessments has changed. Users can now click "Search ALL Assessments" and select their criteria.
- "Lesson" has been added to the Span drop down menu to further describe your assessment when crating an answer key.

#### What is the difference between MYPAS and FAST?

MYPAS is a district-wide assessment that is administered to students in grades 2-11. FAST is the online utility that allows teachers to access assessments such as MYPAS, CSRE, ISL, MDTP, CST, as well as site-based or teacher developed assessments.

# I noticed new features in FAST since I received my training, where do I look to get the most current training materials and updates?

For the most updated FAST training materials and documents, please check the FAST section of the Research and Evaluation folder located in EGUSD's Public Folder in Microsoft Outlook.

### Can another teacher make a change to my assessment?

No, only the originator can modify the assessment or answer key.

### I previously did not have access to view district assessments, am I able to view them now?

Yes. The FAST system has been updated to allow all users to view and use district-wide assessments.

033.0511.283 Updated 7/21/2011

#### How do I delete a test?

Currently there is no feature that would the user to delete a test. If a test is created in error the user must put in a Heat ticket to have the test removed.

#### Can I edit my answer key?

Only the originator can make edits. Edits can only be made to correct inaccurate answer choices or standard choices.

#### What is the purpose of the edit key?

The edit key function allows you to finalize an answer key previously started, or make corrections or changes if inaccuracies are identified. (Note: This function allows you to modify existing answers and standards only. You cannot change the number of questions).

# If I create an answer key and do not have the time to finish it, how can I save my work and return at a later time?

As long as one answer is complete you can "Submit" and "Save." When you are ready to complete the remainder of the key, you can search for your assessment and select "Edit Key."

#### Where can I find a list of all District Assessment IDs?

The district assessment ID list can be found in the FAST section of the Research and Evaluation folder located in EGUSD's Public Folder in Microsoft Outlook. A link is also available in FAST when you click on "Search ALL Assessments."

Who has access to what? FAST users can scan and upload tests for teachers and administrators at their site. Teachers have access to student performance results for their students only.

### Is FAST mandatory?

FAST was designed for teachers to administer common assessments for formative purposes and is strongly supported by EGUSD's Curriculum & Professional Learning Department, however FAST is not mandatory.

## Can an assessment be backdated when scanning and/or creating a new test?

When scanning you can enter in the date the test was administered or a date prior to the upload date. However, the date must not be prior to the "start date" on the answer key, and must be a date when the students were actually enrolled. When creating answer keys for new assessments, the start date can be any date you select.

033.0511.283 Updated 7/21/2011

# Is there an option to choose other grade level standards when creating an answer key?

Yes. When creating an answer key, you may choose from any of the standards that appear in the "Select Standard" drop-down menu.

#### Do site assessments show on Student Performance Profiles?

Yes. Both site and district assessments show on the Student Performance Profile report.

If I want to create a pre and post assessment to compare student progress, can I use the same answer key for both assessments? Our recommendation is that you create a separate answer key for each assessment.

033.0511.283 Updated 7/21/2011