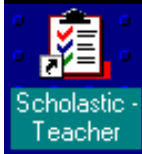


# SRI = Scholastic Reading Inventory

**Do this before your testing date from your teacher workstation:**

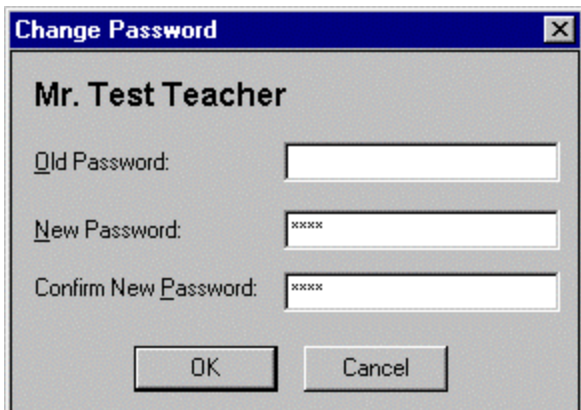


Click on this icon on your desktop



Language Art teachers have accounts already set-up for your English classes. Find your name in the list and double click on it.

The first time you do this, your password is nothing. At this point you can create a password by clicking on “Change Password”.



Leave the “old password” blank. Type in your new password, and type it again to confirm it. Write it down below in case you forget.

My SRI password = \_\_\_\_\_

Alerts will pop up warning you that students have not taken tests. Ignore this for now by clicking on **Cancel**.

You will see a list of your students. In this class they are all named “test #”.

Students | Classes | Groups | Teachers

Student Name ▲	ID #	Grade	Lexile	SRI	RC	READ 180
<input type="checkbox"/> 1, test		6	BR	✓	✓	
<input type="checkbox"/> 10, test		6		✓	✓	
<input type="checkbox"/> 11, student		K			✓	
<input type="checkbox"/> 2, test		7		✓	✓	
<input type="checkbox"/> 3, test		8		✓	✓	
<input type="checkbox"/> 4, test		6		✓	✓	
<input type="checkbox"/> 5, test		7		✓	✓	
<input type="checkbox"/> 6, test		8		✓	✓	
<input type="checkbox"/> 7, test		6		✓	✓	
<input type="checkbox"/> 8, test		7		✓	✓	
<input type="checkbox"/> 9, test		8		✓	✓	

11 Students, 0 Selected    Filter By: Mr. Test Teacher    Add...    Edit...    Delete

If someone is missing you should click on **Add**.

Fill in the their name, grade level and ID number.

Select **SRI** in the “Enrolled In” drop down menu.

Click on **DONE**.

We will be coming back here after students have taken their tests to print reports (a summer reading list). For now you can **Exit**.

**Instructions for students to take the test:**

This is an **un-timed** test. The questions are not numbered. It generates questions based on the previous responses.



Click on this icon on the desktop.

It will ask for the student’s name. If their name isn’t the exact one on your list, it will give them a list of the best choices to choose from.

Next it will ask them about topics of interest in reading. They should pick 3 choices. These selections will be reflected in their summer reading lists. Tell them to answer honestly.

Next will be instructions for taking the test.

The test starts with a practice run. If the kids don’t try, it will ask them to get instructions from you. I would have them try again in front of you.

They then take the test.

At the end it asks if they want a generated reading list.

They should answer **NO**.

Then **QUIT**.

### Sending home a reading list

The final step involves printing out the **Student Reading List** and the **Parent Letter**, stuffing the envelopes, and passing this to the office for mailing. Do this after the student has taken the test.



Open Scholastic Teacher by double clicking on the icon.

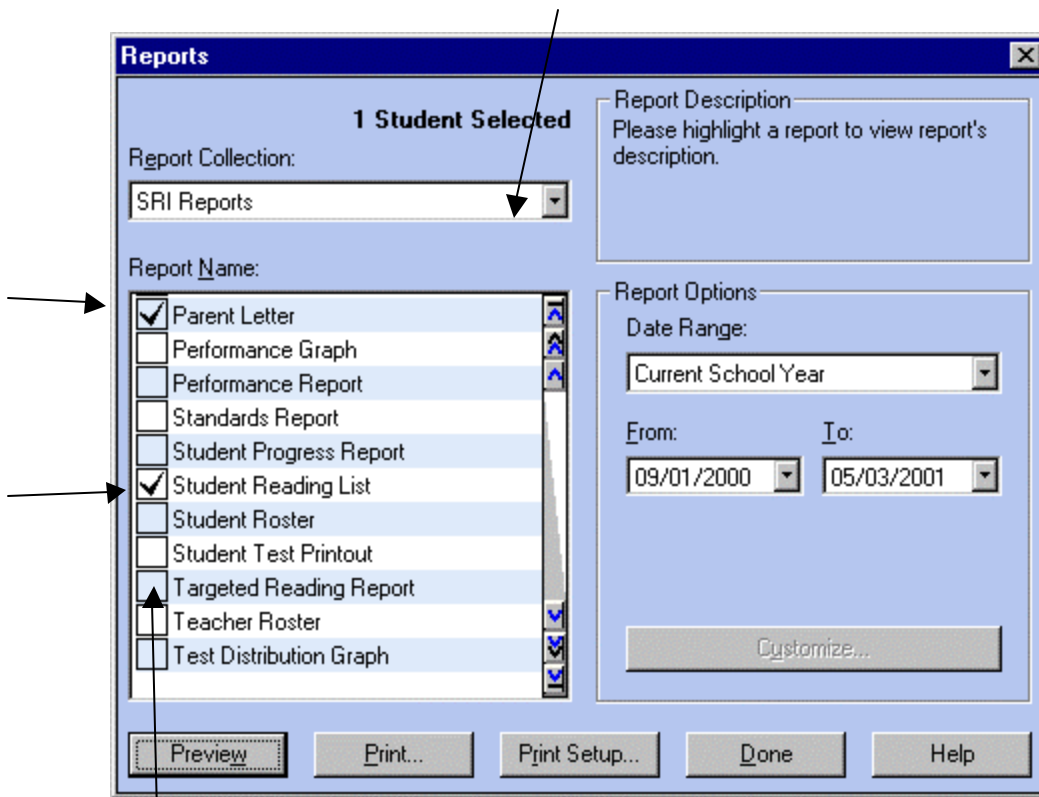
Click on the name of the student you are preparing a list for. This class has students named "test #". Their row will look selected after you click on them.

The screenshot shows the Scholastic Management Suite: Students interface. The window title is "Scholastic Management Suite: Students" and it has a menu bar with "File", "Edit", "Tools", and "Help". Below the menu bar is a toolbar with icons for "EASY START", "REPORTS", "SETTINGS", "TOOLS", "BOOK EXPERT", "HELP", and "SIGN OFF". The main area displays "Welcome, Mr. Test Teacher" and the date/time "May 3, 2001 9:53 AM". There are tabs for "Students", "Classes", "Groups", and "Teachers". A table lists students with columns for "Student Name", "ID #", "Grade", "Lexile", "SRI", "RC", and "READ 180". The first row is selected, and the "SRI" and "RC" columns contain red checkmarks. Below the table, it says "10 Students, 1 Selected" and "Filter By: Mr. Test Teacher" with "Add...", "Edit...", and "Delete" buttons.

Student Name	ID #	Grade	Lexile	SRI	RC	READ 180
<input checked="" type="checkbox"/> 1, test		6	BR	✓	✓	
<input type="checkbox"/> 10, test		6		✓	✓	
<input type="checkbox"/> 2, test		7		✓	✓	
<input type="checkbox"/> 3, test		8		✓	✓	
<input type="checkbox"/> 4, test		6		✓	✓	
<input type="checkbox"/> 5, test		7		✓	✓	
<input type="checkbox"/> 6, test		8		✓	✓	
<input type="checkbox"/> 7, test		6		✓	✓	
<input type="checkbox"/> 8, test		7		✓	✓	
<input type="checkbox"/> 9, test		8		✓	✓	

Click on the **Reports** button.

Select **SRI Reports** from the drop down menu.



- Un-check targeted reading.
- Check Parent Letter.
- Check Student reading List.
- Click on **Print**.
- Click on **Done**.
- Click on **Exit**.

**Prep letters to be sent home.**

Have the student peel the label and stick it to the envelope.

Have the student retrieve these 3 pages from the printer, fold, and stuff them in the envelope. They should return the stuffed envelope to you.

You should be able to start this during the testing period as students finish their tests. You can access this same information and complete the printing process in your classroom if needed.

When all envelopes are prepared, give them to the office for mailing home.

THANK YOU!