Monitoring Student Progress with Reports

Reports are your best source for information about student work and progress. The key reports in the MathsFacts in a Flash software are:

- TOPS Report
- Student Progress Report
- Student Record Report
- Class Progress Report

Monitor the Progress of an Individual Student

TOPS Reports inform teachers and students about how the student performed on a practice or test completed in the software. They include the student's current level, results for time and accuracy, and any incorrect problems. By default, a TOPS Report will print each time a student completes a practice or a test. You can change the TOPS Report preference to print after each practice session and/or test session, or you can turn off printing altogether. If you disable printing, students will continue to receive onscreen feedback in the software so they can monitor their performance.

Review Test TOPS Reports daily to gauge student progress in the software:

- Check the number of times the student tested at the current level. If the student has tested five or more times, you may need to provide additional teaching.
- Check time and accuracy. If the student is having difficulty meeting the time and accuracy targets, you may need to intervene.
- Check incorrect problems to detect possible misunderstandings.
- Check best time information. If you have encouraged students to try to better their test times after initial mastery, you'll be able to quickly identify and recognize their success.

The **Student Progress Report** details a student's accuracy and speed on a single level along with overall progress toward a year-level benchmark (as identified by a school or local authority administrator). Print this report weekly to use during one-on-one discussions with students regarding their progress. Check to see if students are improving their accuracy and time in their current level and if they are making adequate progress toward benchmark. If students are not improving or progressing, talk to them about difficulties and determine what might help them improve.

The **Student Record Report** provides information about the student's current level along with all previously mastered levels. The report lists start and mastery dates, the mastery time target, the number of tests and practices completed in the software and the best time achieved for each mastered level. You can customise this report to include a record of students' offline practices and tests on NEO2s and in Renaissance Home Connect™.

Monitor the Progress of Your Class

The **Class Progress Report** summarises students' work at their current levels and has a separate section for offline practices and tests taken through NEO2s and Renaissance Home Connect. Use the Class Progress Report to answer these questions:

- Are students completing sessions regularly in the software? Check "School Days Since Last Session" in the Current Level section. If students have not completed work as scheduled, check if they have been absent, have not been ready to test for mastery in the software. The Renaissance Home Connect Summary identifies

students who may be taking time to review and practise maths concepts elsewhere before returning to the software to demonstrate mastery.

- Are students making progress at their current level? Check "Number of Tests" in the Current Level section. If students have tested five or more times at a level without mastering it, they may be having difficulty and therefore may require your help.
- Are students not testing enough? Check "Number of Tests" in the Current Level section to see if students are testing with appropriate frequency.