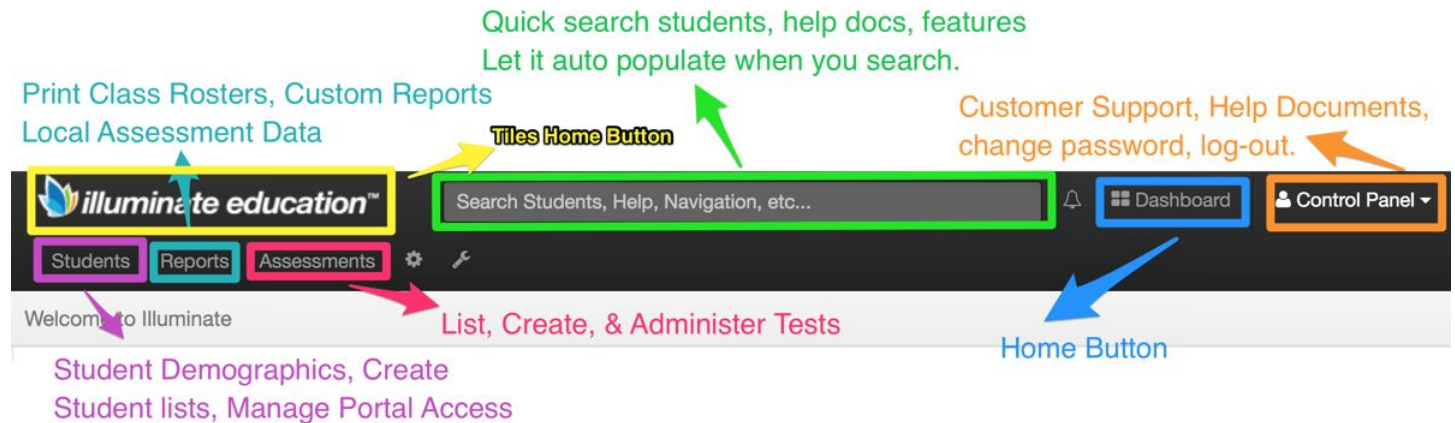


Madera Illuminate Cheat Sheet (<http://goo.gl/Uq8oRS>)

Website: maderausd.illuminateed.com

- **Username:** 1st letter of first name followed by your last name.
 - Example: Anthony Badella = abadella
- **Password:** madera (all lowercase), site should prompt you to change password.

Navigation:



The screenshot shows the Illuminate Education interface with several annotations:

- Search Bar:** A green box highlights the search bar with the text "Search Students, Help, Navigation, etc...". A green arrow points to it with the text "Quick search students, help docs, features Let it auto populate when you search."
- Navigation Menu:** A yellow box highlights the top navigation menu with the text "Print Class Rosters, Custom Reports Local Assessment Data". A yellow arrow points to it with the text "Tiles Home Button".
- Control Panel:** An orange box highlights the "Control Panel" dropdown menu with the text "Customer Support, Help Documents, change password, log-out.". An orange arrow points to it.
- Home Button:** A blue box highlights the "Home" button with the text "Home Button". A blue arrow points to it.
- Students Section:** A pink box highlights the "Students" link with the text "List, Create, & Administer Tests". A pink arrow points to it with the text "Student Demographics, Create Student lists, Manage Portal Access".

Assessments Creation: Links to our help documentation for test creation.

- [On the Fly](#) - Quick Formative Assessment - Multiple Choice/Multiple Select Only
- [Manual](#) & [Hybrid](#) - Import your Existing Tests - Can be given online. - Multiple Choice/Multiple Select, and Constructed Response.
- [Skills Assessment](#) - One on One Type Diagnostic Test Creation
- **Itembank** - Create a test from scratch using Fluence items - CCSS (ELA & Math) - Can be given online - Variety of item types.
 - [Standard Mode](#) - You pick the questions based on the Standards chosen
 - [Quick Mode](#) - Questions auto generated based on the Standards chosen - not recommended for items with Passages

Grading Assessments:

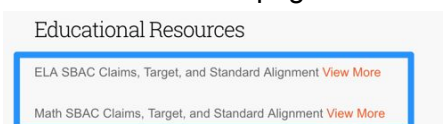
- [Assessment Scanning](#): Print Answer documents, Scanning Answers, & Troubleshooting
- [Enter/Edit student scores manually](#): How to grade constructed responses, non-auto graded.

Online Testing: Give your assessments online!

- [Online Testing Best Practices](#)
- **Student Home Connection Portal site:** maderausd.illuminatehc.com
- [Manage Portal Access](#): Before you test online make sure your student's accounts and temporary passwords are set-up.

[PLC Collaborative Data Protocol](#) - 1 pager for use in data analysis meetings

[Key Data Systems](#) - Standards and Itemtype SBA crosswalk - Awesome for test creation help! Scroll to the bottom of their web page look for this:



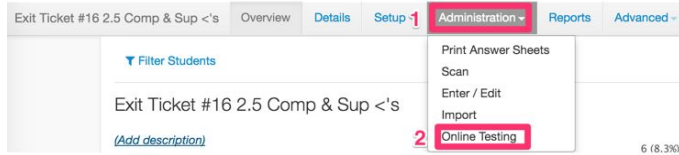
The screenshot shows the "Educational Resources" section with two links:

- ELA SBAC Claims, Target, and Standard Alignment [View More](#)
- Math SBAC Claims, Target, and Standard Alignment [View More](#)

Madera Illuminate Cheat Sheet (<http://goo.gl/Uq8oRS>)

Step 1: Open the desired assessment.

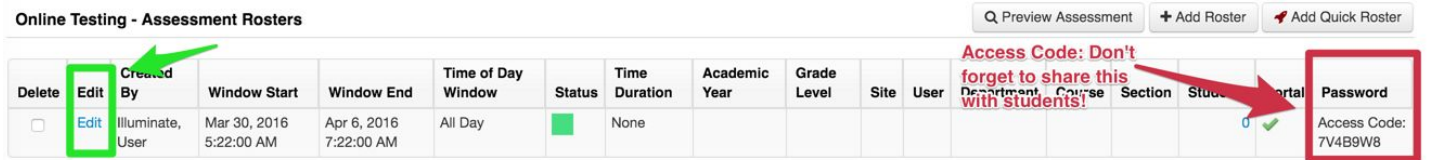
Step 2: Under administration select online testing.



Step 3: Select Add Quick Roster.

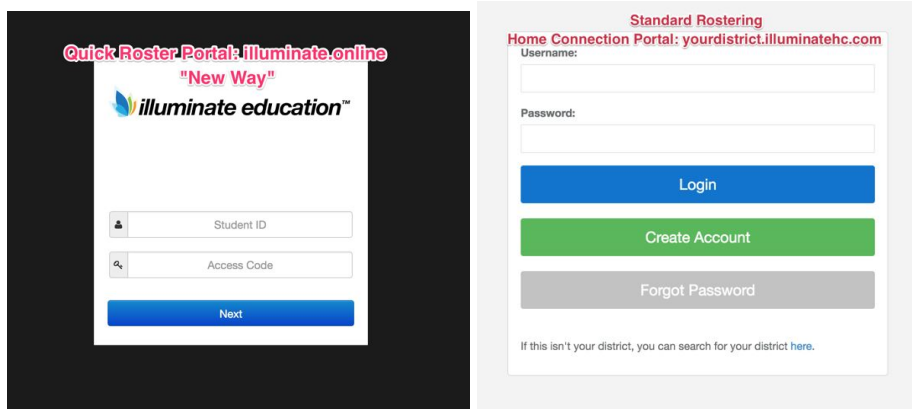


Step 4: A login code is generated and your students are now rostered and ready for online testing! Use the [Edit](#) feature to adjust rostering specifics; testing window, administration, tool and review settings.

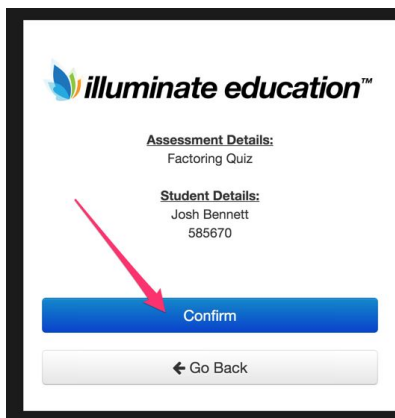


Step 5: Students will need their student id's and test-specific access code to login into illuminate.online.

Note this is not the same portal address as the yourdistrict.illuminatehc.com



Step 6: Students click the Confirm button to access the assessment.



Madera Illuminate Cheat Sheet (<http://goo.gl/Uq8oRS>)

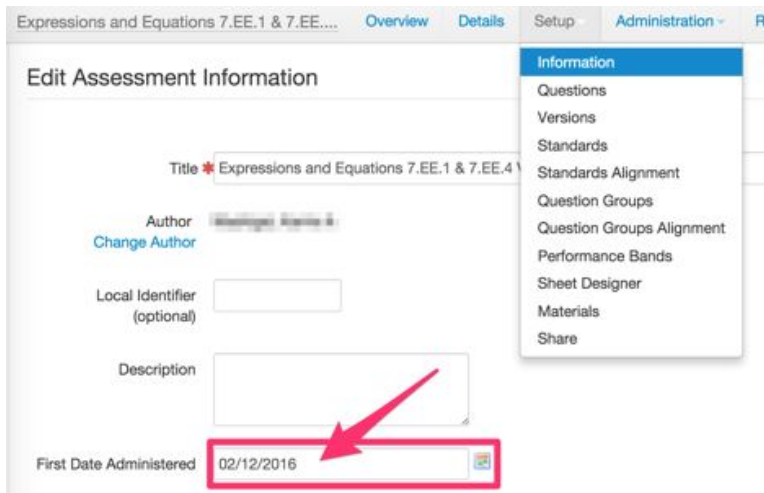
Pushing Illuminate Assessment Scores into Aeries:

Step 1: Make sure you have already created the Assignment in your Aeries Gradebook. Score should match the assessment you are importing.

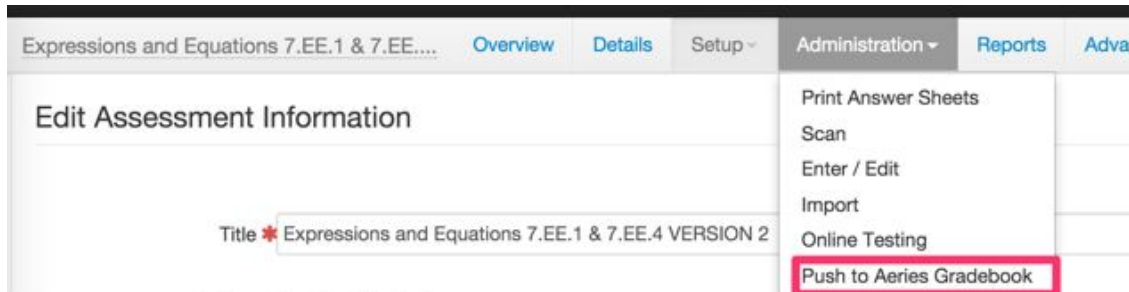
Step 2: There are two requirements for your Illuminate Assessment to be ready to push into Aeries.

A. First Administered Date must be filled in. Setup > Information

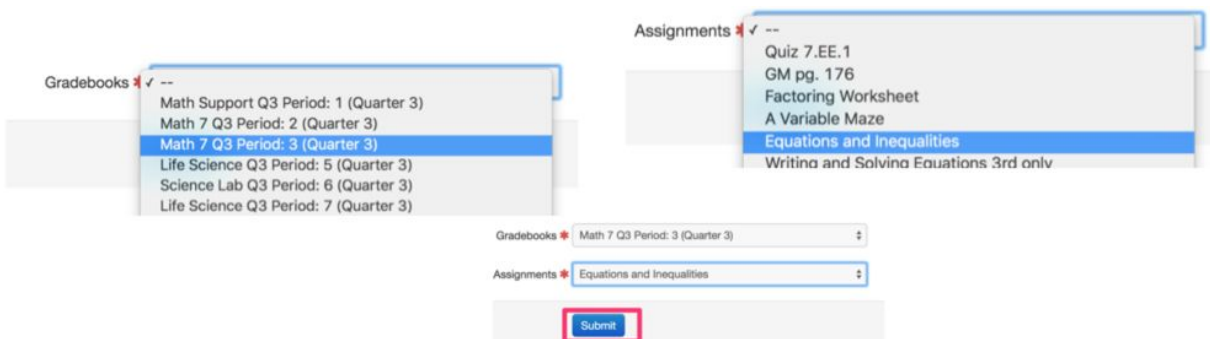
B. *Assessment must have data in it.*



Step 3: Push to Aeries Gradebook: Administration > Push to Aeries Gradebook



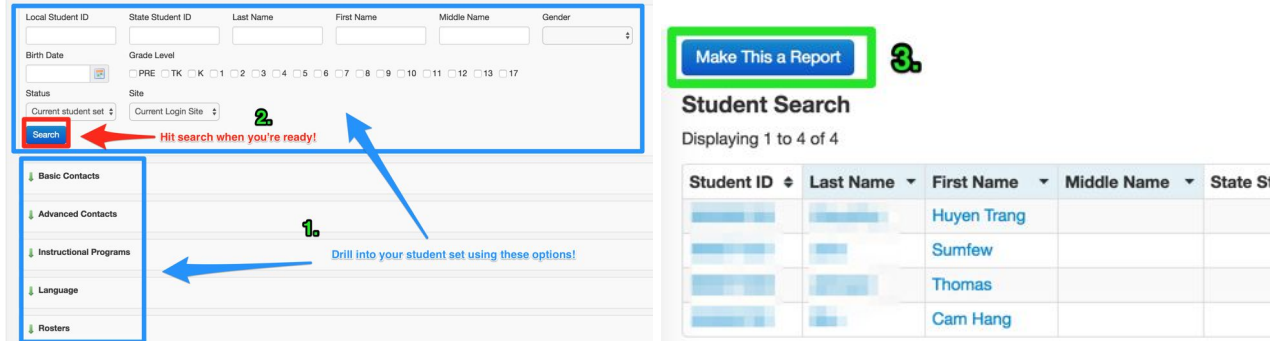
Step 4: Select Gradebook > Select Assignment > Click **SUBMIT - Repeat this step to attach to additional gradebook periods.**



Madera Illuminate Cheat Sheet (<http://goo.gl/Uq8oRS>)

Custom Reporting: For custom reporting it's easier in Illuminate to start with “who” then “what.”

- Navigation: Illuminate Education Logo > Search for a Student Tile > Use the widgets to drill down into your student set > then hit **search** > After generating your student list hit the **Make This a Report** button.



Give your report a name and you're ready to start building your report! Use this [Custom Report Quick Guide](#) to help find the fields you're looking for. So what can you do?

View Report	View	Edit Title	Add Columns	Manage Columns	Filters
	At any time, select View to see the report you are creating.	Edit the title of the report. You can also assign Tags or keywords to help find the report in the report list easier.	Add Columns is where you can add any additional data housed in your site to your report. Use Core Data to find student information. Assessments , Summary Assessments , and State Data can all be added to the report.	Customize how the report displays using Manage Columns . You can hide or delete data, edit the title of each column, even assign Performance Bands to assessment data.	Use Filters to drill down to a specific student set or criteria or your report.
Sorting	Share	Charts	Form Letter	Labels	Advanced
Use Sorting to have your report always display in a certain sort order.	Want to share this report with colleagues? Share the report!	Create Charts and graphs to bring your report to life.	Want to generate a prepopulated letter to send home? Form Letters can do it! Upload a PDF document and layout where the data should display. Download to generate a class set!	Like Form Letters, create Labels of all kinds with data printed from your report. Choose a label format and layout your data.	Authors of reports have access to Advanced , more tools to customize your report such as Student Groups, Sorting, Performance Bands, Calculations, and more!

Where Can I Find My Reports?
 Reports>List Reports>Select Custom>Search