

## AT A GLANCE:

# HOW TO CREATE A POWERSCHOOL ASSESSMENT



1. Login to Unified Classroom
2. Click on Library
  - a. If you want to create an **Item**, go to Library > Assessment Items > Create
  - b. If you want to create an **Assessment**, go to Library > Assessments > Create
3. Once your items and assessments have been created, you will need to create an **Assignment** to administer your assessment to your students.
4. Print any bubble sheets for Offline or Key Type assessments from the proctor screen.
5. Proctor/deliver your assessment to your students via bubble sheets or online.
6. Once your assessment has been administered, you will have to scan your bubble sheets or simply view your Scoresheet in your gradebook to view your students' scores.

## Helpful Sites

- <https://support.powerschool.com> (PowerSource)
- <https://misd.net/psassessment> (MISD documentation)
- <https://docs.powerschool.com/UCHT> (Unified Classroom Teacher Help Site)

