



AMIRA BENCHMARK GUIDE

OVERVIEW

This guide outlines what to do before, during, and after the Amira Benchmark assessment. Follow the steps to prepare your classroom and students, support them during testing, and review and share results once the assessment is complete.

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Before the Assessment

Get Set Up	
☐	Check Your Assessment Window Identify when your students are scheduled to take the assessment.
☐	Adjust Assessment Settings Before assigning an assessment or opening an assessment window, make sure all student settings are correct. - Set up any needed accommodations, such as Spanish assessment, Spanish proctoring, paper and pencil, braille, nonverbal, or extended time, in Assessment Settings ahead of time. - If you need to add or change an accommodation after an assessment has been assigned, unassign it first, update the settings, and then reassign the assessment. How to: Assessment Settings Teacher Resource: Guidance for Assessment Accommodations
☐	Check Your Dashboard and Assign if Needed - If your district is setting assessment windows: Look on your dashboard to see when the window begins. - If your district is <u>not</u> setting windows: Assign the assessment. How to: Assign an Assessment
☐	Plan Your Assessment Schedule <i>Best Practices:</i> - Use Amira flexibly (whole-group, small-group, individual) - Consider assessing in small groups so you can more closely monitor students, cut down on background noise, and quickly address any tech issues. - Display the schedule so students know when they'll test. Teacher Resource: Scheduling Amira Guide
☐	Preview the Student Experience See what the assessment looks like from a student's perspective. Student Experience Walkthrough: ISIP Assess ► Example Video: 1st Grade Assessment ► Example Video: 5th Grade Assessment Amira ISIP Assess Task Examples
☐	Communicate with Families Let families know that benchmark testing is coming up soon and that they'll receive an update afterward to see how their child is growing as a reader. Provide the privacy resource so that families know their child is protected.

	Teacher Resource: Family Update Packet Family Resource: Amira & Your Child's Privacy
Prepare Your Students	
☐	Introduce or Reintroduce Students to Amira <i>Best Practice:</i> • If brand new to Amira, launch with the Getting Started Series (all grades). • Use the ISIP Assess/Evaluar Lesson Series (includes slide decks, videos and a poster) for K-2 students. • Play the ISIP Assess Ready module for students in grades 3-8. Class Resource: Getting Started Series (All Grades) Class Resource: ISIP Assess/Evaluar Series (K-2) Class Resource: Ready Module [English] [Spanish]
☐	Review Testing Routines and Troubleshooting Steps <i>Best Practices:</i> • Revisit classroom routines for using, handling, and caring for devices. • Display and discuss Amira's Tips for Success poster as a final reminder before testing. Class Resource: Amira's Assessment Tips
☐	Encourage Confidence <i>Best Practices:</i> • Remind students to keep going and do their best, even if they make mistakes. • Praise effort and progress over perfection. • Use positive energy and encouragement to set the tone for success. • Go over individual goals with students and encourage them to reach for success. Class Resource: Amira Goal Setting Cards (p.2-3)
☐	Prepare Accommodations Prepare for assessment accommodations by planning any needed 1:1 administration for specific students. Be sure to print all required materials using the resources linked below. Teacher Resource: Guidance for Assessment Accommodations
☐	Set Up Your Space <i>Best Practices:</i> • Space devices apart to prevent microphones from picking up multiple voices. • Use testing dividers or headsets to reduce background noise (optional but helpful).

During the Assessment

Support Your Students



Provide Encouragement

- Use gentle, nonverbal reminders (like a smile or thumbs up) to help students stay engaged.



Maintain a Focused Environment

Best Practices:

- Minimize movement and distractions.
- Circulate the room to ensure students are on task and technology is working, without interrupting reading.



For Students with Accommodations

Follow the step-by-step instructions explained in the document below.

[Teacher Resource: Guidance for Assessment Accommodations](#)



Be Mindful About Breaks

Best Practices:

- Aim to have students complete the assessment in one ~20 minute session.
- If a student needs a break, have them finish the task they are working on so progress saves.
- Have the student log out rather than leaving the assessment idle. When they log back in, Amira will resume where they left off.

Monitor Assessment



Monitor Assessment Completion

- Track student progress to ensure all assessments are completed. Amira automatically alerts you if a student has an incomplete assessment or needs to reassess.
- Use the ISIP Assess Status widget in your Growth Dashboard to view completion details and identify students who may need additional time or support.

[How to: View Assessment Completion](#)

Get Live Support if Needed

If you encounter an issue you can't resolve, click Amira in the bottom-left corner of your dashboard and ask to speak with a live support agent.

After the Assessment

Review Results	
☐	Get a Quick Overview • View results in the ISIP Assess Classification widget on your dashboard. • Check each student's ARM score and percentile ranking in the Class Progress Report. • Review each student's dyslexia risk indicator in the Reading Risk Report. • Results typically appear immediately, or within 48 hours if flagged for review. How to: View Assessment Results How to: Class Progress Report
☐	Dig Deeper Learn more about Amira Reports with the Amira Data Dive asynchronous training and with the Teacher Reports Reference Guide. Data Dive Training Teacher Reports Reference Guide
Communicate Results	
☐	Check in with Students Reflect on their assessment experience, celebrate their progress, recognize their strengths, and set new goals. Class Resource: Amira Goal Setting Class Resource: Conference Logs Class Resource: BOY Hopes & Dreams Activity Class Resource: Progress Reflection Activity
☐	Communicate with Families Send home an update so that parents know how their child has progressed since the beginning of the year. Teacher Resource: Family Update Packet Family Resource: Parent Report One-Pager