



LEARNING LADDERS

# Class Assessment & Group Assessment

## Noting Assessment for a Class

*A school's assessment policy should outline what each assessment point means!*



Click on "Classes & Groups"



Select "Classes"



Select "Assessment" and then "Class Assessment"



Select the class, subject and ladder you wish to note assessment for



Select a term to apply your assessments to



Simply click the assessments you wish to note



This page has an autosave function which means that once you have noted an assessment, it is automatically saved and you do not need to do anything else.

## Noting Assessment for Multiple Pupils/Ladders



Click on "Classes & Groups"



Select "Classes"



Click on the class you wish to note assessment for



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Click on "Ladders" and then the 'eye' icon for a ladder



Select "Bulk Note Assessment"



Select the pupils, ladders, number of assessments and term you wish to note and click "Submit"

## Noting Assessment for a Group

You can note assessment for a group in the same way you note assessment for a group by selecting "Groups" from the drop down menu instead of classes.



Assessments are automatically updated throughout the site.

## Uploading Evidence Against an Assessment

To upload evidence against an assessment for moderation purposes you simply need to visit "Class Assessment" and follow the steps below:



Click on the green upload icon next to each assessment



Choose your file and click "Upload"



If you have Ladders at Home as part of your membership you can also choose whether to share evidence with parents at this point.