

# K-2 Electronic Scoring Tool

The kindergarten through second grade assessments that are part of the Florida Assessments for Instruction in Reading (FAIR) were originally designed to be administered using the Student Score Booklet (SSB). Student performance on a task were to be recorded in the SSB and then scores were to be entered into the PMRN through a data entry page.

The K-2 Electronic Scoring Tool (K-2 EST) was developed to improve the reliability of scoring the tasks, increase the ease of following the task flow, and prevent transcription errors.

Any Florida school registered to use the PMRN may utilize the K-2 EST to assist in the administration of the FAIR. To be assessed on the K-2 EST, the student must be assigned to a class in the PMRN. PMRN class rosters will be displayed in the K-2 EST. Scores recorded on the K-2 EST will be reported through the PMRN. The task flow, decision rules, scoring, administration stops, and timing rules of the SSBs are followed in the K-2 EST. For detailed information about the K-2 assessments, please consult the K-2 Administration Manual available through a secure link to registered Users at <http://jrf.fcim.org>.

## K-2 EST “Live” Version

The K-2 EST Live version is the preferred method of score entry. The “Live” version requires an active Internet connection so that roster and score data can be transferred between the local computer and the PMRN server. The teacher administering the assessment will sit across from the student and proceed through the tasks while using their computer to score the student’s performance. Since the rules are programmed into the application, the User does not need a stopwatch or need to calculate an Administration stop. The student will proceed through the tasks based on the rules of the FAIR. At the conclusion of each task, the scores will be transferred from the K-2 EST to the PMRN.

As long as the computer is connected to the Internet, the rosters and score data in the K-2 EST and PMRN remain synchronized.

The following PMRN User Access Levels can access the K-2 EST:

- School Level 1, 2, 3, and 4 Users
- Reading Level Users (Reading Teachers)
- Data Entry Level Users
- Assessment Team Members

The User can access the K-2 EST Live version at <https://k2.pmrn.fcrr.org>. Signing In to the K-2 EST using the same credentials for accessing the PMRN (<https://pmrn.fcrr.org>), the teacher will select the school calendar, class, and student to be assessed and will follow the task flow as defined by the FAIR. Task flow is dependent upon the grade level, assessment period, and the student’s performance, both in the current assessment period and in previous assessment periods.

A User must Sign In to the PMRN at <https://pmrn.fcrr.org> at least one time and reset his or her Password before he or she can access the K-2 EST Live version. For more information about how to Sign In to the PMRN, please consult the “PMRN First Sign In” handout that came with the principal’s packet.

An introduction to the K-2 EST is available at [http://www.fcrr.org/pmrn/k2\\_guides/index.shtm](http://www.fcrr.org/pmrn/k2_guides/index.shtm).

## K-2 AIR Version

The K-2 AIR version operates similarly to the Live version, but does not require a continuous Internet connection. The AIR version utilizes the software developed by Adobe called the Adobe Integrated Runtime (AIR) to run Internet applications on a local machine. Utilizing the Adobe AIR software means that a continuous Internet connection is not necessary to run applications that would usually require a connection to the Internet. The K-2 AIR places all of the necessary files on the local machine. When an Internet connection is available, rosters can transfer from the PMRN to the local computer and scores will transfer from the local computer to the PMRN. When a connection is not available, the assessments can continue seamlessly.

Unlike the Live version, the AIR version requires installation of software. There is a one time install of the AIR software and the K-2 AIR version. Periodic installs of updated versions of the K-2 AIR version will also be required, along with daily downloads of the roster files during the Assessment Periods.

### To install the K-2 AIR

- Sign In to the K-2 EST Live version site at <https://k2.pmrn.fcrr.org>
- Click the **Download** button at the bottom of the page
- Follow the onscreen instructions to complete the download and installation

If Adobe AIR is not installed, these steps will install both the Adobe AIR software and the K-2 AIR version of the application. If the Adobe AIR software is already installed on your machine, these steps will only install the K-2 AIR version of the application.

### Updating the application:

The application may require occasional updates. If there is a new version of the application available, the User will be prompted to update to the latest version of the application. If a new version is available, the application must be updated. Users must be connected to the Internet in order to update the application.

### To obtain student rosters:

When using the K-2 AIR version, Users must Sign In while connected to the Internet at least once each day before they are able to administer tasks in *offline* mode. Signing In with an Internet connection allows the K-2 AIR version to download the latest roster information, update the application, and send scores collected in *offline* mode to the PMRN.

- On days when students will be assessed, Users must first Sign In to the K-2 AIR version while connected to the Internet to refresh rosters. During the first *online* mode session, rosters will be automatically refreshed.
- In subsequent *online* mode sessions, Users will have the option of refreshing rosters from the PMRN (which downloads the current PMRN rosters) by clicking the **Refresh Student Rosters** button. If the User does not click the **Refresh Student Rosters** button, the User can continue using the stored rosters. The refresh is limited to no more frequent than every three hours.
- If the K-2 AIR Version is not connected to the Internet (*offline* mode), the User will not have the option to refresh student rosters, but will instead use the stored rosters.

To send scores to the PMRN:

The K-2 AIR Version will automatically send all collected scores once a User Signs In with an Internet connection.

If the Internet connection is lost during testing, the application will enter *offline* mode. All scores will be collected and the task flow will continue without interruption. Collected scores will be Submitted to the PMRN the next time the K-2 AIR Version is in *online* mode and the User Signs In.

If the K-2 AIR version enters *offline* mode, it will stay in *offline* mode until an Internet connection is restored and the User Signs Out and Signs In again.

## K-2 Manual Score Entry

K-2 Manual Score Entry is available for all schools that are registered to use the PMRN and to assess students in kindergarten through second grade. Data Entry can only be completed by Data Entry and Reading Level Users. School Level 1, 2, and 3 Users can also modify previously entered scores by clicking the **Modify Scores** button after a class or period has been selected from the **Classes/Periods** tab.

To manually enter scores in the PMRN:

- Sign In as a Reading teacher or Data Entry Level User
- Select the class for which scores will be entered (Data Entry Level Users only- Reading Level Users will only have access to their own classes)
- Select the task type from the tabs
- Select the appropriate task from the drop-down menu
- Enter the scores and indicate any other components of the student's score (administration stops, time, etc.)
- Click **Save** or **Submit**. Once scores are typed into the PMRN they can be either Saved temporarily or Submitted permanently.

The Data Entry Page for K-2 scores in the PMRN follows the same task flows in the SSB. If a task scored in the SSB falls outside of the prescribed task flow for an individual student, that student will not be able to have scores for that task entered into the PMRN. For example, Spelling scores cannot be entered for students in Kindergarten and First grade, as this task is only administered to Second grade students.

If you have any questions regarding the PMRN, K-2 EST Live version, K-2 AIR version, or K-2 Manual Score Entry, please contact the PMRN Help Desk at [helpdesk@fcr.org](mailto:helpdesk@fcr.org) or 850.644.0931.