

FAQ: Locked Multiple Choice Assessment Stages

In Code.org's CS Principles course, each chapter of lessons in a unit typically culminates in a practice Performance Task and a short multiple choice assessment. This document describes the steps to prepare, administer, and review student answers for these multiple choice assessments.

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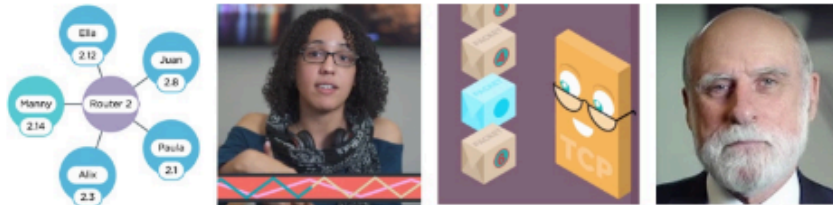
Prepare

Where are the multiple choice assessments?

The chapter culminating multiple choice assessments now appear inline on the Unit overview pages. For example, in Unit 1: The Internet, there are 3 assessments:

CSP Unit 1 - The Internet

This unit explores the technical challenges and questions that arise from the need to represent digital information in computers and transfer it between people and computational devices. The unit then explores the structure and design of the Internet and the implications of those design decisions.



CS Principles Pre-survey	1 2 3 4
Stage 1: Personal Innovations	Computer Science is Changing Everything
Stage 2: Sending Binary Messages	2 3 4 5
...	
Stage 7: Encoding and Sending Formatted Text	Internet Simulator: Sending Text 3 4 5 6 7 8 9
Unit 1 Chapter 1 Assessment	1 2
Stage 8: The Internet	What is the Internet? 3 4 5 6
...	
Stage 14: Practice PT - The Internet and Society	
Unit 1 Chapter 2 Assessment	1 2

← CS Principles Pre-survey is an student attitudes and experience survey that is administered in the same way as an assessment.

← Unit 1 Chapter 1 assessment that covers Lessons 1 - 7

← Unit 1 Chapter 2 assessment that covers lessons 8 - 14

Help! I don't see those surveys/assessments

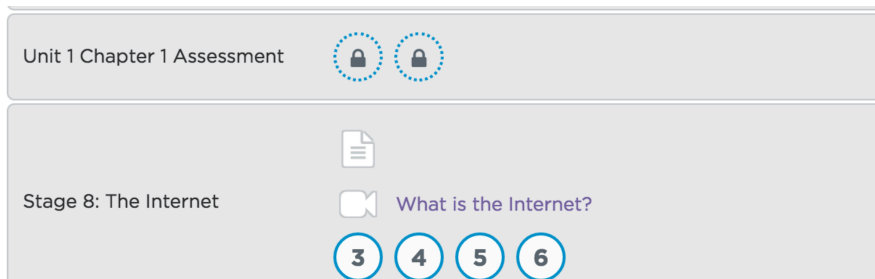
Ensure you are registered on Code Studio as a “verified” teacher account to see these surveys/assessments.

Anyone can create a teacher account on Code Studio, which means that we need an extra layer of authorization to allow CS Principles teachers to see assessments, answer keys, and any other collateral that students should not be able to trivially get access to. If you attended a Code.org TeacherCon during the summer, you should already have this access.

Please fill out [this form](#) to request access. Note that it can take a few days to become a verified teacher account, so please do this step early!

Can my students see the assessments ahead of time?

No, all assessment stages are locked by default for students. Students in your section will see that the stages exist, but they will appear as locked:



As the teacher, you will be in control of unlocking and locking the stage when you are ready to administer the assessment (covered below).

How can I view the assessment and answers before administering?

From the Unit overview page, you can click into the levels for the assessment to view the questions. The answers will appear below each question in a blue Teacher Only section.

Administer

I'm ready for students to take the assessment. How do I unlock the stage?

We'll walk through the example of administering the Unit 1 Chapter 1 assessment that follows Unit 1 Lesson 7. To unlock the stage for students:

1. Navigate to the Unit overview page: studio.code.org/s/csp1
2. Select your section in the Teacher Panel in the right

Teacher Panel

View page as:

Student

Teacher

CSP Period 2

3. Scroll to the assessment stage and click 'Assessment settings'

Unit 1 Chapter 1 Assessment

1

2

Assessment Settings

4. The lock settings dialog will appear:

Steps to give assessment for

CSP Period 2

1. "Allow editing" while students should be taking the assessment.

Allow editing

2. Once time is up, "Lock stage" to hide questions.

Lock stage

3. "Show answers" to put the assessment into a read-only mode.

Show answers

4. "Re-lock stage" to prevent sharing of answers with other classes/schools.

Re-lock stage

5. Go to the assessment/survey tab for your section to review student responses.

View section

Note: Stage auto-locks after 24 hours.

Individual student control

Use the table below to control the state for each individual student.

Student	Locked	Editable	Answers visible (read-only)
molly	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>
olive filman	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>
sarah	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>
stevie	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>

Cancel

Save

5. At the top of the dialog, make sure the section from the dropdown is the one that you want to administer the survey/assessment to.
6. Assessments can be in one of 3 states for students:
 - a. **Locked:** The assessment is locked and questions are not visible
 - b. **Editable:** The assessment is unlocked and questions can be answered by students
 - c. **Answers visible:** Students cannot make changes to their answers but can see the actual answers. This state is useful for allowing students to check their work after the assessment has been administered.

7. Click the orange 'Allow editing' button to toggle all of the students in your section, or use the 'Individual student control' table to mark the assessment editable for only a subset of students.
8. Click 'Save'
9. Your students will need to refresh the Unit overview page that they are on. After refreshing, the stage will no longer display locks, and they can complete and submit the assessment. Students are provided instructions on how to navigate the assessment at the beginning of the assessment. Ensure that students click the purple 'Submit' at the end of the assessment period so you can review answers.

Unit 1 Chapter 1 Assessment



The class period is over. How do I lock the assessment so students can't see or share it?

To re-lock the assessment so it is no longer viewable by students:

1. Return to the Unit overview page
2. Pull out the blue teacher Teacher Panel on the right and make sure the right section is selected
3. Scroll to the assessment, and click the 'Lock Settings' button again
4. Click the 'Lock stage' button to lock for all students, or use the 'Individual student control' table to change the state for only some students.

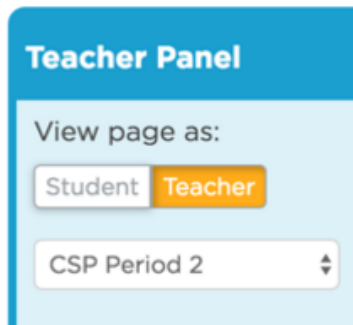
If you forget to re-lock the stage, Code Studio will automatically lock it after 24-hours. This is to prevent students from potentially accessing and distributing the questions to others.

What if a student was absent during the class period?

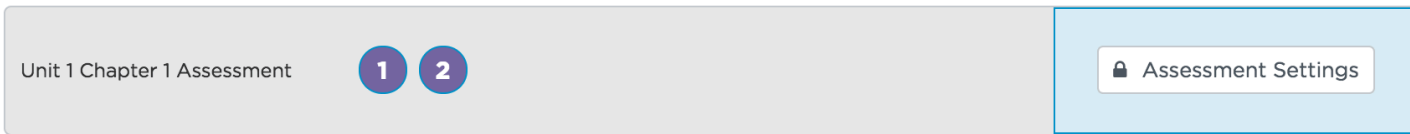
You can unlock the assessment for individual students.

We'll walk through the example of unlocking the Unit 1 Chapter 1 assessment that follows Unit 1 Lesson 7 for one student.

1. Navigate to the Unit overview page: studio.code.org/s/csp1
2. Select your section in the Teacher Panel in the right



3. Scroll to the assessment stage and click 'Assessment settings'



4. The lock settings dialog will appear:

Steps to give assessment for

CSP Period 2 ▼

1. "Allow editing" while students should be taking the assessment. **Allow editing**
2. Once time is up, "Lock stage" to hide questions. **Lock stage**
3. "Show answers" to put the assessment into a read-only mode. **Show answers**
4. "Re-lock stage" to prevent sharing of answers with other classes/schools. **Re-lock stage**
5. Go to the assessment/survey tab for your section to review student responses. **View section**

Note: Stage auto-locks after 24 hours.

Individual student control

Use the table below to control the state for each individual student.

Student	Locked	Editable	Answers visible (read-only)
molly	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>
olive filman	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>
sarah	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>
stevie	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>

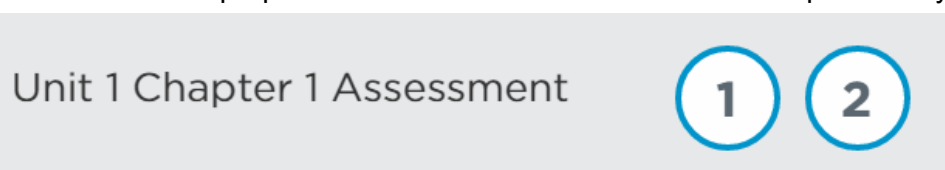
Cancel Save

5. At the top of the dialog, make sure the section from the dropdown is the one that you want to administer the survey/assessment to.
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- a. **Locked:** The assessment is locked and questions are not visible
 - b. **Editable:** The assessment is unlocked and questions can be answered by students
 - c. **Answers visible:** Students cannot make changes to their answers but can see the actual answers. This state is useful for allowing students to check their work after the assessment has been administered.

7. Use the 'Individual student control' table to mark the assessment editable for only a subset of students. For example the student 'GT Wrobel' can now take the test but Brook and Josh can't:

Student	Locked	Editable	Answers visible (read-only)
brook osborne	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>
GT Wrobel	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>
Josh Caldwell	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>

8. Click 'Save'
9. The students will need to refresh the Unit overview page that they are on. After refreshing, the stage will no longer display locks, and they can complete and submit the assessment. Students are provided instructions on how to navigate the assessment at the beginning of the assessment. Ensure that students click the purple 'Submit' at the end of the assessment period so you can review answers.



Review

Where can I see student answers?

Student answers are aggregated in the Student Accounts and Progress section of the Teacher Home Page and are available to download as a .csv file for easier grading.

1. Re-open the Lock Settings dialog, ensure the correct section is selected in the dropdown at the top, and click the 'View Section' button next to step 5

Steps to give assessment for

CSP Period 2

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stevie	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>

Cancel

Save

2. This will take you to the purple 'Assessments/Surveys' tab on the Teacher Home Page

Teacher home page ▶ Student Accounts and Progress ▶ Section: CSP Section 1 Switch section: CSP Section 1

Progress Text Responses **Assessments/Surveys** Stats Manage Students

3. Select the Unit that the assessment appeared in. In our example, we'd select Unit 1: The Internet:

Teacher home page ▶ Student Accounts and Progress ▶ Section: CSP Section 1 Switch section: CSP Section 1

Progress Text Responses **Assessments/Surveys** Stats Manage Students

View assessments in: Unit 1: The Internet

4. On the page, two tables will appear:

- **Assessment summaries table:** For each student in the section, the number of correct answers and the % correct is summarized.
- **All assessment answers table:** A row for every student and every question/response in the assessment is shown.

Assessment summaries

Download CSV							
Name	Stage	Puzzle	Status	# multiple choice correct	# multiple choice	% multiple choice correct	Submission timestamp
one	Unit 1 Chapter 1 Assessment	1	In progress	1	10	10	
Poorva	Unit 1 Chapter 1 Assessment	1	In progress	0	10	0	
PS	Unit 1 Chapter 1 Assessment	1	In progress	3	10	30	

All assessment answers

Download CSV						
Name	Stage	Puzzle	Question	Response	Correctness	
PS	Unit 1 Chapter 1 Assessment	1	1	B	Incorrect	
PS	Unit 1 Chapter 1 Assessment	1	2	B	Correct	
PS	Unit 1 Chapter 1 Assessment	1	3	C	Correct	
PS	Unit 1 Chapter 1 Assessment	1	4	C	Incorrect	

You can click the ‘Download CSV’ button on either table to export the file as a .csv file, which is compatible with Microsoft Excel, Google Spreadsheets, or any spreadsheet editor.