



Scholastic Literacy Pro User Guide

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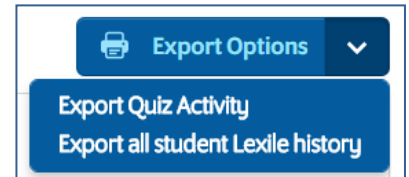
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Literacy Pro 1.9 New Features

With the release of Literacy Pro 1.9 we have introduced two new features on the reports page: New school report downloads and the Class Quiz Activity Report.

As an admin, you will now be able to export both **Quiz Activity** and the **Student Lexile History** for the entire school. While at the school level, simply click the drop down menu in the top right of the screen to export both reports.



For both Admins and Teachers, the newly added Class Quiz Activity Report offers the option to view an entire class's quiz history. This includes the student name, quiz name, quiz score, quiz date, Lexile of book, and the amount of words read for that book. As with all of the other reports, the Class Quiz Activity Report can be exported as a .CSV file or printed.

Class Quiz Activity Report

Export
Print

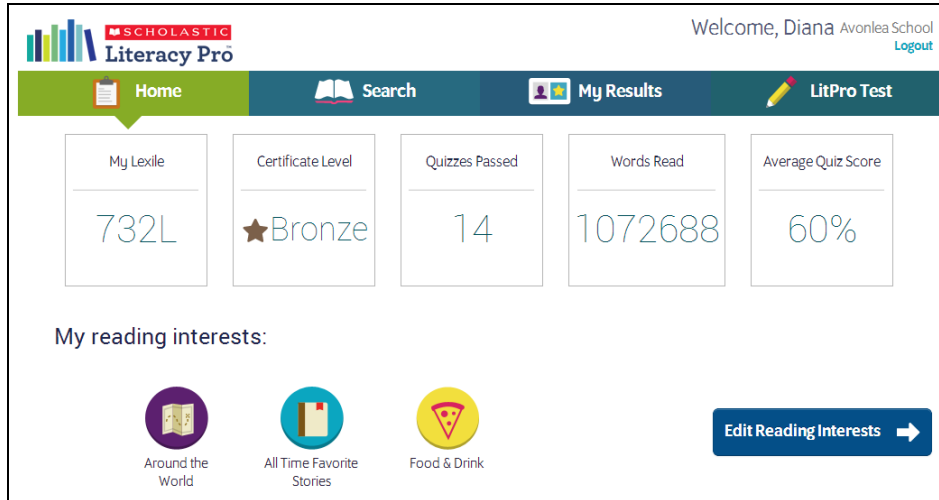
This report shows a table view of students' Quiz Activity.

School Calendar 2016

Class 4A

Student Name	Quiz Name	Quiz Score	Quiz Date	Lexile of Book	Words Read
Sookie St. James	River, The	90%	15 Jul 2016	960	19568
Sookie St. James	Football	100%	15 Jul 2016	940	3716
Sookie St. James	Boy Who Held Back The Sea, The	90%	15 Jul 2016	960	1126
Sookie St. James	Devil's Storybook	80%	15 Jul 2016	970	11846
Tana Schrick	Long Winter, The	80%	15 Jul 2016	790	66993
Tana Schrick	Book Of Enchantments	100%	15 Jul 2016	810	50807
Tana Schrick	Fledgling, The	90%	15 Jul 2016	800	38563
Tim Riggins	Ark In The Park	80%	15 Jul 2016	730	3873
Russell Rennie	Detectives In Togas	90%	14 Jul 2016	700	45019
Russell Rennie	Acceptable Time, An	80%	14 Jul 2016	710	78448

Overview






Welcome, Diana Avonlea School
Logout

Home Search My Results LitPro Test

My Lexile	Certificate Level	Quizzes Passed	Words Read	Average Quiz Score
732L	★Bronze	14	1072688	60%

My reading interests:

-  Around the World
-  All Time Favorite Stories
-  Food & Drink

Edit Reading Interests →

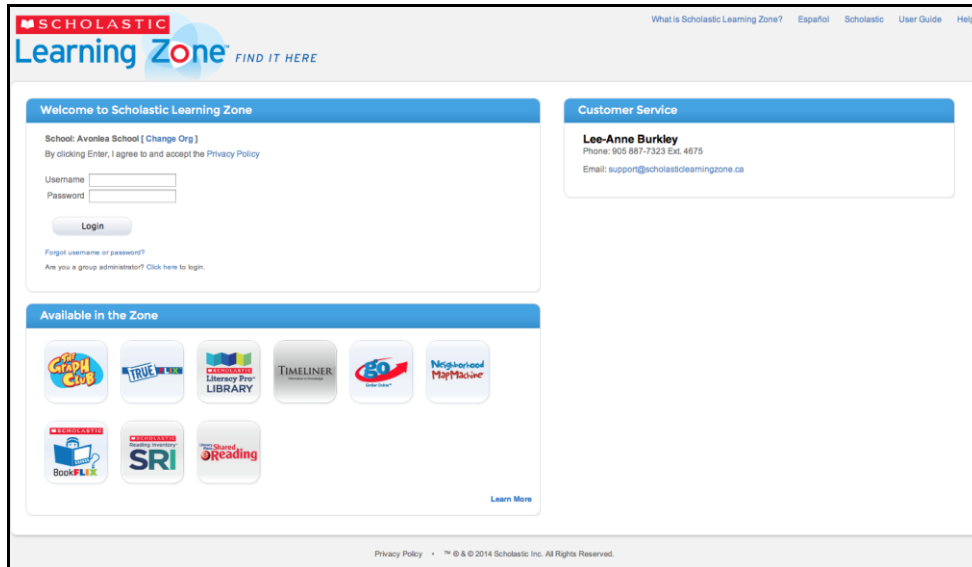
Scholastic Literacy Pro™ is a browser-based program that assesses students' reading ability and comprehension. It combines a reading assessment that computes students' Lexile® measures with a reading management program that includes thousands of quizzes to assess independent reading. The reading assessment is an adaptive test that adjusts to students' responses. Once students start the test, the difficulty level of questions change according to students' performance. When the computer has enough information to generate a Lexile measure, the test stops.

Scholastic Literacy Pro has both student software and teacher software. The student software allows students to generate a Recommended Reading List, take the LitPro Test and book comprehension quizzes, and track their results. The teacher software allows teachers to view quizzes, track student progress, and generate reports for their students and classes. Administrator software allows administrators to view data and measure progress across the entire school.

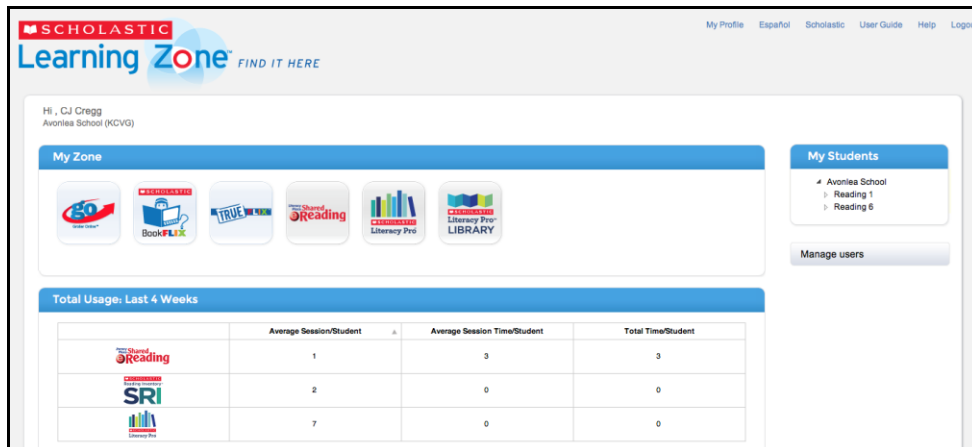
Scholastic Literacy Pro is accessed through Scholastic Learning Zone (SLZ). For more information on Scholastic Learning Zone, see the **Scholastic Learning Zone User Guide** by clicking the **User Guide** link on the SLZ login page (page 4).

Logging In

Log in to Scholastic Literacy Pro using the SLZ Login Screen.




1. Go to www.scholasticlearningzone.com or your institution's unique login URL. Enter the SLZ profile username and password.



2. Click the Scholastic Literacy Pro icon in the My Zone field to open the program.

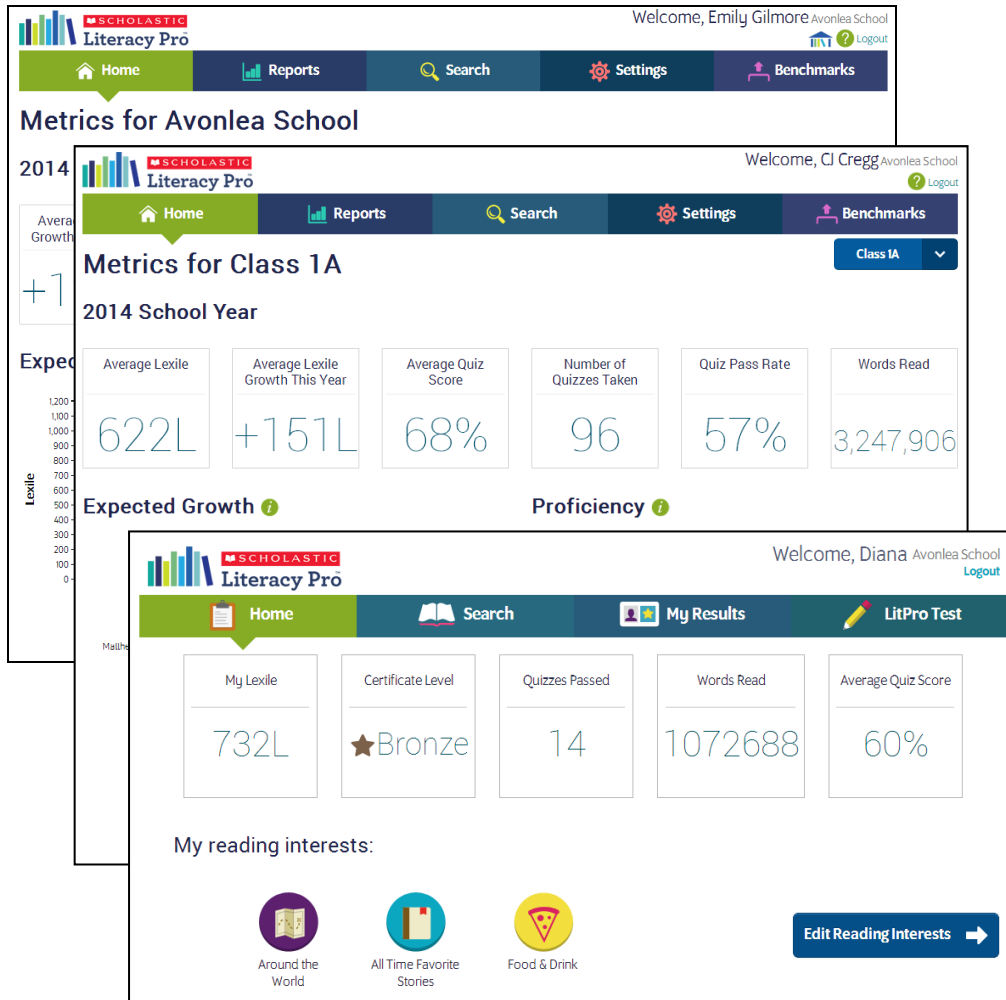
Usage Details

Total Usage: Last 4 Weeks			
	Average Session/Student	Average Session Time/Student	Total Time/Student
	7	0	0

The Scholastic Learning Zone Home Screen also shows Usage Details for Scholastic Literacy Pro and all SLZ programs.

A session occurs any time a student opens a product for any length of time. **Average Session/Student** shows the number of times on average students have opened a product for use, for any amount of time. **Average Session Time/Student** shows the average amount of time, in minutes, that sessions in a product last – that is, the average amount of time students use a product once they open it. **Total Time/Student** shows the average number of total minutes that students have spent using a product.

Scholastic Literacy Pro Home Screen



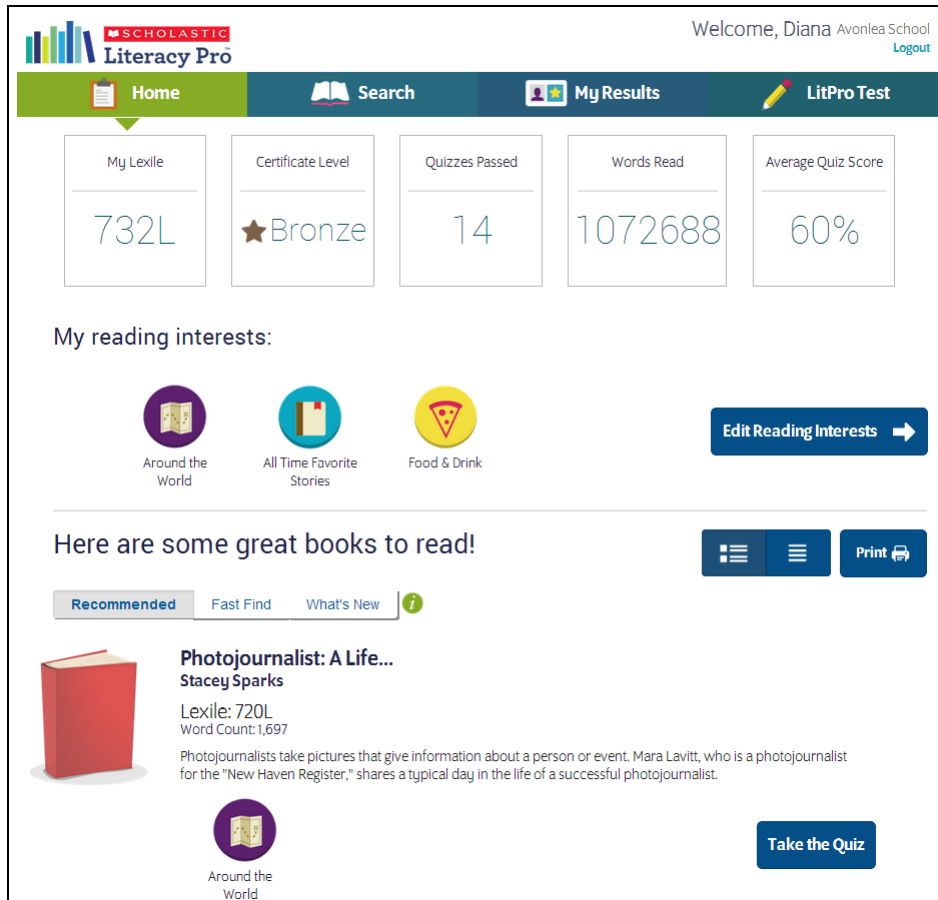
After logging in, students, teachers, and administrators arrive at their respective Home Screens. All home screens show links and relevant metrics.

The student Home Screen shows reading interests and the Recommended Reading List.

The teacher and administrator Home Screens show key metrics and two Scholastic Literacy Pro reports. Administrators select benchmarks (*page 28*) and the selected benchmark determines which reports display on the screen. The default benchmark displays the Expected Lexile Growth Report and the Reading Proficiency Report. Other benchmarks display the Lexile Growth Report and the Reading Proficiency Report.

Student Software

Home Screen



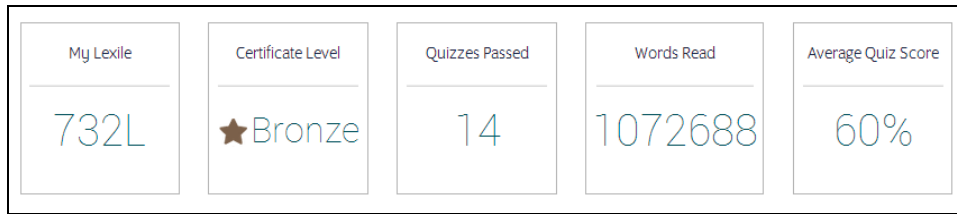
The Student Software Home Screen is the first screen students see after login. It displays information and links for students to navigate the software.

Tabs

The screen shows four tabs:

- **Home:** This link shows the Home Screen, with student reading interests (*page 7*) and the Recommended Reading List (*page 8*).
- **Search:** This link opens the Search Screen (*page 9*).
- **My Results:** This link shows the Student Results Screen (*page 12*), including LitPro Test and book quiz data.
- **LitPro Test:** This link opens the LitPro Test. It is only active when students have an available test to take.

Student Results



The Student Results bar shows data from student work in Scholastic Literacy Pro. The results are also shown on the My Results tab (page 12).

Reading Interests

My reading interests:

Around the World

All Time Favorite Stories

Food & Drink

Edit Reading Interests →

The Home Screen also shows reading interests selected by students. To select or edit reading interests, click the **Edit Reading Interests** button.

Choose up to three reading interests:

Action & Adventure

Animals & Pets

Famous People

Celebrations

All Time Favorite Stories

Folktales & Legends

Food & Drink

Friends, Family & Growing Up

In the Past

Funny Stories

Everything Else

Music & Art

Mystery

Nature & the Earth

Caring & Sharing

How Things Work

Science Fiction & Fantasy

Space

Fun & Games

Around the World




Cancel


Update My Reading List
→


Select or deselect the interest categories by clicking the appropriate icon. When finished, click **Update My Reading List** (click **Cancel** to close the screen without saving changes). The Home Screen appears again, with the new Reading Interests and updated Recommended Reading List.

Recommended Reading List

Here are some great books to read!


Recommended
Fast Find
What's New




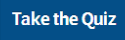
Hattie Big Sky
Kirby Larson

Lexile: 700L
Word Count: 70,192

Set against the background of World War I and based loosely on the author's great-grandmother, this book tells the story of a sixteen-year-old orphan girl who tries to manage the requirements of her dead uncle's land in Montana.



In the Past



The Recommended Reading List shows books recommended for the student, based on their Lexile measure and reading interests.

To display the list with icons and descriptions, click the icon button at the left. To display the recommendations as a list, click the list icon button at the right.



To print the list, click **Print**.

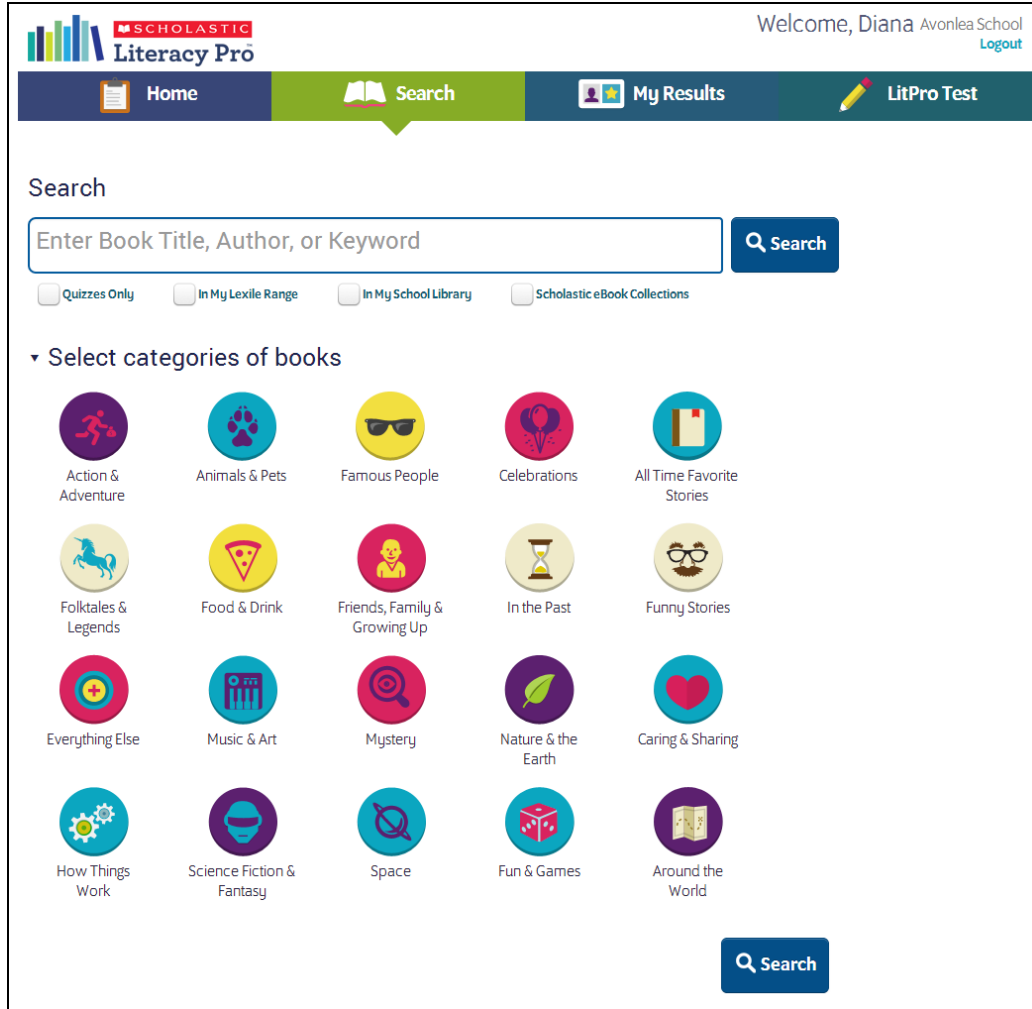


Sort the list using the three filters at the top of the list:

- **Recommended:** Shows a list of recommended books based on the student's Lexile measure and selected reading interests.
- **Fast Find:** Shows titles at the student's exact Lexile measure.
- **What's New:** Shows new additions to the book and quiz database.

To take the quiz for a book, click the **Take the Quiz** button. This opens the Quiz Screen (*page 9*).

Search



Welcome, Diana Avonlea School [Logout](#)

Home Search My Results LitPro Test

Search

Enter Book Title, Author, or Keyword

Quizzes Only In My Lexile Range In My School Library Scholastic eBook Collections

▼ Select categories of books

- Action & Adventure
- Animals & Pets
- Famous People
- Celebrations
- All Time Favorite Stories
- Folktales & Legends
- Food & Drink
- Friends, Family & Growing Up
- In the Past
- Funny Stories
- Everything Else
- Music & Art
- Mystery
- Nature & the Earth
- Caring & Sharing
- How Things Work
- Science Fiction & Fantasy
- Space
- Fun & Games
- Around the World

Clicking the **Search** tab opens the Search Screen.

To search for a book and/or quiz by title, author, or keyword, enter the search term in the search field. To limit the search to quizzes, click **Quizzes Only**. To filter the search by Lexile measure, click **In My Lexile Range**. To limit the search to only titles that are in the school's library, click **In My School Library** (for more information about this feature, see page 29). To limit the search to only titles that have Scholastic eBook versions (in Literacy Pro Library, BookFlix, and/or TrueFlix), click **Scholastic eBook Collections**.

To search for books and quizzes by interest category, click the interest icon so it is highlighted and checked.


Click **Search** to start the search.





Selected categories of books [Edit](#) →

Search: Geronimo Stilton [Quick Search](#)

Quizzes Only In My Lexile Range In My School Library Scholastic eBook Collections

Search results for : **Geronimo Stilton** [Print](#)

	Lexile	Word Count
 <p>Geronimo Stilton, Secret Agent Geronimo Stilton</p> <p>Unlike his sister, Thea, Geronimo usually manages to avoid the mysteries of life. When somehow he finds himself going undercover to get to the bottom of a case, he hardly knows where to start! But Geronimo Stilton, Secret Agent Mouse? It's a title he could get used to!</p> <p>Take the Quiz</p>	490L	6381

 Mystery
  Action & Adventure
  Friends, Family & Growing Up
  Funny Stories


The Search Results Screen shows the search results listed by search term. If a search returns more than 300 results, only the 300 most popular will be shown. The results screen also shows the book's Lexile measure, word count, and interest categories.



Selected categories of books [Edit](#) →

Search: series:"Geronimo Stilton" [Quick Search](#)

Quizzes Only In My Lexile Range In My School Library Scholastic eBook Collections

Search results for : **series:"Geronimo Stilton"** [Print](#)

	Lexile	Word Count
 <p>Merry Christmas Geronimo Geronimo Stilton</p> <p>Celebrate Christmouse in New Mouse City with Geronimo Stilton. All he wants is to redecorate his mouse hole and find a plant that grows cheese. Bad luck just seems to follow him, though. Will he have a happy holiday?</p> <p>Take the Quiz</p>	430L	9675

 Animals & Pets
  Friends, Family & Growing Up

If a book is in a series, the series will display below the book title. Clicking on the series title will search for and display all the books in that series.

The screenshot shows a search interface with a search bar containing 'math in the backyard' and a 'Quick Search' button. Below the search bar are filter options: 'Quizzes Only', 'In My Lexile Range', 'In My School Library', and 'Scholastic eBook Collections'. The search results are for 'math in the backyard'. The book 'Math In The Backyard' by Ellen Weiss is displayed with a red book icon. The Lexile level is 450L and the Word Count is 288. A description states: 'This "Scholastic News" book gives children ideas for having fun with math while playing in the backyard.' There are buttons for 'Read Book' and 'Take the Quiz'. A 'Miscellaneous' category icon is also visible.

If you have a subscription to Literacy Pro Library and the book is in Literacy Pro Library, then the **Read Book** button will display. Click this button to open the book in the Literacy Pro Library e-reader in the current tab.

To take the book’s quiz, click **Take the Quiz**.

Depending on the search filters, books may appear on the Search Results Screen even though the student has already taken the quiz for that book. In this instance, the **See My Book Rating** button replaces the **Take the Quiz** button. Click **See My Book Rating** to view the quiz score and student rating and comments for the book.

The screenshot shows search results for 'Wild Wild West, The Geronimo Stilton' by Geronimo Stilton. The Lexile level is 460L and the Word Count is 7208. A description states: 'Geronimo Stilton, writer and scaredy-mouse, is back for a new adventure. Follow along as he visits the Wild West. In Cactus City, trap gets Geronimo in trouble with a bully. Who will win this showdown?'. A 'See My Book Rating' button is displayed. Below the book information are three category icons: 'Animals & Pets', 'Friends, Family & Growing Up', and 'In the Past'.

Hi, Diana
This is the quiz for Harry Potter & Order Phoenix

1. When he talked with Dumbledore in Dumbledore's office, Harry

- A** read a note Professor McGonagall had written to Sirius sixteen years earlier.
- B** was given his own phoenix egg to care for over the summer.
- C** heard a prophecy Professor Trelawney made about vanquishing the Dark Lord.
- D** accused Dumbledore of intentionally sacrificing his parents.

Exit Quiz Next

After clicking **Take the Quiz** the Quiz Screen opens.

Read the question, and then click the answer choice. Click **Next** to move to the next question. Click **Exit Quiz** to leave the quiz. Any completed answers will not be recorded.

At the last question, click **Finish** to see results.

Congratulations, Diana
You Passed!

Harry Potter & Order Phoenix by J.K. Rowling

7 out of 10 correct 70%

What did you think of the book?

Loved it! Liked it Okay Not Great Leave it

Do you have any comments about the book?

Type your comments here...

Done

The Results Screen shows the quiz results. Students who pass the quiz may rate the book and record their comments. Click **Done** to exit the quiz.

My Results

Title	Author	Lexile	Word Count	Score	Points	Date
Harry Potter & Order Phoenix	J.K. Rowling	950L	257045	70%	49	02 Jan 2014

Not only must fifteen-year-old Harry Potter deal with a sadistic new Defense Against the Dark Arts teacher bent on power, the Ministry of Magic trying to discredit him publicly, and forthcoming O.W.L.s in his fifth year at Hogwarts, but he must also try to cope with knowing that his connection to Voldemort runs deeper than he had thought.

Clicking **My Results** opens the My Results Screen. The My Results Screen shows all student results for work done in Scholastic Literacy Pro during the current school year.

At the top are the five data points from the Home Screen: the average quiz score, total word count read, number of quizzes passed, certificate level, and student Lexile measure. Certificate levels are set in the Scholastic Literacy Pro program settings (page 25).

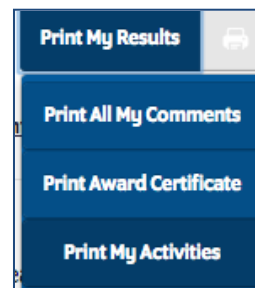

The screen also lists all of the books read by the student. To display the list with icons and descriptions, click the icon button at the left. To display the recommendations as a list, click the list icon button at the right.



Title	Author	Lexile	Word Count	Score	Points	Date	
Anne Of Green Gables (Action)	Elizabeth West	240L	3014	100%	3	12 Dec 2013	See My Book Rating
Ring of Endless Light, A	Madeleine L'Engle	810L	83744	80%	13	27 Dec 2013	See My Book Rating
Harry Potter & Goblet Of Fire	J.K. Rowling	880L	107253	100%	22	19 Dec 2013	See My Book Rating
Little House on the Prairie	Laura Ingalls Wilder	760L	51311	70%	8	12 Dec 2013	See My Book Rating
Little House in the Big Woods	Laura Ingalls Wilder	930L	32966	80%	5	12 Dec 2013	See My Book Rating

To review student results and ratings and comments on book quizzes, click the **See My Book Rating** button or link.

To print student results, click the **Print My Results** button or printer icon. Choose **Print All My Comments**, **Print Award Certificate** or **Print My Activities** from the pull-down menu.

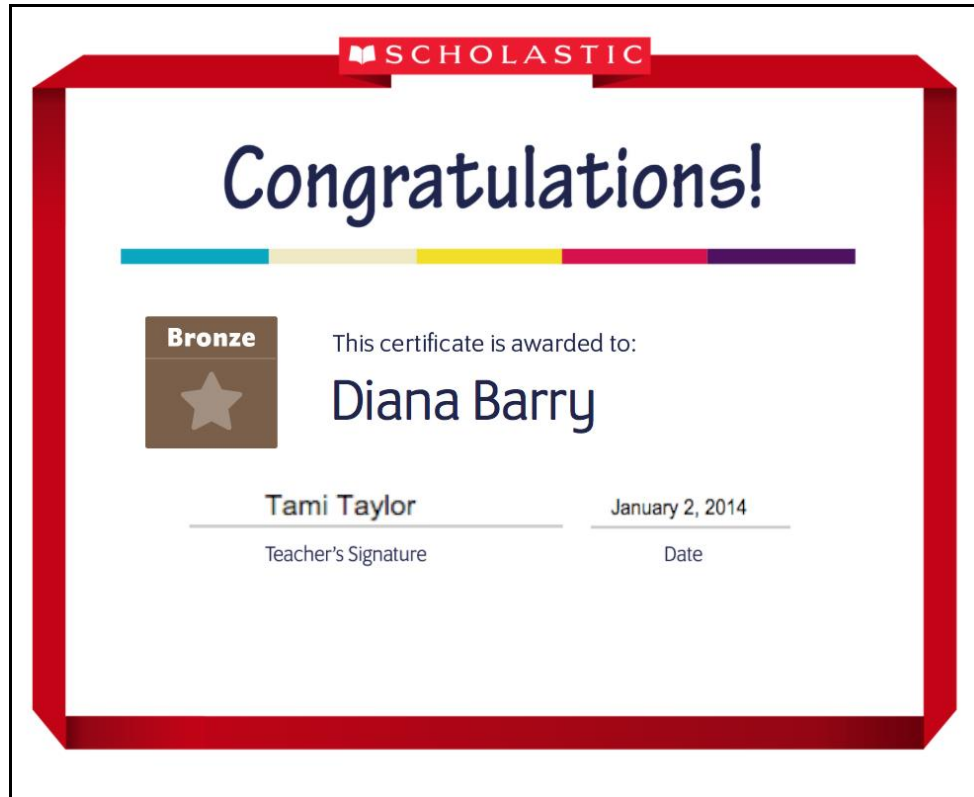



Diana Barry

Date	Title	Author	Score	Student Rating
02 Jan 2014	Harry Potter & Order Phoenix This book was awesome and I loved it!	J.K. Rowling	70%	Loved it!
30 Dec 2014	Macbeth Witches parts were weird! But kinda fun and spooky.	William Shakespeare	100%	Liked it
30 Dec 2014	Othello Long, but so good! Probably better to call it Iago, though	William Shakespeare	90%	Loved it!
27 Dec 2013	Ring of Endless Light, A I loved it!!!!	Madeleine L'Engle	80%	Liked it
19 Dec 2013	Harry Potter & Prisoner Azkaba This book was the best! Sirius is my hero!!	J.K. Rowling	100%	Liked it
16 Dec 2013	Harry Potter & Chamber Secrets This book was awesome!	J.K. Rowling	80%	Liked it

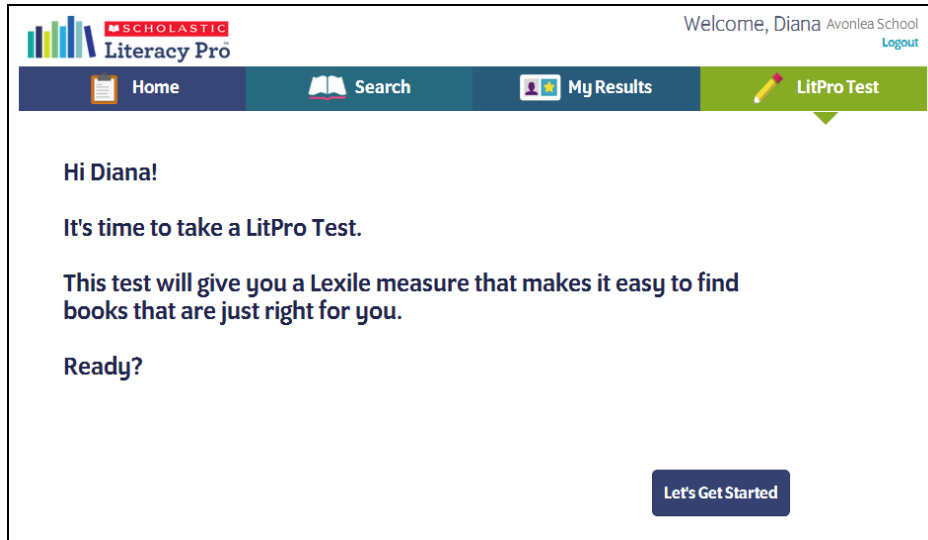
Click **Print All My Comments** to open a printable list of the student's books, including results, ratings, and comments, in a separate browser window.

Click **Print Award Certificate** to open a printable award certificate showing the student's current certificate level in a separate browser window.

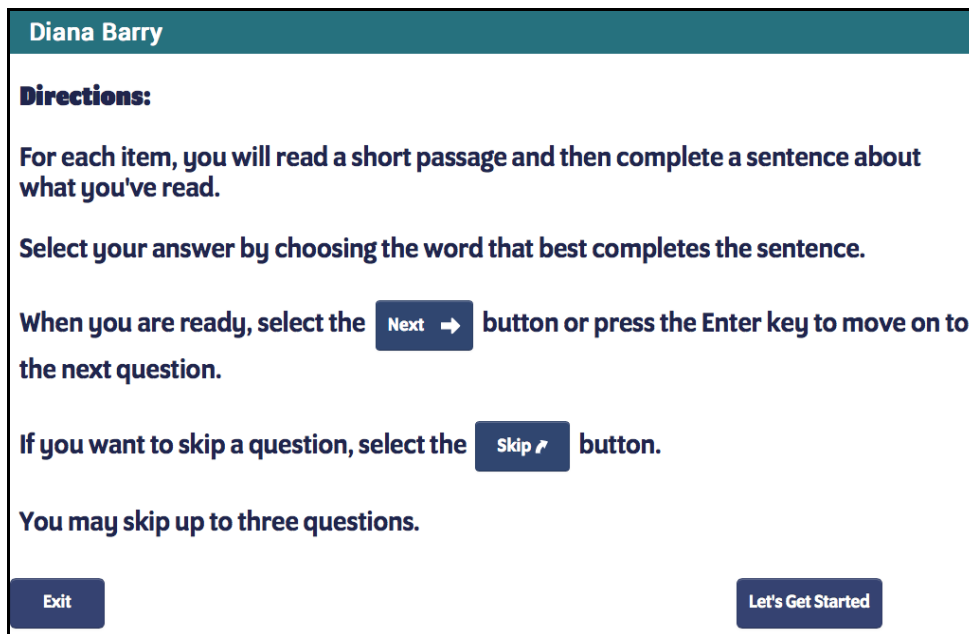


To print the book list or the certificate, right-click with the pointer and select **Print Page** from the menu. Book lists and certificates may also be saved to the workstation by selecting **Save Page** from the menu.

LitPro Test

A screenshot of the Scholastic Literacy Pro user interface. At the top, there is a navigation bar with four tabs: "Home", "Search", "My Results", and "LitPro Test". The "LitPro Test" tab is highlighted in green. Below the navigation bar, the user is greeted with "Hi Diana!" and "It's time to take a LitPro Test." A message follows: "This test will give you a Lexile measure that makes it easy to find books that are just right for you." Below this, it asks "Ready?" and features a blue button labeled "Let's Get Started". The top right corner of the interface says "Welcome, Diana Avonlea School" with a "Logout" link.

The **LitPro Test** tab launches the LitPro Lexile measure test. This test is only available to students when they have a test available to take, as set in the LitPro Test Settings (*page 25*). The link opens a screen that introduces the LitPro Test. Click **Let's Get Started** to begin the test.

A screenshot of the LitPro Test directions screen. The user's name "Diana Barry" is displayed at the top. The section is titled "Directions:" and contains the following text: "For each item, you will read a short passage and then complete a sentence about what you've read." "Select your answer by choosing the word that best completes the sentence." "When you are ready, select the **Next** button or press the Enter key to move on to the next question." "If you want to skip a question, select the **Skip** button." "You may skip up to three questions." At the bottom, there are two buttons: "Exit" on the left and "Let's Get Started" on the right.

The next screen shows the test directions. The test may begin with practice questions, depending on the LitPro Test Settings (*page 25*). Students may exit the test, and the test session will be saved. Click **Let's Get Started** to continue with the test, or click **Exit** to exit the test.

Diana Barry

The loud sound of a bugle fanfare filled the air, and Amazin' Eddie came out from behind the curtains. Now he had a blue satin jacket on over his T-shirt. He strode over to the microphone. The fanfare music stopped.

The show was _____.

- A** delayed
- B** long
- C** starting
- D** expensive

Skip ↗
3 skips left

Next →

Read each question, and then click the desired answer choice. Clicking a choice activates the **Next** button. Click it to record the answer and move to the next question.

When the practice questions are finished, students see a message saying the rest of the questions will be scored. Click **Go On** to continue.

The scored questions function the same way as the practice questions, but now students have the option to skip questions. Students may skip up to three questions. To skip the question, click **Skip**. Students will see how many available skips they have left onscreen.

Diana Barry

Congratulations, Diana! You have finished the test.

My Lexile Your Lexile measure is 637L.

637L Now, you can either exit or create a reading list. What would you like to do?

[Exit](#) [Create My Reading List](#)

When students finish the LitPro Test, they may see their results, depending on the LitPro Test Settings (page 25). Click **Exit** to exit the test, or to use the Lexile measure to create a Recommended Reading List, click **Create My Reading List**.

My Lexile 637L	Certificate Level ★ Bronze	Quizzes Passed 14	Words Read 1072688	Average Quiz Score 83%
--------------------------	-------------------------------	-----------------------------	------------------------------	----------------------------------

My reading interests:

- All Time Favorite Stories
- Caring & Sharing
- Around the World

[Edit Reading Interests](#)

Here are some great books to read!

[Recommended](#) [Fast Find](#) [What's New](#)

Death on the Nile
Agatha Christie
Lexile: 660L
Word Count: 77,392
When a murder occurs aboard a Nile steamer, the passengers find themselves in a state of panic and emotional conflict.

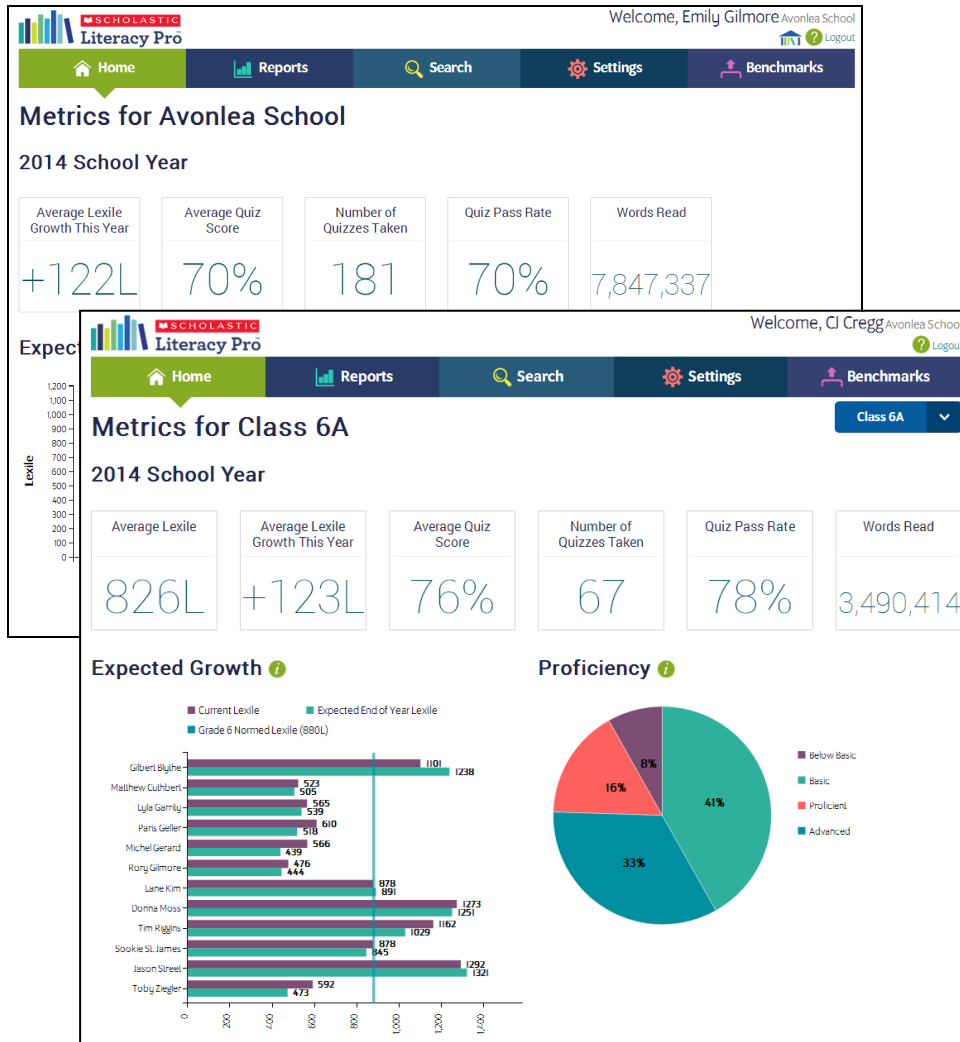
- Friends, Family & Growing Up
- Music & Art
- All Time Favorite Stories
- Mystery
- Around the World

[Take the Quiz](#)

Clicking **Create My Reading List** takes the student back to the Home Screen (page 6). Students select up to three kinds of books from the Reading Interests, and then click **Create My Reading List** from the Home Screen to see their Recommended Reading List (page 8).

Teacher and Administrator Software

Home Screen



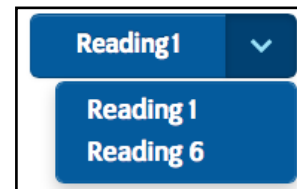
After logging in as a teacher or administrator, the Home Screen appears. The Home Screen shows metrics for the school (for administrators) or classes (for teachers) and two Scholastic Literacy Pro reports (*page 20*). Administrators select benchmarks (*page 28*) and the selected benchmark determines which reports display on the screen. The default benchmark displays the Expected Lexile Growth Report and the Reading Proficiency Report. Other benchmarks display the Lexile Growth Report and the Reading Proficiency Report.



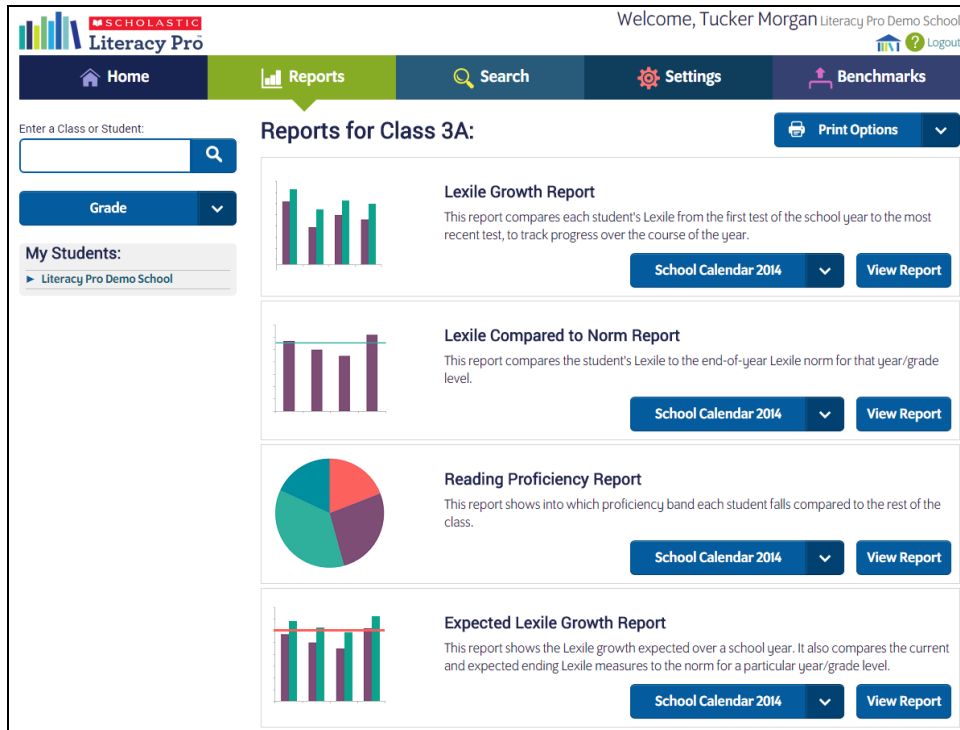
The Teacher and Administrator Home Screens have tabs that link to the four other screens in the Teacher/Administrator Software:

- **Reports:** Click to go to the Reports Screen (*page 20*) and view reports for a school, year/grade, class, or individual student.
- **Search:** Click to use the Search Screen (*page 22*) to search for books and quizzes.
- **Settings:** Click to set program settings (*page 25*) for a school, class, or individual student.
- **Benchmarks:** Click to view or change the Benchmark Proficiency Bands (*page 28*) for a class or school.

The Teacher Home Screen allows teachers with more than one class to change the class view of the Home Screen. Click the class icon on the right side of the screen, and then select the class name from the pull-down menu. The Home Screen will now display data for the chosen class.



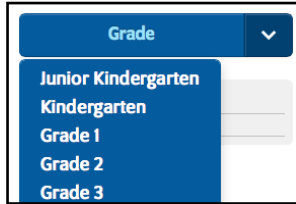
Reports Screen



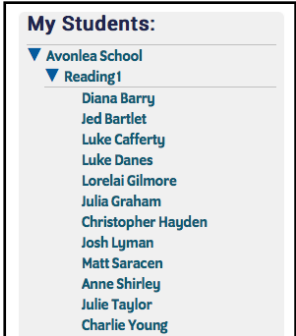
The screenshot shows the 'Reports' section of the Scholastic Literacy Pro interface. At the top, there is a navigation bar with 'Home', 'Reports', 'Search', 'Settings', and 'Benchmarks'. Below the navigation bar, there is a search field for 'Enter a Class or Student:' and a 'Grade' dropdown menu. A 'My Students:' section shows 'Literacy Pro Demo School'. The main content area is titled 'Reports for Class 3A:' and contains four report cards:

- Lexile Growth Report:** This report compares each student's Lexile from the first test of the school year to the most recent test, to track progress over the course of the year. It includes a bar chart and a 'View Report' button.
- Lexile Compared to Norm Report:** This report compares the student's Lexile to the end-of-year Lexile norm for that year/grade level. It includes a bar chart and a 'View Report' button.
- Reading Proficiency Report:** This report shows into which proficiency band each student falls compared to the rest of the class. It includes a pie chart and a 'View Report' button.
- Expected Lexile Growth Report:** This report shows the Lexile growth expected over a school year. It also compares the current and expected ending Lexile measures to the norm for a particular year/grade level. It includes a bar chart and a 'View Report' button.

The Reports Screen shows the Scholastic Literacy Pro reports for the school, year/grade, class, or student, along with a detailed description of each report.

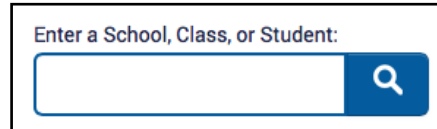


The pull-down menu allows administrators to view report data by school, year/grade, class, or student. Click **Grade** and use the pull-down menu to filter data by year/grade level.

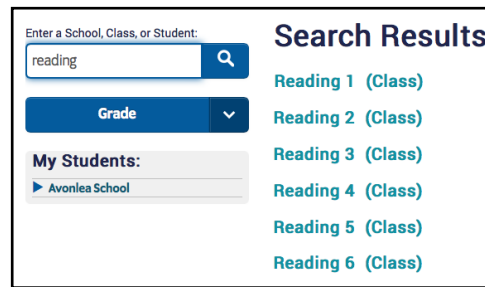


Use the school roster trees to filter data by class or student. Click the arrow by a class name to open the roster tree and view a roster of students. Click the student's name to view data for that student.

Teachers and administrators may also search directly for schools, classes, or students using the Search function.



To search directly for reports for a particular school, class, or student, type the name of the school, class, or student in the search field and click the magnifying glass icon. If there is more than one search result, the Search Results Screen displays all search results containing the search term. Click the link for the desired search result to view the reports for the school, year/class, or student.



Alerts regarding students'



data also appear on the Reports Screen when a class or individual student is selected. Scroll over the "students" link to see the students' name. To view all alerts for the class, click the **Click here** link to view the Alerts Report.

The Alerts Report shows students' names along with the alerts that have been recorded by their names. To export the report as a spreadsheet, click **Export**. To print the report, click **Print**.

By Student	Hasn't taken a quiz in 14 days	Required 3 or more attempts to pass quiz	Scored below 70% on last 3 quizzes	Has not passed at least 5 quizzes above student's Lexile	Able to pass quizzes on books at higher Lexile	Selected books significantly lower than Lexile
Jed Bartlet					X	X
Julie Taylor						
Matt Saracen						
Luke Cafferty						
Luke Danes						
Josh Lyman						



Lexile Growth Report

This report compares each student's Lexile from the first test of the school year to the most recent test, to track progress over the course of the year.

2014 School Year ▾
View Report

Each Scholastic Literacy Pro report has a field on the Report Screen. Select a time frame (as configured in the **Manage Calendar** section of Scholastic Learning Zone—note that if your administrator had not configured your school calendar before you began your use of LitPro, it is urgent that this be done as soon as possible) for each report by using the pull-down menu within each field.

2014 School Year
▾

2014 School Year

Quarter 1

Quarter 2

Quarter 3

Quarter 4

Choose the time period the report should cover by clicking the School Year pull-down menu, then choosing a time period. When a cohort and date range is selected, click **View Report** to run the report and view it in a separate browser window.

Lexile Growth Report

Export 
Print 


This report compares each student's Lexile from the first test of the school year to the most recent test, to track progress over the course of the year.

2014 School Year ▾



Class 3A

 First Test
 Most Recent Test



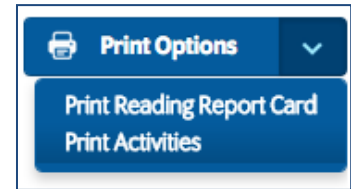
Student	First Test	Most Recent Test
Diana Barry	548	510
Christopher Hayden	140	140
Michel Gerard	264	313
Mina Zaldi	681	678
Brian Williams	463	573
Danny Concannon	714	687
Tamar Lev	641	732
Russell Rennie	484	559
Tana Schrick	909	835
Jackson Belleville	368	424
Sookie St. James	198	256
Matthew Cuthbert	758	727
Toby Ziegler	BR	BR

Lexile




Use the icons to change the report from graph view to table view. To export the report as a spreadsheet, click **Export**. To print the report, click **Print**. Click the “X” to close the report.

With a class selected from the School Roster tree, you will also have the option to print the Reading Report Cards for that entire class. In the top right corner, use the **Print Options** dropdown menu, then click on **Print Reading Report Cards**. This will display all the reading report cards for the class you have selected in a pop-up window.



For select class reports, you can set a custom date range. Data in the report will be shown for the time period selected instead of the full year-to-date. Click on the School Calendar dropdown, then click on **Set Custom Range**, which will display a calendar. On the calendar, select the date range for which you would like to see the report in.

Certificates Report

This report shows which certificates students have earned and when. It provides a snapshot into how students are progressing in their reading.

School Calendar 2017-2018
▼
View Report

Dec 21, 2017
Dec 21, 2017

Apply
Cancel

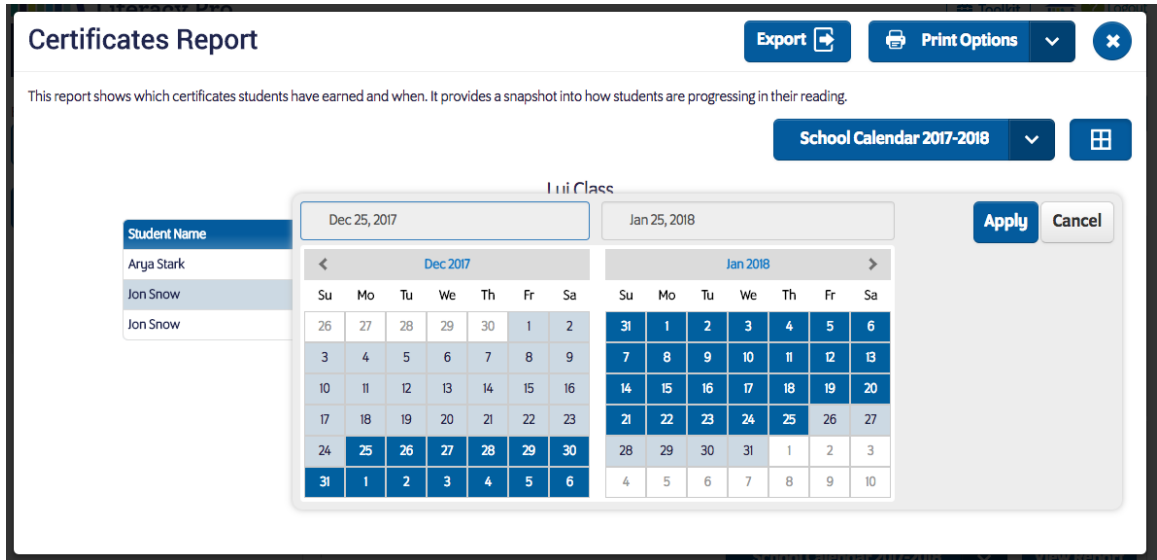
< Dec 2017							Jan 2018 >						
Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa
26	27	28	29	30	1	2	31	1	2	3	4	5	6
3	4	5	6	7	8	9	7	8	9	10	11	12	13
10	11	12	13	14	15	16	14	15	16	17	18	19	20
17	18	19	20	21	22	23	21	22	23	24	25	26	27
24	25	26	27	28	29	30	28	29	30	31	1	2	3
31	1	2	3	4	5	6	4	5	6	7	8	9	10

School Calendar 2017-2018
▼
View Report

Once you have selected a date range, click on **Apply**, then click on **View Report**. This will open the report page with the date range applied.

In addition to setting the custom date range on the Reports page, you can also select dates on the individual report itself.

The steps are the same. When viewing the report, click on the **School Calendar** dropdown, then select **Set Custom Range**. Once you select a date, click on **Apply** and the report will reload with data from the dates you selected.




The screenshot shows the 'Certificates Report' interface. At the top right, there are buttons for 'Export', 'Print Options', and a close icon. Below these is a 'School Calendar 2017-2018' dropdown menu. The main content area is titled 'Lui Class' and features a date range selector with 'Dec 25, 2017' and 'Jan 25, 2018' entered. Below the date range are two calendar grids: one for 'Dec 2017' and one for 'Jan 2018'. The 'Dec 2017' calendar shows dates from 26 to 31, with the 25th highlighted. The 'Jan 2018' calendar shows dates from 31 to 10. To the left of the calendars is a list of student names: 'Arya Stark', 'Jon Snow', and 'Jon Snow'. To the right of the calendars are 'Apply' and 'Cancel' buttons.

Once a date range has been selected, the School Calendar dropdown will update to the date range you specified—for example, Dec. 11, 2017 – Dec. 21, 2017.



To clear a date range, click on the “x” or the downward arrow on the dropdown menu (v). Then, you can select a new custom date range or revert to the school year-to-date calendar.

With an individual student selected, in addition to printing the student's Reading Report Card, you will also be able to print the student's LitPro test, as well as a personalized letter introducing the student's parents to LitPro. This letter is available in Spanish in Spanish speaking countries and Arabic in Arabic speaking countries.

 Print Options
▼

Print Parent Letter

Print Parent Letter (Spanish)

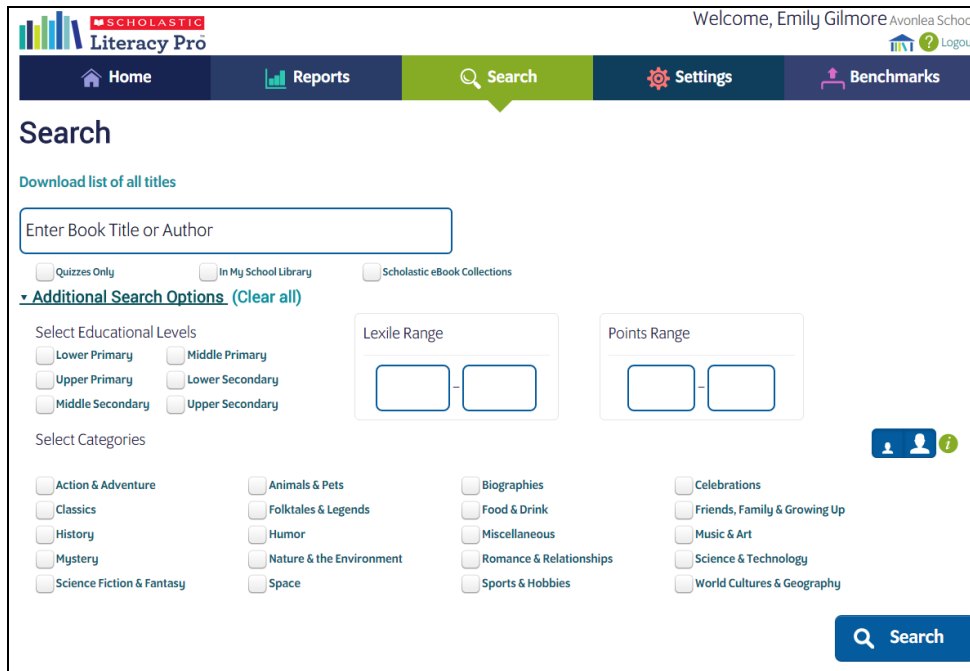
Print Student Test

Print Reading Report Card

Note too that with an individual student selected, in addition to viewing that student's Lexile and other statistics, you can also see a list of all the quizzes that student has taken. If a quiz was taken in error or needs to be removed from the list for any other reason, click the **Delete** button next to the quiz. Be careful using this feature, as deleted quizzes cannot be recovered.

Student Activities							Add Activity		View All Comments	
Title/Author	Lexile	Word Count	Date	Score	Points i	View				
Harry And Lulu Arthur Yorinks	360	1256	03 Jun 2015	0/10	0	Quiz	Delete			
Surf's Up, Geronimo! Geronimo Stilton	480	9312	20 May 2015	0/10	0	Quiz	Delete			

Search Screen



The Search Screen allows teachers and administrators to search for books and quizzes within Scholastic Literacy Pro.

To download a list of all the titles available in your country, click the **Download list of all titles** link. The list will download in .CSV format, which you can open in most spreadsheet programs.

To search directly for books and quizzes, enter the title or author in the Search field and click **Search**. To filter the search to quizzes only, click the **Quizzes Only** checkbox and click **Search**. To limit the search to only titles in the school's library, click the **In My School Library** checkbox. Click **Additional Search Options** to view more search filters. Click **Clear all** to clear all search criteria.



Click the checkboxes to filter the search by education level or category. Enter a Lexile range or point range* to filter the search by these criteria.

To filter the search by categories for younger or older readers, click the young or old category icon.



When the search filters are selected, click **Search**.

Search

Geronimo Stilton

Quizzes Only In My School Library Scholastic eBook Collections

► [Additional Search Options \(Clear all\)](#)

Results for : Geronimo Stilton (97)

	Title	Author	Lexile Code	Lexile	GRL	Points
	Geronimo Stilton, Secret Agent Geronimo Stilton	Geronimo Stilton		490L		1
	Unlike his sister, Thea, Geronimo usually manages to avoid the mysteries of life. When somehow he finds himself going undercover to get to the bottom of a case, he hardly knows where to start! But Geronimo Stilton, Secret Agent Mouse? It's a title he could get used to! Word Count: 6,381.					
<input type="button" value="Add to Library"/>						<input type="button" value="View Quiz"/>
	My Name Is Stilton, Geronimo Geronimo Stilton	Geronimo Stilton		450L	0	4
	Poor Geronimo Stilton! When he mistakenly hires a fourteen-year-old girl named Pinky Pick as his assistant, it doesn't seem like his life could become any more stressful. Pinky, whose voice is the only thing louder than her wardrobe, keeps Geronimo playing catch up as she repaints his office, hires personal assistants, plans elaborate p					
<input type="button" value="Add to Library"/>						<input type="button" value="View Quiz"/>

Search results appear below the search fields. Click **View Quiz** to view the quiz and answer key for the selected book. View Quiz shows all questions (up to 30 questions per quiz), though students see only ten randomly selected questions at a time.

To view the search results as a list, click the list (right) icon. To toggle back to the full search results, click the list with details (left) icon.



Search

Geronimo Stilton

Quizzes Only In My School Library Scholastic eBook Collections

► [Additional Search Options \(Clear all\)](#)

Results for : Geronimo Stilton (97)

Library	Title	Author	Lexile Code	Lexile	GRL	Points
	Geronimo Stilton, Secret Agent Geronimo Stilton	Geronimo Stilton		490L		1
	<input type="button" value="Add to Library"/>					<input type="button" value="View Quiz"/>
	My Name Is Stilton, Geronimo Geronimo Stilton	Geronimo Stilton		450L	0	4
	<input type="button" value="Add to Library"/>					<input type="button" value="View Quiz"/>

To print the list, click **Print**. This opens the list in printable form in a separate browser window. Right-click in the browser window that contains the list, and select **Print Page** from the menu.

Library	Title	Author	Lexile Code	Lexile	GRL	Points
	Geronimo Stilton, Secret Agent	Geronimo Stilton		490		1
	My Name Is Stilton, Geronimo	Geronimo Stilton		450	O	4
	Merry Christmas Geronimo	Geronimo Stilton		430	O	4
	Thea Stilton And The Star Cast	Geronimo Stilton		780		5
	Thea Stilton And The Cherry	Geronimo Stilton		750		5
	Wild Wild West, The	Geronimo Stilton		460	P	4

**Note: The ability to search and sort by GRL and point value may not be available to customers in certain countries.*

Settings Screen

Enter a Class or Student

Literacy Pro Demo School

LitPro Test Settings:

Save >

My Students:

- ▶ Literacy Pro Demo School

Minimum number of days between completed tests:

Require students to take practice test

Limit reading list titles to only those in the school library ?

Limit number of books in reading list to:

Show student Lexile measure after test completion

Limit test access to certain days and times

Allow students to see their reading list

Limit reading list to titles with book quizzes

Limit practice test to one per student

Allow students to change reading interests

Book Quiz Settings:

Display incorrect answers

Allow student to print

Quiz pass mark:

Limit quiz access to certain days and times

Include teacher-added points in report totals

Restrict number of quiz attempts to:

Number of days between quiz attempts:

Allow students to search outside educational level ?

- Lower Primary
- Middle Primary
- Upper Primary
- Lower Secondary
- Middle Secondary
- Upper Secondary

Awards are based on: Points Earned ?

Gold

★

500

Silver

★

250

Bronze

★

100

Red

★

50

Blue

★

25

[Restore Defaults](#)

Enter a School, Class, or Student

My Students:

- ▼ Reading 1
 - Diana Barry
 - Jed Bartlet
 - Luke Cafferty
 - Luke Danes
 - Lorelai Gilmore
 - Julia Graham
 - Christopher Hayden
 - Josh Lyman
 - Matt Saracen
 - Anne Shirley
 - Julie Taylor
 - Charlie Young
- ▶ Reading 6

The Settings Screen allows teachers and administrators to set Scholastic Literacy Pro program settings for a school, class, or student. (Administrators can set program settings for all three; teachers for their classes or students only.)

To change program settings for a school, class, or student, enter the school, class, or student name in the search bar and click the search icon. Teachers may also use the roster tree to set program settings for individual classes or students (administrators will see the school name in their roster tree, as well).

The school, class, or student name appears at the top of the screen.

Scholastic Literacy Pro User Guide
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PDF0583 (PDF); Release 1.14

Teacher and Administrator Software • 32


LitPro Test Settings:

Minimum number of days between completed tests:

Allow students to see their reading list

Require students to take practice test

Limit reading list to titles with book quizzes

Limit reading list titles to only those in the school library 

Limit practice test to one per student

Limit number of books in reading list to:

Allow students to change reading interests

Show student Lexile measure after test completion


Limit test access to certain days and times

Set the days and times during which students can access the LitPro Test

Sun M Tu W Th F Sat

Set time periods (optional) [Clear times](#)

Start time: : End time: :

Time Zone: 

The first set of program settings are for the LitPro Test. Click the checkbox next to each LitPro Test Setting to enable the setting.

- **Minimum Number of Days Between Completed Tests:** Click to set a minimum number of days between LitPro Tests, and then enter the date limit number in the text field. The default limit is 50 days.
- **Require Student to Take Practice Test:** Click this to require students to answer practice questions at the beginning of every LitPro Test.
- **Limit Reading List Titles to Only Those in the School Library:** Click this to limit the titles in student reading lists to only those that have been matched to the school library using the Library Match feature.
- **Limit Number of Books in Reading List:** Click the checkbox to limit the books in students' reading lists, and then enter the limit in the text field.
- **Show Student Lexile Measures After Test Completion:** Click to allow students to view their Lexile measures after they finish the LitPro Test.
- **Limit test access to certain days and times:** Click to set the time periods and days of the week during/on which students are allowed to take the LitPro test.

- **Allow Students to See Their Reading List:** Click to allow students to see their reading lists.
- **Limit Reading List to Titles With Book Quizzes:** Click this to limit students' reading lists to only books with quizzes.
- **Limit Practice Test to One Per Student:** Click to limit students to one practice test. If this is checked, the student will take a practice test before the first ever LitPro Test, but not on any subsequent tests.
- **Allow Students to Change Reading Interests:** Click the checkbox to activate reading interest selection.

Click **Save** to save the LitPro Test settings. Click **Restore Defaults** to revert all choices to the default settings.

The Book Quiz Settings section allows teachers and administrators to set parameters for students' book quizzes. Activate each Book Quiz Setting by clicking the checkbox next to the setting.

- **Display Incorrect Answers:** Allows students to see their incorrect answers when reviewing their quiz results. The default setting is checked.
- **Allow Students to Print:** Allows students to print their reading list, book ratings, and comments. The default setting is unchecked.
- **Allow Student to Print Certificate:** Allows students to print their award certificates. The default setting is unchecked.
- **Quiz Pass Mark:** Sets the passing mark for book quizzes. Use the arrows or type in the text field to set the mark. The default setting is 70%.
- **Limit quiz access to certain days and times:** Click to set the time periods and days of the week during/on which students are allowed to take quizzes.
- **Include teacher-added points in report totals:** Click to include any quiz points manually added by teachers in all generated reports which feature quiz points.

Book Quiz Settings:

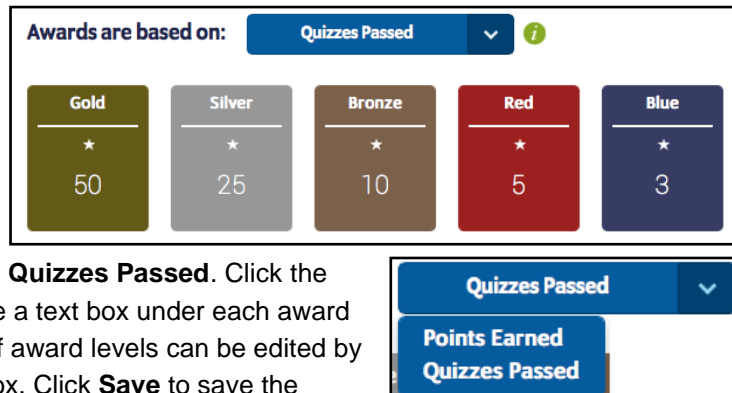
<input checked="" type="checkbox"/> Display incorrect answers	<input checked="" type="checkbox"/> Restrict number of quiz attempts to: <input type="text" value="3"/>
<input type="checkbox"/> Allow student to print	<input checked="" type="checkbox"/> Number of days between quiz attempts: <input type="text" value="7"/>
Quiz pass mark: <input type="text" value="70"/>	<input checked="" type="checkbox"/> Allow students to search outside educational level ?
	<input checked="" type="checkbox"/> Lower Primary <input checked="" type="checkbox"/> Middle Primary <input type="checkbox"/> Upper Primary <input type="checkbox"/> Lower Secondary <input type="checkbox"/> Middle Secondary <input type="checkbox"/> Upper Secondary
<input type="checkbox"/> Limit quiz access to certain days and times	
<input type="checkbox"/> Include teacher-added points in report totals	

- **Restrict Number of Quiz Attempts:** Sets the number of times students may attempt a particular book quiz, and then enter the limit in the text field. The default setting is checked at three attempts.
- **Number of Days Between Quiz Attempts:** Sets the number of days between students' attempts at a particular quiz. The default setting is checked and set at 7 days.
- **Allow Student to Search Outside Educational Level:** Allows students to search outside their grade's educational level. This expands a list to show additional checkboxes and educational levels. Click the boxes to choose the educational levels students may access.

Click **Save** to save the settings. Click **Restore Defaults** to revert to the defaults.

To set the criteria for student award certificates, use the pull-down menu to choose between **Points Earned** (the

default setting) and **Quizzes Passed**. Click the numbers to activate a text box under each award level. The values of award levels can be edited by typing in the text box. Click **Save** to save the settings.



Awards are based on: **Quizzes Passed** ⓘ

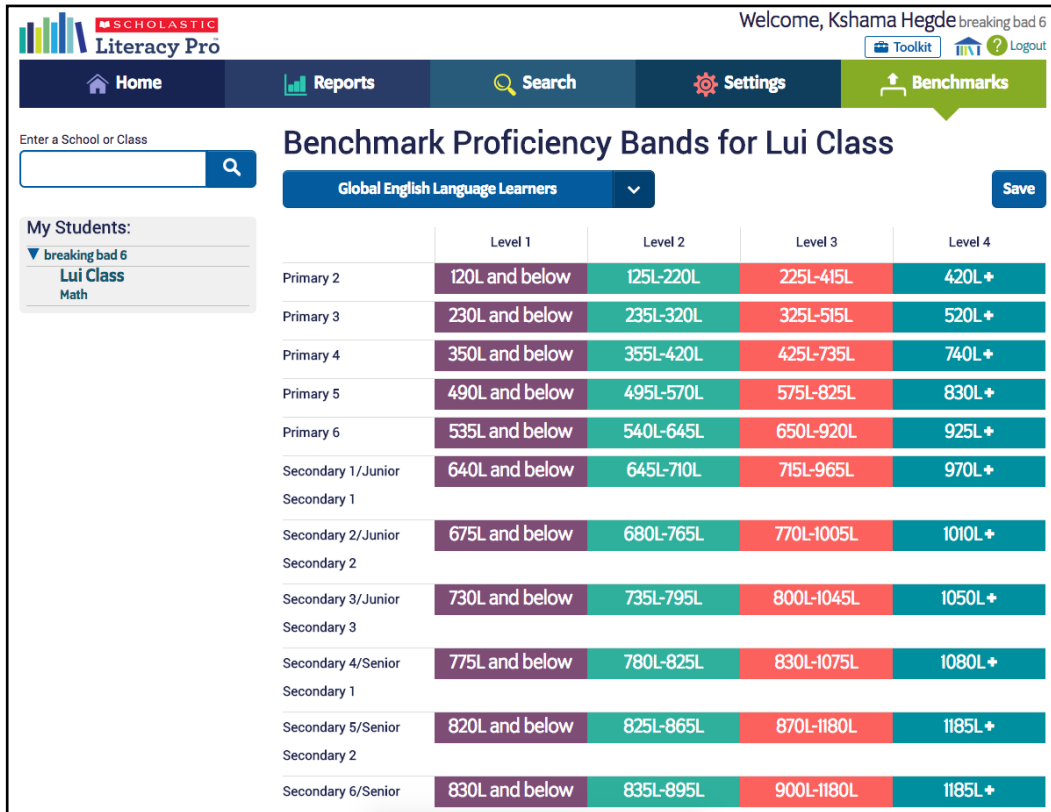
Award Level	Points
Gold	50
Silver	25
Bronze	10
Red	5
Blue	3

Quizzes Passed

Points Earned

Quizzes Passed

Benchmarks Screen



Welcome, Kshama Hegde breaking bad 6

Home Reports Search Settings Benchmarks

Enter a School or Class

Benchmark Proficiency Bands for Lui Class

Global English Language Learners Save

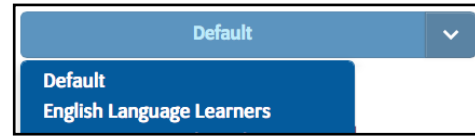
	Level 1	Level 2	Level 3	Level 4
Primary 2	120L and below	125L-220L	225L-415L	420L +
Primary 3	230L and below	235L-320L	325L-515L	520L +
Primary 4	350L and below	355L-420L	425L-735L	740L +
Primary 5	490L and below	495L-570L	575L-825L	830L +
Primary 6	535L and below	540L-645L	650L-920L	925L +
Secondary 1/Junior Secondary 1	640L and below	645L-710L	715L-965L	970L +
Secondary 2/Junior Secondary 2	675L and below	680L-765L	770L-1005L	1010L +
Secondary 3/Junior Secondary 3	730L and below	735L-795L	800L-1045L	1050L +
Secondary 4/Senior Secondary 1	775L and below	780L-825L	830L-1075L	1080L +
Secondary 5/Senior Secondary 2	820L and below	825L-865L	870L-1180L	1185L +
Secondary 6/Senior	830L and below	835L-895L	900L-1180L	1185L +

The Benchmarks Screen is where teachers may view and administrators may edit the Scholastic Literacy Pro proficiency bands. Only administrators may change the benchmark proficiency bands applied to a school or class.

The four proficiency bands are:

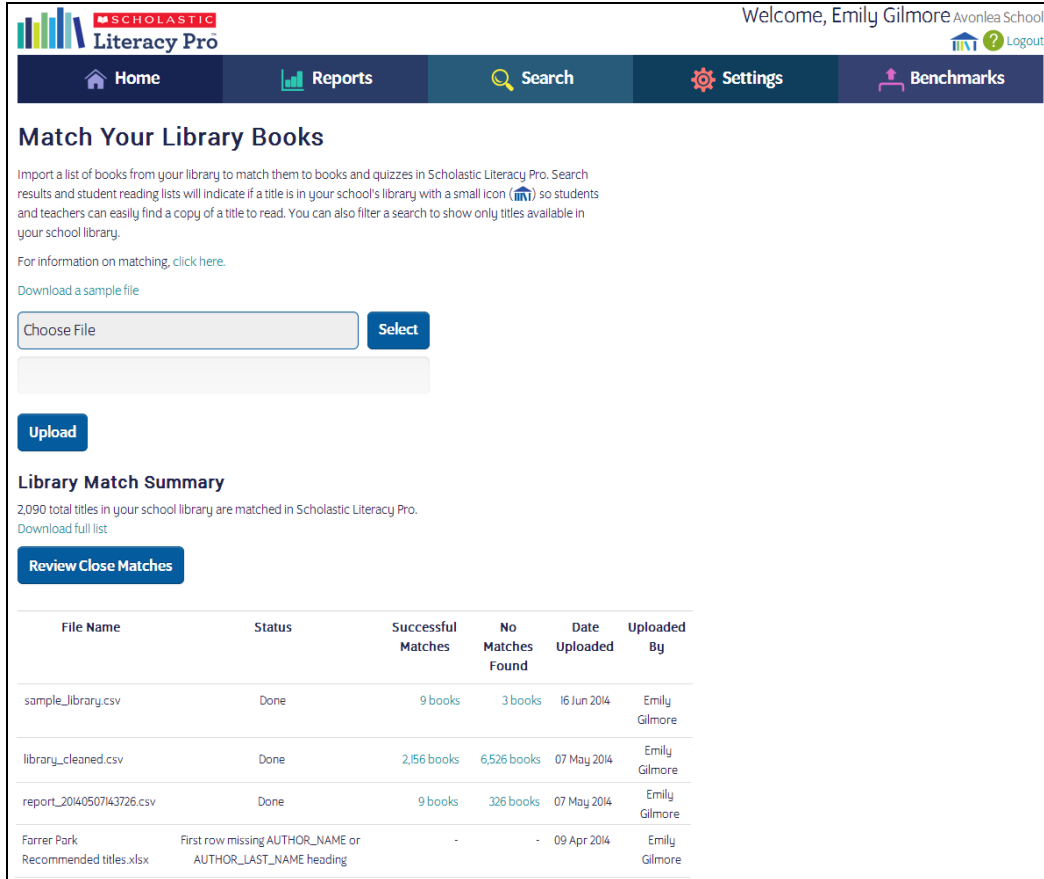
- **Advanced:** Students scoring in this range exhibit superior performance when reading text that is year/grade-level appropriate.
- **Proficient:** Students scoring in this range exhibit competent (“year/grade-level”) performance when reading text that is year/grade-level appropriate.
- **Basic:** Students scoring in this range exhibit minimally competent (“below year/grade-level”) performance when reading year/grade-level appropriate text.
- **Below Basic:** Students scoring in this range do not exhibit minimally competent performance when reading year/grade-level appropriate text.

Choose which benchmark settings to apply by using the pull-down menu and clicking the setting. This changes the displayed benchmarks. Note that the benchmark selected will control which reports are viewable on the Home screen.



Library Match Screen

To access the Library Match feature, click the Library Match icon in the upper right. This feature is only available to site administrators.

Welcome, Emily Gilmore Avonlea School [Logout](#)

Home Reports Search Settings Benchmarks

Match Your Library Books

Import a list of books from your library to match them to books and quizzes in Scholastic Literacy Pro. Search results and student reading lists will indicate if a title is in your school's library with a small icon (📖) so students and teachers can easily find a copy of a title to read. You can also filter a search to show only titles available in your school library.

For information on matching, [click here](#).

Download a sample file

Choose File

Library Match Summary

2,090 total titles in your school library are matched in Scholastic Literacy Pro.

[Download full list](#)

File Name	Status	Successful Matches	No Matches Found	Date Uploaded	Uploaded By
sample_library.csv	Done	9 books	3 books	16 Jun 2014	Emily Gilmore
library_cleaned.csv	Done	2,156 books	6,526 books	07 May 2014	Emily Gilmore
report_20140507143726.csv	Done	9 books	326 books	07 May 2014	Emily Gilmore
Farrer Park Recommended titles.xlsx	First row missing AUTHOR_NAME or AUTHOR_LAST_NAME heading	-	-	09 Apr 2014	Emily Gilmore

The Library Match screen is where administrators may upload a list of books from their school library to match them to books and quizzes in Literacy Pro. Titles that are matched will display with a small icon next to them in search results and Recommended Reading Lists.

Once a file is uploaded, the results will display in a table, showing the file name, status, number of successful matches, number of unsuccessful matches, date uploaded, and the administrator who uploaded the file. Clicking on the number of successful or unsuccessful matches will prompt a CSV download of the titles that were successfully or unsuccessfully matched.

The Library Match Summary shows the total number of titles that have been matched in Literacy Pro. Click **Download full list** to download a CSV file of all the titles that have been matched.

If titles in the import file were not an exact match to the titles in Literacy Pro, the **Review Close Matches** button will appear. Click the button to view the Review Close Matches screen.

Review Close Matches

The imported books below did not exactly match any books in Literacy Pro. Review the possible close matches listed next to each book. If a possible match is the correct book, select it. If none of the possible matches are correct, select **None of the above**. To view more possible matches, click **View more**. Your selections will automatically be saved.

Imported book	Possible book matches
Great Beak Lake	<p><input type="radio"/> Great African American-Olympic (960L) Shaun Hunter</p> <p><input type="radio"/> Great Aussie Inventions (1040L) Amy Hunter</p> <p><input type="radio"/> Great Bear Lake (750L) Erin Hunter</p> <p><input type="radio"/> Great Bear Lake (Seekers) (750L) Erin Hunter</p> <p><input type="radio"/> None of the above</p> <p>Clear selection</p>

Save and continue >

Imported titles will show alongside possible matches from the Literacy Pro database. If a possible match is the correct book, select the radio button next to that title. If none of the possible matches are correct, select **None of the above**. To view more possible matches for a title, click **View more**. Click **Clear selection** to clear the selected radio button.

Click **Save and continue** to save the selections and move to the next page of matches. Titles that are marked as a match will now appear in search results and Recommended Reading Lists as matched.

Customer Support

For questions or other support needs with Scholastic Learning Zone and its affiliated products, contact Scholastic Customer Support to speak to a representative.

For Central and South America, the Caribbean, Europe, the Middle East, and Africa:

- From within the United States: 1-573-632-1687
- From outside the United States: 1-646-330-5288
- By email: support@scholasticlearningzone.com

For Canada:

- By email: support@scholasticlearningzone.ca

For Asia:

- By email: slzsupport@scholastic.asia

For Australia:

- By phone: 1800 021 233
- By email: customer_service@scholastic.com.au

For New Zealand:

- By phone: 09 274 8112
- By email: schools@scholastic.co.nz

For the United Kingdom:

- By phone: 0845 603 9091
- By email: readingpro@scholastic.co.uk

For answers to specific questions about using Scholastic Learning Zone and associated Scholastic products, click **Help** at the top of the Scholastic Learning Zone Dashboard.