



Getting Started Guide



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Overview

aimswebPlus is an assessment, reporting, and data-management system designed to support universal screening, progress monitoring, and Response to Intervention (RTI). It provides brief, reliable, nationally normed reading and mathematics measures. aimswebPlus uses both timed curriculum-based measures (CBMs) and untimed standards-based measures to assess skills and inform instruction. Teachers can monitor the progress of their students, determine effectiveness of instruction, and manage student assessment data—all through one online system—to promote student success before failures can occur.

Logging In

1. Enter the URL into your browser: <https://app.aimswebplus.com/#/login>
(Please bookmark this link. If you're unable to click on the link, copy + paste the link directly into your browser's address bar)
2. From the Login screen, enter your Customer ID, Username, and Password and click Login

A screenshot of the login interface. At the top is a green header with the word "Login" in white. Below the header are three input fields: a Customer ID field containing "1254", a Username field containing "AWManager", and a Password field with masked characters ".....". Below the fields is a line of text: "Clicking the log in button acknowledges you have read and agree to the aimsweb Plus License Agreement." followed by a small icon. At the bottom left is a link "Need login assistance?". At the bottom right are two buttons: a "Clear" button with a circular arrow icon and a "Login" button with a right-pointing arrow icon.

General Navigation



Number	Item	Description
1	Main Areas of Application – Students Groups Manage	Students - where a user will do all activities related to students Groups - the area to view roll-up reporting at the grade, school, or district level Manage - for account managers to set up and manage the account and data throughout the school year
2	Drop Down Menu	This is where a user may navigate to the different views in each of the main areas of the application
3	Notifications	This is where any downloaded PDF reports or alerts will display
4	Username	This is the username of the current logged in user
5	Settings	This is where user settings are accessed to change a password, address, etc.
6	Logout	Click this to log out of the system
7	Export	Click to generate the PDF reports that are currently available
8	Student Search	This is a shortcut to the Student Search screen

Account Setup

1. Download the Roster and User Import Templates – go to Manage > Import
2. Watch the Import Tutorials for instructions on how to build your templates – located in Onboarding Checklist
3. Upload the templates to your account

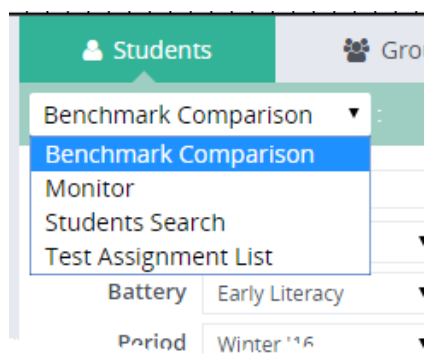
Benchmark Comparison

- The screen shot below is the teacher home page or Benchmark Comparison Screen. From here, you can view the progress of a class on both a battery/composite level and by individual measures. You can also assess students in grades K-1 with Digital Record Forms or view login details for online assessments in grades 2 and above:

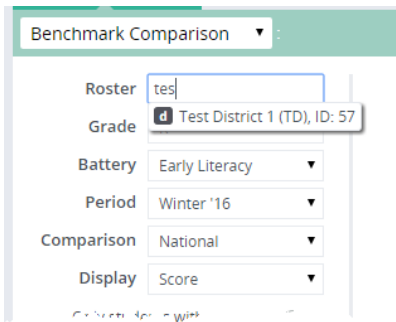
The screenshot shows the Benchmark Comparison screen for 'Test District 1, Grade K, Early Literacy, Winter '16'. The interface includes a sidebar with filters for Roster, Grade, Battery, Period, Comparison, and Display. The main table displays student names, scores, and progress bars. A legend at the bottom indicates percentile bands: 1 (red), 2 (orange), 3 (yellow), 4 (green), 5 (dark green), and 6 (blue).

Student	Score	Band	Measure 1	Measure 2	Measure 3	Measure 4
Student 17, Sample 17	75	3	30	18	27	
Student 15, Sample 15	77	3	32	27	18	
Student 19, Sample 19	103	4	40	27	36	
Student 18, Sample 18	113	5	59	27	27	
Student 14, Sample 14	115	5	70	24	21	
Student 2, Sample 2	119	5	49	33	37	
Student 3, Sample 3	120	5	49	33	38	
Student 9, Sample 9	130	5	59	36	35	
Student 4, Sample 4	133	5	49	39	45	
Student 6, Sample 6	146	6	63	52	31	

- Select Benchmark Comparison from the Students menu:



3. Type the first three letters of your roster or class and select from the list:



Benchmark Comparison

Roster tes

Grade Test District 1 (TD), ID: 57

Battery Early Literacy

Period Winter '16

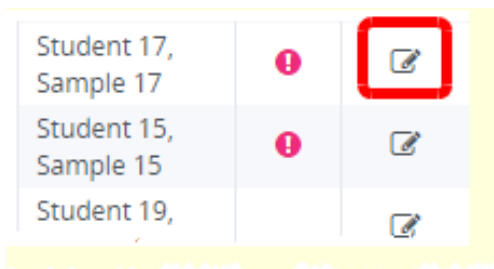
Comparison National




Display Score

4. Select the grade from the Grade drop down
5. Click Refresh/View to display the test results for the selected grade

Digital Record Forms

1. From the Benchmark Comparison screen, click the Pencil icon next to the student you wish to assess:



Student 17, Sample 17	!	
Student 15, Sample 15	!	
Student 19,		

Note: Digital Record Forms are available for all K-1 measures and Oral Reading Fluency in all grades. The students are reading from a stimulus book and the teacher is marking the answers on the computer.

The testing materials are available within the Help File of your account (bottom right hand corner of any screen when you're logged into your account).



Important Information Regarding Oral Reading Fluency with aimswebPlus – Two Options to Administer

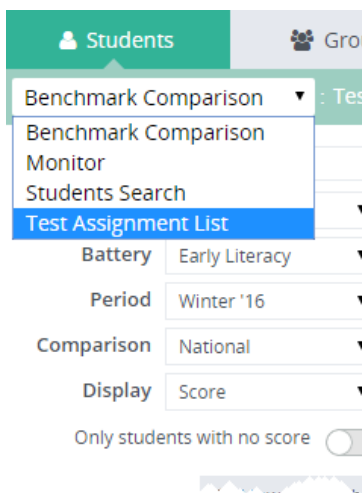
Option 1 - you MUST administer the full reading battery online, in order to administer ORF through digital record form. This option will give you full reporting options. There will eventually be an option to bypass the online assessments.

Option 2 - you can administer an SLA on grade level for ORF. This option will give you limited reporting options, but it would allow you to complete the ORF through the DRF process, without having to do the entire reading battery first and it will still give you the information needed to move forward with progress monitoring on or off grade level. Through SLA you can see the percentile and range that the students score fell at compared to national norms for that time of year.

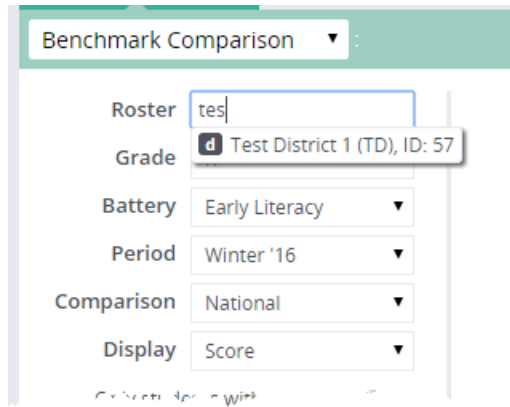
Online Testing

For grades 2 and above, the student completes the test using our online testing functionality. A username and passcode is available on the Test Assignment List that is entered into TestNav, after the Test Assignment Import has been uploaded to the account.

1. Download TestNav here: <http://download.testnav.com/>
2. Download the Test Assignment Import from your account by going to Manage > Import. Download the Test Assignment Import Template. Complete the template and upload to the account.
3. Once the Test Assignment Import has been uploaded successfully, you may retrieve Student Usernames and Passcodes for TestNav by selecting Students > Test Assignment List in the account

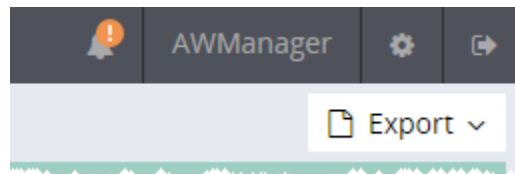


4. Type the first three letters of your roster or class and select from the list



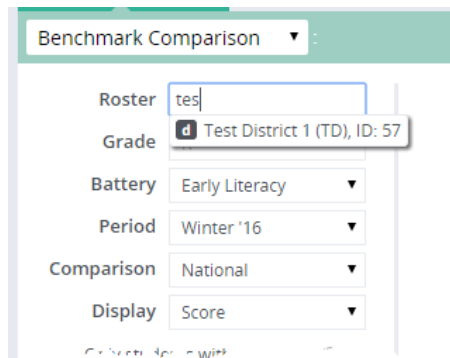
5. Click Refresh/View to display the test assignments
6. Copy the Username for the student you wish to assess or click Export to print the entire list as a PDF

Note: You will see a notification when the PDF is ready for download.



Viewing Student Screens

1. Select Student Search from the Students menu to open the Student Search screen
2. Type the first three letters of your roster or class and select from the list



3. Click Refresh/View to display the Student Search screen

Students Groups Manage

Students Search : Test District 1, Grade K-8

Roster Test District 1

Grade K to 8

First Name

Middle Name

Last Name

Student ID

Demographics Not Filtered

Include inactive students

View / Refresh

Student (80)	Grade	Student ID	Date of Birth	Gender	Status
Student 14, Sample 14	K	14	2/1/2011	Male	Active
Student 8, Sample 8	K	8	2/1/2011	Male	Active
Student 11, Sample 11	K	11	2/1/2011	Female	Active
Student 19, Sample 19	K	19	2/1/2011	Male	Active
Student 7, Sample 7	K	7	2/1/2011	Female	Active
Student 16, Sample 16	K	16	2/1/2011	Male	Active
Student 6, Sample 6	K	6	2/1/2011	Female	Active
Student 9, Sample 9	K	9	2/1/2011	Male	Active
Student 13, Sample 13	K	13	2/1/2011	Female	Active
Student 5, Sample 5	K	5	2/1/2011	Female	Active
Student 10, Sample 10	K	10	2/1/2011	Male	Active
Student 18, Sample 18	K	18	2/1/2011	Female	Active
Student 4, Sample 4	K	4	2/1/2011	Male	Active
Student 15, Sample 15	K	15	2/1/2011	Male	Active
Student 3, Sample 3	K	3	1/10/2011	Male	Active

4. Click the next to any student to open the Student Profile. From here, you can view student scores, information, and tasks

Students Groups Manage

Student Profile : Sample 14 Student 14, Grade K, ID 14

Early Literacy	Natl %ile			Growth (SGP)			Goal
Low Risk	F	W	S	F→W	W→S	F→S	
Composite		46		N/A	N/A	N/A	⚠
IS				N/A	N/A	N/A	
LNF		90		N/A	N/A	N/A	⊕
LWSF		26		N/A	N/A	N/A	⊕
PSF		19		N/A	N/A	N/A	⊕
AV				N/A	N/A	N/A	

Early Numeracy	Natl %ile			Growth (SGP)			Goal
Low Risk	F	W	S	F→W	W→S	F→S	
Composite		47		N/A	N/A	N/A	
NNF		26		N/A	N/A	N/A	⊕
QTF		62		N/A	N/A	N/A	⊕
CA		54		N/A	N/A	N/A	
QDF		55		N/A	N/A	N/A	⊕

F=Fall W=Winter S=Spring Required Optional Natl %ile

Information		view all
Gender	Male	
Ethnicity	Unknown	
ESL/ELL	Not Reported	
IEP Goal	Not Reported	
Intervention Level	Level 1	

Top 10 Tasks		view all
Task Type		Date Due

5. From the Student Profile, click the menu to open the Individual Reports



Questions?

Feel free to call or email the aimswebPlus team!

General Technical Support

1-866-313-6194, option 1

Email aimswsupport@pearson.com

(8am-5pm Central Time)

Data, Imports, Exports

866-313-6194, option 1, and then option 3

Email aimswdata@pearson.com

(8am-5pm Central Time)