



Reading Quill's Reports

I Want To...	Where to Look	What to Do
<p>See if my students are completing their activities on time</p> <p>See which students have missed an activity and need to make it up</p>	<p>Activity Summary</p> <p>Student Reports > Activity Summary</p>	<ol style="list-style-type: none">1. Use the "Start Date - End Date" filter to view a specific week or a specific day.2. Look for gray or white colored squares to see which students are behind.3. Provide additional time for these students to catch up.
<p>Figure out which students need extra support during their next Quill activity</p>	<p>Activity Summary</p> <p>Student Reports > Activity Summary</p>	<ol style="list-style-type: none">1. Make a list of all the students with a red square on the most recent activity.2. Provide extra support to those students during the next Quill activity.
<p>Find out what concepts I need to teach my whole class</p>	<p>Activity Analysis</p> <p>Student Reports > Activity Analysis</p>	<ol style="list-style-type: none">1. Look at the average score next to each activity.2. Click on the activity name that has the lowest percentage.3. If the majority of the students are red or yellow, you might want to re-teach that concept to the whole class.4. Click on students' names to see where you need to target your instruction.
<p>Show students their overall writing strengths and areas for growth</p>	<p>Concepts Report</p> <p>Student Reports > Concepts > Student Name</p>	<ol style="list-style-type: none">1. Select "Download Report" to print out a copy.2. Meet with the student and have them highlight the areas of strength (high percentage) and the areas with the most room for growth (low percentage).3. Have the student retry activities that cover their growth areas or provide the student with additional practice outside of Quill.4. When doing other writing assignments, encourage students to proofread for their areas of growth.

<p>See where low scoring students are struggling with a specific skill</p>	<p>Activity Analysis Student Reports > Activity Analysis > Activity Name</p>	<ol style="list-style-type: none"> 1. Select the activity name that you want to know more about. 2. Click on a red or yellow student's name. 3. View the student's responses to identify why the student struggled with the activity. 4. Look for trends among red and yellow students. 5. Do a mini-lesson for the whole class if many students struggled. Focus on the trends you noticed from the report. 6. If only a few students struggled, do small group instruction, focusing on the trends you noticed. 7. If you don't want to provide additional instruction, have students retry the activity and encourage them to pay special attention to the trends you noticed.
<p>Find out what my students' average score is across all activities</p>	<p>Activity Scores Student Reports > Activity Scores</p>	<ol style="list-style-type: none"> 1. Look at the Overall Score column. Identify students who have a low percentage. 2. Ask students who have a low percentage to retry some of their yellow or red activities.
<p>Get a weekly average score to put in a gradebook</p>	<p>Activity Scores Student Reports > Activity Scores > Student Name</p>	<p>Look at the student's average score for the week you'd like to put in the gradebook.</p>
<p>Find out which students need small group instruction and in what areas</p>	<p>Activity Analysis Student Reports > Activity Analysis > Activity Name</p>	<ol style="list-style-type: none"> 1. Select an activity with a low average score 2. Students who are colored red or yellow need extra support 3. Click on red or yellow students' names to see the students' responses. 4. Take note of the errors each student made and look for trends among the students. 5. Set aside time in class to work with that group of students. 6. Reteach the concept, focusing on the areas students struggled with most.
<p>Find out which skills students have practiced that I should be looking for in their writing.</p>	<p>Concepts Student Reports > Concepts > Student Name</p>	<ol style="list-style-type: none"> 1. Use one student's concept report to get an idea of what skills your students have practiced 2. Choose 2 or 3 concepts from the report. Add these concepts to peer editing checklists and your grading rubric for the writing assignment.