

Frequently Asked Questions about...

Gates-MacGinitie Reading Test (GMRT)

Q1. We're setting up our scanner to input our GMRT scores, and the computer is looking for a password. What do I use to access DataDirector?

A1. You'll need to use your employee ID and district password for both DataDirector and DataScanner. If you change your password, you will need to login to DataDirector first and then to DataScanner. Additionally, you may need to calibrate your scanner to the printer you are using. Please refer to the instructions at: <http://old.sandi.net/datadirector/readandlearn/jobaids/index.asp>

Q2. I have a special education student in my fifth grade class taking the GMRT, who will need special accommodations. Does the district require that I note this?

A2. You should allow the student the appropriate accommodation/modification, but the district is not collecting this data. It's an option on the 3rd grade answer booklet because of the format. But for grades 4-10, school sites don't need to indicate whether or not an accommodation or modification was used.

Q3. I have to print new scan sheets for a few students, due to classroom changes. When I see them on the screen in DataDirector, all the "T's" show up. When I print the scan sheets, the upper left is cut off, the upper right is shortened; it looks the same way for the lower left and right. I went to File, Edit and so on and couldn't find where to calibrate. What do I do?

A3. Most calibration problems are not really calibration issues at all! Most have to do with the printing set up. Be sure to check the "Fit to Printable" box before printing. If this box is not checked, the T marks will continually get cut off. If it turns out not to be a printing issue, then check the calibration by going to File, Preferences and you'll see the calibrate button. The instructions are in the DataScanner Handbook. Here's the link:
http://old.sandi.net/datadirector/readandlearn/jobaids/datascanner/revDS_Handbook_v3.0.pdf

Q4. I've just begun scanning the GMRT for my 4th and 5th grades and noticed that both grade levels have the same exam ID number. Aren't they two different tests? Should I just click on "GMRT 6171" for both grade levels and assume they will be graded correctly under the same ID?

A4. The GMRT is going to work a little differently than the other exams in DataDirector. All grade levels have the same exam ID and the scoring is based on the grade level of the student.

Q5. Why aren't scores immediately available in DataDirector and how soon can we access them?

A5. The scoring of the exams is being done by the publisher, which is why there is a 24-48 hour turnaround time for the results to be accessible, rather than the immediate results we are used to with other assessments. Sites may access the GMRT results in DataDirector 24-48 hours after scanning answer sheets for grades 4-10 and 7-10 days after Riverside Publishing receives the grade 3 answer booklets.

Q6. Where will I find the GMRT scores in DataDirector?

A6. The results will be available under the “Reports” tab in the Pre-Built section.

Q7. What should we do with the GMRT answer sheets after scanning them into DataDirector?

What about the test booklets?

A7. Answer sheets can be shred or securely destroyed by the site after 1 month. All other GMRT materials (except Grade 3) should be returned to Assessment Services, Annex 10 at the Education Center. Grade 3 test booklets should be sent back by the site directly to Riverside Publishing for scanning and scoring. Shipping directions and materials were mailed to each school site.

Q8. I scanned my students’ GMRT scores into DataDirector and they’re showing up as “stranded records”. Did I do something wrong?

A8. Don’t be alarmed when you see the scores stranded; the GMRT is different than our other district tests. All of the scores will show up stranded because the data will be extracted from DataDirector after scanning for Riverside Publishing to score. The results will then be found under the Reports tab in the Pre-Built section.

Q9. The GMRT answer sheets include “Form” and “Level”; should we bubble these in?

A9. The “Form” and “Level” on the answer sheets do NOT need to be hand-grid. These fields will be “hard-coded” by DataDirector before the results are scored. Sites can leave these fields blank on the answer sheets.

Q10. One of my 4th grade students took the GMRT last year and tested below level. Can I test this student now at his reading level, which is below the 4th grade GMRT?

A10. No, we aren’t doing any out-of-level testing for our district assessments. The Gates-MacGinitie Reading Test is administered for teachers to use as a diagnostic tool.

Q11. I am having problems with scanning the test sheets for the GMRT. The machine does not seem to be reading the students’ responses and I have to correct the student responses manually. For example, the student bubbled in "G" and the machine reads it as "G, H". I did change the default from 60 to 65, but it does not seem to make a difference. How can I correct this?

A11. Make sure the “T” marks are aligned properly on the page. If you selected “Fit to Printable Area” when printing, they will be properly aligned. If not, you will need to calibrate. Here is the job aid on how to calibrate:

<http://old.sandi.net/datadirector/readandlearn/jobaids/datadirectr/Calibrating.pdf>

Q12. We didn’t have enough blank GMRT answer sheets so we copied some blank ones on the copy machine. There was a paper in the box of materials stating that we had to use a laser printed copy for it to work with Data Scanner. Can we use these copied scan sheets?

A12. We don’t recommend using answer sheets that are copies of blank answer sheets. You need to print the answer sheets straight from DataDirector on the networked IKON (laser) copy machine. You can easily print blank answer sheets using the job aid linked below. Instead of selecting with student names, select WITHOUT STUDENT NAMES:

http://old.sandi.net/datadirector/readandlearn/jobaid/datadirector/Printing_Exam_Answer_Sheets_ST_ID_000.pdf

Q13. Our school has a handful of extra unused GMRT grade 3 test booklets with student bar code labels affixed, due to students' absences and/or no longer attending school. Should we send these test booklets back to the publisher?

A13. Riverside Publishing does not need the unused booklets. These booklets will need to be shredded since they have a bar code affixed; please return them to Assessment Services, Annex 10 along with your other GMRT materials.

Q14. We scanned our GMRT scan sheets for 4th and 5th grade on our site and no data is appearing. Do you have any idea what can be wrong?

A14. The GMRT results are in the Pre-Built Report section of DataDirector. Go to the Reports tab, scroll down toward the bottom and you will see the GMRT report.

Q15. When I scanned in my students' answer documents into the Data Scanner for Data Director, I accidentally clicked on the wrong version of the GMRT which did not match the number on the bottom of my answer documents. Yesterday I rescanned the documents with the correct GMRT number, but when I checked Data Director for my classes' results, it still said everyone has a score of zero and is far below basic. Is there anything that can be done to delete their scores of zero and replace them with their actual scores?

A15. You will need to cancel the initial scan job and delete the students' scores you entered into DataDirector. The step by step instructions are in the DataScanner Handbook under deleting student responses. Here's the link:

http://old.sandi.net/datadirector/readandlearn/jobaid/datascanner/revDS_Handbook_v3.0.pdf

Q16. One of our students does not have scores showing up in DataDirector for the GMRT. He only attempted 31 of the 41 Vocabulary items, and 13 of the 48 Comprehension items. Is there a minimum number of items that must be complete in order to generate an overall score?

A16. Yes, students must complete at least 14 items for Vocabulary and 14 items for Comprehension in order to get a score. So the student should have a Vocabulary score, but won't have a Comprehension score. Since there's a minimum number for scoring, they won't show scores (even total number attempted) for students who complete less than 14.