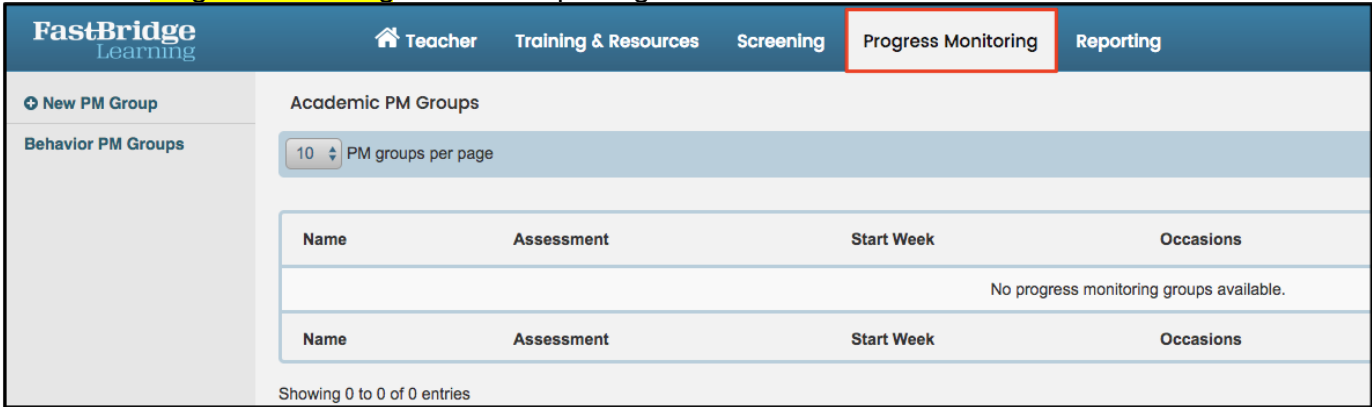


# SETTING UP PROGRESS MONITORING and INTERVENTION IN FASTBRIDGE

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## SELECTING STUDENTS FOR A PROGRESS MONITORING/INTERVENTION GROUP

1- Click the **Progress Monitoring** tab on the top Navigation bar.



2- Click on the **Create PM Group** Menu item. A screen will open asking you to **select your school**. It will then display all of the students available to you in the lower half of the screen.

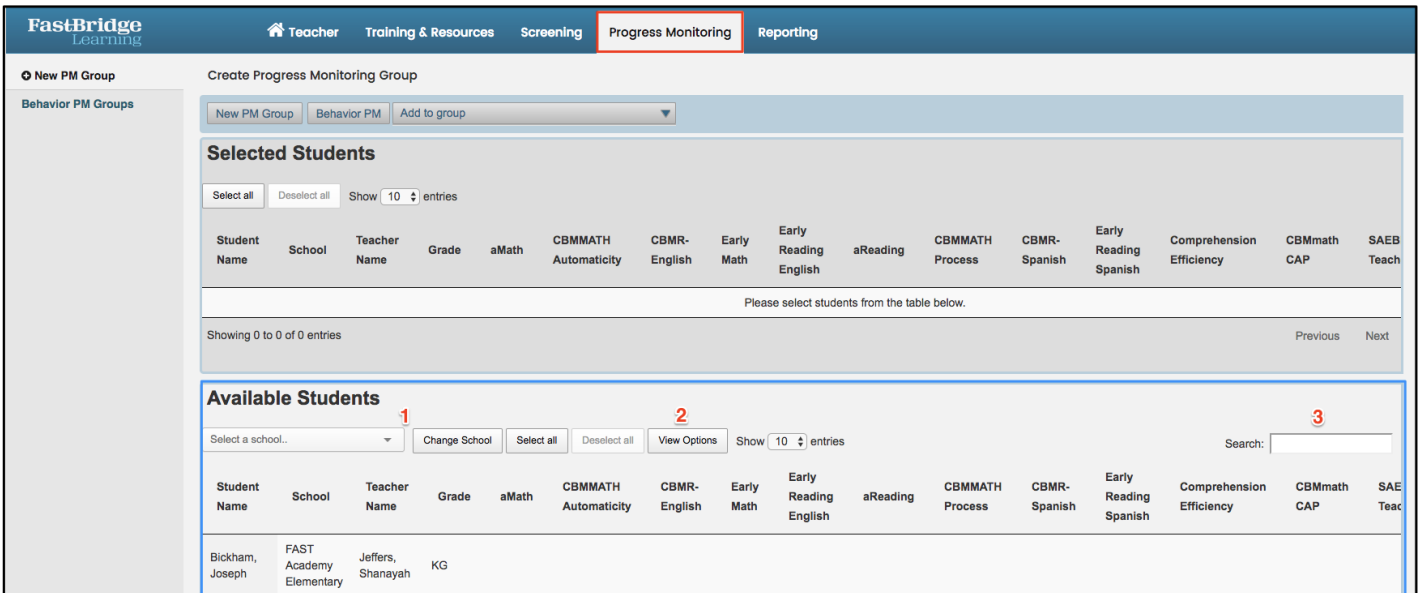
- Classroom Teachers will see their class. Teachers with grade-wide access will see the whole grade. Specialists (including School Managers and District Managers) will see all of the students in the selected school.

3. Click on **the student(s)** from the list of Available Students to move the student(s) into the Selected Students section at the top of the page. **For efficiency, select all students receiving the same intervention for the PM Group.**

- You can narrow down the number of students in the Available Students list, by filtering the list or by searching names.

4. To create a new group, select the **New PM Group** button.

- To add the selected students to an existing group, click the **Add to group** button.



## CREATING A NEW PM GROUP

*red numbers in directions correspond to numbers on image for easy reference*

The New PM Group button opens a screen for defining the parameters of your new pm group.

1. Select the **starting week**.
  - The starting date defaults to Sunday of the current week.
  - If you don't want this group to start with the first pm probe, you will need to set the start date back to allow the desired probe to end up in the current week. If you want this group to continue where a previous group left off, set the start date to the same date as the start of the original group.
2. Select the Assessment Type: **Reading** and the appropriate PM measure for the student.
  - Grades 1-5 use CBM; Grade K uses letter sounds.
3. Type the **Group Name**. The Group Name defaults to the teacher's or specialist's name (based on current view) and selected assessment.
  - It is most efficient to use a consistent naming convention (i.e. 5GrieselBeckSyllasearch or GradeLevelTeacherLastNameIntervention).
  - Be sure to select the assessment type before changing the name; selecting the assessment after changes the name back to the default.
4. Set the **number of occasions** (frequency) of PM.
  - The number of occasions you select here can't be changed after the group has been created. A new pm probe is released with each new occasion.

Teacher Training & Resources Screening Progress Monitoring Reporting

Create New PM Group

(\*) Required

Starting Week \* 1 07/09/2017 Ending in School Year: This Year ▾

Include Summer? ▾

Assessment Type \* 2  Reading  Math

\* The 2016-17 recommendations for weekly growth and end of year (EOY) performance for CBMmath CAP are preliminary estimates. Research and development is ongoing during this first year of implementation of the new CBMmath CAP assessment. Please provide feedback.

Group Name \* 3 Jeffers P1

Number of occasions \* 4  1 Per Week  2 Per Week  3 Per Week  4 Per Week  5 Per Week  
 1 Every 2 weeks  1 Every 3 weeks  1 Every 4 weeks

**CBM ONLY:** For CBM, you will also need to **select "unadjusted"**.

Goal Line Display on Graph  Adjusted (recommended)  Unadjusted  Unadjusted Goal Line for Decisions, but Display Both Goals

FAST fact: CBMreading Score Equating [↗](#)

| Student      | Screening <input type="button" value="⌵"/> | Starting Week | Start <input type="button" value="⌵"/> | Level <input type="button" value="⌵"/> | Weekly Gain <input type="button" value="⌵"/> | EOY        |                                       |  | Prior Data? <input type="button" value="⌵"/> | Inf |
|--------------|--|---------------|--|--|--|------------|---------------------------------------|--|--|-----|
|              |  |               |  |  |  | Date       | Goal <input type="button" value="⌵"/> | Benchmark <input type="button" value="⌵"/> |  |     |
| Engles, Jake | N/A  | 06/13/2017    | 0                                      | G2                                     | 0.75 - Realistic                             | 05/30/2018 | 31                                    | 106  | Yes  |     |

5. At the bottom of the page, you can adjust individual student parameters and add interventions.

- Screening displays the student's most recent screening score for the same assessment. Hovering over the calendar will display the date of the screening.
- **Select the start week.** By default, this will show the week the student was added to the group, but you can set a different starting week if the student was added after the group was created
- **\*Set the start score.** If the student has screening scores for the same assessment, the most recent score will become their default start score.
- **Set the level of the probe. This cannot be changed later.** Releasing the student from the group and adding them back in will allow you to change this. See later page for directions on releasing a student if needed.
- **\*Set the weekly gain OR the goal.** The weekly gain is how much growth is required each week to meet the goal. When you adjust one of these fields (weekly gain or goal, the other will change automatically). This can be changed later.

\*Start, Weekly Gain, and Goal work together to create the goal lines which appear on the Progress Monitoring Graphs. Changing the value of one of these fields, alters the values of the others.

- Leave the date, which is the defaults to the end of year date attached to the goal.
- Benchmark displays the Spring benchmark score for the assessment. **Usually you want the goal to meet, exceed, or approach this value based on realistic gains for the student.**

| Student              | Screening | Starting Week | Start | Level | Weekly Gain | EOY  |      |           | Prior Data?* | Interventions | Student         |
|----------------------|-----------|---------------|-------|-------|-------------|------|------|-----------|--------------|---------------|-----------------|
|                      |           |               |       |       |             | Date | Goal | Benchmark |              |               |                 |
| 5<br>Bickham, Joseph | N/A       |               | 0     |       |             |      |      | 0         | Yes          |               | Bickham, Joseph |
| Student              | Screening | Starting Week | Start | Level | Weekly Gain | Date | Goal | Benchmark | Prior Data?* | Interventions | Student         |
| EOY                  |           |               |       |       |             |      |      |           |              |               |                 |

\* If the student has been part of a progress monitoring group before, would you like to include the prior progress monitoring data in the students current progress monitoring graph?

## ADDING AN INTERVENTION

red numbers in directions correspond to numbers on image for easy reference

This can be done for each individual student in the PM group or for the whole PM group if all are receiving the same intervention. If you adding only students receiving the same intervention to this PM group, use the directions below. See next page to add for individual students.

Select “Create New Intervention” at the bottom.

1. **Name** your intervention. Use a name that correlates to the routine, materials, or program being used (i.e. “6 Minute Solution” or “Beck Making Words Routine”)
2. **Type:** Use the drop down tool to specify which general skill (Reading) you will be addressing through this intervention.
3. **Procedure:** Select the intervention from the drop down list.

You can choose from the following interventions loaded into FastBridge

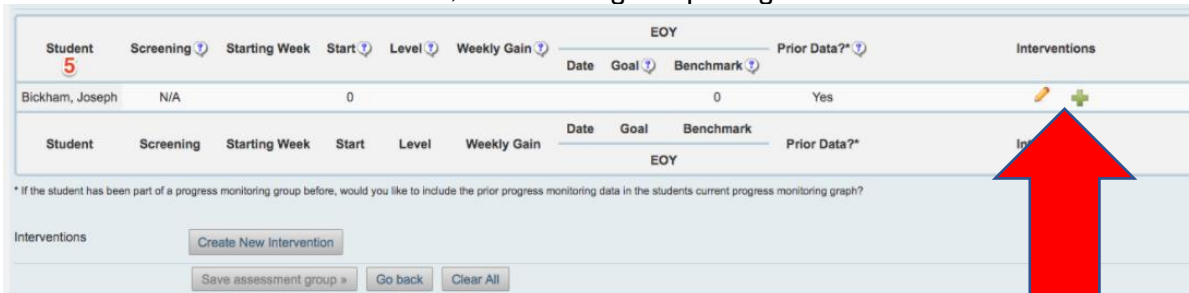
- Fountas & Pinnell Leveled Literacy Intervention (LLI)
- Lexia
- Orton-Gillingham approach
- Peer-Assisted Learning Strategies (PALS)
- Phonics for Reading
- QuickReads
- Read Naturally
- Reader?s Theater
- Reading Recovery
- Reciprocal Teaching
- Repeated Reading
- Repeated Reading with Comprehension in a group
- REWARDS
- Six Minute Solution
- Soar to Success
- Stepping Stones to Literacy
- System 44
- Text Talk
- Words Their Way
- Beck Making Words Routine
- Beck Syllasearch Routine
- Imagine Learning- ELL
- Language Acquisition Instruction
- Fluency- Research-Based Intervention
- West Virginia Phonics
- Phonics- Research Based Intervention
- Other- Please Specify in Intervention Title
- PRESS

4. **Interventionist:** This is the person who will be conducting the intervention.
5. **P monitoring:** This is the person who will be progress monitoring the student(s)' performance.
6. **Start Date:** This is the date the intervention begins. A black vertical line will be added to this date on the progress graphs of all students receiving this intervention. *NOTE: The black line will not appear, until the student has at least one pm score following the start of the intervention.*
7. **Follow-up date:** This is the date you/your team should follow up to evaluate the progress monitoring data for the time this intervention has been in place. Based on the results, you may decide to change or discontinue the intervention.
8. **Intervention Schedule (in minutes):** Enter the frequency and duration of the intervention. This information is used for tracking and reporting purposes.
9. Save the intervention in one of two ways:
  - Click **Create** to create the intervention, and make it available for any student in the group.
  - Click **Create and Apply to All** to create the intervention and add it to all students in the group.

## Troubleshooting Tip: If your intervention is not showing up on the graph...

- You may have set the start date of the intervention to before the start date of the PM group. The intervention needs to start on the same date or after the start date of the PM group.
- If no progress monitoring data has been collected since the intervention was added, the intervention line won't show up on the graph. Once a PM score is recorded that follows the intervention, the intervention line should appear.

To add an intervention for an individual student, click on the green plus sign.



- To edit the intervention, click on the pencil.
- To remove the intervention, click on the x to the right of the intervention number. (The intervention number and the x, are next to each other in the blue capsule.)
- Use the procedure above to add specific information about the intervention.

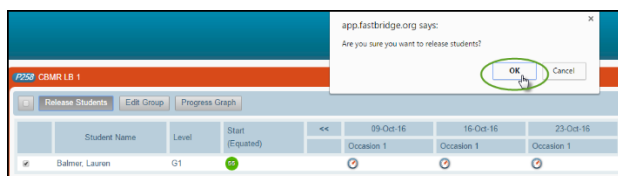
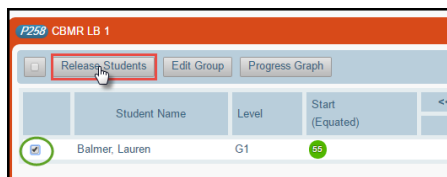
## RELEASING A STUDENT FROM A PROGRESS MONITORING GROUP

1. Click Progress Monitoring Tab at the top to see all PM Groups.

2. Check the box next to the student's name.

3. Click "Release Students"

4. When message appears, click "Ok", to confirm release of student from the group.



What happens to their Progress Monitoring data if they are released?

- The student name and data will remain available in the group under "Released Students" header. Their Progress Graph will remain available.
- If the student is added to a new group of the same measure, the default is to include previous group data. This will be available in the Progress Graph. It will NOT be displayed on the main group page (with the clocks); the main group page is only for the current group.
- All student data is also available in the Student at a Glance Report, accessible by clicking on their name in the Class List page, or accessing the report through the Reports Manager and searching the student name.