

# Skills Builder

---

## **Admin**

### **Screening, Initial Assessment & Diagnostic Results**

# Screening Results

To view the 'Screening' results for the subject in question (English or Maths), Select the 'Screening' button next to that subject.

To view the student's results, select the button in the 'Results' column below. You can also add, remove and compare attempts using the buttons on the page.

**FS English Assessment**

Type ↓	Progress	Date(s)	Result(s)	Action(s)	Compare
Actual Assessment	Completed Diagnostic	10/09/2012	<a href="#">SCREENING</a> <a href="#">INITIAL ASSESSMENT</a> <a href="#">DIAGNOSTIC</a>	<a href="#">DELETE ATTEMPT</a>	<input type="checkbox"/>
Actual Assessment	Completed Diagnostic	21/05/2013	<a href="#">DIAGNOSTIC</a>	<a href="#">DELETE ATTEMPT</a>	<input type="checkbox"/>

**FS Maths Assessment**

Type ↓	Progress	Date(s)	Result(s)	Action(s)	Compare
Actual Assessment	Completed Diagnostic	10/09/2012	<a href="#">SCREENING</a> <a href="#">INITIAL ASSESSMENT</a> <a href="#">DIAGNOSTIC</a>	<a href="#">DELETE ATTEMPT</a>	<input type="checkbox"/>

From here you can use the **drop down menu** to view the 'Screening' answers, print/save the 'Screening' results as a **PDF** or view the **wrong answers** given.

To close the 'Screening' down you select the 'X' button

**Skills Forward** **SkillsBuilder**

2 Learner Assessment taken online Flash

Name	Learner, 2	Assessment	English Screening (id:3165697)	Date Completed	10/09/2012
Email		Type	Formative (Actual Assessment)	Time Taken	12m 16s
Learner Ref		Status	Completed		

Section	Working Towards	Action(s)
Screening	Level 1	<a href="#">ANSWERS</a> <a href="#">PRINT</a> <a href="#">INCORRECT</a>

Result  
You are overall working towards Level 1.

# Initial Assessment Results

To view the Initial Assessment results for the subject in question (English or Maths), you select the **'Initial Assessments'** button next to that subject.

To view the student's results, select the button in the 'Results' column below. You can also add, remove and compare attempts using the buttons on the page.

Type ↓	Progress	Date(s)	Result(s)	Action(s)	Compare
Actual Assessment	Completed Diagnostic	10/09/2012	<a href="#">SCREENING</a> <a href="#">INITIAL ASSESSMENT</a> <a href="#">DIAGNOSTIC</a>	<a href="#">DELETE ATTEMPT</a>	<input type="checkbox"/>
Actual Assessment	Completed Diagnostic	21/05/2013	<a href="#">DIAGNOSTIC</a>	<a href="#">DELETE ATTEMPT</a>	<input type="checkbox"/>

Type ↓	Progress	Date(s)	Result(s)	Action(s)	Compare
Actual Assessment	Completed Diagnostic	10/09/2012	<a href="#">SCREENING</a> <a href="#">INITIAL ASSESSMENT</a> <a href="#">DIAGNOSTIC</a>	<a href="#">DELETE ATTEMPT</a>	<input type="checkbox"/>

The Initial Assessment results for the chosen subject will then appear and you can view the **'Answers'** given by the learner, **Print/Save** the Initial Assessment results or view the **'Incorrect'** answers given by the learner.

**English Initial Assessment Result**  
You are overall working towards Level 1.

Section	Working Towards
Reading	Level 2
Punctuation	Entry Level 3
Grammar	Entry Level 3
Spelling	Entry Level 3

**Recommendation**  
• You will automatically be directed to detailed diagnostic assessments at the levels shown above for the different sections.

To save the Initial Assessment result for the chosen subject as a PDF File, select the **'Print'** button.

Using the '**Destination**' drop down menu, select the '**Save as PDF**' option (to just print the result you would pick you desired printer). Then select the '**Save**' button.

**Skills Forward** **Skills Builder**

Name	Learner, 2	Assessment	English Initial Assessment (id:3166775)	Date Completed	10/09/2012
Email		Type	Formative (Actual Assessment)	Time Taken	34m 2s
Learner Ref		Status	Completed		

**English Initial Assessment Result**  
You are overall working towards Level 1.

Section	Working Towards
Reading	Level 2
Punctuation	Entry Level 3
Grammar	Entry Level 3
Spelling	Entry Level 3

**Recommendation**

- You will automatically be directed to detailed diagnostic assessments at the levels shown above for the different sections.
- The diagnostic will identify the areas you still need to work on to become competent at this level.
- You have a particular strength in **Reading** and will be directed to a higher level assessment in that section.
- You should be able to undertake a programme at **Level 1**.

Print 2 sheets of paper

Destination: Adobe PDF (selected), Save as PDF, Save to Google Drive, See more...

Pages: [ ]

Layout: Portrait

Color: Color

More settings [v]

**Save** **Cancel**

To close the 'Initial Assessment' down you select the '**X**' button.

**Skills Forward** **Skills Builder**

2 Learner Assessment taken online Flash

Name	Learner, 2	Assessment	English Initial Assessment (id:3166775)	Date Completed	10/09/2012
Email		Type	Formative (Actual Assessment)	Time Taken	34m 2s
Learner Ref		Status	Completed		

Answers Print Incorrect

**English Initial Assessment Result**  
You are overall working towards Level 1.

Section	Working Towards
Reading	Level 2
Punctuation	Entry Level 3
Grammar	Entry Level 3
Spelling	Entry Level 3

**Recommendation**

- You will automatically be directed to detailed diagnostic assessments at the levels shown above for the different sections.

Completed Diagnostic

**X**

# Diagnostic Results

To view the Diagnostic Assessment results for the subject in question (English or Maths), you select the **'Diagnostic'** button next to that subject.

FS English Assessment | FS Maths Assessment | FS ICT Assessment | List All Assessments

To view the student's results, select the button in the 'Results' column below. You can also add, remove and compare attempts using the buttons on the page.

FS English Assessment + ADD ATTEMPT

Type ↓	Progress	Date(s)	Result(s)	Action(s)	Compare
Actual Assessment	Completed Diagnostic	10/09/2012	<a href="#">SCREENING</a> <a href="#">INITIAL ASSESSMENT</a> <a href="#">DIAGNOSTIC</a>	<a href="#">DELETE ATTEMPT</a>	<input type="checkbox"/>
Actual Assessment	Completed Diagnostic	21/05/2013	<a href="#">DIAGNOSTIC</a>	<a href="#">DELETE ATTEMPT</a>	<input type="checkbox"/>

FS Maths Assessment + ADD ATTEMPT

Type ↓	Progress	Date(s)	Result(s)	Action(s)	Compare
Actual Assessment	Completed Diagnostic	10/09/2012	<a href="#">SCREENING</a> <a href="#">INITIAL ASSESSMENT</a> <a href="#">DIAGNOSTIC</a>	<a href="#">DELETE ATTEMPT</a>	<input type="checkbox"/>

The Diagnostic Assessment results for the chosen subject will then appear and you can view the **'Answers'** given by the learner, **Print/Save** the Diagnostic Assessment results or view the **'Incorrect'** answers given by the learner, just as you can for Initial Assessments.

To close the 'Diagnostic' down you select the **'X'** button

Skills Forward | Skills Builder

2 Learner | Assessment taken online Flash

Name	Learner, 2	Assessment	English Diagnostic (id:3530091)	Date Completed	31/10/2012
Email		Type	Formative (Actual Assessment)	Time Taken	18m 12s
Learner Ref		Status	Completed		

[Answers](#) [Print](#) [Incorrect](#)

### English Diagnostic Result

Level 1 Overall Score = 18%

Criteria	Topic	Results
Reading -		
Level 2		

Rt/L2.1 (L2 Comprehension)	100%
Rt/L2.2 (L2 Purpose & audience)	0%
Rt/L2.3 (L2 Comprehension)	33%

You are then returned to the Assessments view, where you can repeat the above process to view the Screening, Initial Assessment Diagnostics for the other subjects.

FS English Assessment
FS Maths Assessment
FS ICT Assessment
List All Assessments

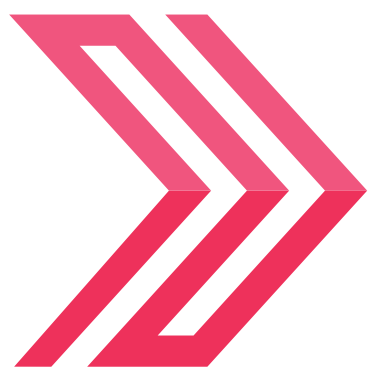
To view the student's results, select the button in the 'Results' column below.  
You can also add, remove and compare attempts using the buttons on the page.

FS English Assessment + ADD ATTEMPT

Type	Progress	Date(s)	Result(s)	Action(s)	Compare
Actual Assessment	<div style="display: flex; align-items: center;"> <div style="width: 100px; border-bottom: 1px solid #0070C0; position: relative;"> <div style="position: absolute; left: 0; top: -5px; width: 10px; height: 10px; border-radius: 50%; background-color: #0070C0; color: white; display: flex; align-items: center; justify-content: center;">0</div> <div style="position: absolute; right: 0; top: -5px; width: 10px; height: 10px; border-radius: 50%; background-color: #0070C0; color: white; display: flex; align-items: center; justify-content: center;">2</div> </div> <span style="margin-left: 5px;">Completed Diagnostic</span> </div>	10/09/2012	<div style="display: flex; gap: 5px;"> <div style="border: 1px solid #0070C0; padding: 2px;">SCREENING</div> <div style="border: 1px solid #0070C0; padding: 2px;">INITIAL ASSESSMENT</div> <div style="border: 1px solid #0070C0; padding: 2px;">DIAGNOSTIC</div> </div>	<div style="display: flex; gap: 5px;"> <div style="background-color: #D9534F; color: white; padding: 2px 5px;">X DELETE ATTEMPT</div> <div style="border: 1px solid #0070C0; padding: 2px;">▼</div> </div>	<input type="checkbox"/>
Actual Assessment	<div style="display: flex; align-items: center;"> <div style="width: 100px; border-bottom: 1px solid #0070C0; position: relative;"> <div style="position: absolute; left: 0; top: -5px; width: 10px; height: 10px; border-radius: 50%; background-color: #0070C0; color: white; display: flex; align-items: center; justify-content: center;">0</div> <div style="position: absolute; right: 0; top: -5px; width: 10px; height: 10px; border-radius: 50%; background-color: #0070C0; color: white; display: flex; align-items: center; justify-content: center;">2</div> </div> <span style="margin-left: 5px;">Completed Diagnostic</span> </div>	21/05/2013	<div style="border: 1px solid #0070C0; padding: 2px;">DIAGNOSTIC</div>	<div style="display: flex; gap: 5px;"> <div style="background-color: #D9534F; color: white; padding: 2px 5px;">X DELETE ATTEMPT</div> <div style="border: 1px solid #0070C0; padding: 2px;">▼</div> </div>	<input type="checkbox"/>

FS Maths Assessment + ADD ATTEMPT

Type	Progress	Date(s)	Result(s)	Action(s)	Compare
Actual Assessment	<div style="display: flex; align-items: center;"> <div style="width: 100px; border-bottom: 1px solid #0070C0; position: relative;"> <div style="position: absolute; left: 0; top: -5px; width: 10px; height: 10px; border-radius: 50%; background-color: #0070C0; color: white; display: flex; align-items: center; justify-content: center;">0</div> <div style="position: absolute; right: 0; top: -5px; width: 10px; height: 10px; border-radius: 50%; background-color: #0070C0; color: white; display: flex; align-items: center; justify-content: center;">2</div> </div> <span style="margin-left: 5px;">Completed Diagnostic</span> </div>	10/09/2012	<div style="display: flex; gap: 5px;"> <div style="border: 1px solid #0070C0; padding: 2px;">SCREENING</div> <div style="border: 1px solid #0070C0; padding: 2px;">INITIAL ASSESSMENT</div> <div style="border: 1px solid #0070C0; padding: 2px;">DIAGNOSTIC</div> </div>	<div style="display: flex; gap: 5px;"> <div style="background-color: #D9534F; color: white; padding: 2px 5px;">X DELETE ATTEMPT</div> <div style="border: 1px solid #0070C0; padding: 2px;">▼</div> </div>	<input type="checkbox"/>



# Skills Builder



[www.skillsforward.co.uk](http://www.skillsforward.co.uk)



[info@skillsforward.co.uk](mailto:info@skillsforward.co.uk)



0300 102 1023