

EDI

Supporting learning
and performance

GOAL Online Assessments Getting Started

For further information contact us: Tel. +44 (0) 2476 516560
Email. schools@ediplc.com
www.goalonline.co.uk

Step 1 Adjust your internet settings

1. In Internet Explorer, open **Tools** then select Internet Options.
2. Select the **Privacy** tab.
3. You will need to make sure the **Block Pop-Ups** button is unchecked.
4. Select **OK** at the bottom of the screen.
5. Before sitting any assessments you will also need to run a simple diagnostic check.
6. You can access this by selecting **Downloads** on our homepage www.goalonline.co.uk and then follow the link "[click here for our diagnostic checker](#)".
7. Run the diagnostics. If you have any questions about running diagnostics or about the results, please call us on **02476 516560**.

Step 2 Setting up an assessment

1. Log on to www.goalonline.co.uk.
2. Select the **Teacher Login**.
3. Enter your details: LA area, School DCSF number, user name and password.
4. Click on the **New Assessment** button on the menu bar at the top.
5. Select your required assessment from the drop down menus, starting with the following three options:

Interactive Assessments are the non-multiple choice National Curriculum and maths APP assessments that feature drag and drop, manipulating graphs and text/data entry.

MultiChoice Assessments are divided into "Old" and "New":

The "Old" assessments include the multiple choice National Curriculum, GCSE revision, Area, End of Term and Key Objectives assessments.

The “New” assessments are maths Learning Objectives, science Topics, ICT Topics, SEAL, VAK, Attitude and Climate.

Teacher Built Assessments are the assessments built using the Assessment Builder facility. A separate guide is available for this at www.goalonline.co.uk/Tutorials.asp.

6. By selecting **Practice Class** for the class name any assessments that you create will not be aggregated with genuine school assessment results later on.
7. Make a note of the assessment number and keep it safe as it will be required later.

Step 3 How to sit an assessment

1. Pupils log on to www.goalonline.co.uk.
2. Select **Pupil Login**.
3. Enter your LA and DCSF numbers.
4. Enter the assessment number and click on the **Load** button.
5. Pupils will then need to enter their personal details and click on **Start**.
6. When all the questions have been answered the pupil will then need to click on **Finish** or **End**.

Step 4 How to mark an assessment

1. Log on to www.goalonline.co.uk.
2. Select **Teacher Login** and enter your details.
3. Find the assessment that you want to mark by entering the number in the **Number** box or by using the filters.


NB:




denotes that assessment can be sent for marking.



denotes that pupil data can be viewed/edited before sending for marking.

4. Click on the **Mark Assessment**  icon in the commands column.
5. Your report will be available to view within 24 hours.

Step 5 Viewing reports

1. Log on to www.goalonline.co.uk.
2. Select **Teacher Login** and enter your details.
3. Find the assessment report that you want to view by entering the assessment number in the **Number** box or by using the filters.
4. Click on the **View Reports**  icon in the commands column.
5. Click on the **View Document** button to the left of the report you would like to view.
6. The toolbar at the top of the page contains features to enable users to export, print and save their reports as required.

Viewing interactive reports

1. Follow the **first 5** instructions in **Step 5** above.
 2. The facility to **Merge Reports** will appear.
 3. Follow on screen instructions to **Merge/View** final reports as required.
-

Icons and Key Legend



Assessment is locked:

You cannot use this assessment until you have unlocked it.



Assessment waiting to be marked:

Pupils have sat the assessment and it is waiting to be sent for marking.



Assessment has Reports:

Assessment has been marked and reports are available to view and download.



View Assessment:

View and amend pupil details before sending assessment for marking.



Mark Assessment:

Send assessment for marking.



View Reports:

View, download and print reports.



Lock Assessment:

Lock assessment until ready for use.



Unlock Assessment:

Unlock assessment when ready for use.



Delete Assessment:

Delete unwanted assessments

Contact us for further information and assistance:

EDI

International House
Siskin Parkway East
Middlemarch Business Park
Coventry CV3 4PE
UK

Tel. +44 (0) 2476 516560

Fax. +44 (0) 2476 516559

Email. schools@ediplc.com

Visit www.goalonline.co.uk for free downloads and FAQs.

GOAL offers online assessments in a range of subject areas at KS1, KS2 and KS3:

Mathematics

English

Science

ICT

Life Skills

