GOFAR Foundations of Algebra
Quick Start Guide

Accessing GOFAR

1. Log on to your Student Information System (SIS).
2. Select the Statewide Longitudinal Data System (**SLDS)** link. The SLDS main window opens.
3. Click **GOFAR** on the tool bar menu. The **GOFAR** main window appears.

Test Creation Tab

Use the Test Creation tab to search for an existing test using the filter option. The test must be ready for Test Administration.

Select Test

 Please contact the District SLDS user to push the test to Test Administration as applicable (see page 2).

1. From the **Test Creation** tab, in the **Title** column select the filter icon .
2. Under **Show Items with value that:** enter the name of an existing test (e.g. Foundations) under **Contains**.

3. Click **Filter**. The desired tests are shown in the list.

4. Click **Edit**. The **Edit Test** window appears.

5. Click **Push to Test Administration** to make the test available to assign to students. A confirmation message displays.
6. Click **OK**.

Printing a Test

1. From the **Edit Test** window, click **Print**. The **Print Test** dialog box appears.
2. To view the answer key for the test select **Show Keys** (optional).
3. Click **Print Test**. The test appears in a new window.

4. Close the **Edit Test** window.

Test Administration Tab

Test Assignment – Assign tests to students.

1. From the **Test Administration** tab, click **Test Assignment**.
2. in the **Title** column select the filter icon .
3. Under **Show Items with value that:** enter the name of an existing test (e.g. Math QSG) under **Is equal to**
4. Click **Filter**. The desired test is shown in the list.
5. Click **Assign**.
6. Enter required test information.
7. Save test assignment options.

 Please see the GOFAR User's Guide for further details on the test assignment feature.

Access to Assessment Proficiency Reports
1. See **Accessing GOFAR** one page 1.
2. From the **Operational Dashboard** tab select **GOFAR Assessment**. The report list displays.

Foundations of Math Test

Test Name	User Who Can Access the Test Creation Tab	User Who Can Access the Test Administration Tab	Date
PrePost Foundations of Algebra Assessment	• District SLDS User	• District SLDS User • School SLDS User • Teacher SLDS User	July 1, 2015
Module 1 Foundations of Algebra Number Sense and Quantity	• District SLDS User • School SLDS User • Teacher SLDS User	• District SLDS User • School SLDS User • Teacher SLDS User	July 1, 2015
Module 2 Foundations of Algebra Arithmetic to Algebra	• District SLDS User	• District SLDS User • School SLDS User • Teacher SLDS User	July 16, 2015
Module 3 Foundations of Algebra Proportional Reasoning	• District SLDS User	• District SLDS User • School SLDS User • Teacher SLDS User	August 14, 2015
Module 4 Foundations of Algebra Equations and Inequalities	• District SLDS User • School SLDS User • Teacher SLDS User	• District SLDS User • School SLDS User • Teacher SLDS User	September 18, 2015
Module 5 Foundations of Algebra Quantitative Reasoning with Functions	• District SLDS User	• District SLDS User • School SLDS User • Teacher SLDS User	October 19, 2015