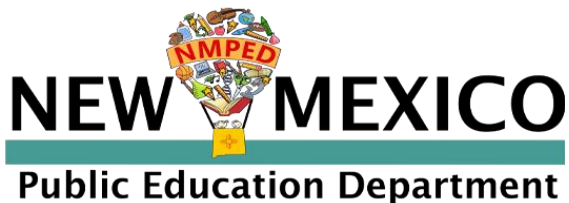




NM-Assessment of Science Readiness: Interim Test Guide

Spring 2026



NEW MEXICO ASSESSMENT
OF SCIENCE READINESS



Assessment & Technology Solutions


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Getting Help

The Kite Service Desk provides support to educators through phone, email, and live chat in Kite® Educator Portal (EP). The Service Desk is closed on weekends and the week between Christmas and New Year's Day. Contact the Kite Service Desk or view the program website using the methods below.

Table 3: Contact and Program Resources

Resource	Location
Program Name	New Mexico Assessment of Science Readiness (NM-ASR)
Kite Service Desk Phone Number	855-519-0571
Kite Service Desk Email Address	nm-asr-support@ku.edu
Kite Live Chat in Kite Educator Portal	https://educator.kiteaai.org
Hours	6:00 a.m. – 4:00 p.m. M–F MT, (6:00 a.m. – 6:00 p.m. during testing window)
Program Website	https://nmassessments.org
Kite Student Portal (Name)	Kite Student Portal
Kite Student Portal (URL)	https://student.kiteaai.org
Kite Student Portal (Icon)	

Personally Identifiable Information (PII)

Do not send any Personally Identifiable Information (PII) (e.g., first name, last name, date of birth, and social security) for a student via email or Live Chat. This is a federal violation of the Family Education Rights and Privacy Act (FERPA). PII information may also include combinations of data such as a student ID and school name.

Do send the student state ID number only and the error or concern you are reporting regarding the test taker.

Live Chat

Live Chat in EP may be used to contact the Kite Service Desk during normal business hours.



Required Software

To use EP, your machine should have a supported browser (i.e., Mozilla Firefox, Google Chrome, Microsoft Edge, or Safari), a PDF viewer such as Adobe Acrobat, and a spreadsheet program such as Microsoft Excel to create comma-separated values (CSV) files.

Overview

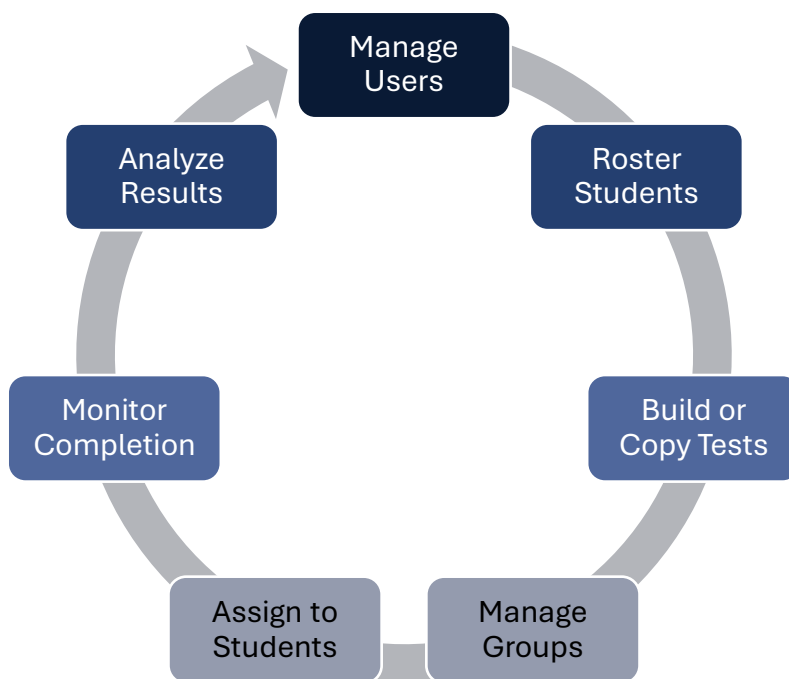
Interim Tests are short assessments given during the school year to check students' understanding of key concepts and skills. When thoughtfully embedded in instruction, they provide timely feedback and support data-driven decisions to enhance student learning.

Interim Tests

Teachers, Building Test Coordinators (BTCs), and District Test Coordinators (DTCs) can create and assign Interim Tests composed of one or more topic(s). Each Interim Test is a grouping of questions related to a specific domain in science. The Interim Tests are designed to be used during instruction to provide feedback to help students, evaluate students' learning, and aid teachers in adjusting instruction. They mirror the high-stakes summative assessment items that students see in late spring.

NOTE: Some districts and some test vendors use the term School Test Coordinator (STC), but this manual uses the term BTC.

To administer Interim Tests, educators do the following:



Test Coordinator Setup

Test Coordinators (TCs) with the role of DTC or BTC in EP must roster students and manage users in EP before any tests can be assigned. See the [NM-ASR Test Coordinator Manual](#) for details about these important tasks.

Create Interim Tests

Build a New Interim Test

To create an Interim Test, perform the following steps in EP.

1. Select **Interim**.
2. Select **Build or Copy a Test**.
3. On the **Build a Test** tab, select a **Subject** and **Grade**.
4. Select **Search**.
5. Select one or multiple Interim Tests from the Available Tests table.

NOTE: Each Interim Test is available in both English and Spanish. Assign each form independently.

6. Select **Content Assessed** to view the cluster(s) and standard(s) associated with each selected test.
7. Select **Preview** to show a specific test. A new window will display the Interim Test. Preview allows the educator to view an Interim Test as it would be shown in Kite Student Portal, including the questions and response options. By default, the correct answer is displayed in the preview window. This can be turned off by **scrolling up in the window** and deselecting the **Display Correct Response** checkbox.

Build a Test | Copy a Test

SUBJECT: Science | Grade 5 | Search

AVAILABLE TESTS:

	Test Name ↑	# of Items	Cluster(s) Assessed	Standard(s) Assessed
<input type="checkbox"/>	ESS2-2, ESS3-1 Agua Potable	8	5-ESS2, 5-ESS3	5-ESS3-1, 3-ESS2-2, 3-ESS3-1
<input type="checkbox"/>	ESS2-2, ESS3-1 Drinking Water	8	5-ESS2, 5-ESS3	5-ESS2-2, 5-ESS3-1, 3-ESS2-2, 3-ESS3-1
<input checked="" type="checkbox"/>	LS3-2, LS4-2 Liebres de las Nieves	6	3-LS3, 3-LS4	3-LS3-2, 3-LS4-2
<input type="checkbox"/>	LS3-2, LS4-2 Snowshoe Hares	6	3-LS3, 3-LS4	3-LS3-2, 3-LS4-2
<input type="checkbox"/>	PS3-2, PS3-4 Cultivando la Brisa	6	5-PS3	4-PS3-2, 4-PS3-4
<input type="checkbox"/>	PS3-2, PS3-4 Living the Breeze	6	5-PS3	4-PS3-2, 4-PS3-4

+ Add | Content Assessed | Preview

Page 1 of 10 per page | 1-6 of 6 items

8. Once you know which test(s) you want to use, select **Add** to add the test(s) to the Selected Tests table. The test(s) will move from the Available Tests table down to the Selected Tests table.
9. Select **Remove** to remove the test(s) from the Selected Tests table.
10. When finished, select **Save**.

SELECTED TESTS:

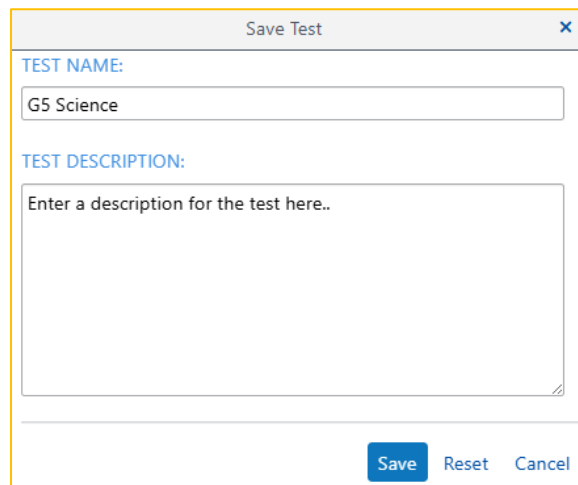
	Test Name	# of Items	Cluster(s) Assessed	Standard(s) Assessed
<input checked="" type="checkbox"/>	LS3-2, LS4-2 Liebres de las Nieves	6	3-LS3, 3-LS4	3-LS3-2, 3-LS4-2
<input type="checkbox"/>	LS3-2, LS4-2 Snowshoe Hares	6	3-LS3, 3-LS4	3-LS3-2, 3-LS4-2

Content Assessed | Preview | Remove

Page 1 of 10 per page | 1-2 of 2 items

Save

11. Name the test and provide an optional test description. This is the name your students will see when they select the test in Kite Student Portal.
12. Select **Save**.



Now that you have created and saved your test, you're ready to assign it to your students!

NOTE: Students can only be assigned Interim Tests by the creator of the test (using Build or Copy). Only the creator of the test can manage the test session. District and Building Administrators can view tests, assignments, and results of tests created by others in their organization. Teachers can only assign tests and view results for students rostered to them.

Copy an Existing Interim Test

Tests that are created by administrator roles are available to others within that organization. Interim Tests created by DTCs are available to all users in their district. Interim Tests created by BTCs are available to all users in their school. Interim Tests created by Teachers are not shared and not available. If you would like an entire school or district to have access to a specific Interim Test, it must be created by the corresponding administrator role.

To copy a test created by another (higher-level) user, perform the following steps.

1. Select **Interim**.
2. Select **Build or Copy a Test**.
3. Select the **Copy a Test** tab.
4. Select a **Subject** and **Grade**.
5. Select **Search**.
6. Select a test from the Available Tests table to copy.

NOTE: You can view the content assessed and preview the test here, similar to building a test.

7. Select **Copy**.

1. INTERIM 2. BUILD OR COPY A TEST 3. Copy a Test 4. Science 5. Search 6. Life Science 7. Copy

Test Name	Test Description	Organization Name	Created By	# of Items
Physical Science		Sunflower District	Theresa Teacher	6
Life Science		Cottonwood School	Tom Teacher	12

8. Name the test and provide an optional test description. This is the name your students will see when they select the test in Kite Student Portal.
9. Select **Copy**.

Manage Groups for Assignment (Optional)

Now that you have your Interim Test created, you want to think about how to assign it. There are many reasons why you might choose to create a **group** of students instead of assigning to all students **rostered** to you or to only **specific** students. As an example, in a differentiated classroom, some students may focus on one standard/cluster while others focus on another. Creating and managing groups will work well for these types of classroom setups.

Create a Group

To create a student group, follow the steps below.

1. Select **Interim**.
2. Select **Manage Groups**.
3. Select the **Create Group** tab. Your school's information will display in the drop-down menus.
4. Select **Search**.
5. Select the desired roster (if applicable).
6. Select one or multiple students to add to a group.

NOTE: Students may belong to more than one group. Groups are specific to the user. They are not accessible by others in their organization.

7. Select **Save**.

The screenshot shows the 'Create Group' interface. At the top, the 'INTERIM' tab is selected (1). Below it, the 'Create Group' button is highlighted (3). A dropdown menu is open, showing 'MANAGE GROUPS' (2). The 'STATE' is set to 'New Mexico', 'DISTRICT' is 'Sunflower', and 'SCHOOL' is 'Meadowlark School'. A 'Search' button is visible (4). Below the search bar, the 'ROSTER' dropdown is set to 'Smith-Sci' (5). A table lists students with checkboxes (6):

	State Student ID	First Name	Last Name	Grade
<input type="checkbox"/>	986525897	Sam	Yunata	Grade 5
<input type="checkbox"/>	875969648	Sophia	Vanburg	Grade 5

At the bottom, a 'Save' button is highlighted (7).

8. Enter a name for the group.

9. Select **Save**.

Manage a Group

Your created groups are located on the **View Group** tab.

The screenshot shows the 'View Groups' interface. The 'View Group' tab is selected. The 'STATE' is 'New Mexico', 'DISTRICT' is 'Sunflower', and 'SCHOOL' is 'Meadowlark School'. A 'Search' button is visible. Below the search bar, a table lists groups:

Group Name	Organization	Organization ID	Created By	# of Students
Science Group	Meadowlark School	ASR2002	Tom Teacher	2

At the bottom, a 'Page 1 of 1' indicator is visible.

Once you select a group, you can rename the group or add or remove students from an existing group by selecting or deselecting the checkbox next to a student name. You can choose to only show students from a certain roster or students that are currently in the group. Once changes are made, select **Save**.

The screenshot shows the 'Science Group' management interface. The 'GROUP NAME' field is highlighted (1). The 'ORGANIZATION' is 'Meadowlark School' and 'CREATED BY' is 'Tom Teacher'. The 'ROSTER' dropdown is set to 'Smith-Sci' (2). Below the roster, a checkbox 'Show only students currently in the group' is highlighted (3). A table lists students with checkboxes (4):

	State Student ID	First Name	Last Name	Grade
<input checked="" type="checkbox"/>	875969648	Sophia	Vanburg	Grade 5
<input checked="" type="checkbox"/>	986525897	Sam	Yunata	Grade 5

At the bottom, a 'Save' button is highlighted (5).

Assign to Students

Interim Tests can be assigned to an entire roster, an entire grade, one of your groups, or to specific students. To assign a test, perform the following steps listed below:

1. Select **Interim**.
2. Select **My Tests**.
3. The **Assign Tests** tab displays with your district/school information in the drop-down menus.
4. Select **Search**.
5. The Interim Tests that you have created display in the table below. Select **the Interim Test** you want to assign.

The screenshot shows the 'Assign Tests' interface. At the top, there are tabs: 'Assign Tests' (selected), 'Manage Tests', 'Build or Copy a Test', 'Manage Groups', 'My Tests' (highlighted), and 'View Results'. Below the tabs, there are dropdown menus for 'STATE' (New Mexico), 'DISTRICT' (Sunflower), and 'SCHOOL' (Select). A 'Search' button is present. Below the search area is a table with the following data:

Status	Test Name	Test Description	Organization	# of Items	Subject	Grade
Active	G5 Science	G5 Science	Sunflower	12	Science	Grade 5

Below the table, there are buttons for 'Content Assessed' and 'Preview'. At the bottom, there is a pagination bar showing 'Page 1 of 1' and '10 per page'. Below the pagination bar, there are three tabs for 'ASSIGN TEST': 'Automatically to Roster(s)' (selected), 'Automatically to Grade(s)', and 'To Specific Student(s)'.

NOTE: Just like when you created the test, you can review the Content Assessed and Preview test from here too.

Assign to Roster(s)

Once you have selected a test, select the **Automatically to Roster(s)** tab. You can assign the Interim Test to one or more of your rosters by selecting the roster(s) from the Roster drop-down menu. The selected roster(s) appear in the Roster field.

Finally, select **Assign**.

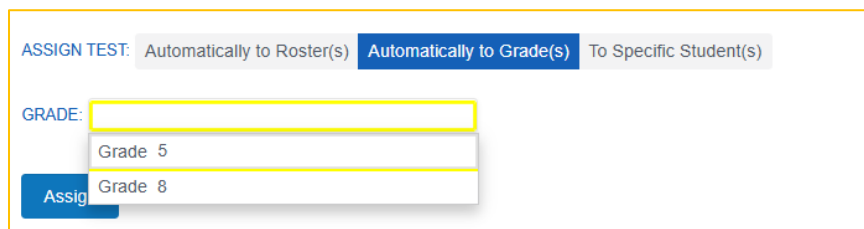
The screenshot shows the 'Assign to Roster(s)' interface. At the top, there are tabs: 'Automatically to Roster(s)' (selected), 'Automatically to Grade(s)', and 'To Specific Student(s)'. Below the tabs, there is a 'ROSTER:' label and a dropdown menu showing 'Smith-Sci'. Below the dropdown menu is an 'Assign' button.

NOTE: Students added to a roster after the test was originally assigned will automatically get assigned to the test.

Assign to Grade(s)

Once you have selected a test, select the **Automatically to Grade(s)** tab. You can assign the Interim Test to one or more of your grades by selecting the grade(s) from the Grade drop-down menu. The selected grade(s) appear in the Grade field.

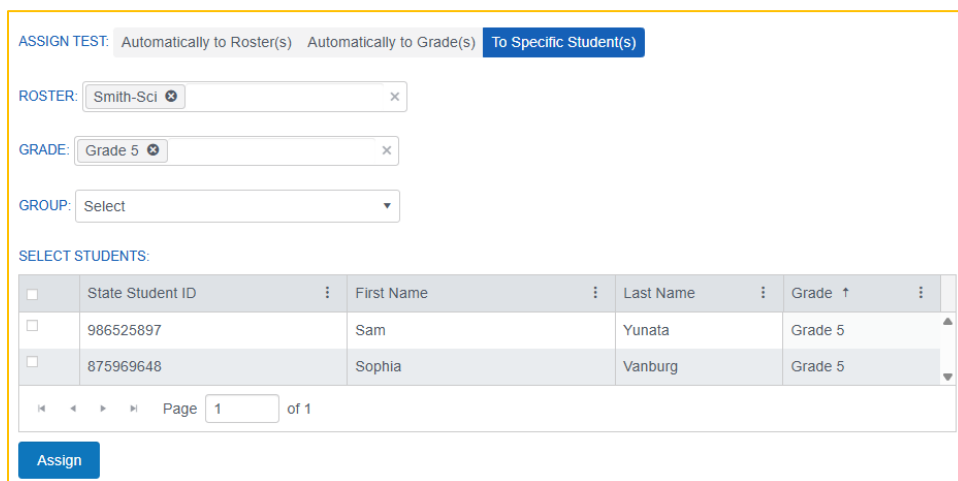
Finally, select **Assign**.



NOTE: Students added to a grade after the test was originally assigned will automatically get assigned to the test.

Assign to Group(s) or Specific Student(s)

Once you have selected a test, select the **To Specific Student(s)** tab. Use the Roster, Grade, and Group drop-down menus to filter the group of students that display in the table. Select the student(s) to assign the Interim Test to, then select **Assign**. You can use the checkbox at the very top of the checkbox column to select all students in the table (even those on table pages not displayed).



	State Student ID	First Name	Last Name	Grade
<input type="checkbox"/>	986525897	Sam	Yunata	Grade 5
<input type="checkbox"/>	875969648	Sophia	Vanburg	Grade 5

NOTE: Assigning a test to a specific set of students will allow you to manually add students later using the 'Assign' function but will not automatically assign students if rosters are modified.

Accessing Student Login Information (Tickets)

To download a PDF of student usernames and passwords when a student is ready to test in Kite Student Portal, perform the following steps.

1. Select **Interim**.
2. Select **My Tests**.
3. Select the **Manage Tests** tab.
4. Select the **Subject** and **Grade** desired.
5. Select **Search**. The table will display all of your Interim Test assignments.

6. Select a test assignment.
7. Then, select either the PDF or Excel icon to download a file automatically to your computer.

Monitor Interim Tests

Users can view details such as the number of students assigned to a test, how many students have attempted and completed a test, when a test was created, and more from the Manage Tests tab on the *Interim – My Tests* page.

1. Enter **Instructional** in the **Type** filter.
2. Enter one **School** to filter.
3. Enter one **Grade** to filter.
4. Select **Search**.

Assigning from the Manage Tab on the My Tests Menu

5. Select a test row.
6. Select **Assign** to add students (you can only assign additional students to a test you created).

NOTE: Students cannot be added from this screen if students were initially assigned Automatically to Roster(s) or Automatically to Grade(s).

Starting and Stopping Interim Tests

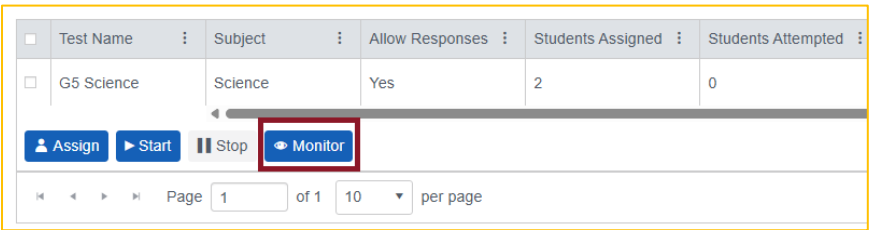
7. Select a test row and select **Start** to enable student access.
8. Select **Stop** to disable student access.

NOTE: A message alerts you that the operation is not available if you lack permission.

Monitoring Interims

When monitoring tests, you will be able to see which students have started the test and whether they have completed various sections of the test. You will not be able to view any student answers.

To monitor student progress, select one or more test sessions, then select **Monitor**.



On the Monitor Test Session overlay screen, the Overall Status column indicates whether or not the student has started a test. Each numbered column corresponds to a question on the test. Solid blue circles indicate that the student has completed the question. An empty circle indicates that the student has not completed the question. Two asterisks (**) indicate that the student was not assigned the question.

Monitor Test

G5 Science

Student Name	Overall Status	# Unanswered Items	Section 1				Section
			1	2	3	4	1
Cherye Barbabra	Complete	1	●	●	●	●	○
Drugi Dougy	Complete	0	●	●	●	●	●
Carly Franciskus	In Progress	N/A	○	●	○	○	○
Lyndsey Giselle	Unused	N/A	○	○	○	○	○
Lynett Virginie	Unused	N/A	○	○	○	○	○

Page 1 of 10 per page1-10 of 10 items

G8 Science

Student Name	Overall Status	# Unanswered Items	Section 1			
			1	2	3	4
Deeyn Alta	Complete	0	●	●	●	●
Berenice Brandise	Complete	4	○	○	○	○

Page 1 of 10 per page1-2 of 2 items

● - Answered, ○ - Partially Answered, ○ - Unanswered, ** - Not Available

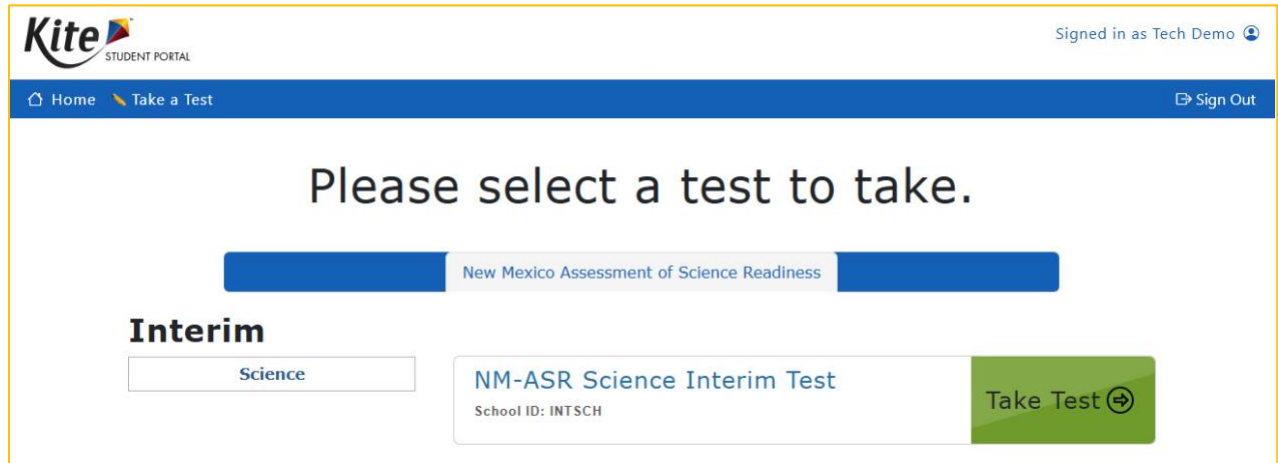
Refresh

End Test Session

Taking Interim Tests

Assigned Interim Tests are available to students in Kite Student Portal in the Interim category. Interim Tests will be available through the end of the year as long as the tests are assigned to the students in Educator Portal.

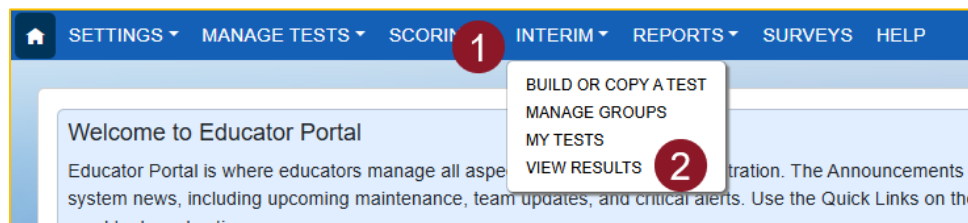
NOTE: Students will be able to select **Save** on an incomplete test if they want to save their progress and continue taking it later.



Viewing Results

To view results from an assigned interim test completed by a student, perform the following steps:

1. Select **Interim**.
2. Select **View Results**.



Each available report is displayed in tabs below the menu. Select all required criteria for the desired report to view details.

NOTE: The available reports may vary based on your role in Educator Portal.

Student Activity Report

Student Activity Report includes a summary of testing within the user’s organization, including total points and total percent correct for each student’s test session.

Student Activity Report

Instructional Report

View Student Activity Report: Select Criteria

SCHOOL: *SUBJECT: *GRADE: *

Meadowlark SchoolxSciencexSelect grade

☐ Select All☐ Only display my rosters☐ Select All☐ Select All

Search

The data can also be exported as a CSV file containing the report details by selecting **Export** at the bottom of the table.

Student ID	Last Name	First Name	Status	Test	Total Points	Total %	Completion Date
875969648	Vanburg	Sophia	In Progress	G5 Science	7.00	100%	
986525897	Yunata	Sam	Unused	G5 Science	-	-	

Export

Page 1 of 10 per page1-2 of 2 items

Instructional Reports

Available Reports include the **Feedback Report**, **Student Test**, **Test Items**, and **Test Summary**.

SETTINGSMANAGE TESTSSCORINGINTERIMREPORTSSURVEYSHELP

Student Activity Report

Instructional Report

View Student Activity Report: Select Criteria

SCHOOL: *SUBJECT: *GRADE: *

Select schoolSciencexSelect grade

☐ Select All☐ Only display my rosters☐ Select All☐ Select All

Search

Feedback Report

Student Test

Test Items

Test Summary

Feedback Report

The Feedback Report gives educators a detailed view of how their students performed on an Interim Test. The report is a PDF that displays the question, available responses, a table of how their students performed, and, if available, a rationale that explains why the correct answer is correct. The Feedback Report displays each item without the correct answer selected followed immediately by the same item with the correct answer selected, a table of student answer distribution (% of students answering each option or getting the item correct/incorrect), and the item rationale, if available.

The Feedback Report is designed to be used in tandem with the Review Test option in Kite Student Portal. An educator can display the report while the students review their own selections.

NOTE: The Feedback Report opens in a new window with a Print dialog window. If you leave the print dialog window open, the original EP window may become inactive, but the window displaying the Feedback Report is usable. You must close the print dialog window and the Feedback Report window to continue using EP.

Student Test

The Student Test report gives educators a detailed look at each student's performance on each item. Once selected, a table of data displays. In addition to the student's SSID, name, and overall score, each row of the table includes the question asked, student's response, correct response, and student's score for each item on the Interim Test.

The Student Test report can be exported to a CSV file and further used for analysis.

Student Test Report CSV sample preview

A	B	C	D	E	F	G	H	I	J	K	L	M	N	O
State Student ID	Last Name	First Name	Test	Total Points	Total Percentage	Completion Date	Question	Student Response	Correct Response	Score	Domain	Performance Expectation	Sub Domain	

Test Items

The Test Items report gives educators a more comprehensive look at how their class/roster/group performed on a Interim Test. Once selected, a table displays showing the group performance on each item on the Interim Test.

The Item Type (see below for abbreviations) and Scoring Type for each item is displayed. You can see the Max Score for the item and the Domain and Cluster to which the item is mapped. Additionally, you can see your students' performance on each item, such as the number of students that chose each answer option (for MC-K and MC-MS item types). Scoring Type will be either Correct Only (students get full credit for the correct answer, no credit for an incorrect answer) or Partial Credit (students get partial credit for choosing part of the correct answer).

The Test Items report can be exported to a CSV file and further used for analysis.

Item Type Abbreviation	Description
COM	The COM (Composite) item type combines multiple question formats, typically listed as "Part A" and "Part B" within a single task.
DD	The DD (Drop-Down) item type allows respondents to select their answer from a list of options presented in a compact drop-down menu.
HTSP	The HTSP (Hot Spot) item type requires respondents to click on specific areas within an image that correspond to the correct answer.
LBNG	The LBNG (Labeling) item type asks respondents to place labels on specific parts of an image, diagram, or map.
MC-K	The MC-K (Multiple-Choice Keyed) item type presents a question followed by several answer options, where only one correct option is predefined or "keyed."
MC-MS	The MC-MS (Multiple-Choice Multi-Select) item type provides a question with several answer options, where more than one option may be correct. Students must select all the correct options to receive full credit.
MCRB	The MCRB (Multi Column Radio Button, aka Matrix Interaction) item type displays information in a grid or table format, where respondents interact by selecting cells to indicate relationships or categorizations.
MDB	The MDB (Multiple Drop Bucket) item type involves dragging and dropping items into multiple categories or "buckets," allowing students to sort or classify options based on given criteria.
ORD	The ORD (Ordering) item type requires students to arrange items in a specific sequence, such as by priority, chronological order, or logical progression, based on the given criteria.

Test Items Report CSV sample preview

A	B	C	D	E	F	G	H	I	J	K	L	M	N	O
Item Number	Item Type	Scoring Type	Total Correct	Total Correct %	Total Incorrect	Total Incorrect %	Max Score	Correct Response	Domain	Performance Expectation	Sub Domain	R1	R1#	R1%

Test Summary

The Test Summary report displays each of your student's overall score and the score for each item. The last row of the table shows the averages for your students.

The Test Summary report can be exported to a CSV file and further used for analysis.

Test Summary Report CSV sample preview

A	B	C	D	E	F	G	H	I	J	K	L	M	N
State Student ID	Last Name	First Name	Total Points	Total Percentage	Q1	Q2	Q3	Q4	Q5	Q6	Q7	Q8	Q9
			Average: 0	Average: 0	Average: 0	Average: 0	Average: 0	Average: 0	Average: 0	Average: 0	Average: 0	Average: 0	Average: 0

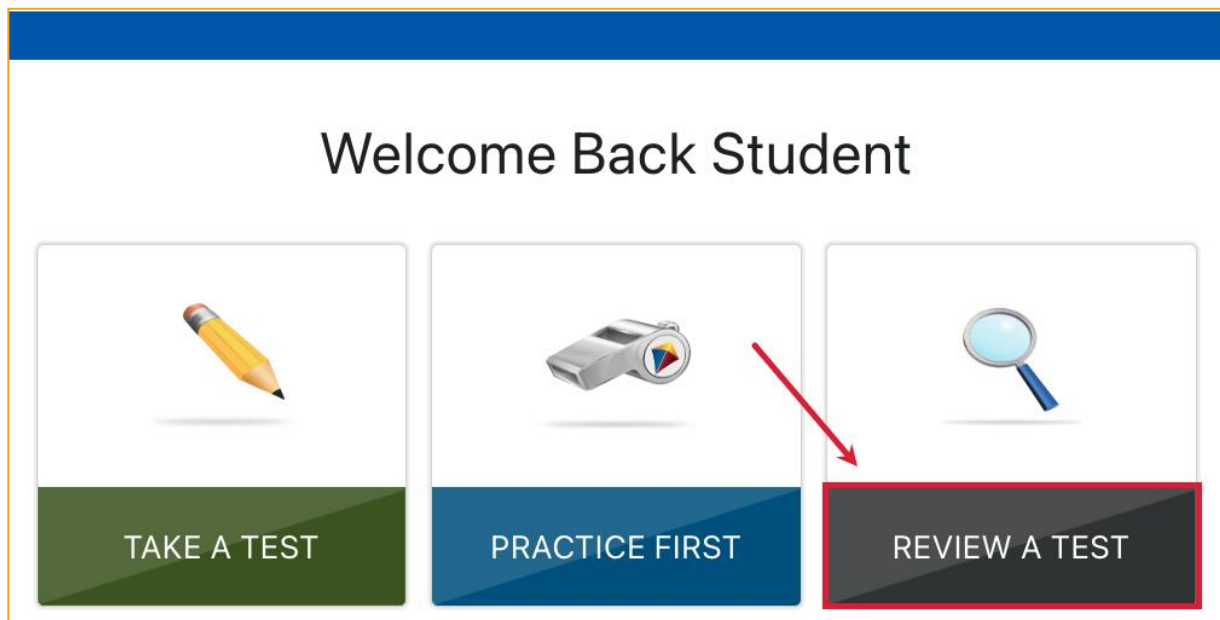
Reviewing with Students

Educators wishing to engage students and review Interim Tests now have the option to use two new features in tandem: Review A Test in Kite Student Portal and the Feedback Report in Kite Educator Portal.

Review Test

Students can review an Interim Test that they have completed in Kite Student Portal. This review will allow the student to see the test and the answers they chose. Some accommodations, like display enhancements, are available while the students are reviewing. Some accommodations, like text to speech, are not available.

To review an Interim Test, students should log on to Kite Student Portal as they did to take the Interim Test initially. Then, instead of going to Take Test, they should choose **Review a Test**.



Students will be able to navigate the Interim Test as they did when they took it but will not be able to save any of their answers.