

Accelerated Reader and STAR Training

1. How to Print Student User Names and Passwords

- a. Log in to Accelerated Reader
- b. Click on “Reports” under the Accelerated Reader tab
- c. Click on “School Management”
- d. Click on “Student Information”
- e. Click “View Report”
- f. That will bring up a PDF of your students’ user names and passwords that you can print out.

2. STAR Test:

- a. Begin by having your students take the STAR test together in the computer lab. Students will log in, and click “Take a Test” under star reading.
- b. Viewing STAR Reading reports
 - i. From the home page click on “reports” under STAR Reading
 - ii. Diagnostic – One page report for each student. (more for teacher use)
 - iii. Summary – Two page report summary for all of your students
 - iv. Parent (English & Spanish) – Report that you can send to your parents or give out at parent conferences
 - v. Each of these reports can be printed out for the whole year, certain date ranges or per trimester.
 - vi. GE = Grade Equivalency (This is the grade level they are reading at)
 - vii. ZPD = Zone of Proximal Development (This is the range of books they should be reading from)

3. Setting up Goals

- a. Under the Accelerated Reader tab, click “Record Books and Goals”
- b. Click “Reading Practice Goals”
- c. Click “Select Marking Periods”
- d. Select Each trimester and click “save”
- e. Select the minutes of daily reading from the drop down list
- f. Click “Update for all students”
- g. Now each of your students will have a points goal for the trimester that they can check each time they log in.

4. Accelerated Reader Logs

- a. Use this log to track their reading each day.
- b. It can be found in “resources” under the Accelerated Reader tab
- c. As students are reading, check what they are reading, which level of books and conference with them as needed.

5. Accelerated Reader Reports

- a. Click on “Reports” under the Accelerated Reader tab
- b. Click on “Reading Practice”
- c. Diagnostic – Shows a summary of your whole class with their points, percentages and has a key for struggling students

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- d. Student Record – Shows each students’ test record for specified date range (**make sure to choose “page break for each group” if you are giving this to the students. Also make sure to uncheck all quiz types other than English Reading Practice.**)
 - e. On each of these you can select the dates by choosing the trimester under the reporting period or choosing custom dates.
6. **The Student Log in Screen**
- a. Students select “take a test” under Accelerated Reader to take a test.
 - b. Students need to make sure it’s the correct test by checking the author once they search for the book.
 - c. Students can also use www.arbookfind.com to find the their book’s ID number, level and points.
 - d. Students can print their own reports and check their progress towards goals.