

# BACKER'S TEST CORRECTIONS & RETAKE POLICY

## ❖ Test corrections = Error Analysis (E.A.)

- An Error Analysis (EA) offers you the opportunity to **earn back 10 percentage points** – not to exceed 80%.

*An E.A. will not result in any changes to the corresponding lesson guides.  
The changes to those scores are made at the same time the original assessment grade is entered.*

- The Error Analysis (EA) consists of a **two-part commentary** for each problem you got wrong.
  1. Explain briefly, in words, what you did wrong. *Look through your notes, ask someone. You must identify what exactly you did wrong.*
    - a. Do not write, “I did the problem wrong.” You are supposed to identify what you did wrong.
    - b. FYI: If you skipped the problem when taking the assessment, do not write, “I didn’t know what to do.” Find out what to do and write down a summary of the process.
    - c. If the problem you got wrong is not one that requires work, explain why your answer doesn’t work and provide a reason for why the true answer does.
  2. Correct your error(s). Show all work.
    - a. No work; no credit.
    - b. If the problem you got wrong is not one that requires work, explain why your answer doesn’t work and provide a reason for why the true answer does.

## ❖ Retake Policy

- If an E.A. alone will still result in a failing grade, then you can retake the assessment if and only if you complete ALL of the following:
  1. Redo all corresponding lesson guides and provide supporting documentation:
    - Take notes – fill out the corresponding notes and examples in the notes packet.
    - Write a three-item summary. (Do this on a separate sheet of paper.)
    - Show your work on the 10 problems within the lesson guide. (Do this on the same sheet of paper as the three-item summary.)
  2. Set up a conference with me to go over your work.
  3. Do an E.A. of the original assessment.
- Once this has been completed you can retake the assessment.