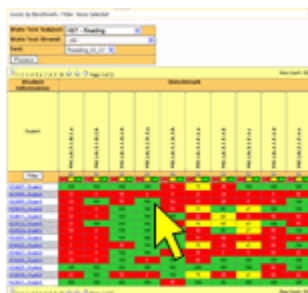




## Tutorial: Scores by Benchmark/Objective/Standard



[Click to view example](#)

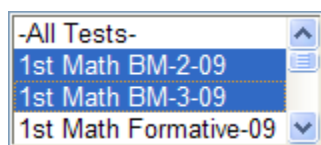
**Step 1:** Select your filters. See [Filters](#).

**Step 2:** Select Progress Monitoring from the modules list on the left or the tab at the bottom.

**Step 3:** Select [Scores by Benchmark](#) from the *Leading Indicators* menu. A new tab opens with the Scores by Benchmark report parameters.


**Step 4:** Select the report parameters as desired:

- State test subject
- State test *strand* (All strands or a specific strand)
- Test (All tests or a specific test)
  - To look at two tests or more... press and hold Shift and click on the tests that you want to analyze.



**Step 5:** Select Process. The report appears in a new tab.

**Step 6:** At this point, you have several options :

- Select the download button to export the report to a .pdf, .xls or .csv file. See [Tutorial: Exporting Reports](#).
- Select a student name to open a new tab with the [Student Detail](#) report
- Select a new Subject, Strand, and/or Test and Process
- Select one or more *swatch filters* to narrow the report, then select the Filters button
- Select a column heading to sort the report by that column
- Change the filters and refresh the report by selecting  in the upper right corner
- Select one of the other tabs at the bottom of the screen, leaving the Scores by Benchmark report tab open for later use
- Close the tab by selecting the small **x** in the upper right corner