



SMART Guidance:

Delivering SMART Assessments

Introduction

This guide explains how to prepare for and deliver SMART assessments in your school or kura.

It covers:

- **how SMART assessments work**
- **what needs to be set up before the assessment window**
- **how to run assessment sessions (online and paper-based)**
- **what happens after assessments are completed**

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Understanding SMART

SMART is a new assessment and aromatawai tool for Years 3-10. It replaces e-asTTle and has been designed to align with the strengthened New Zealand Curriculum and Te Marautanga o Aotearoa, supporting Reading, Writing and Mathematics, and Pānui, Tuhituhi and Pāngarau.

SMART is designed to support low-stakes assessment that fits naturally into everyday learning. It provides teachers and kaiako with reliable progress and achievement information to help identify the next steps of learning, and to support reporting to parents and whānau.

Participation in SMART assessment is intended to be calm, routine and familiar. A consistent, low-stress assessment experience is essential to making results meaningful and comparable, especially for learners who experience anxiety, fatigue, or sensory overload.

There are four key terms that are commonly used through this guide. These are:

- **SMART Assessment**
- **Assessment Session**
- **Student | Ākonga Code**
- **The SMART Teacher Dashboard**

We explain these terms below.

SMART Assessments

A **SMART assessment** is the set of items (questions) that students | ākonga work through to demonstrate their progress in a learning area.

When schools | kura import student data into SMART, each student | ākonga is automatically matched to assessments for their year level and curriculum pathway. Teachers | kaiako do not need to select or assign assessments themselves.

SMART assessments can be completed online or on paper. Schools | kura decide which format to use for a whole class, or for individual students | ākonga where needed. It is possible for a class to use a mix of online and paper assessments, for example to support specific accessibility needs.

SMART accommodates each school's | kura's delivery choices. Classes may use paper, online, or a combination of both.

- For online assessments, students | ākonga log in and complete the assessment using a device.
- For paper-based assessments, teachers | kaiako or a school administrator print the question papers and answer sheets. Once completed, answer sheets are then scanned and uploaded into SMART.

As keyboarding is not introduced until year 6 in the New Zealand Curriculum, student | ākonga competence using digital devices, and their access to them, needs to be considered when making the decisions about whether to use SMART digitally or on paper.

SMART Assessment sessions

An **assessment session** is the way teachers | kaiako organise and manage the assessment event. You can think of a session as a shared digital room that students or ākonga enter to sit their assessment together.

When a session is created, SMART will generate a unique 8- character session code. This code enables students | ākonga to enter the virtual space.

The session does not change which assessment a student | ākonga receives. Each student | ākonga is automatically taken to their assigned assessment using their student code (below).

Teachers | kaiako create a session for each event they monitor. For example, if you were planning to run a SMART assessment with Year 3 students for Reading on Monday, and a Writing assessment for the same group of students on Tuesday, you would create two sessions. This allows you to track participation and completion for each assessment sitting.

A single session can include students | ākonga from multiple year levels or working across different learning areas. This flexibility is useful for catch-up or wrap-up situations, such as students | ākonga who missed the main session or who need additional time to complete their assessment

Student | Ākonga codes

SMART generates a unique **student | ākonga code** for each assessment a student | ākonga will participate in.

This code tells SMART who the learner is and which assessment they should receive, including their year level and strand.

When completing an online assessment, students | ākonga first enter the session code to join the session. They then enter their student | ākonga code to access their assigned assessment. This

two-step process ensures that all learners you are supervising appear on your dashboard and that each learner completes the correct assessment.

Student | ākonga codes are generated in advance. They can be printed and shared with students or ākonga before the assessment session begins. More detail on this process is provided in the section on printing codes.

The student | ākonga access code delivers the correct assessment to each student | ākonga. A single session can include students | ākonga sitting assessments in different learning areas, students from multiple year levels, or both.

This flexibility is useful for wrap-up or catch-up situations, including students | ākonga who missed the main session or who were paused or postponed and need additional time to complete their assessment.

Note teachers may be required to mark some writing assessments and this marking will need to be completed before the end of the five-week assessment window. This deadline is essential because all completed assessments will contribute to psychometric analysis, equating and scaling immediately after the window closes.

The SMART Teacher Dashboard

The SMART Teacher Dashboard provides the entry point into SMART which allows teachers | kaiako, principals and school administrators to easily access the tools needed to understand and manage assessments in SMART. It is organised into four sections:

- Preparation: setting up the class before assessment
- Delivery: running assessments with your students | ākonga
- Marking: mark and review student | ākonga work
- Reporting: Understanding how your students | ākonga performed.

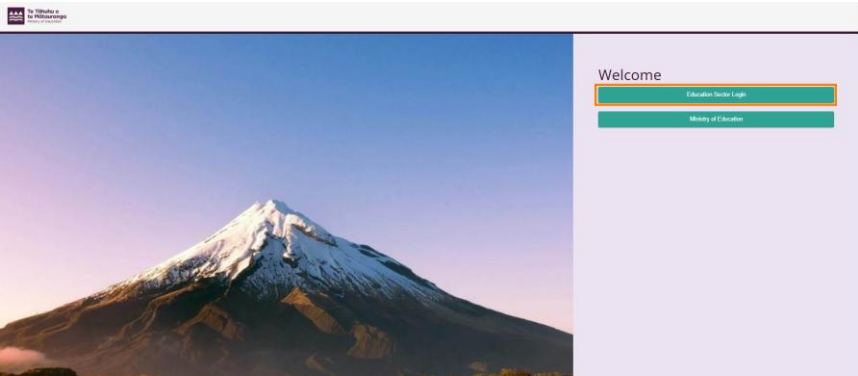
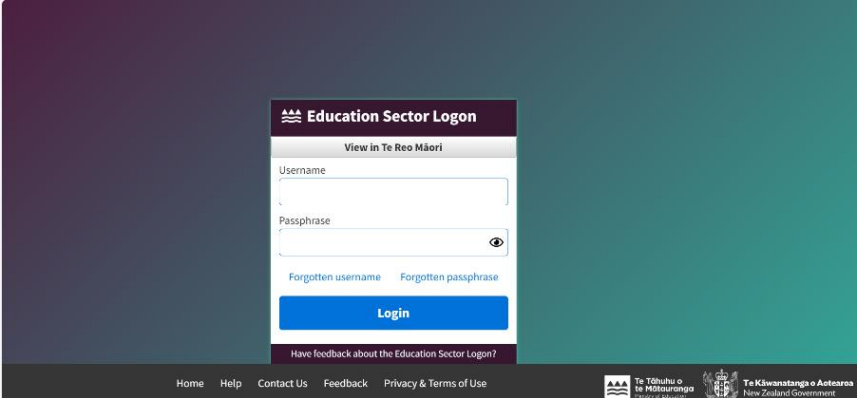
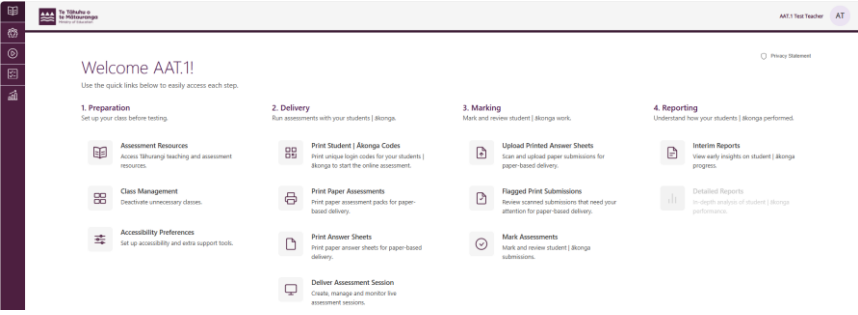
Using SMART – Logging On and Understanding the Dashboard

Logging on to SMART

- To get started, log in to SMART using your Education Sector Login.
- This is the same login you use for other Ministry of Education services. Once you are logged in, you will be taken to the SMART Teacher Dashboard, where you can prepare for and manage assessments.

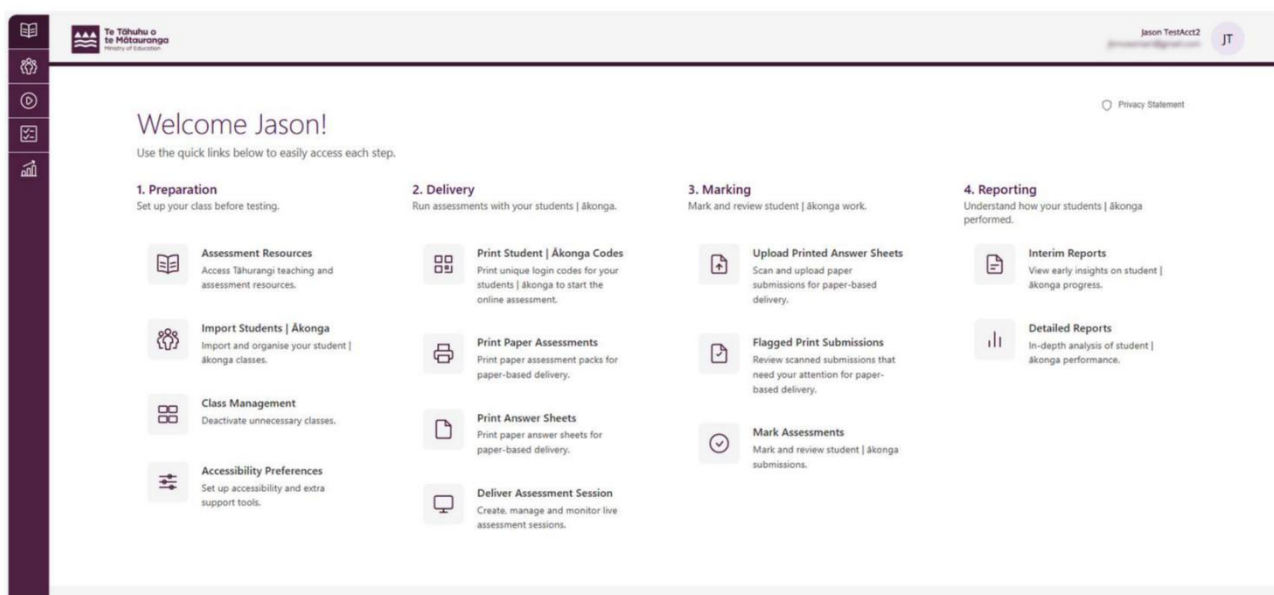
The next section steps through this process in detail.

Table 2: How to Log on to SMART

Step	Action	What you'll see on the SMART Dashboard
1	<p>Go to https://smart.education.govt.nz</p> <p>And</p> <p>Select Education Sector Login</p>	
2	<p>You will be redirected to a webpage with the Education Sector Login Screen</p> <p>Enter your Education Sector Username and passphrase and select login</p>	
3	<p>You will be redirected to the SMART Teacher dashboard</p> <p><i>In this example and the rest of this guidance, Jason is logging in and undertaking the tasks</i></p>	

Understanding and Navigating the SMART Dashboard

When you log in to SMART, you will land on your dashboard.



The dashboard is your starting point for everything in SMART. From here you can access the tools you need for each phase of the assessment process.

The dashboard is organised into four columns, each representing a phase of the assessment workflow.

These phases move from left to right in the order you will use them:

1. Preparation - Set up your class before testing,
2. Delivery - Run assessments with your students | ākonga,
3. Marking - Mark and review student | ākonga work,
4. Reporting - Understand how your students | ākonga performed.

Each column groups together the tools you need for that phase. You will generally work through them from left to right: preparing first, then delivering, then marking, and finally reporting.

Using SMART – Before Assessments Take Place

All SMART assessments can be delivered online or using paper or a mix of both within a class.

Before the assessment:

- Teachers | kaiako need to be familiar with the SMART tool. They need to:
 - **Know how to logon** to the SMART dashboard
 - **Understand** student | ākongā codes
 - **Know** how to **create an assessment session**
 - **Understand** how to **deliver an assessment**
- Schools | kura and teachers | kaiako need to determine which format (digital or paper-based) will be used by the students | ākongā.
- **All devices** being used for SMART assessment | aromatawai will need to be tested to ensure they **are compatible with SMART**.

This is done by opening a web browser on the device and entering the following URL into the address bar <https://smart.education.govt.nz/pages/diagnostics> and pressing return. The page will automatically run a compatibility check and results will display on screen. For further guidance on what to do if a result is “Partial” or “Fail”, please refer to the “*SMART – Preparing to use SMART*” Module which can be found under the Curriculum and Assessment tile on the Education Learning Management System at <https://training.education.govt.nz/>.

- Teachers | kaiako need to ensure all **students | ākongā** who are doing the assessment online **have become familiar with SMART** using the familiarisation tool:
 - [New Zealand Curriculum](#)
 - [Te Marautanga o Aotearoa](#).

Students | ākongā should **use the devices and the assistive technologies they usually use** when using the familiarisation tool.

- Teachers | kaiako or school administrator **print the list of student | ākongā codes** and **check** all students | ākongā in their class have a code.
- If any students | ākongā are using paper for the assessment, the teacher | kaiako or school administrator will need to **print Assessment Question Papers** and **Assessment Answer Sheets**.
- The teacher | kaiako needs to organise any students | ākongā accessibility needs (eg quiet rooms or access to teacher aides to help with the assessment). Further guidance on accessibility needs can be found on Tāhūrangi.

The importance of the Familiarisation tool

Using the familiarisation tools, [New Zealand Curriculum](#) and [Te Marautanga o Aotearoa](#) will show students | ākonga how to navigate a SMART assessment and what tools are available to help them complete an assessment.

As outlined above, all students | ākonga who are doing the assessment online should become familiar with SMART through these tools. **Teachers | kaiako will also benefit by using the familiarisation tool** as this will enable them to see the screens and tools students | ākonga will be navigating.

Paper or Digital Assessment?

Assessments can be undertaken digitally or on paper. Schools | kura determine if paper-based assessment is undertaken for a whole class or for specific students | ākonga (e.g. for specific accessibility needs).

As keyboarding is not introduced until year 6 in the curriculum, student | ākonga competence using digital devices (and their access to them) needs to be considered when making the decisions about whether to use SMART digitally or on paper.

Paper and Digital Assessments are not exactly the same

A broader range of item types is possible in digital assessments. Certain digital item types rely on dynamic behaviour and cannot be replicated in a static paper format.

The item types available for **Assessment 1 – Paper-based delivery** are:

- Multiple Choice
- Multiple Choices
- Short Answer
- Extended Response (e.g., extended writing)

While there is considerable similarity between the online and paper-based assessments, some questions might be worded differently to accommodate the limited range of item types available in paper-based assessments. Psychometricians have ensured a high level of comparability between paper and digital assessments, while acknowledging that full functional equivalence is not achievable when offering the choice of both options.

Process for paper-based

If assessments are paper-based, the school | kura needs to:

- print Assessment Question Papers and Assessment Answer Sheets, from SMART, prior to the assessment
- after the assessment, scan the Answer Sheets and upload them into SMART for marking, or some schools may prefer to mark the assessments and enter the results into SMART.

Paper-based assessments **do not require** an assessment session. Assessment delivery is entirely manual and does not involve the use of SMART.

Students | Ākonga **do not** need to use a student code for paper-based assessments. Instead, answer sheets include the student's | ākonga name and unique QR codes, which ensures their responses are correctly linked to them.

Assessment Question Papers should be kept secure prior to delivery of an assessment.

If SMART cannot mark an Answer Sheet (e.g, writing is illegible, answer selection is unclear, or there is insufficient content in the writing composition (generally 100 words or less) SMART will flag the answer, and teachers | kaiako will need to review the answer and mark the question.

The Assessment Session Code for an online assessment session

Online assessments need an Assessment Session Code (see Table 3). This creates a virtual space for an assessment to take place.

The Assessment Session Code is a unique 8-character code, generated by SMART, which will allow students | ākonga to enter the virtual space.

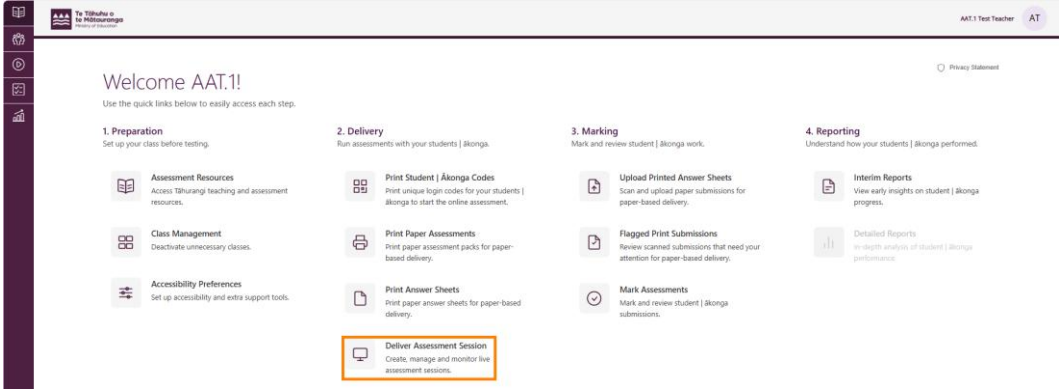
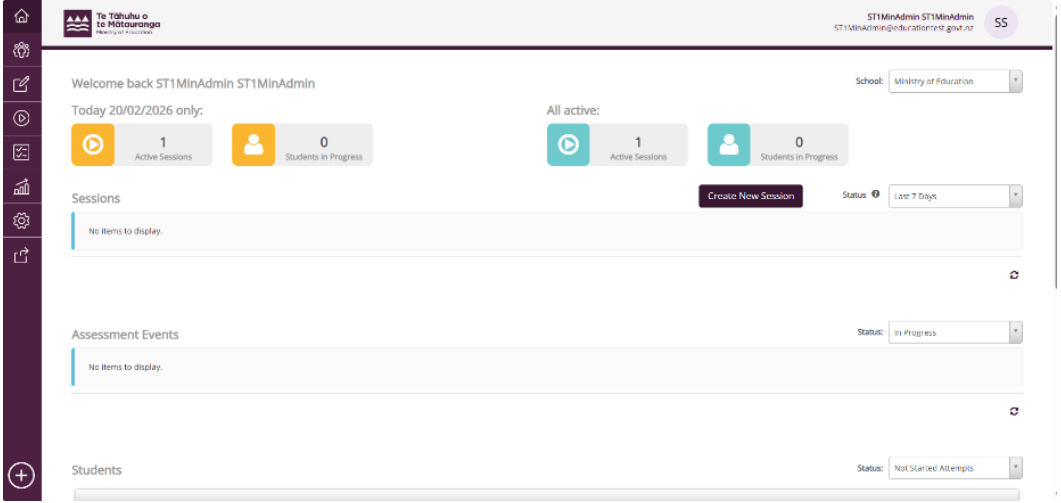
Each Assessment Session Code is unique to the assessment session and the teacher | kaiako delivering the assessment.

Assessment Session codes need to be generated prior to the assessment beginning and can be setup at any time before the assessment in the five week assessment period.

Multi-Year or multi session Assessment

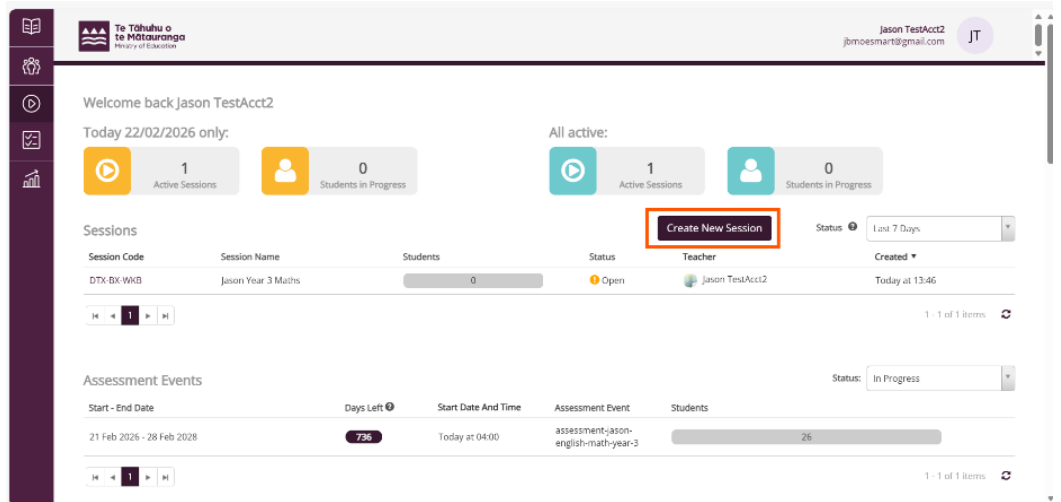
A single session can include students | ākonga from multiple year levels or working across different learning areas. This flexibility is useful for catch-up or wrap-up situations, such as students | ākonga who missed the main session or who need additional time to complete their assessment.

Table 3: Create an Assessment Session

Step	Action	What you'll see on the SMART Dashboard
1	On the SMART dashboard, select "Deliver assessment session"	
2	You will be directed to the session dashboard	

3

Select "Create new session"



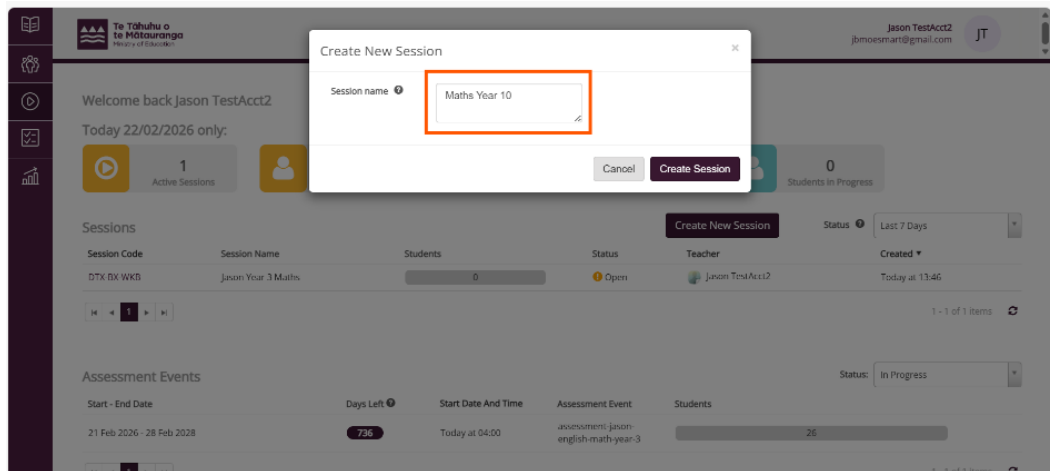
4

A popup will appear asking you to **enter the session name**.

You can add anything to this space. It needs to be memorable to you.

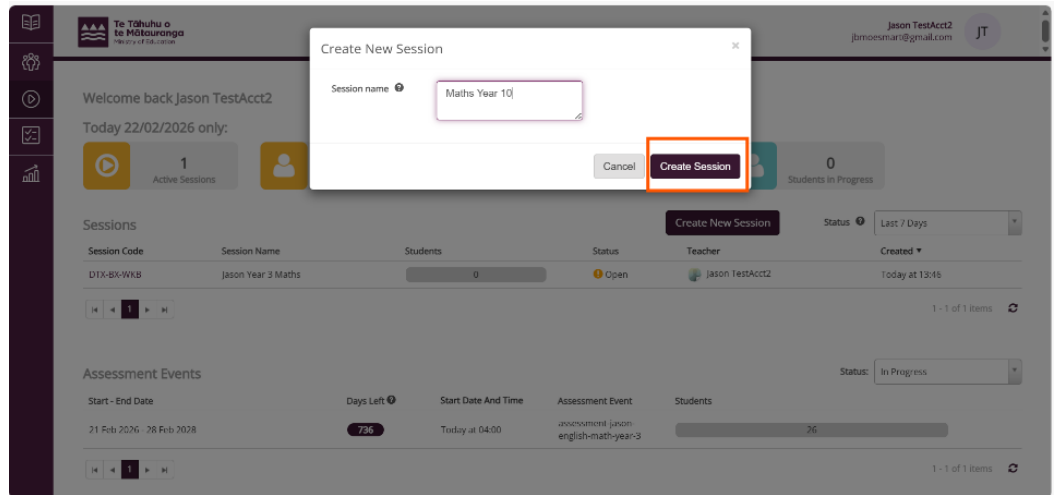
The Ministry suggests you use teacher name, Class and/or Year and Assessment e.g. Mr Smith, Year 10 Maths.

The name is useful if you create the session before the day of assessment as it makes it easy for you to search and find the session on the day of the actual assessment



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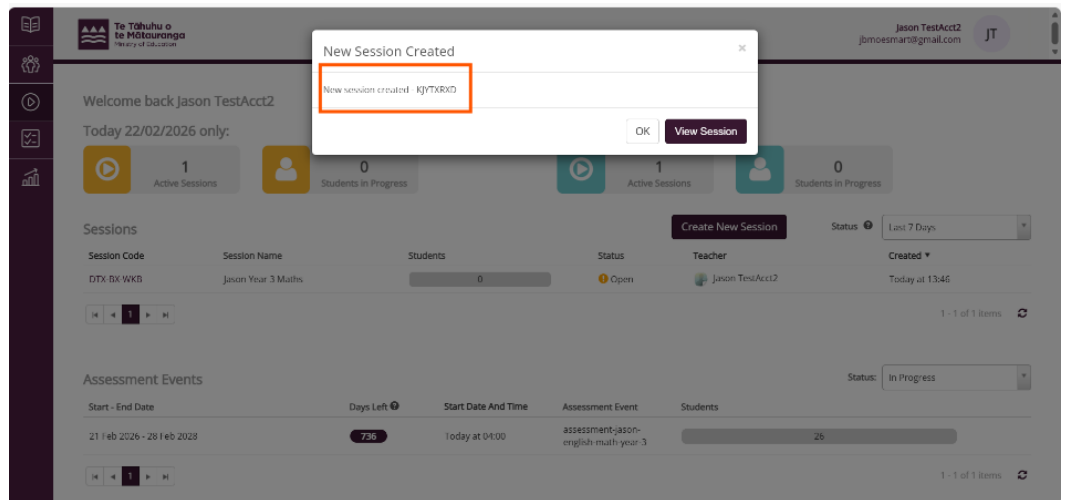
Once you have named the session, **select** “Create session”



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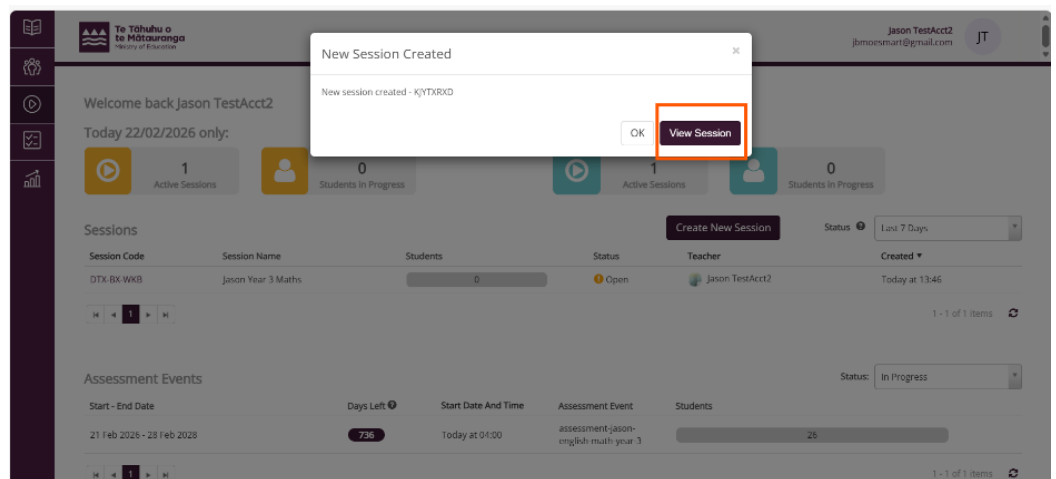
Another popup will appear which will confirm the session has been created and will give you the generated session code.

Make a note of the session code - you need this code to deliver the assessment



7

Select “View session”



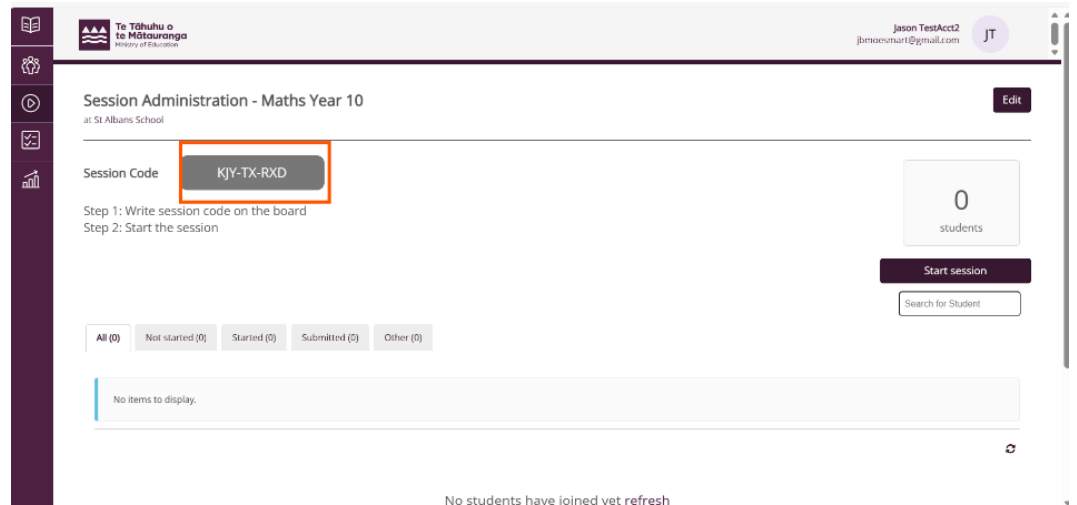
8

You are now inside your created session.

This is your session administration dashboard and is where you will manage the assessment when you are delivering it.

You will see the session code highlighted at the top left.

Above it is the name you used to create your session, in this example, it is Maths Year 10.

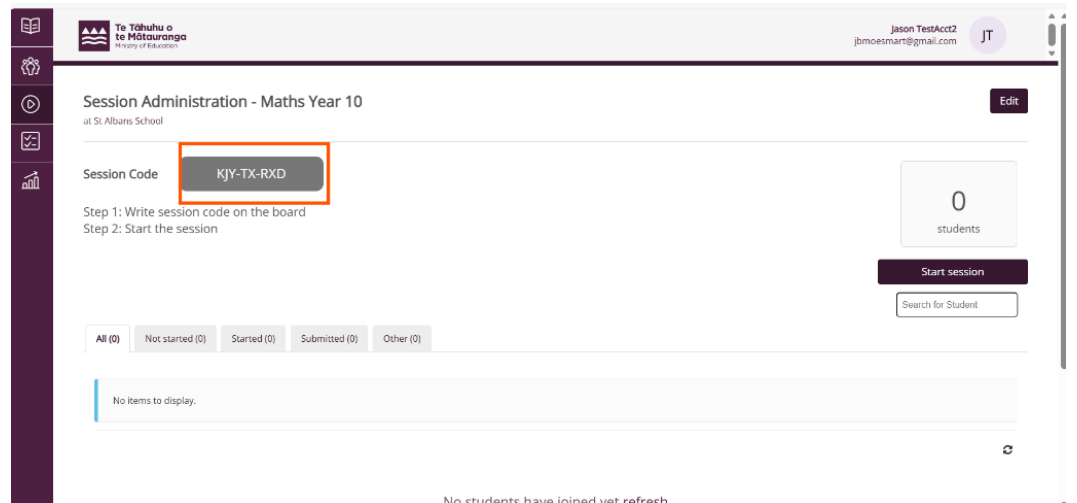


9

How you use the assessment session code to admit students | ākonga to the session will depend on timing:

- If created immediately before delivery, you can remain on this screen and start the session.

If created earlier, you will need to locate the session before starting delivery (*How to do this is explained in Table 7*)



Prepare the paper required for each assessment

A paper pack for each assessment type (reading, writing, maths, pānui, tuhituhi, pāngarau) must be prepared before each assessment begins.

A school | kura can decide who prepares the packs, ie individual teachers for their own classes, or a person who can prepare all the packs (for a syndicate, or a whole school | kura) and distribute the packs

These items need to be included in each pack:

- For students undertaking online assessment, printed student | ākongā codes.
- For sessions and /or students | ākongā requiring paper-based assessment,
 - Assessment Question Papers
 - Assessment Answer Sheets

Student | ākongā codes for student's undertaking digital assessment

SMART generates a unique code for each digital assessment for each student | ākongā. Students | ākongā need to enter this unique code into SMART to be able to complete their specific assessment – the code connects the student | ākongā to their session for that assessment.

The student codes need to be printed and handed to each student | ākongā at the beginning of the assessment.

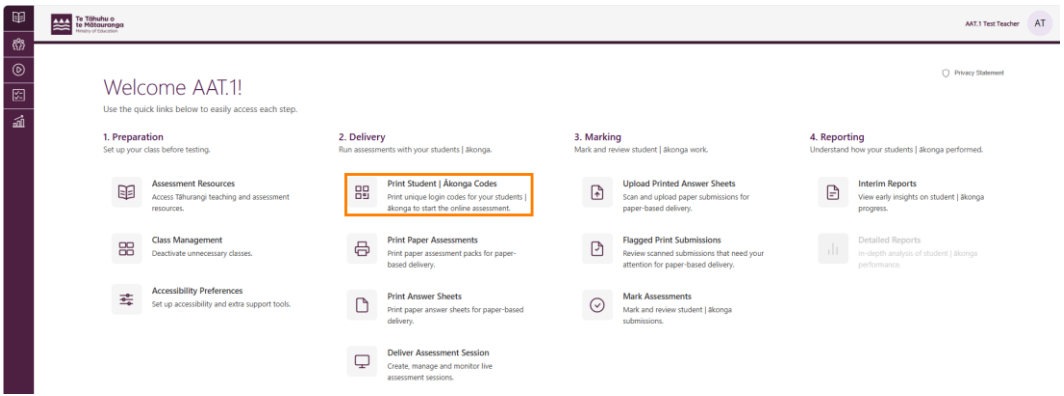
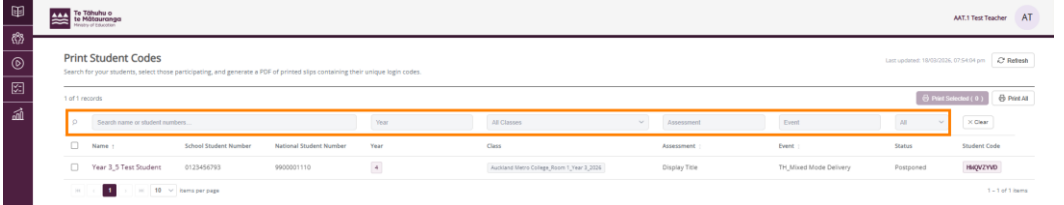
Students | ākongā who begin a digital assessment cannot change to paper-based after they have begun the digital assessment

The student code works from any location with internet access, so students | ākongā do not need to be in the same room to join an Assessment Session. This is particularly useful for dual enrolled students* or those who have differing accessibility requirements e.g. students working with a teacher aide or SENCO in a separate space.

*Dual enrolled students | ākongā are those students | ākongā enrolled at a school | kura

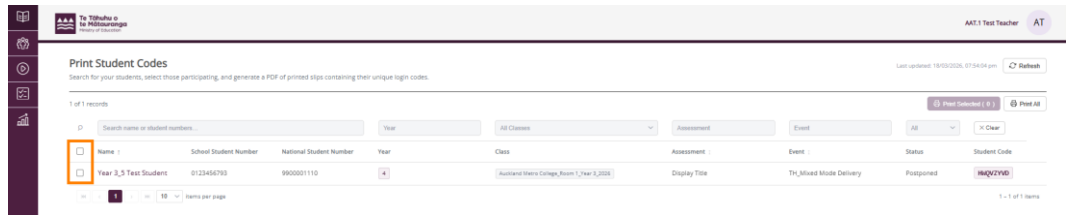
- while simultaneously taking courses through a tertiary provider or Te Aho o Te Kura Pounamu or
- while attending another education provider, e.g. a youth justice facility, a health school, a teen parent unit

Table 4: How to print student | ākongā codes

Step	Action	What you'll see on the SMART Dashboard
1	<p>Select 'Print student ākongā and ākongā codes' from the SMART dashboard</p>	 <p>The screenshot shows the SMART Dashboard interface. The user is logged in as 'AAT.1 Test Teacher'. The dashboard is divided into four main sections: 1. Preparation, 2. Delivery, 3. Marking, and 4. Reporting. In the '2. Delivery' section, the 'Print Student ākongā Codes' option is highlighted with an orange box. This option is described as 'Print unique login codes for your students ākongā to start the online assessment.' Other options in the '2. Delivery' section include 'Print Paper Assessments', 'Print Answer Sheets', and 'Deliver Assessment Session'.</p>
2	<p>You will be taken to the screen from which you can print.</p> <p>The first screen will display all the students enrolled for an assessment in your school kura.</p> <p>You will need to select the students whose codes you want to print.</p> <p>You can refine the results displayed by using the filters at the top of the page (Search name or student number, Year, All Classes, Assessment, Event)</p>	 <p>The screenshot shows the 'Print Student Codes' screen. At the top, there is a search bar and filters for 'Year' and 'All Classes'. Below the filters is a table with the following columns: Name, School Student Number, National Student Number, Year, Class, Assessment, Event, Status, and Student Code. The table contains one record for 'Year 3,5 Test Student' with a National Student Number of 990000110. The 'Status' is 'Postponed' and the 'Student Code' is 'HMQVYD'. There are also 'Print Selected' and 'Print All' buttons at the top right of the table.</p>

3

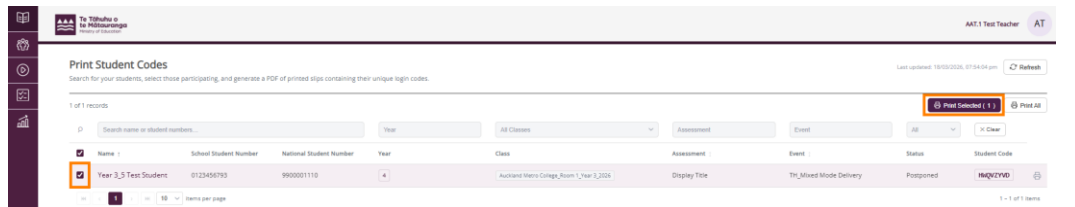
Select the students | ākonga you want to print by using the check box next to Name (for all students) or the check box next to each student name.



4

When you have selected the students | ākonga you want to print, the "Print Selected" option will be enabled.

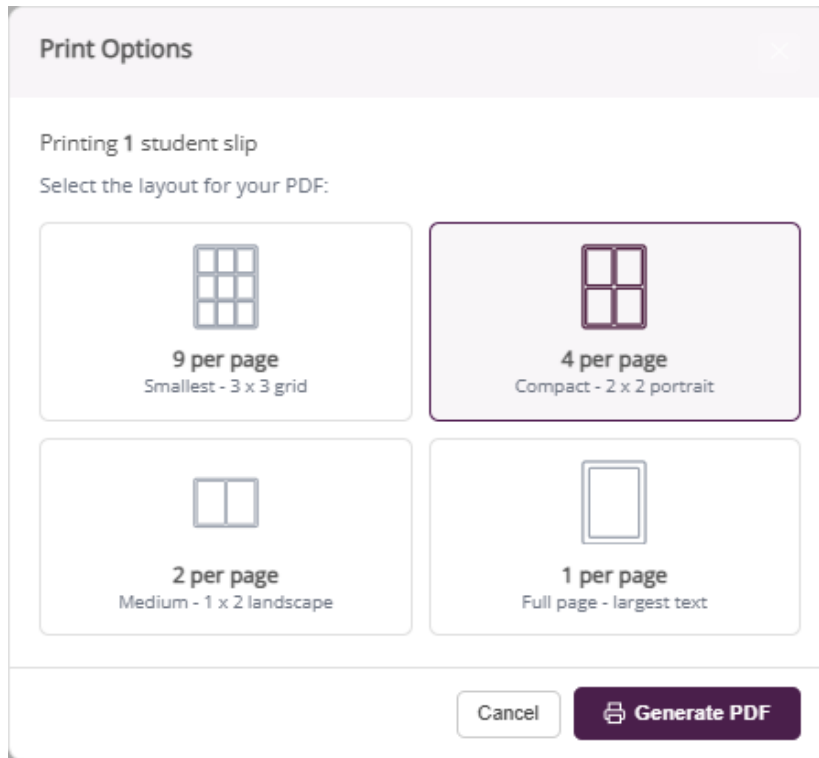
You can choose to print the selection or print all.



5

Your print options will display.

Choose your preferred format and select **Generate PDF**



6	<p>The file will appear in your downloads.</p> <p>Open the file and print (right click to find the option)</p>	
7	<p>Cut into individual cards</p>	
8	<p>Give the appropriate card to each student ākonga at the beginning of the assessment so they can access their assessment.</p>	

Printing for Paper-Based Assessment

There are two documents which need to be printed for paper-based assessments.

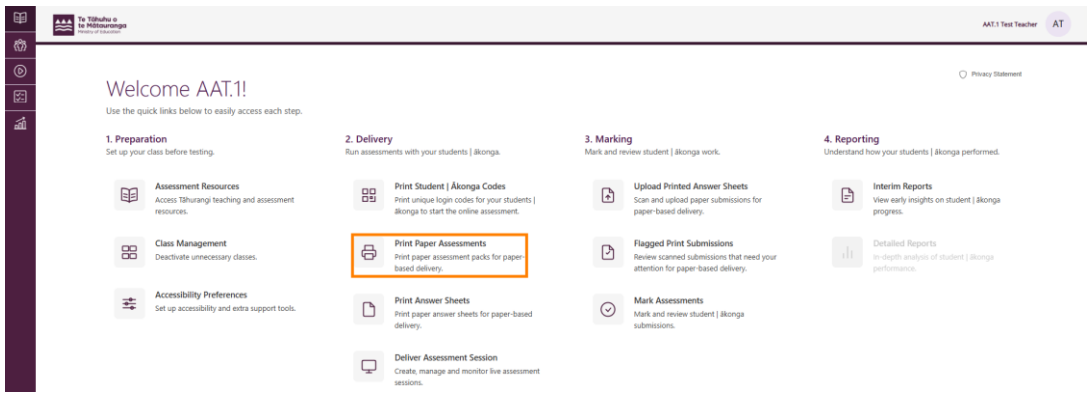
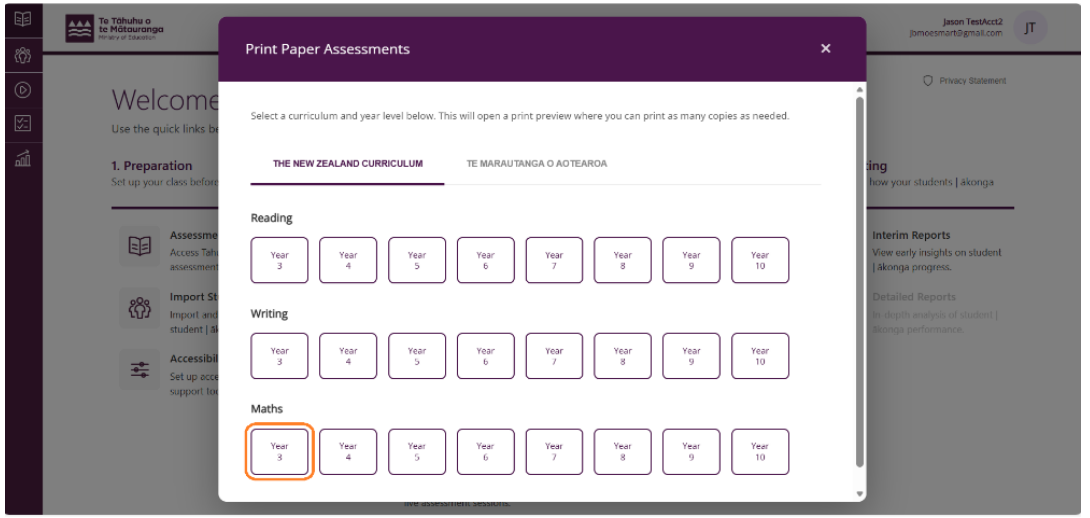
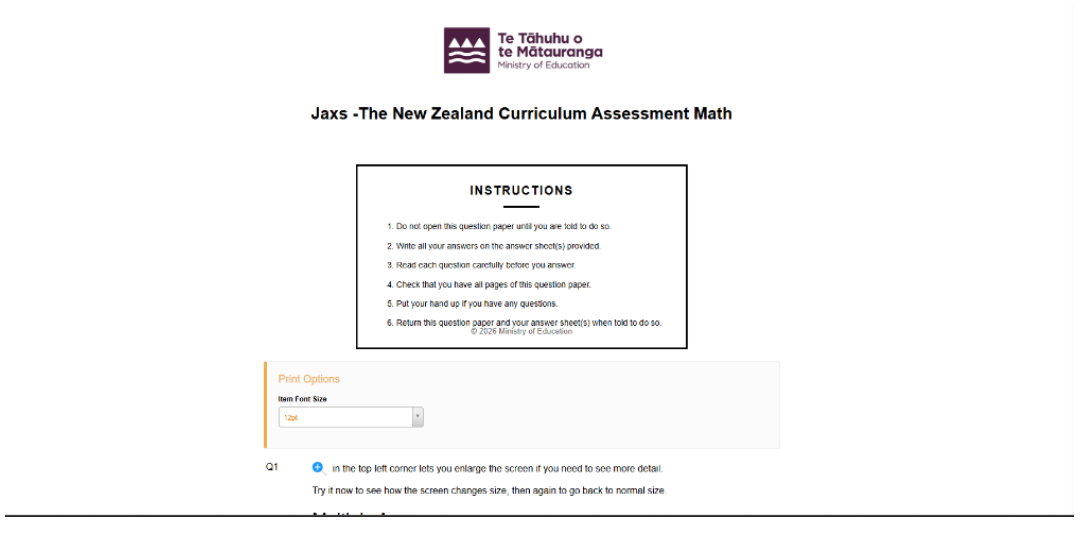
- **Assessment Question Papers** which contain the assessment questions and any stimulus material (images, diagrams, text passages). Students | ākonga read from the question paper, but they do not write on it. Where appropriate, Question papers can be reused across students | ākonga if needed.
- **Assessment Answer Sheets** are where students record their responses. Each student needs their own answer sheet. Answer sheets are specifically designed to be scanned and uploaded back into SMART after the assessment, so that paper-based results feed into the same marking and reporting system as online assessments.

Both are printed from the Delivery column on the SMART dashboard using **Print Paper Assessments** for the question papers and **Print Answer Sheets** for the answer sheets.

Printing Paper Assessment Question Papers

Table 5: How to print Assessment Question Papers

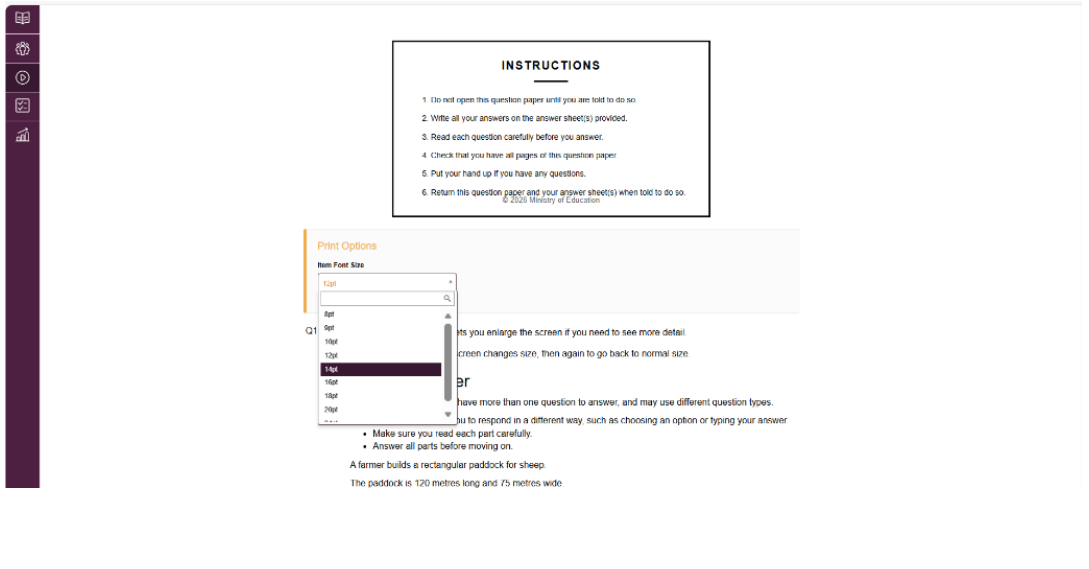
Table 5 is written for either a SMART school administrator or a teacher | kaiako printing the needed Assessment Questions Papers for the class

Step	Action	What you'll see on the SMART Dashboard
1	<p>Select Print Paper Assessments from the SMART dashboard</p>	 <p>The screenshot shows the SMART Dashboard interface. The user is logged in as 'AAT 1 Test Teacher'. The dashboard is divided into four main sections: 1. Preparation, 2. Delivery, 3. Marking, and 4. Reporting. Under the 'Delivery' section, the 'Print Paper Assessments' option is highlighted with a red rectangular box. Other options include 'Print Student Ākonga Codes', 'Print Answer Sheets', and 'Deliver Assessment Session'.</p>
2	<p>Select the curriculum and and the Assessment Type/Year combination.</p> <p><i>In this example we have chosen NZC, Maths, and year 3.</i></p>	 <p>The screenshot shows a modal dialog box titled 'Print Paper Assessments'. It prompts the user to 'Select a curriculum and year level below'. There are two tabs: 'THE NEW ZEALAND CURRICULUM' (selected) and 'TE MARAUTANGA O AOTEAROA'. Under 'THE NEW ZEALAND CURRICULUM', there are three categories: Reading, Writing, and Maths. Each category has buttons for Years 3 through 10. The 'Year 3' button under the 'Maths' category is highlighted with a red rectangular box.</p>
3	<p>A print preview of the assessment will appear on screen.</p>	 <p>The screenshot shows a print preview for 'Jaxs -The New Zealand Curriculum Assessment Math'. At the top, it displays the logo for 'Te Tāhuhu o te Mātauranga Ministry of Education'. Below the title, there is a box containing 'INSTRUCTIONS' with a list of six steps: 1. Do not open this question paper until you are told to do so. 2. Write all your answers on the answer sheet(s) provided. 3. Read each question carefully before you answer. 4. Check that you have all pages of this question paper. 5. Put your hand up if you have any questions. 6. Return this question paper and your answer sheet(s) when told to do so. Below the instructions, there is a 'Print Options' section with a dropdown menu for 'Item Font Size' set to '12pt'. At the bottom, there is a note: 'Q1 in the top left corner lets you enlarge the screen if you need to see more detail. Try it now to see how the screen changes size, then again to go back to normal size.'</p>

4

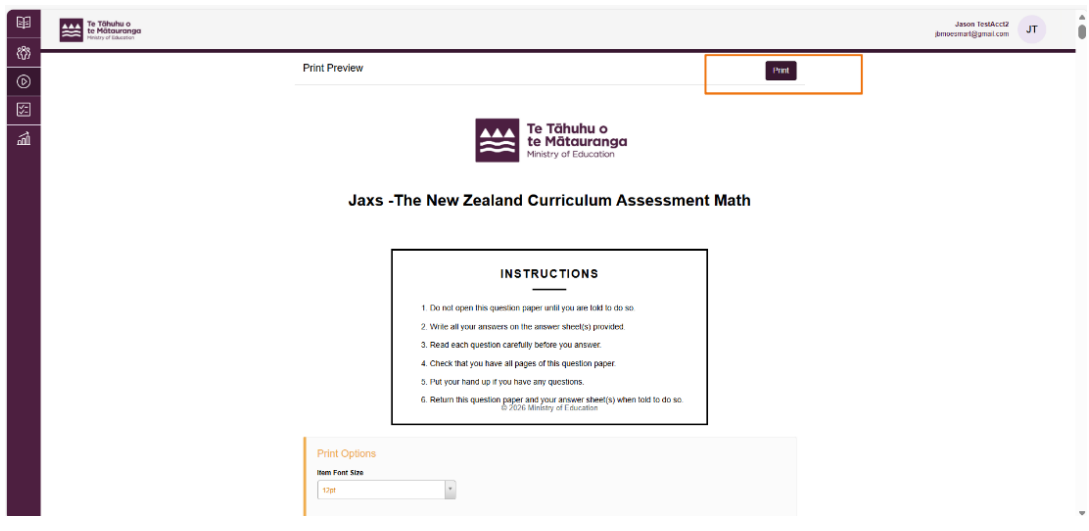
The text size is automatically set at 12pt for printing.

For students | ākonga who require 'Large print' paper assessments, **adjust** the text size in the Print Options box



5

Once you have the paper at the desired font size, go to the top of the screen and **select** print



6

One copy will print and then photocopy the number of copies you need

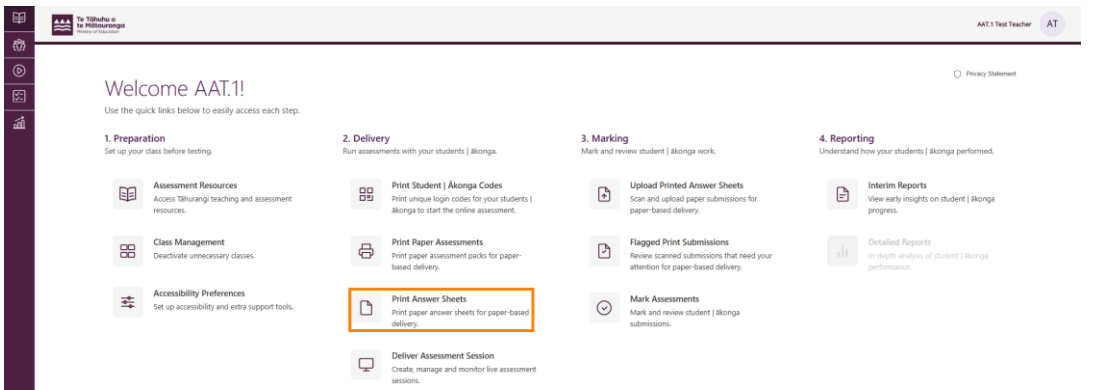
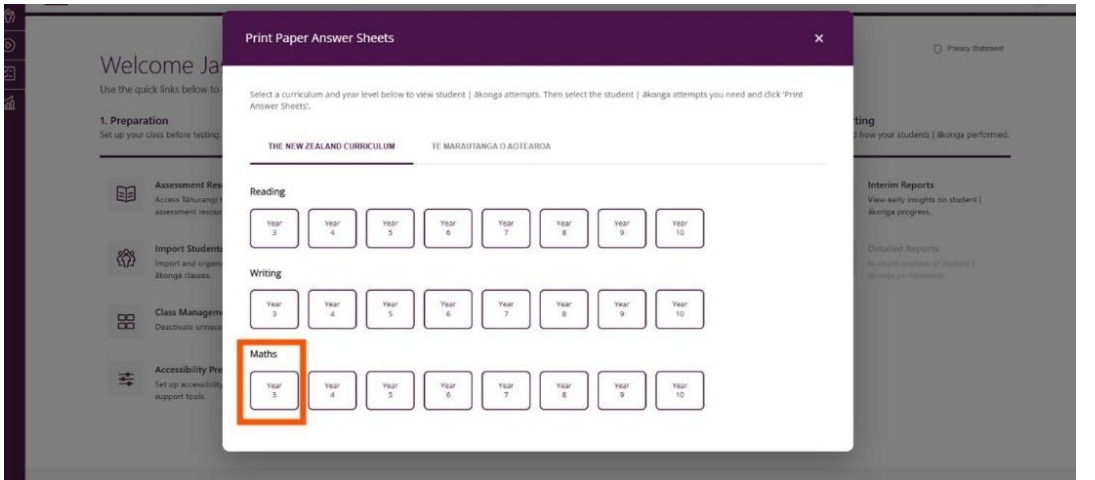
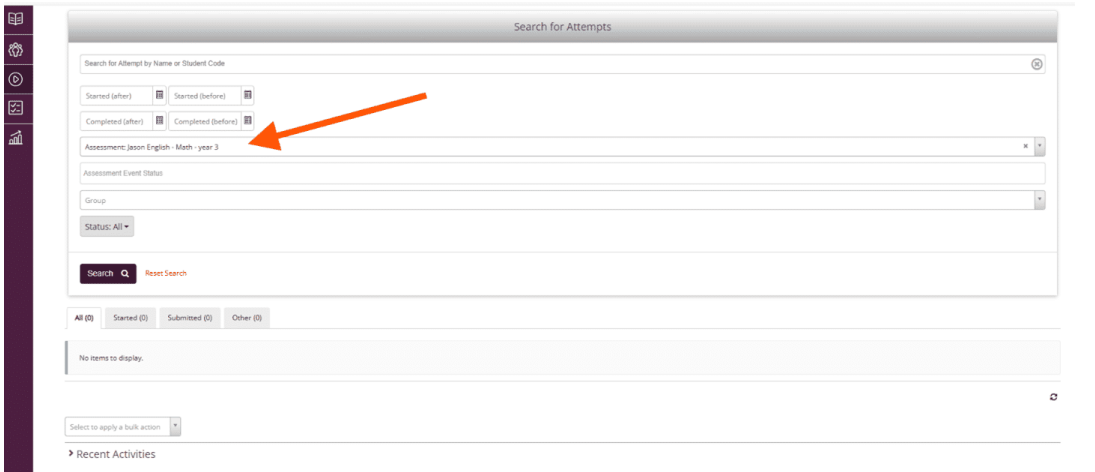
7

Securely **Store** the Assessment Question Papers until they are needed to be used.

Printing Assessment Answer Sheets

Table 6: How to print Assessment Answer Sheets

Table 6 is written for either a SMART school administrator or a teacher | kaiako printing the needed Assessment Questions Papers for the class

Step	Action	What you'll see on the SMART Dashboard
1	<p>Select Print Answer Sheets from the SMART dashboard</p>	 <p>The screenshot shows the SMART Dashboard with a sidebar on the left and a main content area. The main content area is titled 'Welcome AAT.1!' and contains four columns of quick links. The second column, '2. Delivery', has a link for 'Print Answer Sheets' which is highlighted with an orange box. Other links include 'Assessment Resources', 'Class Management', 'Accessibility Preferences', 'Print Student Ākonga Codes', 'Print Paper Assessments', 'Deliver Assessment Session', 'Upload Printed Answer Sheets', 'Flagged Print Submissions', 'Mark Assessments', 'Interim Reports', and 'Detailed Reports'.</p>
2	<p>Select the curriculum and the Assessment Type/Year combination.</p> <p><i>In this example we have chosen NZC, Maths, and year 3.</i></p>	 <p>The screenshot shows a 'Print Paper Answer Sheets' dialog box. It has a title bar and a close button. The main content area is titled 'Select a curriculum and year level below to view student ākonga attempts. Then select the student ākonga attempts you need and click 'Print Answer Sheets.''. There are two sections: 'THE NEW ZEALAND CURRICULUM' and 'TE MARAUANGA O AOTEAROA'. Under 'THE NEW ZEALAND CURRICULUM', there are two sub-sections: 'Reading' and 'Writing'. Each has a grid of buttons for years 3 through 10. The 'Maths' section is highlighted with an orange box, and the 'Year 3' button under 'Maths' is also highlighted with an orange box.</p>
3	<p>You can choose to print answer papers for all year 3 maths students or use the search function to find classes and individuals</p>	 <p>The screenshot shows the 'Search for Attempts' interface. It has a search bar at the top with the text 'Search for Attempt by Name or Student Code'. Below the search bar are several filters: 'Started (after)', 'Started (before)', 'Completed (after)', 'Completed (before)', 'Assessment: Jason English - Math - year 3', 'Assessment Event Status', 'Group', and 'Status: All'. There are 'Search' and 'Reset Search' buttons. Below the filters, there are tabs for 'All (0)', 'Started (0)', 'Submitted (0)', and 'Other (0)'. The 'No items to display.' message is shown. At the bottom, there is a 'Select to apply a bulk action' dropdown and a 'Recent Activities' section.</p>

4

Click **Search** to see your selection of students appear at the bottom of the screen

Search for Attempts

Search for Attempt by Name or Student Code

Started (after) | Started (before)

Completed (after) | Completed (before)

Assessment: Jason English - Math - year 3

Assessment Event Status

Group

Status: All

Search

All (0) | Started (0) | Submitted (0) | Other (0)

No items to display.

Select to apply a bulk action

Recent Activities

Started (after) | Started (before)

Completed (after) | Completed (before)

Assessment: Jason English - Math - year 3

Assessment Event Status

Group

Status: All

Search [Reset Search](#)

All (0) | Started (0) | Submitted (1) | Other (0)

User	Assessment Event	Assessment	Started At	Completed At	Reasonable Adjustments	Status	Actions
<input type="checkbox"/> Jason-Alpha JasonStAlbans [3100003518] SC: CVMZQWQ	Assessment Jason English - Math - year 3	Jason - The New Zealand Curriculum Assessment Math	17:24, 22 Feb	17:55, 22 Feb		Submitted	Actions
<input type="checkbox"/> Jason-Bravo JasonStAlbans [3200003518] SC: FKCNWGC	Assessment Jason English - Math - year 3	Jason - The New Zealand Curriculum Assessment Math				Open	Actions
<input type="checkbox"/> Jason-Charlie JasonStAlbans [3300003518] SC: PZPSHZV	Assessment Jason English - Math - year 2	Jason - The New Zealand Curriculum Assessment Math				Open	Actions
<input type="checkbox"/> Jason-Delta JasonStAlbans [3400003518] SC: MTLWMD	Assessment Jason English - Math - year 2	Jason - The New Zealand Curriculum Assessment Math				Open	Actions
<input type="checkbox"/> Jason-Echo JasonStAlbans [3500003518] SC: DRGSHFG	Assessment Jason English - Math - year 3	Jason - The New Zealand Curriculum Assessment Math				Open	Actions
<input type="checkbox"/> Jason-Foxtrot JasonStAlbans [3600003518] SC: TCVLTCQ	Assessment Jason English - Math - year 3	Jason - The New Zealand Curriculum Assessment Math				Open	Actions
<input type="checkbox"/> Jason-Golf JasonStAlbans [3700003518] SC: WMLCWNM	Assessment Jason English - Math - year 2	Jason - The New Zealand Curriculum Assessment Math				Open	Actions

5

Select the students requiring printed answer sheets

Started (after) | Started (before)

Completed (after) | Completed (before)

Assessment: Jason English - Math - year 3

Assessment Event Status

Group

Status: All

Search [Reset Search](#)

All (0) | Started (0) | Submitted (1) | Other (0)

User	Assessment Event	Assessment	Started At	Completed At	Reasonable Adjustments	Status	Actions
<input type="checkbox"/> Jason-Alpha JasonStAlbans [3100003518] SC: CVMZQWQ	Assessment Jason English - Math - year 3	Jason - The New Zealand Curriculum Assessment Math	17:24, 22 Feb	17:55, 22 Feb		Submitted	Actions
<input type="checkbox"/> Jason-Bravo JasonStAlbans [3200003518] SC: FKCNWGC	Assessment Jason English - Math - year 2	Jason - The New Zealand Curriculum Assessment Math				Open	Actions
<input checked="" type="checkbox"/> Jason-Charlie JasonStAlbans [3300003518] SC: PZPSHZV	Assessment Jason English - Math - year 3	Jason - The New Zealand Curriculum Assessment Math				Open	Actions
<input type="checkbox"/> Jason-Delta JasonStAlbans [3400003518] SC: MTLWMD	Assessment Jason English - Math - year 3	Jason - The New Zealand Curriculum Assessment Math				Open	Actions
<input checked="" type="checkbox"/> Jason-Echo JasonStAlbans [3500003518] SC: DRGSHFG	Assessment Jason English - Math - year 3	Jason - The New Zealand Curriculum Assessment Math				Open	Actions
<input type="checkbox"/> Jason-Foxtrot JasonStAlbans [3600003518] SC: TCVLTCQ	Assessment Jason English - Math - year 3	Jason - The New Zealand Curriculum Assessment Math				Open	Actions
<input checked="" type="checkbox"/> Jason-Golf JasonStAlbans [3700003518] SC: WMLCWNM	Assessment Jason English - Math - year 2	Jason - The New Zealand Curriculum Assessment Math				Open	Actions
<input type="checkbox"/> Jason-Hotel JasonStAlbans [3800003518] SC: MGRSDLK	Assessment Jason English - Math - year 2	Jason - The New Zealand Curriculum Assessment Math				Open	Actions

6

Select "Print Answer Sheets" from the drop down at the bottom of the page

The screenshot shows a list of student assessments. Each row contains a student ID, a name, a subject, and an 'Open' button. At the bottom of the list, there is a 'Print Answer Sheets' dropdown menu with an 'Apply' button. The dropdown menu is highlighted with a red box. Below the dropdown menu, there is a 'Recent Activities' section.

Student ID	Name	Subject	Action
Jason-India JasonStAlbans [3900003518] SC: OZQWHEIN	Jason-India JasonStAlbans	Assessment Jason English - Math - year 3	Open
Jason-Juliet JasonStAlbans [4000003518] SC: LVKLDJGH	Jason-Juliet JasonStAlbans	Assessment Jason English - Math - year 3	Open
Jason-Kilo JasonStAlbans [4100003518] SC: NDWPFZTN	Jason-Kilo JasonStAlbans	Assessment Jason English - Math - year 3	Open
Jason-Lima JasonStAlbans [4200003518] SC: KQJDNHFZ	Jason-Lima JasonStAlbans	Assessment Jason English - Math - year 3	Open
Jason-Mike JasonStAlbans [4300003518] SC: HGNVPGK	Jason-Mike JasonStAlbans	Assessment Jason English - Math - year 3	Open
Jason-November JasonStAlbans [4400003518] SC: PQGLJLN	Jason-November JasonStAlbans	Assessment Jason English - Math - year 3	Open
Jason-Oscar JasonStAlbans [4500003518] SC: MCGMGMW	Jason-Oscar JasonStAlbans	Assessment Jason English - Math - year 3	Open
Jason-Papa JasonStAlbans [4600003518] SC: PWWYCPQ	Jason-Papa JasonStAlbans	Assessment Jason English - Math - year 3	Open
Jason-Quebec JasonStAlbans [4700003518] SC: WNUALBAP	Jason-Quebec JasonStAlbans	Assessment Jason English - Math - year 3	Open
Jason-Romeo JasonStAlbans [4800003518] SC: BRUWVNS	Jason-Romeo JasonStAlbans	Assessment Jason English - Math - year 3	Open
Jason-Sierra JasonStAlbans [4900003518] SC: GAWRSDK	Jason-Sierra JasonStAlbans	Assessment Jason English - Math - year 3	Open
Jason-Tango JasonStAlbans [5000003518] SC: GAWRSDK	Jason-Tango JasonStAlbans	Assessment Jason English - Math - year 3	Open

7

A print view of the student answer sheet is produced.

The font size can be altered allowing you to create larger text for students who require it.

Once the font size is set click "apply" and send to print using the button in the top right of page.

Examples of Assessment Answer Sheets

Two examples of what Assessment Answer Sheets are shown below:

- An Assessment Answer Sheet for closed questions
- An Assessment Answer Sheet for extended writing.

An example of Assessment Answer Sheet for closed questions:



Student's Name



MCQ Only (Copy 2)

INSTRUCTIONS

1. All questions are in your separate question paper.
2. Write your answers neatly in the spaces provided on this answer sheet.
3. For multiple choice questions, fill in the circle or checkbox completely.
4. Do not write on or colour in the QR codes in the corners of the page.

- Q1 A B C
- Q2 A B C
- Q3 A B C
- Q4 A B C
- Q5 A B C D
- Q6 A B C D
- Q7 A B C
- Q8 A B C
- Q9 _____

An example of Assessment Answer Sheet for extended writing (shown below)

This example shows the first two pages of the Assessment Answer Sheet for extended writing. In this example, the place to answer the closed multiple choice questions is at the end of the Assessment Answer Sheet. It is not shown here – but looks similar to the example above

Maria Guadalupe Catalina López

Writing (Copy 2)

INSTRUCTIONS

1. All questions are in your separate question paper.
2. Write your answers neatly in the spaces provided on this answer sheet.
3. For multiple choice(s) questions, fill in the circle(s) completely.
4. Do not write on or colour in the QR codes in the corners of the page.

Q1

Q2

1/5

2/5

Using SMART – Delivering An Assessment Session

This section will cover all the steps required to deliver an Assessment Session:

- How to start an assessment session
- How to monitor online progress through the assessment
- How to close the assessment session

Start the Assessment Session

Paper-based Assessment Delivery

As outlined earlier in the **Process for Paper-based** section, paper-based assessments do not require an assessment session and are delivered entirely manually, without the use of SMART.

Students | Ākonga do not use a student code for paper-based assessments. Instead, each Assessment Answer Sheet includes the student's | ākonga name and a unique QR code, which links responses to the correct student.

At the start of the assessment, teachers | kaiako distribute the printed Assessment Question Papers and ensure each student | ākonga receives the correctly named Assessment Answer Sheet.

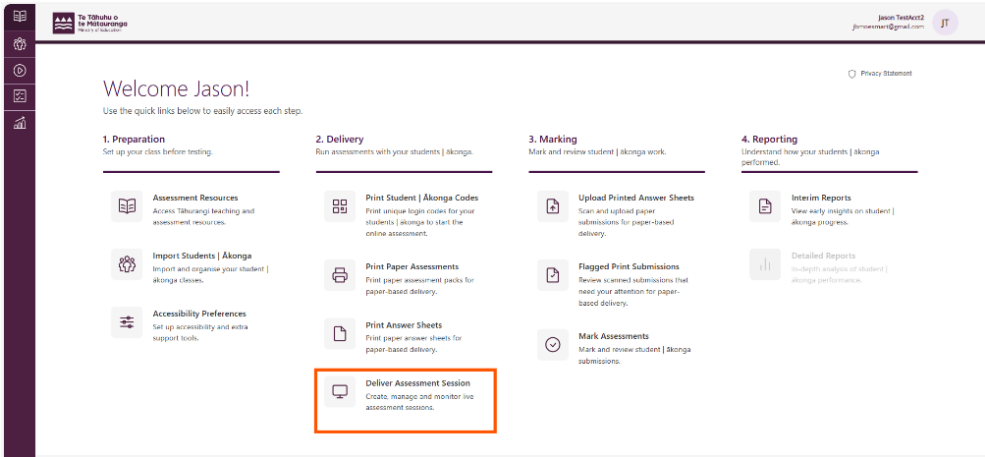
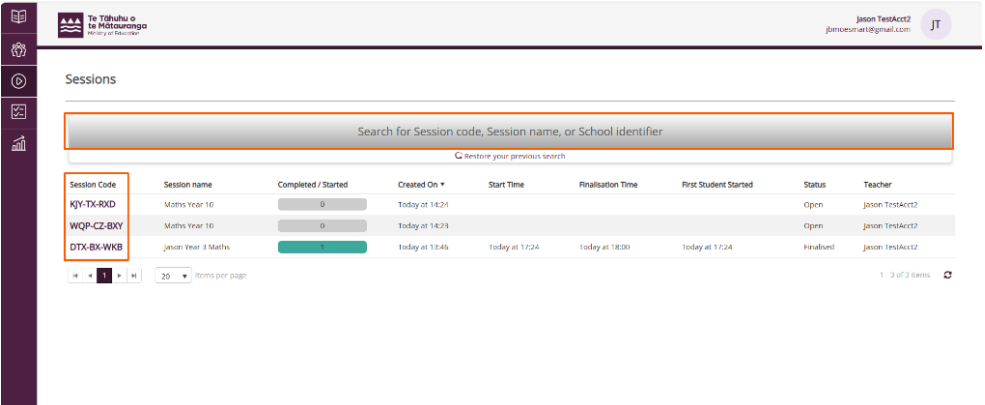
[At the end of the assessment, teacher | kaiako will need to scan the Assessment Answer Sheets and upload them into SMART.]

Online Assessment Session

Before starting an assessment session, teachers | kaiako must create a session for each assessment (Reading, Writing, Maths, Pānui, Tuhituhi or Pāngarau). This is covered in Table 3 above.

The following table describes how to start an online assessment session.

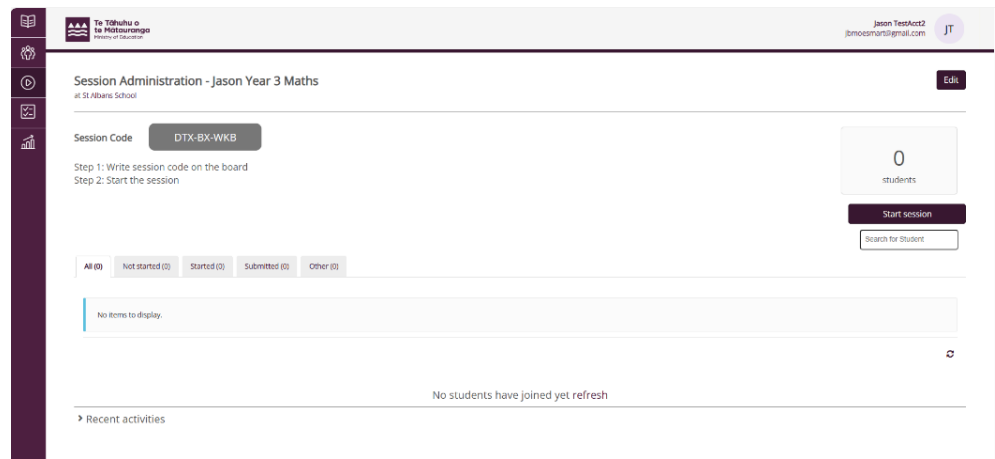
Table 7: How to Start the Assessment Session

Step	Action	What you'll see on the SMART Dashboard																																				
1	<p>On the SMART dashboard, select “Deliver assessment session”</p>	 <p>The screenshot shows the SMART Dashboard home page for a user named Jason. The page is titled "Welcome Jason!" and includes a navigation sidebar on the left. The main content area is divided into four columns: 1. Preparation, 2. Delivery, 3. Marking, and 4. Reporting. In the "Delivery" column, the "Deliver Assessment Session" button is highlighted with a red rectangular box. Other buttons include "Assessment Resources", "Import Students Akoanga", "Accessibility Preferences", "Print Student Akoanga Codes", "Print Paper Assessments", "Print Answer Sheets", "Upload Printed Answer Sheets", "Flagged Print Submissions", "Mark Assessments", "Interim Reports", and "Detailed Reports".</p>																																				
2	<p>You will be directed to the session dashboard and you will need to locate the session you created.</p> <p>This is where the session name you created helps. This dashboard will show all sessions created by all teachers at your school. For large schools that may be many sessions. You can locate your session using the search function (shown highlighted)</p> <p>Select the session you created for this assessment and click on the session code. This will take you to your session dashboard where you will monitor the live assessment.</p>	 <p>The screenshot shows the "Sessions" dashboard in SMART. At the top, there is a search bar with the placeholder text "Search for Session code, Session name, or School Identifier" highlighted with a red box. Below the search bar is a table listing sessions. The table has columns for Session Code, Session name, Completed / Started, Created On, Start Time, Finalisation Time, First Student Started, Status, and Teacher. The "Session Code" column is highlighted with a red box. The table contains three rows of data:</p> <table border="1"> <thead> <tr> <th>Session Code</th> <th>Session name</th> <th>Completed / Started</th> <th>Created On</th> <th>Start Time</th> <th>Finalisation Time</th> <th>First Student Started</th> <th>Status</th> <th>Teacher</th> </tr> </thead> <tbody> <tr> <td>KJY-TX-RXD</td> <td>Maths Year 10</td> <td>0</td> <td>Today at 14:26</td> <td></td> <td></td> <td></td> <td>Open</td> <td>Jason TestAcct2</td> </tr> <tr> <td>WQP-CZ-BXY</td> <td>Maths Year 10</td> <td>0</td> <td>Today at 14:28</td> <td></td> <td></td> <td></td> <td>Open</td> <td>Jason TestAcct2</td> </tr> <tr> <td>DTX-BX-WKB</td> <td>Jason Year 8 Maths</td> <td>1</td> <td>Today at 13:46</td> <td>today at 17:24</td> <td>today at 18:00</td> <td>today at 17:24</td> <td>Finalised</td> <td>Jason TestAcct2</td> </tr> </tbody> </table> <p>At the bottom of the table, there is a pagination control showing "20 items per page" and "1 - 3 of 3 items".</p>	Session Code	Session name	Completed / Started	Created On	Start Time	Finalisation Time	First Student Started	Status	Teacher	KJY-TX-RXD	Maths Year 10	0	Today at 14:26				Open	Jason TestAcct2	WQP-CZ-BXY	Maths Year 10	0	Today at 14:28				Open	Jason TestAcct2	DTX-BX-WKB	Jason Year 8 Maths	1	Today at 13:46	today at 17:24	today at 18:00	today at 17:24	Finalised	Jason TestAcct2
Session Code	Session name	Completed / Started	Created On	Start Time	Finalisation Time	First Student Started	Status	Teacher																														
KJY-TX-RXD	Maths Year 10	0	Today at 14:26				Open	Jason TestAcct2																														
WQP-CZ-BXY	Maths Year 10	0	Today at 14:28				Open	Jason TestAcct2																														
DTX-BX-WKB	Jason Year 8 Maths	1	Today at 13:46	today at 17:24	today at 18:00	today at 17:24	Finalised	Jason TestAcct2																														

3

You are now in your session dashboard. This will allow you to start the session, supervise the session and finish the session.

For now, **take note** of the session code. You will share this with your students | ākongā.



4

It is time to help students | ākongā enter the assessment session.

In your classroom, or wherever you are with your students | ākongā, **give them their code** (ie the printed and cut out card).

The code has several features:

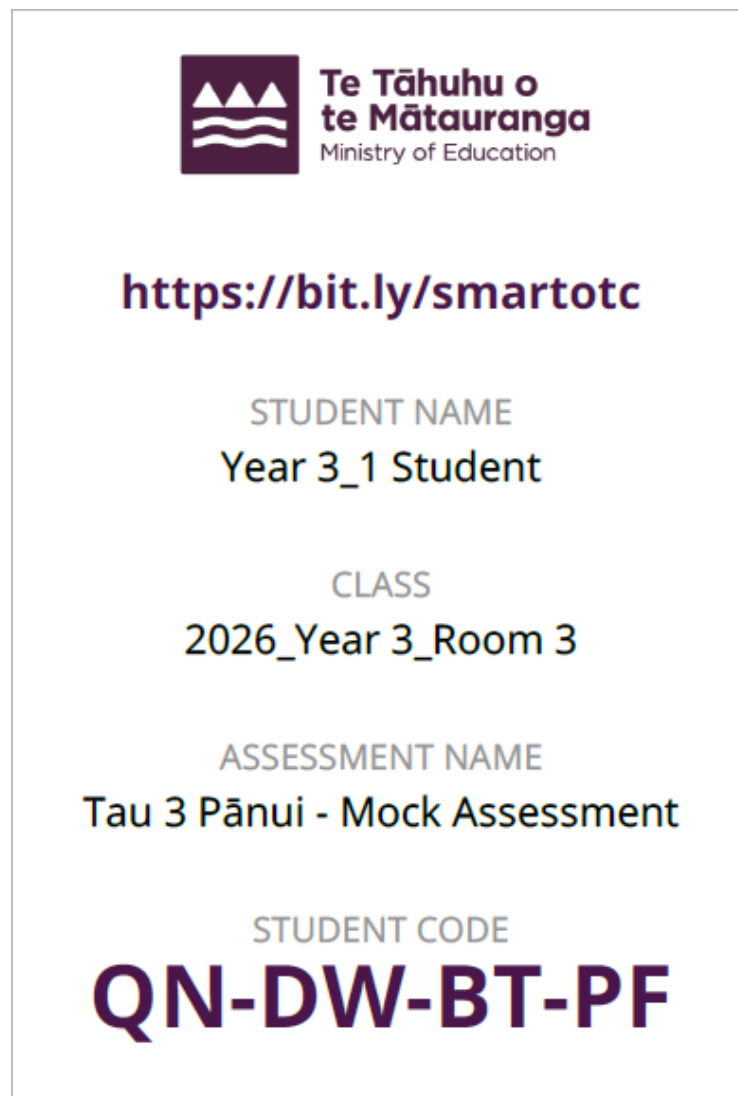
- the URL short link for students | ākongā to access SMARTr


- the student's | ākongā name

- the student's | ākongā class

- the assessment name

- the students' | ākongā code.



 **Te Tāhuhu o te Mātauranga**
Ministry of Education

<https://bit.ly/smartotc>

STUDENT NAME
Year 3_1 Student

CLASS
2026_Year 3_Room 3

ASSESSMENT NAME
Tau 3 Pānui - Mock Assessment

STUDENT CODE
QN-DW-BT-PF

5

Get students | ākonga settled and ask them to type the URL short link into their browser.

You may also write the URL short link on the white board or enter the link into the devices before students | ākonga arrive.

6

Once the URL short link is entered (ie press return), students | ākonga will be directed to the student welcome and code page



Welcome / Nau mai haere mai

Enter the student code that is on your paper slip / Patohia te waehere tū kei tō pepa:

- - -

Next / Whai muri

7

Students | ākonga **enter** their code into the spaces on screen and **select** next



Welcome / Nau mai haere mai

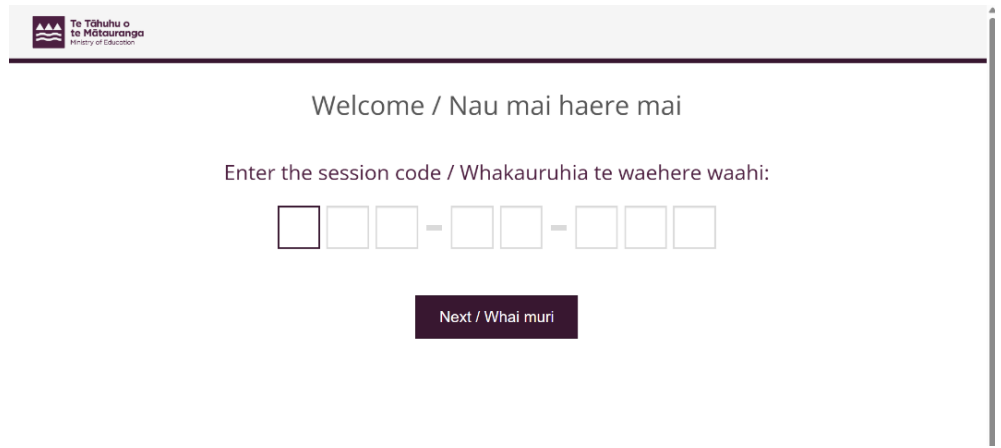
Enter the student code that is on your paper slip / Patohia te waehere tū kei tō pepa:

- - -

Next / Whai muri

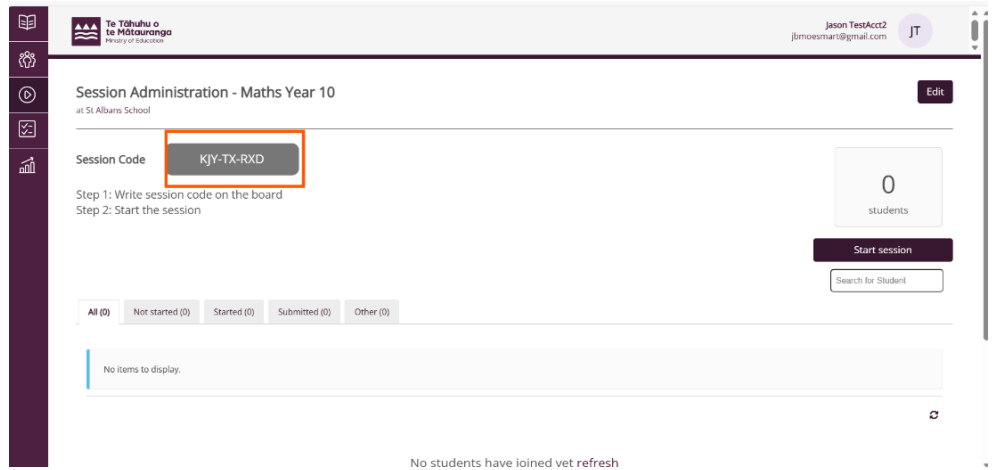
8

Students | ākonga will see the session code screen



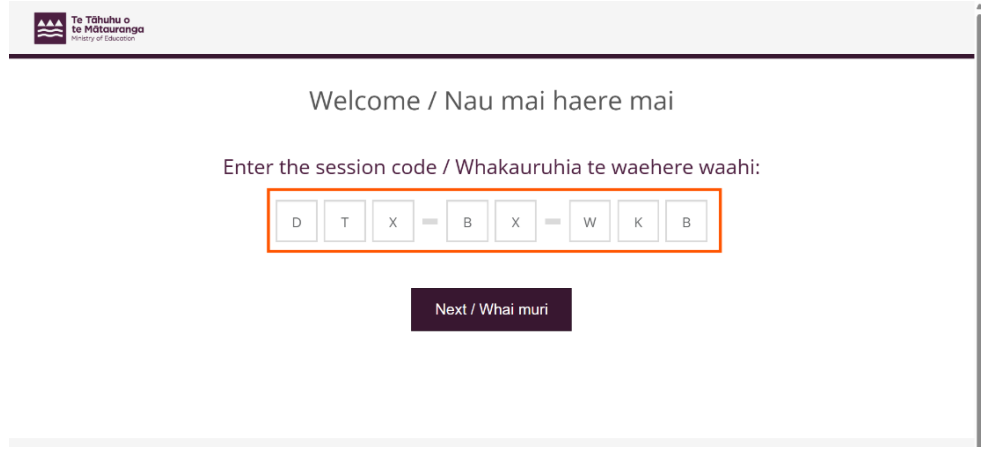
9

Write the session code on the whiteboard or read it aloud to the class. This is the code you noted down at step 2 from your session dashboard



10

Get students | ākonga to enter the session code into their screen and press next



11

Students | ākonga will be directed to a screen asking them to confirm the assessment

They will see:

-The assessment they are about to complete

-Their name

Jaxs -The New Zealand Curriculum Assessment
Math

Ko koe / Are you?

Ingoa katoa / Full name: Jason-Alpha JasonStAlbans

Kao / No

Ae / Yes

12

If details are incorrect – they need to **select** Kao / No and inform you.

You will need to check the student code provided, and supply the correct code for the assessment the student | ākonga is attempting.

Jaxs -The New Zealand Curriculum Assessment
Math

Ko koe / Are you?

Ingoa katoa / Full name: Jason-Alpha JasonStAlbans

Kao / No

Ae / Yes

13

If details are correct, they need to select Ae/Yes

Jaxs -The New Zealand Curriculum Assessment
Math

Ko koe / Are you?

Ingoa katoa / Full name: Jason-Alpha JasonStAlbans

Kao / No

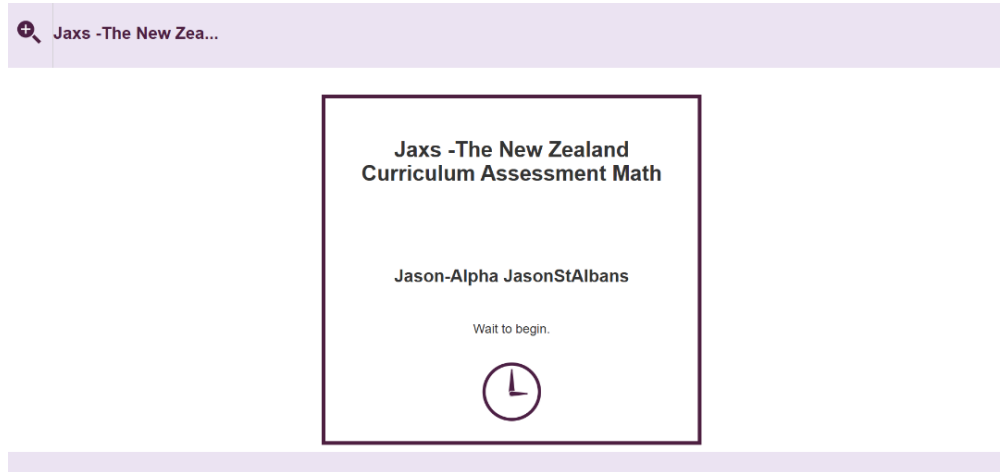
Ae / Yes

14

Students | ākonga who have selected Ae/Yes will be directed to the wait screen.

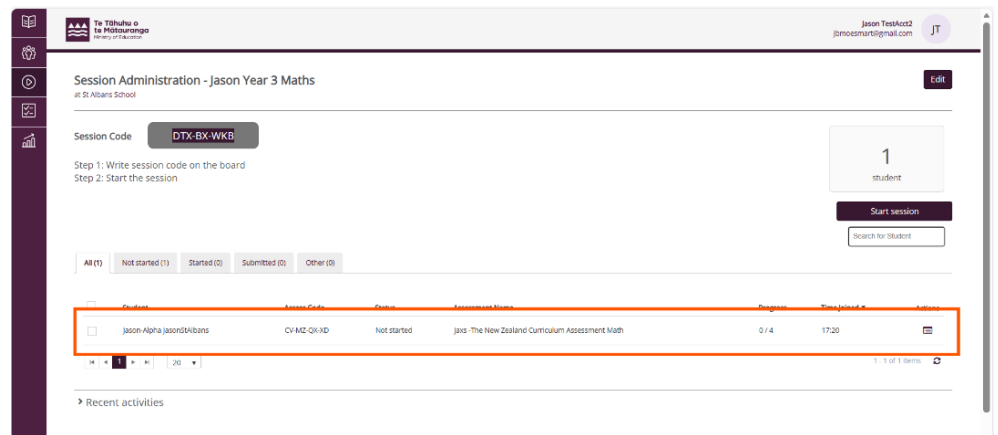
This screen will stay on screen until you tell them to start the assessment.

This allows you to check all students have logged in and are ready to start.



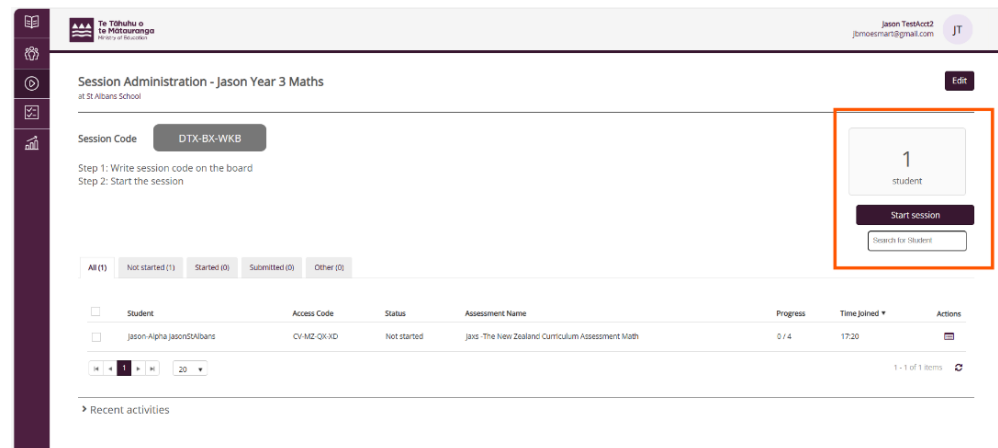
15

If you look at your session dashboard, you will see students | ākonga starting to appear - as students | ākonga arrive at their wait screen, they will appear on your session dashboard.



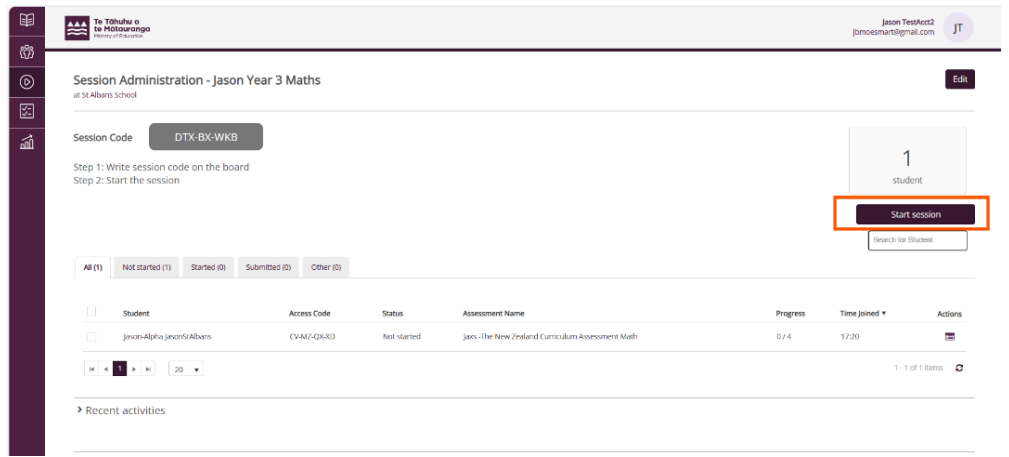
16

You can see the number of students admitted in the space above the start session button.



17

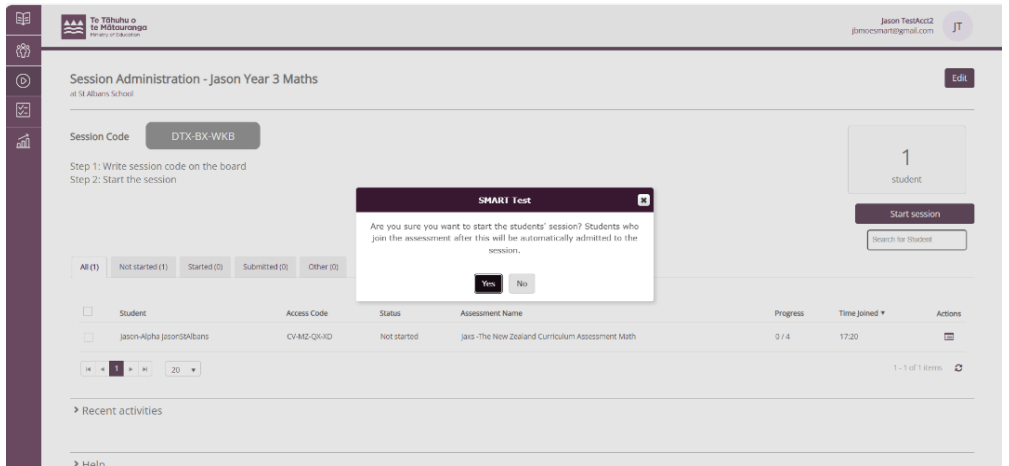
When all students are displayed on your dashboard, **select** “Start Session”



18

A popup will appear asking you to confirm you wish to start the session.

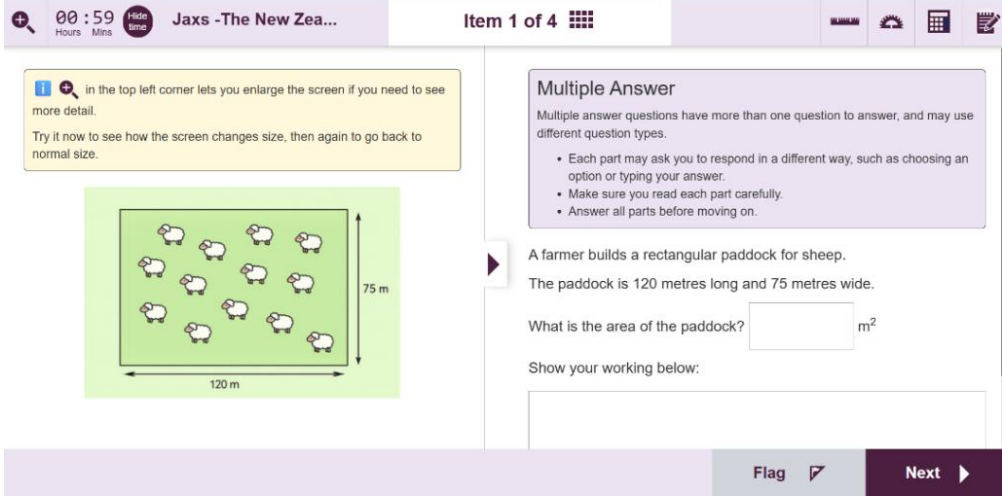
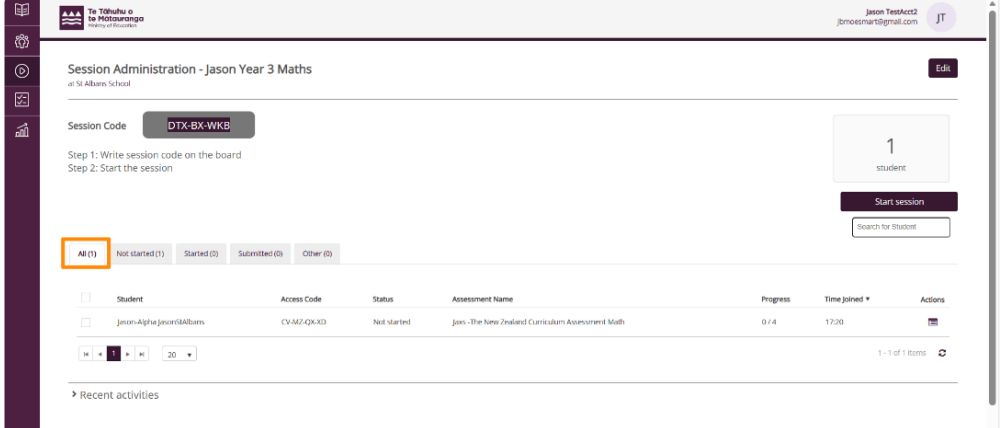
Select Yes and the session will begin.



Monitor and manage the Assessment Session for online assessments

Once the Assessment Session is started, the students' | ākonga assessment will load.

Table 8: How to Monitor an Assessment Session

Step	Action	What you'll see on the SMART Dashboard
1	<p>When loaded, the first question will appear on the student's ākonga screen.</p> <p><i>Please note, this visualisation is taken from a familiarisation screen, in an actual assessment, the yellow and purple explanatory boxes will not appear.</i></p>	
2	<p>You can monitor students ākonga from your session administration dashboard. By selecting the tabs you can view:</p>	
2a	<p>- All students ākonga who have joined the assessment session</p>	

2b

- Students | ākonga who have accessed the assessment session and not started the assessment

Session Administration - Jason Year 3 Maths
at St Albans School

Session Code: DTX-BX-WKB

Step 1: Write session code on the board
Step 2: Start the session

1 student

Start session

Search for student

All (1) Not started (1) Started (0) Submitted (0) Other (0)

Student	Access Code	Status	Assessment Name	Progress	Time joined	Actions
<input type="checkbox"/> Jason Alpha Jason@Albans	CV-MZ-QX-XD	Not started	Jason - The New Zealand Curriculum Assessment Math	0 / 4	17:20	

1 - 1 of 1 items

Recent activities

2c

- Students | ākonga who have joined the assessment session and have started their assessment attempt

Session Administration - Jason Year 3 Maths
at St Albans School

Session Code: DTX-BX-WKB

Step 1: Write session code on the board
Step 2: Start the session

1 student

Start session

Search for student

All (1) Not started (1) Started (0) Submitted (0) Other (0)

Student	Access Code	Status	Assessment Name	Progress	Time joined	Actions
<input type="checkbox"/> Jason Alpha Jason@Albans	CV-MZ-QX-XD	Not started	Jason - The New Zealand Curriculum Assessment Math	0 / 4	17:20	

1 - 1 of 1 items

Recent activities

2d

- Students | ākonga who have finished and submitted their assessment attempt

Session Administration - Jason Year 3 Maths
at St Albans School

Session Code: DTX-BX-WKB

Step 1: Write session code on the board
Step 2: Start the session

1 student

Start session

Search for student

All (1) Not started (1) Started (0) Submitted (0) Other (0)

Student	Access Code	Status	Assessment Name	Progress	Time joined	Actions
<input type="checkbox"/> Jason Alpha Jason@Albans	CV-MZ-QX-XD	Not started	Jason - The New Zealand Curriculum Assessment Math	0 / 4	17:20	

1 - 1 of 1 items

Recent activities

- Other – these are students | ākonga whose assessment attempt you have **Paused** or **Postponed**

SMART assessments are not timed by the tool. Times are provided as a guide to help teachers prepare for and deliver the assessments, This means that:

- Extra time allowances and rest breaks do not need to be set up in SMART.
- If a timed session is required by the school, the teacher | kaiako is responsible for managing the timing, including any extra time allowances.

Pause – can be used to create a break in the assessment session for the whole class (e.g. if there is a fire drill, or, in a writing assessment, the teacher might plan to pause between the closed questions section and the writing composition task). Pause can also be used to manage a student's | ākonga assessment attempt if they need to leave the assessment session for a short time (e.g. to go to the toilet or get equipment) and will return.

If a teacher / Kaiako pauses an assessment (for example, after students have completed the closed questions in the writing assessment) and does not get back to finish the second part of the assessment within the same day, the overnight finalising process will postpone any student | ākonga that has not submitted their assessment attempt. The teacher will need to set up a new session on another day (as the old one was finalised) with a new session code. The student code remains the same and will link to the original assessment attempt.

Postpone – can be used when a student | ākonga needs to leave and is not expected to return in time to complete the assessment in the current session.

When an assessment attempt is postponed, the student is disconnected from the session and can join a later session to complete the assessment.

If a postponed student does not complete their assessment before the end of the assessment event window, the attempt will be automatically submitted, and only the questions they have completed will be marked.

2f

- Student | ākonga progress

You can see the progression of the students in real time as they work through the questions.

The screenshot displays the 'Session Administration' page for 'Jason Year 3 Maths' at St Albans School. The page includes a session code 'DTX-BX-WKB' and instructions: 'Step 1: Write session code on the board' and 'Step 2: Start the session'. A 'Start session' button is visible, along with a 'Search for Student' input field. Below these elements is a table with columns for 'Student', 'Access Code', 'Status', 'Assessment Name', 'Progress', 'Time joined', and 'Actions'. The table contains one entry for 'Jason-Alpha Jason@Albans' with access code 'CV-MZ-QX-XD', status 'Not started', and assessment name 'jais - The New Zealand Curriculum Assessment Math'. The 'Progress' column for this student is highlighted with an orange box and shows '0 / 4'. The 'Time joined' is '17:20'. The table also shows '1 - 1 of 1 items' and a 'Recent activities' section at the bottom.

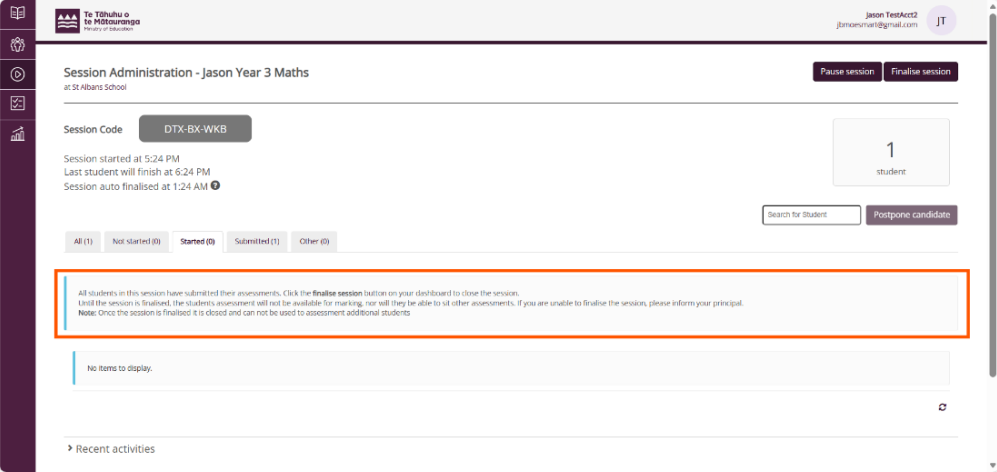
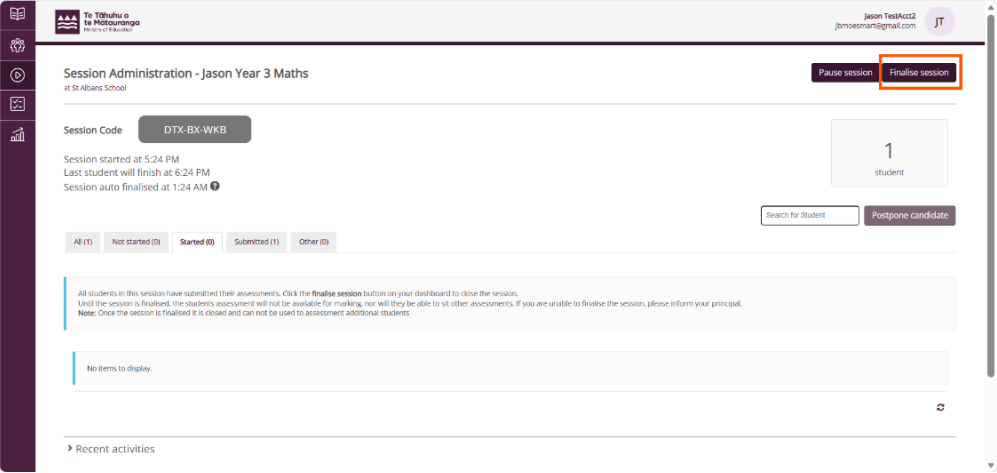
Student	Access Code	Status	Assessment Name	Progress	Time joined	Actions
Jason-Alpha Jason@Albans	CV-MZ-QX-XD	Not started	jais - The New Zealand Curriculum Assessment Math	0 / 4	17:20	

Note that students | ākonga who begin a digital assessment can not change to paper-based after they have begun the assessment.

Close the Assessment Session for online assessments

When all students | ākonga have submitted their assessment, it is time to close the Assessment Session.

Table 9: How to Close the Assessment Session

Step	Action	What you'll see on the SMART Dashboard
1	<p>Looking at your session dashboard, the screen will display a message telling you all students ākonga have submitted their assessment for marking.</p> <p>Any students who have been postponed will show as postponed on this screen. They do not need to finalise their assessment in this session. When they join a subsequent session, their assessment will pick up from where they were postponed</p>	
2	<p>End the session by selecting “Finalise Session.”</p> <p>This ends the assessment session and triggers SMART to start making the submitted student ākonga attempts.</p>	

3

A popup will appear asking you to verify you want to finalise the session.

Select yes.

The screenshot shows the SMART Test interface for a session titled 'Session Administration - Jason Year 3 Maths' at St Albans School. A 'SMART Test' popup is centered on the screen, asking 'Do you really want to close this session?' with 'Yes' and 'No' buttons. The background interface includes session details, a student list, and a table of student submissions.

Session Code: DTX-BX-WKB

Session started at 5:24 PM
Last student will finish at 6:24 PM
Session auto finalised at 1:24 AM

1 student

Search for Student Reopen candidate

All (1) Not started (0) Started (0) Submitted (1) Other (0)

All students in this session have submitted their assessments. Click the finalise session button on your dashboard to close the session. Until the session is finalised, the students assessment will not be available for marking, nor will they be able to sit other assessments. If you are unable to finalise the session, please inform your principal. Note: Once the session is finalised it is closed and can not be used to assessment additional students.

Student	Access Code	Status	Assessment Name	Progress	Time joined	Submit Time	Actions
Jason-Alpha Jason5Aibars	CV-ME-QI-KD	Submitted	jao-1The New Zealand Curriculum Assessment Math	4/4	17:20	17:55	

Scanning and uploading paper-based Answer Sheets

Once your paper-based students have completed the assessment, you will need to scan their answer sheets and upload them into SMART. This is done using the Upload Printed Answer Sheets tool in the Marking column of the dashboard.

Scanning and uploading the answer sheets connects the paper-based results into the same system as online submissions. This means all of your students' results, whether they completed the assessment online or on paper, appear together in your reports.

The scanning and uploading process is covered in detail in the Marking module. For now, the important thing to know is that answer sheets are designed to be scanned, so they need to be printed clearly and students need to write within the designated areas.

Congratulations!

You have completed delivering the assessment and completed all the actions and steps in the SMART delivery phase.

ANNEX: Key Tasks to Get Ready for an assessment

(timing in Table 1 relate to getting ready for the first assessment window at the beginning of Term 2, 2026)

Some of the tasks included in this “Get Ready for SMART” table are included in the SMART dashboard as “Preparation” tasks and some are “Delivery” tasks. If the task is on the SMART dashboard, its location is outlined in the fourth column of the table.

Table 1: Get Ready for SMART assessments

When	Who	Task	Where is this on the SMART dashboard?
In Term 1, 2026	School ESL Delegated Administrator	Check all teaching staff have an Education Sector Logon (SSL) login	
		Use the online tool to ensure all devices being used for SMART assessment aromatawai are compatible with SMART, ie laptops, ipads, tablets, etc, https://smart.education.govt.nz/pages/diagnostics	
In Term 1, 2026	Principal Teachers Kaiako	Ensure all teachers kaiako are familiar with the SMART tool: <ul style="list-style-type: none"> - How to logon to the SMART dashboard - Understand student ākonga codes - Understand an assessment session - Create an assessment session - Deliver an assessment 	

<p>In Term 1, 2026 (or at least before the assessment starts)</p>	<p>Teachers Kaiako</p> <p>Students Ākonga</p>	<p>Ensure all students ākonga have become familiar with SMART using the familiarisation tool.</p> <p>- The New Zealand Curriculum</p> <p>- Te Marautanga o Aotearoa</p> <p>[To ensure students ākonga are as prepared as possible for the assessment itself, students ākonga should use the devices and the assistive technologies they usually use when using the familiarisation tool.]</p>	
<p>23 March – 2 April 2026</p>	<p>School ESL Delegated Administrator</p>	<p>Ensure the SMS is up to date:</p> <ul style="list-style-type: none"> • student ākonga information • class lists 	
		<p>Export class and student ākonga information from your SMS, using the instructions from your SMS provider.</p> <p>Import the file into SMART.</p>	<p>1.Preparation</p> <p>Import Students Ākonga</p>
		<p>Confirm school process for accessibility adjustments and record students ākonga personal needs and preferences.</p>	<p>1.Preparation</p> <p>Accessibility Preferences</p>
<p>TERM 1 HOLIDAY 3 -17 April</p>	<p>Ministry of Education</p>	<p>Enrol all students ākonga into the correct assessments, aligned to their year level and curriculum settings.</p>	
		<p>Request teachers check the assessment enrolments are correct.</p>	

<p>Early in assessment Window</p> <p>(recommend in week 1 of Term 2)</p> <p>20 – 24 April</p>	<p>Principal or Nominated Representative</p>	<p>Make any final adjustments (late enrolments, accessibility needs)</p>	<p>1.Preparation</p> <p>Import Students Ākonga</p>
<p>Early in assessment Window</p> <p>(recommend in week 1 of Term 2)</p> <p>20 – 24 April</p>	<p>School Administrator or individual teachers kaiako</p> <p>(Ministry recommendation is to have a school administrator prepare assessment packs for each teacher kaiako for all the assessments they will deliver)</p>	<p>For online assessments, generate student ākonga codes and print them out</p> <p>For paper-based assessments, print</p> <ul style="list-style-type: none"> ○ Assessment Question Sheets ○ Assessment Answer Sheets 	<p>2.Delivery</p> <p>Print Student Ākonga Codes</p> <p>Print Paper Assessments</p> <p>Print Answer Sheets</p>
<p><i>Assessment Window</i></p> <p>20 April -22 May</p>	<p><i>Teachers</i></p>	<p><i>Deliver assessment</i></p>	<p>2.Delivery</p> <p>Deliver Assessment Session</p>

Support with all these processes is available from the Education Service Desk service.desk@education.govt.nz. For other SMART related enquires, please get in touch with SMART.Enquiries@education.govt.nz.