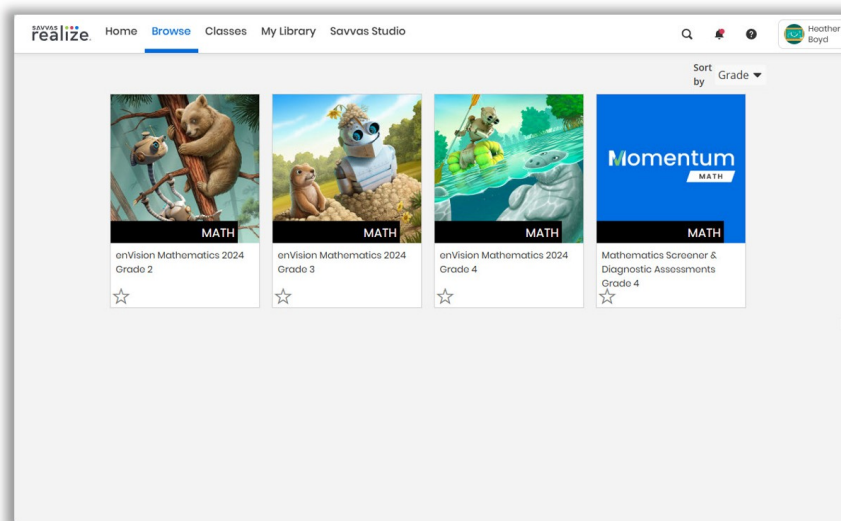


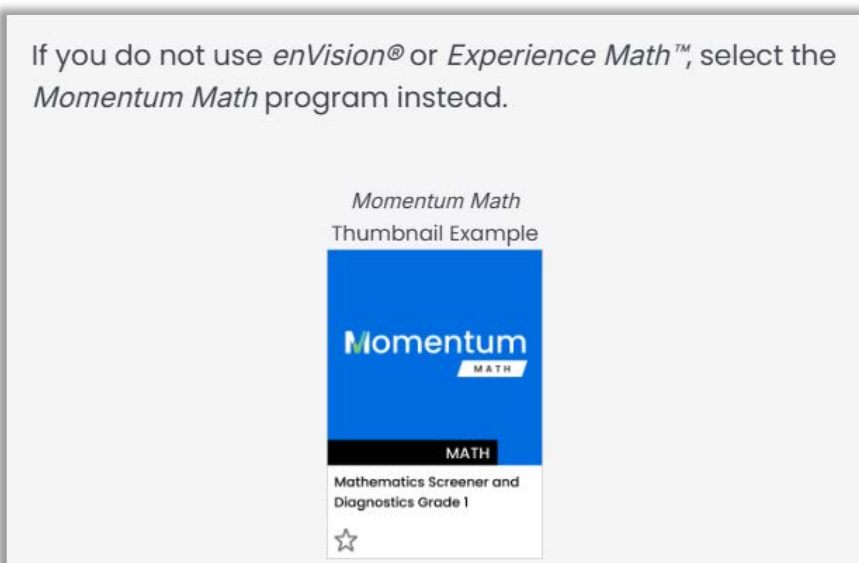
## Assigning a Momentum Diagnostic — Admin

### Steps to Success:

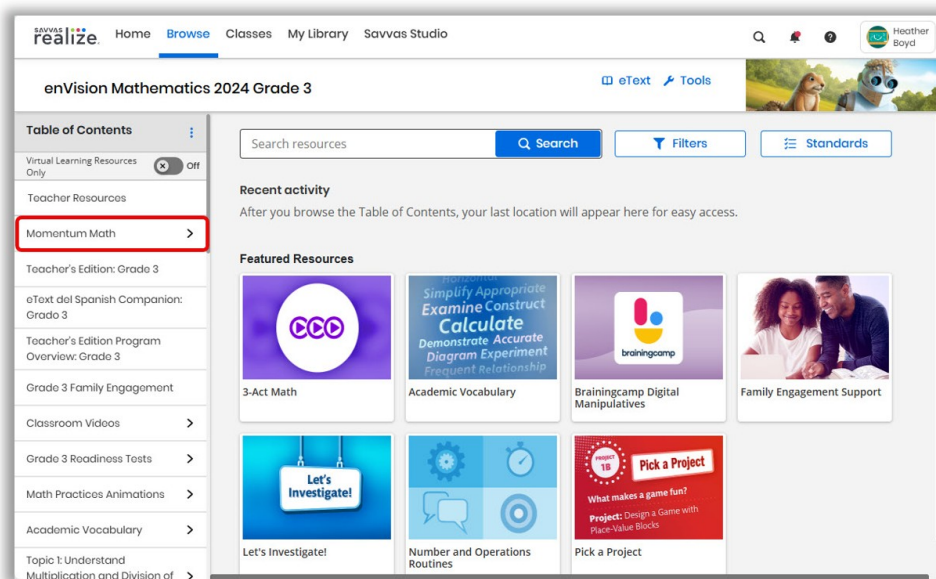
1. Log in to your Savvas Realize account and open your Home page. Click **Browse** in the top navigation bar.



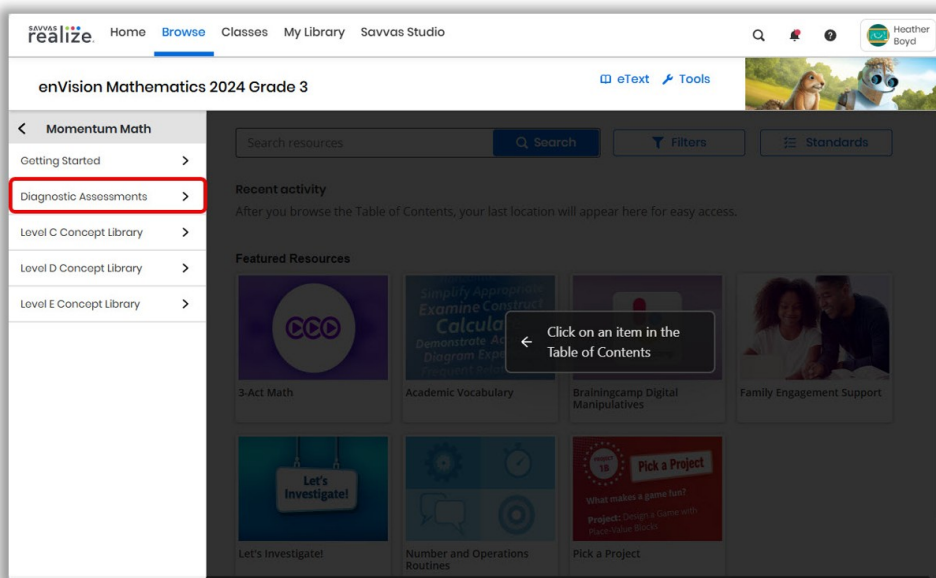
2. Find your Savvas Math program. If your district doesn't use *enVision*® or *Experience Math*™ select the *Momentum Math* program instead.



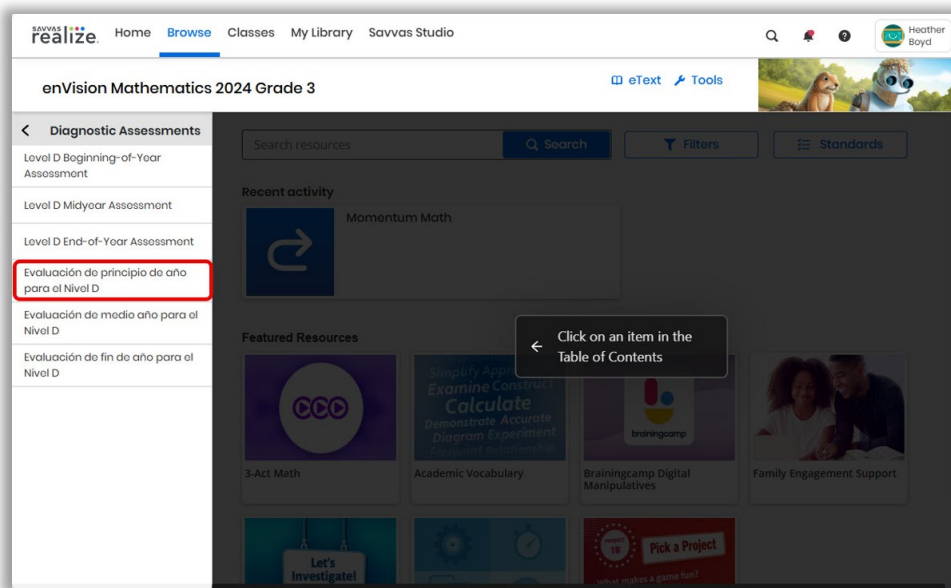
3. On the **Program Dashboard**, under the **Table of Contents**, find **Momentum Math**.



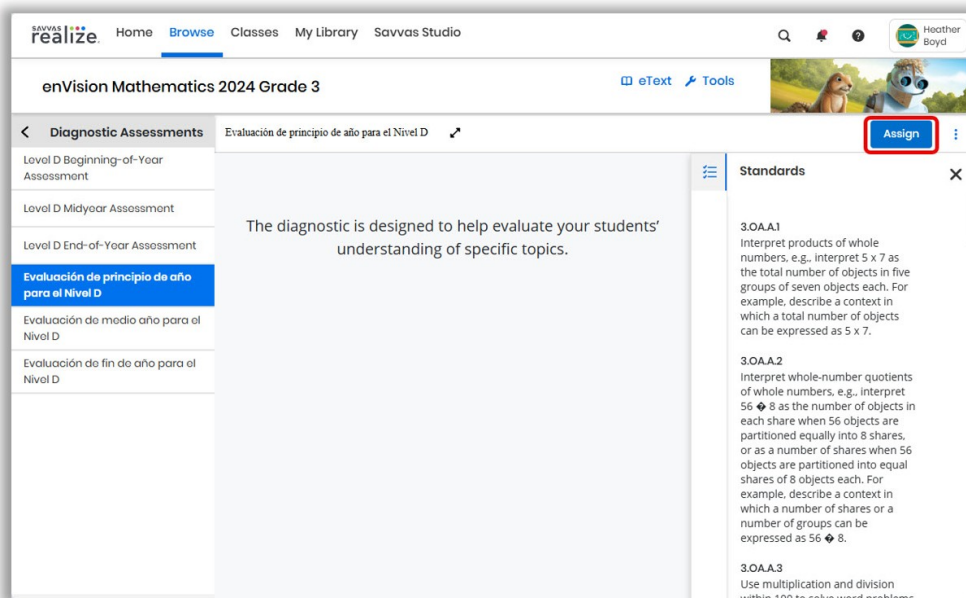
4. Click **Diagnostic Assessments**.



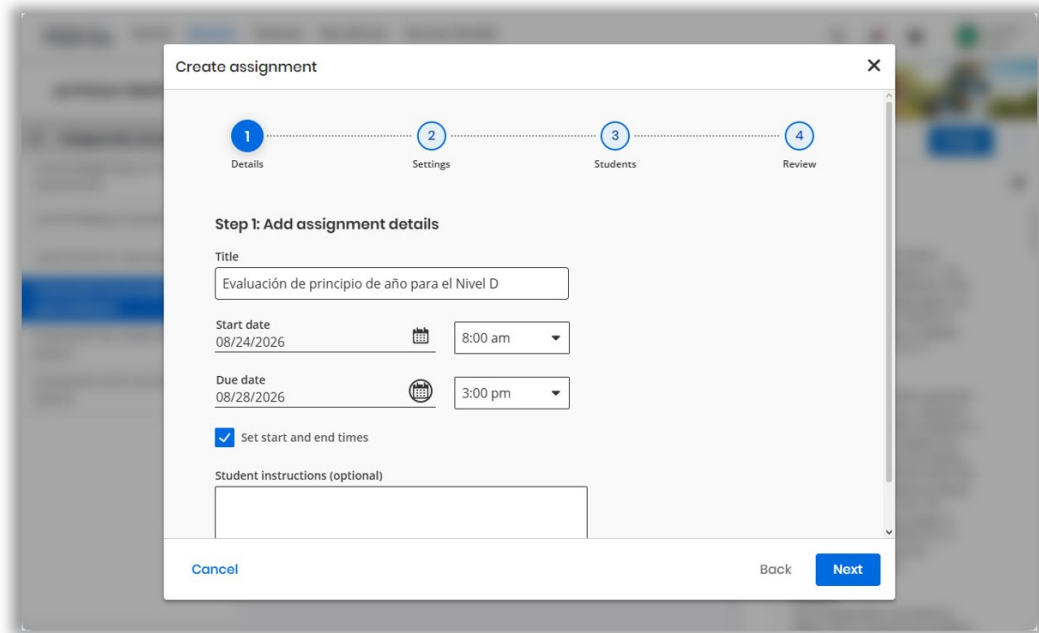
5. From this menu, choose your **Assessment**.



6. From the Diagnostic page, click **Assign**.



7. Give the assessment a Title. If necessary, enable **Set student time of day access**. This will limit student access outside of school hours. Note: this option is only available to administrators. Click **Next** to continue to Step 2.

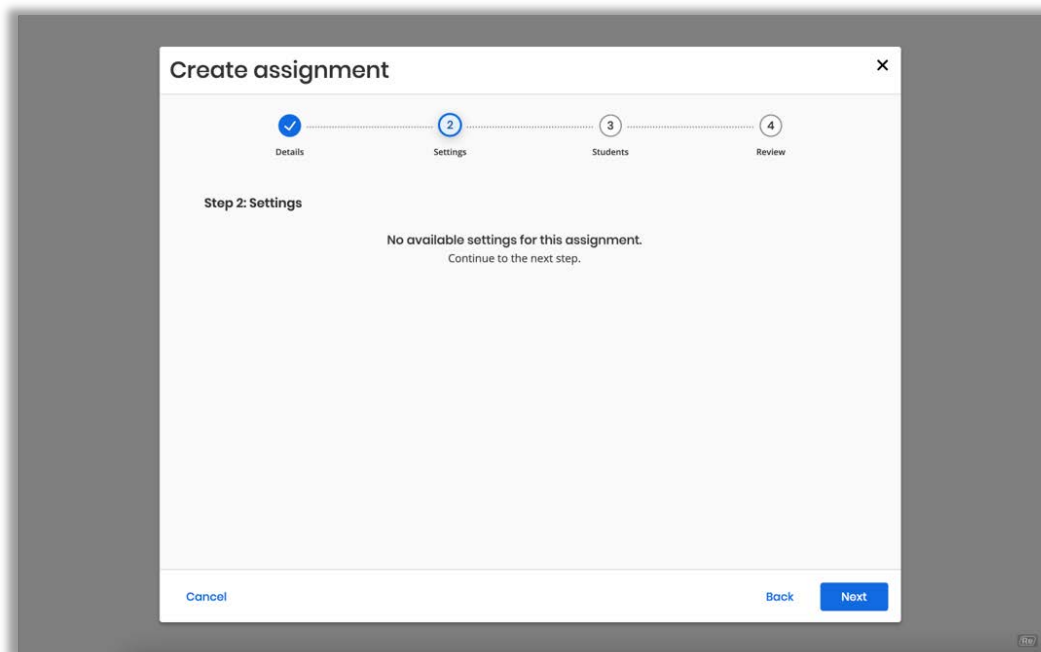


The screenshot shows a 'Create assignment' dialog box with a progress indicator at the top showing four steps: 1 (Details), 2 (Settings), 3 (Students), and 4 (Review). Step 1 is currently active. The form contains the following fields:

- Title:** A text input field containing 'Evaluación de principio de año para el Nivel D'.
- Start date:** A date picker set to '08/24/2026' and a time dropdown set to '8:00 am'.
- Due date:** A date picker set to '08/28/2026' and a time dropdown set to '3:00 pm'.
- Set start and end times:** A checked checkbox.
- Student instructions (optional):** An empty text area.

At the bottom of the dialog, there are 'Cancel', 'Back', and 'Next' buttons.

8. There are no available settings for this assignment. Click **Next** to go to Step 3.



The screenshot shows the 'Create assignment' dialog box at Step 2: Settings. The progress indicator at the top shows Step 1 (Details) as completed with a checkmark, and Step 2 (Settings) as the current step. The main content area displays the following message:

**Step 2: Settings**

No available settings for this assignment.  
Continue to the next step.

At the bottom of the dialog, there are 'Cancel', 'Back', and 'Next' buttons.

9. In this step, find and select classes to assign the Diagnostic. On the left, you'll find available class options. On the right, you'll find a list of Grades, Schools, or Classes available for selection. Click **Next** to continue to Step 4.

The screenshot shows the 'Create assignment' dialog box at Step 3: Assign to students. The progress bar at the top indicates that Steps 1 (Details) and 2 (Settings) are complete, Step 3 is the current step, and Step 4 (Review) is next. The main content area is divided into two sections. On the left, there are dropdown menus for 'Grade Level' (set to 'Grade 01') and 'Schools' (set to 'Bellwood Watertown School District'). Below these is a blue button labeled 'Classes' and a smaller blue button labeled 'Choose classes'. On the right, there is a table with columns for 'Classes (s)', 'Grade', and 'School'. The table contains five rows, each with a checkbox, a class name, a grade, and a school name. The first row is selected with a blue checkmark.

<input type="checkbox"/>	Classes (s)	Grade	School
<input checked="" type="checkbox"/>	Ms. Jones - Grade 1 Math	01	Bellwood Watertow...
<input type="checkbox"/>	Ms. Smith - Grade 1 Math	01	Bellwood Watertow...
<input type="checkbox"/>	Mr. Teal - Grade 1 Math	01	Bellwood Watertow...
<input type="checkbox"/>	Ms. Rivers - Grade 1 Math	01	Bellwood Watertow...
<input type="checkbox"/>	Mr. James - Grade 1 Math	01	Bellwood Watertow...

At the bottom of the dialog box, there are three buttons: 'Cancel', 'Back', and 'Next'. A small 'S' logo is visible in the bottom right corner.

10. Review your assignment to ensure all details are correct. Click **Assign** to assign the Diagnostic.

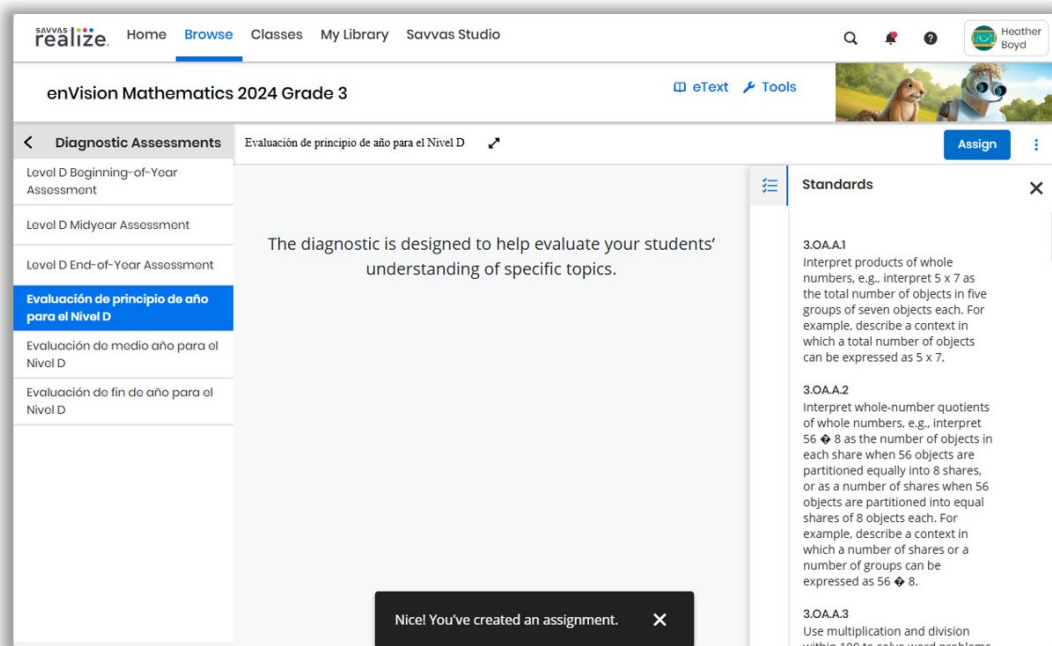
The screenshot shows the 'Create assignment' dialog box at Step 4: Review and assign. The progress bar at the top indicates that Steps 1 (Details), 2 (Settings), and 3 (Students) are complete, and Step 4 is the current step. The main content area displays the assignment details. The title is 'Evaluación de principio de año para el Nivel D'. The assignee is '1st Block (4 students)'. The start date is '08/24/2026 8:00 am' and the due date is '08/28/2026 3:00 pm'. At the bottom of the dialog box, there are three buttons: 'Cancel', 'Back', and 'Assign'.

**Title**  
Evaluación de principio de año para el Nivel D

**Assignee**  
1st Block (4 students)

**Start date**    **Due date**  
08/24/2026    08/28/2026  
8:00 am        3:00 pm

11. Congratulations! You just assigned a Diagnostic to Students.  
NOTE: Assignments will not automatically update with roster changes. You will need to edit the assignment to add newly enrolled students.



*Thank you for viewing these Steps to Success! We hope you found this tutorial helpful. Be sure to check out [My Savvas Training](#) for more tutorials and tips.*

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