

IIS Webinar for Teachers: Building Your Item Bank (2-13-14)

Mr. Urbanski: All right! Hi there and hello again everybody. This is your friendly neighborhood webinar announcer Dan Urbanski. I work in the Learning Systems division of DPI. Today we will have a one-hour webinar based on Schoolnet. And inside the Schoolnet component of Home Base we're going to be talking to you today about building your item bank with particular interest in the assessment items. As short brief mention of yes, we will be recording this webinar, and hopefully if all things go well today we will be posting that up later on today or tomorrow, onto our DPI Vimeo website. So you can view the archive with this at a later time.

All right, I also wanted to mention that copy of the slide deck will be available as well. I'll make sure that I'll send an email out to all attendees, so you have that for future reference. During the talk at any time if you have a question, please feel free to go ahead and type your questions into the questions box and we'll do our best to answer them during the talk. And then periodically throughout the session we will stop and pause to answer some of the questions and let our presenters share their thoughts and also the comments that you might have.

Okay, so with that I would like to at this point introduce the main speaker for our webinar today. She is one Kayla Siler, and she is a DPI Policy and Planning Analyst, talking to us today within the Schoolnet realm of Home Base, with the subject titled "Building Your Item Bank." Please help me welcome Kayla Siler. Kayla!

Ms. Siler: Hey Dan, and thank you! Hello everyone and welcome to the webinar!

Mr. Urbanski: Excellent, excellent. You're going to be talking to us for the next little while. I'm going to hopefully not get too click happy with my mouse, but I wanted to briefly talk to folks about the agenda we have today. We will be covering and introducing, discussing the admin module within Schoolnet. We're going to talk a little bit about the access, how to access this, and the functionality. We'll spend a few moments about Item Central. And Kayla, I know you're just dying to share with us. What is Item Central? Is that a place where trains are trying to get out in the snow right now today?

Ms. Siler: Maybe.

Mr. Urbanski: And then we will have a discussion about building your own Item Bank. And then with that we will take a brief overview of Item Creation and the various multiple, the various item types that are within the Schoolnet assessment area. We'll cover sharing and saving items. And then we will wrap up with a discussion about how you can submit your items, say if you're a teacher and you have an assessment you would like to share with other teachers within your school. If you're a school and you'd like to share them with other educators throughout the district and even the state, we'll discuss

that today. And we will wrap up our talk today with some questions, entertaining some questions you have and do our best to help and resolve them or discuss them. Okay, so with that, Kayla, I am now going to change the magic wand and pass it over to you. So I now have just enabled you to have the screen. Hopefully that's working here today in our snow-bound area. Excellent.

Ms. Siler: All right, do you see the assessment admin screen?

Mr. Urbanski: I sure do.

Ms. Siler: All right, then we should be ready to go. Good afternoon everyone, as Dan said, today we're going to be going to be focused on building your item bank and looking at Schoolnet. And specifically we'll be focusing on work in the assessment admin module. So I have here on the screen just an example of what your homepage looks like in Schoolnet. And these are the options that you have within the assessment admin module. The perspective today is from a teacher perspective, so are at a different role, you might see additional drop-down to what we see today. But today everything that I show you is from the teacher's perspective. So on this screen, if the teacher were to hover over the assessment admin module. These are the drop-down options that would appear. From a going left to right, here you have a Dashboard option. This is where you can review your tests and find out relevant information. This is not where you view student results. But this is where you could quickly get the passcodes for upcoming tests, where you could get to see if it scheduled, if something's missing, the stage and the progress of the test, just some quick information about any test that you have upcoming or scheduled. In the middle we have two options, Create and Track Completion Rates. Create is where we will focus most of our attention today. This is where you can create your own test, items, passages and rubrics, and add those to the system. And then we have track completion rates, which is just can see the progress of how students have completed the test. This lets you know where you are. Let's say you have two or three classes taking the same test. It'll tell you, you know, you have ten out of twenty students who have completed this test, or ten out of twenty that are ready for submission. And then in the last column, the two options are about searching. This is where you could search to find a test. This would be any test that you have created as well as any tests that may have been recommended to you by your school or district. And then the last option at the bottom is where you find an item, passage, or rubric. This is where you can search in Item Central, as mentioned earlier, to find assessment items already loaded or assessment items that you've created, as well as individual reading passages or rubrics. Dan, just a quick check, are we good on sound right now? I see some hands raised.

Mr. Urbanski: I do, and I was playing in the background. If we can get another hand check, if we can, I see Tracy says it sounds good. I was typing back and forth. Sounding good everybody? All right!

Ms. Siler: Okay, I was just making sure. Thank you. All right, so our next topic, before we get started with the Creation. We're just going to go over briefly, what is in Item Central now? Item Central, as I mentioned in the previous screen, if you click on that Find an Item, that's where you'll go. You'll go to Item Central. This is the place where all of the assessment items for the system are stored. So what do we have available now? Over the summer, before we rolled out Schoolnet for the '13-'14 school year, we loaded all of the Classroom and Benchmark Items that were formerly in the ClassScope system. You can see on the screen a brief breakdown by content and grade level of what was available. This was over 25,000 assessment items loaded into the system for schools and districts to use all across the state. These were divided basically into two item banks. This was done by the publisher, NCDPI_Classroom. That's the publisher available to all users, classroom teachers and all the way up to district and state users have access to these items. These are intended for your daily classroom use. As well the NCDPI_Benchmark Items, which are the secure items, secure at the district level for benchmark assessment use. Any users at the district level or higher with access to assessment manager or to test item administrator have access to these NCDPI_Benchmark items. So for teachers, if you're wondering if you don't see 25,00 items in your system now, it's because this is a split between items that are at the classroom level for teachers and items that are reserved for district use at the benchmark level. This was just the initial set. We do have ongoing development and new items will be developed and added this spring.

Along with the ClassScope items we purchased items that are included in the system. This is part of our contract for the overall Home Base project. You can see on the screen our, one of the vendors we purchased from was the NWEA, the North West Evaluation Association. These are classroom items available to teachers, so this was an additional 8,600 item in science and social studies. You can see the grades and content areas represented on the screen. A little bit more science than social studies obviously and a little bit more grade levels, but we are expecting more refreshes from NWEA twice a year. We are getting the fall refresh from this past fall a little bit late due to some problems with the import and a delay in getting those items from NWEA, but you will see those soon. And then we'll have a spring and fall update this year. This will refresh items and old errors and will provide us with some items in both areas. And we will be updating these counts and letting users know what new items are available to them. But you can search for these by the publisher NWEA in the same way that I mentioned the publishers for the NCDPI items before. And these as I said are available to all teachers, so these are intended for classroom use, and these items in the area

of social studies, which we did not have in ClassScape. So that's what we have currently in the system.

We do have plans for more items to be added. There was an additional set of items purchased as part of the contract. We are getting those in small batches throughout the school year. We're expected to have all of them by July 2014. We'll be adding those the system as they are imported, reviewed and readied for access. These will be in math and ELA only. They will be common core items under development by multiple states in partnership with Pearson. The initial items will be multiple-choice and then we will be expecting some more technology enhanced in a variety of item types later this spring. This will be amount to about 30,000 additional items that will be added to the system between now and July. We are going through those items as they're being developed just to check for alignments and that sort of thing, so that's why you don't see them showing up very quickly in the system. But just know that we are working to get more items in there and get them available for all teachers and districts to use across the state. And here's the slide that tells you a little bit about that. Sorry I did move ahead. We have more items under development for NC DPI Benchmark and Classroom. We're expecting an additional 10,000 or so this spring. We actually have some programmers who been working on that for the last month trying to get the new items ready. These would be similar to what you've seen previously in ClassScape and the initial items that we loaded and they largely connected to grade and content areas that have EOCs and EOGs. We are largely expanding that developed work to include any courses that also have final exams as a second local priority. And then we'll add additional content areas as we go from there. That's the initial plan. Continue with the item development for those courses that have EOCs and EOGs. The next level down is those courses and grade levels that have final exams, and then from there, any additional courses that we have the development work done for. I also have a note there about the additional 30,000 math and ELA items. We will hopefully have all of those by the summer. The expected timeline is by July 2014. And then I focused today, and the last thing to mention here is the way to expand Item Central and to add items is to create and add your own. This is one of the exciting features of Schoolnet I believe for teachers and for district level personnel is that you can use the tools and functionality in the system to create the items that you want, add them to the system, use them in your own classroom, share them with other teacher in your school, possibly your district, collaborate on tests. There are many things that you can do. There are several item types, and so that's what we'll focus on today, is what you can do to create and add your own items into Item Central and continue adding items so that you have more resources to choose from in building your classroom and benchmark assessments.

Before we get started with how to create those items, do we have any questions about what's there, or what's coming?

Mr. Urbanski: Thank you Kayla, I had to mute myself. That echo before may have been me, so I just wanted to take that precaution. There was one question that came in as you were going through and discussing the future items that are to be purchased and things that are coming online. Gregory writes, were these items going to be of various types? Also you'd mentioned the various types. Will these also new items be multiple-choice, be short answer, and say things of that nature?

Ms. Siler: Mmhm.

Mr. Urbanski: Excellent.

Mr. Siler: Most of the development for our Classroom and Benchmark is mostly multiple-choice, but some you will see drag and drop, constructive response, things that you see align to EOCs and EOGs. And with the math and ELA purchased, we are expecting more technology enhanced item types. We don't have a list of all the item types yet. We do know there are some more simulation type things and some more task performance based items, some things aligned to like a smarter balance or park type testing at the national level with the direction folks are going with Common Core.

Mr. Urbanski: Okay, excellent! All right! I've been typing in the back as questions come in. I have been addressing them in the question box, so it looks like we're good to go. Thank you everybody.

Ms. Siler: All right, well let's talk about how to create those items. The first place to start, we're going back to that home screen in Schoolnet. You hover over Assessment Admin, as I pointed out here. And then what we're going to focus on in that middle box there of the drop down is the Create. This is where you create you tests, your items, your passages, your rubrics. This is where you're doing all your creation work to build up Item Central as well as your tests. And right now I'm showing screen shots, but we are going to move live into the system in just a second.

Once you click on Create you'll be taken to the Create screen. Here you have three main options. Your first two are related to your test creation options. You can create an express test. This as many of you may know is where you can input the standards you want, the number of questions you want for each standard, your subject, grade level, all that. And then the system will automatically go out and generate the test that matches the parameters that you've entered. That's one quick way you can build a classroom test. That is not ideal for your benchmark assessments, but it is a quick way to do a classroom test. And then create a test manually gives you a lot more flexibility to go in, add the items that you want, search through item central, pick from different publishers, different types, focus on a various number of standards, whatever you'd like to include in that assessment. But in this one you are actually going through and selecting all the items that you want to

add to the test. You do set up your basic parameters, subject, grade level, and standards up front. And then once you have the tests, it's basically a blank slate for you to go out and search for or manually enter your own items through the creation process that we are about to discuss. And we will focus today on this last box, this is the add items. You have three options right here, for most users to create an item, create a passage, and create a group. And today we will focus on creating an item.

Once you click on Create an Item, you will go to the Item Central Create New Item screen. You can see here we now have nine different item types that you can create in the system. This is more than we had when the system rolled out in the summer back in July 2013. I believe we've added those last three since the summer. I think there were only six options when we initially rolled out the system, so if you haven't been in the system for a while, if you haven't noticed, there are a couple new item types on the bottom. And I can also tell you there are a few new more item types coming. We have requested through some development work with Pearson that a few more be added, and they have requests from other clients to add some. So they've told us in future releases we will see additional item types. One of interest to many of you may be drag and drop, which is an item type that will be coming hopefully later this spring or summer. It is on the development map to come in the coming weeks. So that's exciting as that's an item type that we've used here in North Carolina. But we do have nine item types to choose from which is quite a lot and right now you'll notice, most everything in the system is multiple choice, but that's why we want you to explore with the system, look at these options that you have and go in and create your own. So today we'll talk about how you can do that.

Alright, so the steps to create any item, basically from that previous screen if you were to click on any one of those item types you would open up a screen for you to enter your content your questions, your answer choices and all that. But always on that screen somewhere you're going to see this list of the steps to complete. For each item, these are the things that you need to do in order to save the item and move forward. I put a note at the bottom that helps you understand what the different alerts mean. The circle with the exclamation point, you must have all of those complete in order to move forward and schedule a test or save an item. These are the same of alerts that you would see in creating an assessment as well. And then the last alert that you see, the triangular option with the exclamation point. That's an optional warning. That means it's just letting you know, hey you didn't give any points value to this item. Maybe you didn't intend it to have any point value so that's okay. The system understands that maybe you've given a test where there are no points involved, or there's not a particular value for a question and that's okay. But it's just a reminder that, hey, did you mean for this to be scored and give points to the students, or did you want to leave this as a zero, you know, not worth any points. So that's just a one of those two particular assessment items. But for every item you need to have a subject, a grade level, you need to select the correct obviously so the system knows how to

score the item. You need to enter content. By content here, this is the stem as well as foils, or the distracters, your answer choices for an item. And then you need to align to a standard. It is very important that you align all of your assessment items to a standard that is one of the keys in the system. You may find that even with some of these errors the system will allow you to save. But eventually in building a test, you will not be able to use these items on a test if all of these things are not complete. So that's why you see the circle exclamation point alerts. These must be address in order to schedule that item on any test. And in general they have to be scheduled before saving. In general, it may save before you get to the end, but it's important to address all of these items, all of these steps in order to complete and save an item. So, without going into anything else here what we'll do now is just start looking at items.

So hopefully, let's see, I just decided to stop sharing my screen, let's fix that right quick. All right, you should see the Home Base login screen. This is to a training site so it does look slightly different than your typical login screen, but for the webinar purposes we do need to use a training site. I'm logging in as a teacher. And now we see that homepage that I was showing you earlier. I can hover over my Assessment Admin, click Create, over to the right Create an Item. And here we are, back to the nine item choices. So what we'll do briefly is just kind of go over how it works to develop each of the items. I know some of them are probably very strain forward. I won't spend a lot of time. Multiple-choice is pretty easy. True-false is pretty easy. These last three we really want to look into. How do you do these Hot Spot single and multiple selection? It's the same process for each one. The single has one answer choice, the multiple answer choices, or multiple responses. And then the Task is a new item type that actually combines multiple items into one where you can kind of group them together for different testing purposes, more like a performance task, like where have two questions and the student is then asked to do an additional activity that compares or writes about the two questions, something like that.

So first let's click on multiple-choice, we'll just start from the top. All right, you see on my screen I have that same box. Here are all my steps to complete. As you complete them they will go away. So for multiple choice let's start, you have all of your subject options here you can select from. When you do a history. You need a grade level, Grade 4. You can choose question language and response language. Right now English and Spanish are the options that you see there, just to show those. For each item you need to find a standard. Haha, this is fun. You shouldn't see an error message when you do that, so let me go back right quick. Maybe we'll try a different standard set. All right Dan, I'm going to switch over to the other training site. We'll see if I can have better luck there if you guys would just bare with me for one moment. It worked up to 3 o'clock so I'm not sure what happened since then.

Mr. Urbanski: Okay, I just unmated myself. I'm right there with ya. While you're connecting, I think right now might be a good time to address a couple

questions that have popped in and I want to. All right, let's see. Oh, most of them are commenting that the screen was a little bit slow catching up. I wanted to make sure, let me see here. I have one that came in a moment ago and it says what are the expectations for non-core subjects in using or creating test items? Also, are there non-core subject items expected to be added from Pearson, art, music, foreign languages? That's from Patrick.

Ms. Siler: Okay, as far as expectations, and that is completely up to you as an individual and your school and district and how much you are choosing to use the system for any assessments or work that you're doing. I can tell you that we are trying to expand development to include as many content areas as possible. We are working with developers in all different content areas to add to the system. As far as what's purchased, we have not purchased anything outside of the core, basically the core Math, ELA, Science, and Social Studies at this point. That doesn't mean that we won't look to do that in the future, but right now, the only items being added through any purchase or private contract are going to be Math, ELA, Science, or Social Studies. Our own state development work will include other content areas and hopefully getting to the world languages and arts and healthful living and all of those topics. But they've just kind of been a secondary priority to the initial items that are aligned with EOCs and EOGs, if that makes sense.

Mr. Urbanski: Okay, that's most of the questions. There's, Genie, I think you're the one that posted that your screen might have not have caught up. I believe everybody's; maybe we can have a dashboard check real quick. I'm seeing things great on my end, but that doesn't mean that everything's perfect in the world, if you could just raise your hands on the dashboard folks if you can see the screen. We should have a screen from the Schoolnet with Item Central, and right now Kayla's on the Create New Item page. I do see some hands coming up.

Ms. Siler: Okay.

Mr. Urbanski: Maybe your Internet is locked up Genie. Maybe trying to reconnect might work. I apologize for that. It seems like it's working for most everyone else. Okay Kayla.

Ms. Siler: Okay, well we're going to try here. I've switched over to another site. The things that I will note before I get started with this site is the subject, grade level and standards have been pre-selected for me here. That will not be the case when you are creating your items, so don't worry. You'll see that I can't change it on my screen, but we won't worry about that right now. Our focus will be on how do you create and add your content. So we selected a multiple-choice item to get started. Subject grade level, already selected for, so we're just going to skip on down to the work that we need to do at the bottom. So where you see multiple-choice in your line, this is where you're

actually starting to do your work. Question Content, you can see here there's a box. Click here to add content. This is where you would actually add a question. So my question for today, what is the state bird of North Carolina? Do some North Carolina trivia. I have a choice here for my answer choice layout. You can have one column, A, B, C, D, all in a row. You can do two columns, across and down, two columns, down and across. That's up to you when you're creating. I'm just going to leave mine as one column. So I have my question. Now I need my answer choices. We have A through D. You can add more if you want to have E, F, you know. You can keep going. You can also take away the X here would remove any answer choice. So if you only wanted to have three, you could only have three. And I think you can add up to ten. I believe there is a limit. But you can continue adding answer choices if you wanted to have more than four options. So to add, you'll see next to it click here to add content, again you're going to get your content editor screen. We're going to go ahead and put in a couple of options here, same thing for B. And I do apologize if the screen doesn't move quite as fast. Hopefully you're seeing where I type it. Just note that next to the A, B, C, or D, there is a Click here to add content. That's where you click, type in your content. You'll note that you do have options here. In this editor you can change the font, font size, bold, underline, basically anything that you can do in a typical Word editor you can do here. You can import images. If I wanted you I could have done an image of each of these birds. I can also copy and paste directly from a text document. If I already had my questions in a word document I could copy and paste them into this document and have them created here. So I now have answer choices for each. Now I need to select the correct response. Simply check the box the answer is worth. You can enter a number of points, if I wanted it to be 5 points, I could change that, whatever your points value is for your particular item, and then check the box for the correct response.

The other thing that I'll not on this screen while we have our answer choices here, there are two options here, a Teacher Explanation and a Student Explanation. The Teacher Explanation is a place where I as a teacher could put in a reason, you know, why this was incorrect, why this was not. And it could be viewed by other teachers. So if other teachers are using this item later, this would give those teachers an option to see some explanations of why one answer choice is correct, versus another. And then the Student Explanation is one where if you wanted to put in information that could be explained to a student, or could be used to show a student. It would not show up for the students on the test in any way as something that could be revealed to them after the test, if you choose. These are certainly optional features. You don't have to use them. I just want to point out that they're there. And again you get a text editor box to enter whatever you want. That shows with the item in Item Central when teachers are looking at it. It's not something a student sees during a test. Even the Student Explanation the student does not see that during the test. It may be something you could have the student view after a test that explains why they got the correct or

incorrect respond to that question. But these are just ways that teachers can put a note that they're building items that might be helpful to them later, or to other teachers if they choose to share this item.

So I have entered all of my information. If I scrolled back to the top, now it still says I have some steps I have to complete. But I have completed them all. We go down to the bottom of the screen. You have additional options if you need tools and manipulatives, largely for math. Tools and manipulatives are like turning on graphing calculators, turning on a compass, a ruler, a protractor, something that you might need to do mostly your math and science type items. But those are options that you have if you were to click Yes. You can see all the options that you have now. This would turn that on for this particular item. So then when you schedule it on a test, when the student go to this item on a test, they would be able to have the tools and manipulatives that you selected. You can see there are three different calculator options, and then there is a compass, a centimeter, inch, and unit ruler, and a protractor. These are the current options that you have, so if you do have an item that would require students, say, to measure the distance of something, an image or something on the screen, then you could add a ruler, and they would be able to do that right on the screen. I don't think we need any extra tools to determine the answer to this one. So we're just going to save.

For each item you can do the Save and Preview. It gives you with or without the manipulatives. Since we have none, I'll do without. Just quickly on this one, we'll do a preview. The Save and Preview allows you to see exactly what the student sees when the student creates the test. So, not creates, when the student opens the test, I'm sorry. So this is what the student screen would look like. They would see Question. Here's the content that I just typed in. What is the state bird of North Carolina? Answer choices A, B, C, D, they click on the letter that selects the answer. Test summary, you know, this is just a one-question test. But this allows you as a teacher to see exactly how it would display to the student before you save. And I'm just going to hit save, and I'm now created a multiple-choice item that's available to me and my item bank.

We'll go back to Create. True-False is pretty easy. We're just going to click on that one right quick. You'll see the same basic set-up, subject, grade level, subject, and response language, standards. At the bottom again, here's where you click to add your content. Some people often miss that. Under question content, this is where you click to enter. This is where you're entering the question. So make sure you always have a question for your test. And then you can enter your true-false option. I will note that for true-false you can actually change the T and the F. Say for example you wanted to do this in Spanish and you wanted to change this to a Si or No type option, you could change this to reflect that. You can also change the text of true and false if you wanted to put it in another language or you wanted just a Yes/No, or some type of different option that would be similar. Again, beside the T, you see

where the True is. You could change the content. You select your answer choices that way.

Just to back out of that one, I wanted to get into some of the more complicated or the items that are slightly different, just so you have a chance to see what those are like. A graded response you may be familiar with. We do have those and have used them on some of our end of course and end of grade exams. It's a little bit different when you're creating it in a computer. I'm sorry this screen is bouncing around on me a little bit. I apologize for that. All right, so we have our gridded question and content again, we're not going to overlook that, we want to enter our questions. So what is our question going to be? Just a little bit of French History, the storming of the Bastille took place in what year? We want to save that. And now this is a little funny. How do we enter our answer and how are our students going to give their answers? So the first thing it asks us for is the number of answer columns. So this is telling you how many, like of you were to do this in a grid for a student, how many, how many places. How many digits basically would be in the answer? So for this we're looking for a year, we want it to be 4. What is the correct answer? You simply type it in. And then how many points do you want it to be worth? In this case just one, again you can enable the tools and manipulatives. You can a references sheet if necessary. If this were connected to a passage, we could connect it to a passage. And then we save and I'm going to Save and Preview this one just so you have a change to see what the grid looks like for a student. It is slightly different and I think in our current online test they just see it as a short answer. This one actually displays a grid. So you're a student, here's the question. You can actually see a grid for the answer choice and the student can either type directly into the boxes. Or they could actually click on the bubbles within the grid. So those are the two ways to respond to that. But that's your basic gridded. So go ahead and close that. Just keep in mind, it asks you for your question content.

When it says the number of answer columns, this is how many boxes on the grid do you want to display for the student? Like how many digits in the answer, or how many letters or whatever you would need there. So in most cases you would want it to be exactly matching the answer. You would want to give a few extra, but in this case we would say four because we were looking for a year. But don't forget that step. That will make sure you have enough space to answer your answer. But as soon as you get in on the test, make sure you have the correct answer and give it a point value and then you can save.

Each time you save, it's just talking you back to the Create screen. In just a minute I'll show you where you can find these items once they're created. Open Response again is pretty basic. I'll just click on that one so we can see. Again you're choosing your subject, grade, all of your information. This one for enter content is pretty easy. You're entering your question. Write about you're favorite snow day, let's say. Many of us are home in the snow today. And then you just have some options here for how you want students to respond, whether that be written or a file that they could upload if they have

done work outside that they would be adding into the system. You can also attach a rubric for how the written response will be graded. A quick score weighting for ideas, organization, support, these are all things you can put in with an item. You can add scoring instructions to use values that you use for scoring later, instructions that the student might need in the test booklet. And again your tools and manipulatives and things before you save. I've just got to cancel that one right quick.

Dan, do we have a question? Alright, I'll keep going. Another one here, in-line response, this one is a little bit different as well. So I'm going to show you how that works. At the top of the screen you always have your basic subject, grade level, standard options to enter. We'll get to the bottom. Here's where we have our question content. And this one you're staring out with only entering your content. So let's click here. And what an inline response is, there's going to be a gap somewhere in the student, where the student is basically kind of filling in the blank. So to go back to our question earlier, the state bird of North Carolina is the... And what I would do now instead of typing a blank or typing a question mark or having an A B C, I do what is called Insert New Gap. And hit, I could save that. You can add multiple gaps. This one just had one. So now if you'll notice, we have this one gap and now you put in your answer choices. So now you have more choices on the screen. So again we would enter our birds. It just gave me three answer choices, so that's where I'm going to stop. So then one is the correct response. So if you want to see what this one looks like for the student, let's take a look. It's kind of the like a drop down. The students will see the question. The state bird of North Carolina is the... And they'll have a little drop down box and they can select the appropriate word, put it in. They can change it and that'll show them. This is great for maybe definitional words or putting things in. But the students could click each selection and see what it looks like in the sentence. As I said you can have more than one gap so it could, if the sentence continued you could have additional blanks and options and the student would have to drop down for each one and make they're answer choice. The way that would work on the screen, we took out bird, we could insert a gap there. Save that. And now you see we have tabs 1 and 2. Tab 1 goes with the first gap where we could say Cat, Dog, Bird. And gap 2 goes with, oops, sorry, the tab 2 goes with the second gap where we've already selected the options. And then the student would have to select from the drop down for each one. So you can have more than one here and that's just basically a fill in the blank that give the student a drop down of choices to choose from. So this is another item type that we've had folks ask about. So we just wanted to be sure and share how you do that. Alright.

Matching again is fairly straightforward. Before we run out of time here I do want to show you the Hot Spot, and how that works. So let me click the Hot Spot option. If you're not familiar, the hot spot item type is more something that you might. Basically what we're going to do here is put an image. Hopefully if the screen has caught up there's a box here to put in an image and then you will put what are called Hot Spots, places on the image where a

student actually clicks on the image to make their answer choice. So, we see here, click to add content. Again we want to have our question in place. In the image below select the planet known as Saturn. So we have a question. So to start you'll need to add your image, add your canvas image as it calls it here. So we want to click Attach Canvas Image. You can choose a file from anywhere that you have saved. I just saved a quick solar system image to my desktop that we can use. You then click Upload to upload that file. You'll then get a message to let you know if it was successful or not. And this one has uploaded successfully so we want to attach. And now we have a solar system image here on our screen.

So now, how do you do your answer choices? So the question asks them to select the planet known as Saturn. So you can see the different planets here. For the answer choices, I'm just aligning them. So A is going to be A and I'm going to add a Hot Spot. You can choose from the square, circle or the lines here. I'm going to do a circle since we're dealing with planets. I'm going to click on the image and actually going to put a circle that's actually going to put an A in it, and I'm going to put it over that planet. So now the student, this is their, if they want to choose A, they would click right here where I've put an A on the screen. If they want to choose B, we can add another. Add a Hot Spot. You've got to click that every time. Do a selection. Make a circle. Here's my circle B. I probably shouldn't have more than one planet in my circle. I'll make that a little smaller, or star in this case. Then we can go C. And for each one you're just, you're adding a Hot Spot to the image and that Hot Spot is referring to a point on the screen where they can actually click and make a selection. So I'll add this last one here, put it over here to the side. Again, you can add more answer choices, if you want more than four. You can also take away if you didn't want to have all four options there. And let's save a preview so that we can see what that one looks like.

For the student they will see that image with the Hot Spots labeled, the A B C D. That was basically giving them the label. And then you'll see, you'll see as my mouse hovers, I can click on this one because I have little hand. I can't click on these others. So I can make my choice and it's selecting that planet. I mean, the student can click in other places. I'm clicking around on the screen. You don't have that option. I could click here. These are the different Hot Spots that I set, but I could make my answer choice. So for the student it's basically giving them another option to look at an image or some form of graphic. You could put in a graph and have them select different points, something like that. But you can set the Hot Spots. This is the single Hot Spot. The multiple works the exact same way, only you would have two answer choices. So in this case you could ask the student to find two particular planets and the answers, we could give them the option to select two at a time instead of just one at a time. But the set up is basically the same. You get your image in. You place your Hot Spots on the screen, identify all your answer options. And then you select the one that's the correct response.

Mr. Urbanski: You know Kayla, this brings up something interesting here, if I could interject just for a second.

Ms. Siler: Okay.

Mr. Urbanski: With the Hot Spot. I would imagine that this is going to be an online tool. This necessarily wouldn't work if it was printed out would it?

Ms. Siler: Right.

Mr. Urbanski: So if your assessment's paper and pencil, you're not going to be able to hover over a certain image if you will. And that brings up a question that I know was brought up earlier. What about in-line responses? How would that work in the printed world?

Ms. Siler: In-line response you could do on print. It's a little bit tricky but you would basically have, you might have an A B C D, instead of a drop-down. But you could have multiple answer choices within. So you could do it more like a fill in the blank. So the question would read, you know, the blank jumped over the blank, and the student would have to choose the cow jumped over the moon. And there would be two options for them to make those choices. That one you can do on paper. It's a little bit easier online, but it does have an option. To go along with that Dan, I will note that if we were to go to create an assessment right now and try to add this item that we just created. We would get an error, not an error, a caution message on the side of our screen. If you're familiar with different test creations in Schoolnet, once you are at the test details screen... version of the test... If we were to create a test right now... one there, instead of seeing those download options, we would see a message that says that your test contains technology and items that cannot be printed. It would not allow you to download a PDF because you couldn't actually use this test in print version. So the system does warn you, if you do have added technology items to your test, it will not give you that print option.

Mr. Urbanski: Excellent. I'm so glad you said that, because I knew that was going to be coming up next. The system... I won't say it's thought of everything but it is pretty robust. Isn't it?

Ms. Siler: It is. Are there any other questions that we can address?

Mr. Urbanski: Well we do have one that popped up. Within Item Creation is there an equation editor?

Ms. Siler: Yes, there is. I mean, I'm just going to open an item type here. If we were to enter content, I guess you'll see the sigma kind of symbol here, Insert Math Equation. You click on that. You should see kind of a text editor, a new text

editor box, which is your equation editor. You have the different symbols that you can enter and use, and it kind of shows you a preview over here of what it's going to look like. So yes, we do have an equation editor that you can use for your math items that require a little bit more than just straight-line text to display the math equation.

Mr. Urbanski: Okay, one last question before we let you move on, it's going to involve what you just left with in the Hot Spots. Would that work? Is that capable working with a clicker? That's an interesting question. I had not heard that one yet.

Ms. Siler: With a clicker? I haven't heard that either. I would think yes, if you notice with each of my Hot Spots I assigned it an A B C D. So I think for, and it displayed on my image. It did not display for my student on the test display that we saw. But I think you can make it so that it does. So if you were to display that on your screen in a classroom where each Hot Spot is. There would actually be an A B C D over that Hot Spot. And the students could respond as if, basically as if it were a multiple choice. I have not seen that in action, this is just me guessing how it would work based on my experience with the system. I would think they would respond to it as if it were multiple choice, and each of the Hot Spots would have an A B or C D association.

Mr. Urbanski: Wonderful. Okay. Great!

Ms. Siler: Okay, one thing that I haven't mentioned with each item. In the middle of our screen you saw, maybe you saw. I know I've been moving through the screens quickly. There was this Name, Publisher, Keywords, and Show More option. I'm going to show you more. This is where you can add metadata or additional information about your items. This could be very useful in finding those items later or when using searches or determining how to share items without, or within your school or within your district. But this just gives you some additional places just to enter information about your item. You could give it a name. You might want to come with a naming scheme for all your items, maybe use your initials or course and then a series of numbers. Any Additional Item Identifier is another way to find an item. These are all optional fields, not something you are required to use, just something I want you to know that's an option. Authored Difficulty, you can set that at Low, Medium, and High, based on how difficult you think the item is. There is a Bloom's Taxonomy box here. We do not have a revised Bloom's option yet. But we are working to have that added to the system, so you may want to wait till that's available. You can enter the Course ID if this is an item associated with a very specific course. You might want to put in the course ID number so that you can just search for items by a course. That could be helpful. The revised Bloom's option that you see here is one that's under development. It's not actually available in production site today. So I just want to point that out that that

doesn't actually exist. We're trying to make it exist and it would appear here on this screen, but it is not there today. Publisher, this wouldn't necessarily apply to you creating an item. This is where you would see the NWEA or NCDPI Classroom for options, for items that were entered by a third party publisher. So that's not one to worry about. It could be an Anchor Item if you're going to use it as such. There's yes or no. And then, just a few other items here. Author, I'm logged in as a user called Teacher 1, so it would automatically have your name. It would say Kayla if I was in as myself. You can associate an item with keywords so that you can do a keyword search. You can do a Cognitive Demand Level, low, moderate, or high. You could enter a year if you wanted to keep track of items that were from various years. You could search by that. They also have Webb's Depth of Knowledge, levels 1 through 4. You could associate with a Webb area, Hard to Measure Content. These are just additional identifiers to help you with your items.

I would recommend that you add as much detail as you can. This will just help you in terms of searching for the items later. Making sure you can filter and find them by these different categories, and then also if you choose to share these items. This would be excellent information for the reviewers to know more about the item before it was approved for sharing. So speaking of sharing, as we're running out of time I do want to make sure I get to that so I'm going to cancel out of this item.

We've been doing some creation here so now we want to find those items. We can hover over assessment item, Assessment Admin, as we did before. We will want to go over to the right hand side, Find and Item. Now the easy thing to do here is, I've been creating all of these here as myself, I mean as a teacher. For a teacher, they're automatically just saved for you. They're not going anywhere else. No one else can see them. They're being saved for you. The easiest way to find them is to enter in this Browse By box, click on Created By. And at the very end you should have Me option. So these are created by me. I didn't know we created 100 items while we were here this afternoon.

Alright, so now you can see this is the Hot Spot that we just created. And that may help, on the screen you see the A B C D is showing up. I think that's how you could use it with a clicker. There's the Inline response that we did. But here's where you would have all of the items that you've created. And let's say this Hot Spot item is a great item we want all of the teachers in our school to be able to use it doing their Solar System lessons. We have this option here that says Submit to School. When you click this option what happens is that this item will be sent up to a School Level user in your school building. Probably a curriculum staff, some sort of leadership in your school that has the role to review and approve item in the system. So I'm just going to click, you can see you'll get a message that says you're submitting this. Are you sure? Do you want to do that? You can click Okay. Now that item's been submitted.

And here's where I can do a plug for next weeks webinar. Next Thursday 3:30, again same time, we will have a webinar that is all about the Item Review and Approval process. So it will be kind of a continuation of what we did today and we'll focus on what happens after you click that Submit button. How does it go to the school? How do they review it? How is it approved? How does it come back to the teacher if it's not approved? And then what's the process to even go from the school up to the district and possibly up from the district up to the state. So if you are available next week tune in again with us for the webinar next Thursday afternoon, and that will focus on the next steps here. But for a teacher, basically if you have an item and you want to share, just hit that Submit to School button, it goes for review. If it's approved and if it comes back to you, you are notified via email or by alert. And you see at the top of my screen I have a little grey circle with a zero in it next to my Welcome message. This is where you would get your system notifications and alerts. But the approval process is mostly done through your email accounts. So if your item was approved you should get an email notification. Or if it's not approved and sent back to you, maybe for an edit, or to make a quick change before it's approved then you would get an email containing that information of how to edit and fix that item so that it can be approved. So I just wanted to note that. Any of the items that you create, you will have that option. You can keep them here, use them for yourself and your classroom. But there is an excellent option for you to share. This first level only shares only with other teacher in your school. And then from there, there are additional options.

If the school chooses to share it with the district then they could share with other teachers in the district. The district could also choose to share with the state and then the items could be shared statewide. So as I mentioned earlier, the best way to expand your item bank is to add new items and get new items into the system and get some of these additional content areas covered that are not covered now, is for teacher all across the state to add their items and then be willing to share. So we hope that you're encouraged to do that. That you find useful tools within the system to do new and different item types and to explore that and kind of figure out what works best for you, what works best for your content area and your students. And just continue to add and share. Build up stuff that you want to use for yourself and then figure out thing that you might want to share with your school and then your school might want to share from there. So Dan I think that pretty much covers what we wanted to cover today. We only have a couple minutes left, so I wanted to make sure you had time to review the last support materials and slides and see if there are any questions. And so I'm going to turn it back over to you if that's all right.

Mr. Urbanski: Perfect. I'm ready to go. While you're doing that, I did have a question or so that, woops, I hope I accepted the screen.

Ms. Siler: Yep. We see your Support Documentation screen.

Mr. Urbanski: Alright. One of the questions that popped up is about Chrome Books and taking an assessment with Chrome Books.

Ms. Siler: Is there a specific question or is it?

Mr. Urbanski: Can students use Chrome Books to take the test? Chrome Books have access to Schoolnet with the online and they should be able to.

Ms. Siler: Yes.

Mr. Urbanski: I'm not sure if there'd be anything more on that.

Ms. Siler: No. Chrome Books are compatible with the system. There are specifications about which operating system and which Chrome browser you need to have, Other than that there shouldn't really be a real problem for using a Chrome Book for anything in the Schoolnet component of Home Base. I know there are some issues with a few other things related to PowerSchool. But Schoolnet the student should be able to take a test on a problem.

Mr. Urbanski: Okay, great! One of the areas before we wrap up here today, I wanted to leave with. We've thrown a lot of information at everybody here today. And on the screen now, I wanted to show within Schoolnet, if you were to hover over the Classrooms tab on the Blue Ribbon. I wanted to show where you could find some materials that are available by hovering over Classroom and then clicking on the Instructional Materials area, you are brought up to a search area for searching for materials. And if you were to enter in, you'll see at the top I've entered under materials, first the type of search, and then I type in Home Base. I put in a real specific search, QRC for quick reference card. Home Base QRC. And I just put item for assessment items. And the search that came back happens to be Quick Reference Cards or Quick Reference Guide that have been developed by Pearson and have been loaded into Schoolnet. So fear not if some of the information if some of the information that was coming at you today, you wanted to dig a little deeper and find out some more information, this is where you can go within Schoolnet. It's all there for you in there. Now Kayla, I just happened to have this one pop up. A question did pop up earlier by Jenny. Thank you again Jenny for the wonderful questions today. Rubrics, are there rubrics that have been added into the system for use by teacher and maybe you can talk if any have been contracted for any of the future load that we're talking about earlier?

Ms. Siler: We do not have any rubrics I did right now at this time. As I mentioned, the initial set of items are all multiple choice. So, pretty basic A B C D answer choices, not necessarily requiring any type of rubric. As additional item types are added, it is possible that rubrics will be included. But we will also note

that a lot of schools and districts have some of their own standards that they use in the scoring of different written response items. There is total flexibility for you to add your own rubric. You can add, if an item comes with a rubric, you could certainly remove that one and add your own if you have something you prefer. But no, we do not have any pre-loaded in the system at this time, but you can add them for any items that you create or even items that are already in the system, if you wanted to add a rubric and then include it in that item, you'd could do that now.

Mr. Urbanski: Okay, excellent. And one of the other areas that I wanted to point out because we did have a couple questions that popped up about questions and support, on this last slide you'll see that the link, if I do email this to you folks, you can click on this link. It has a wealth of resources available for you. Hopefully I can get to the right page here, well I just have. One of the questions that came up was about creating. Can someone tell us about creating assessments? Well that a little bit beyond the scope of the one-hour talk that we had here today. I do want to point out that when I have mentioned that we will be posting and making copies of these webinars available on our website and that will be sent out to you. This is the area that we post the video webinars when we archive them. And you can see under the training area within our Home Base DPI website under Videos, clicking on Webinars will bring up a list of all the webinars that we have archived over the recent past. So you can scroll through there, find the topic that interests you and then go ahead and watch that or share that with your colleagues so they can learn some great information. Also on this page, just to point out, if you were to click on for instance, the Updates tab, this will take you over to where we have archived the Home Base bi-weekly newsletters. So clicking on there you can get the most information. Particularly I wanted to point that out because Kayla had mentioned that there are new items on the horizon and this is where we would make the announcement for when the new items are tested and loaded into our system. So check back here frequently. And it also gives you a way to view that and get signed up on the list, the email list, so you can get that sent to your email box directly. Going back, there we go, last but not least, I do notice there are a couple questions. We are going to hang out because we're right at the bottom of the hour, just a couple minutes past. We will hang on for just a couple minutes have to respond to the questions that have been typed into the chat box. But for those of you that do have to deal with the snow and maybe some traffic on the way home, I would like to point out that we do value your opinions, we do value your feedback. So if you can, check in your chat box and in your question box here. I believe we posted the link to our survey. Take a moment please and provide us with some of your feedback. What did you like and what are some areas that you'd like to see maybe something new or maybe some constructive criticism on how we can improve, cause this is where we live and breathe trying to produce a quality product for you each Thursday when we do our webinars. So that will be in our chat box here for the next

moment, go ahead and take our survey. And again when I do email the slide deck out to you, this will be on the back and you can click on that link. Alright, this will end the formal portion of the webinar. Again I will be hanging out with Kayla and LaVerne Weldon I believe is in the background as well, one of my colleagues at DPI. And we will go and respond to some of the questions that have been posted and we were not able to get to in the formal portion and hopefully answer all that for you. So thank you again everybody for your attention and your time today. I hope everybody's staying warm and I hope you have a safe drive home if you do have to hit the road. Until next time, as Kayla did mention we will be meeting next Thursday, talking a little bit more about assessment items and going deeper into the topic. So thank you for your attention and we'll see you next time. Bye-bye everybody.