

Florida Item Bank and Test Platform (IBTP)

M-DCPS User Guide



Florida

Item Bank and Test Platform

Fall, 2015

**Office of Assessment, Research, and Data Analysis
Miami-Dade County Public Schools**

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Introduction

This user guide will provide an overview of the Florida Interim Assessment Item Bank and Test Platform (IBTP). The IBTP is an assessment system available for the development and administration of district-level, school-level, and classroom-level assessments based on the Florida and NGSSS Standards. It includes tools for data analysis and generation of reports.

Purpose of IBTP

The IBTP provides teachers with high quality, valid assessment items that may be used to

- diagnose strengths and weaknesses,
- predict difficulties,
- set instructional goals and
- monitor learning

The IBTP was designed to help teachers and students understand the specific measureable targets for learning and also address the existing gaps in learning.

The IBTP: Features and Functions

The IBTP features and functions include:

- Item/task banking
- Test building
- Ability to administer computer-based or paper-based assessments
- Create pre-formatted or custom reports of student results

K-12 educators can build standards-based assessments in:

- K-12 ELA
- K-8 Mathematics
- 9-12 Algebra 1 and 2
- 9-12 Geometry
- K-8 Social Studies
- 9-12 US History
- 9-12 World History
- 9-12 US Government
- 9-12 Economics
- K-12 Spanish
- K-8 Science
- 9-12 Earth/Space
- 9-12 Chemistry
- 9-12 Physics

The IBTP also includes items for courses in the content areas of Visual Arts, Performing Arts, Physical Education, Health Education, and Career and Technical Education. Currently items in these content areas are for District use only as per the Florida Department of Education.

Signing in to the IBTP System

Teachers and administrators may access the IBTP through the Single Sign-On Portal at

<https://portal.fldoesso.org/PORTAL/Sign-on/SSO-Home.aspx/>

Signing in to the IBTP System

The image shows the FDOE Single Sign-On portal and the authentication dialog box. The portal has a blue header with the FDOE logo and navigation links. The main content area features a large blue apple logo with 'FDOE' and 'Single Sign-On' text. Below this are three buttons: 'EDUCATORS', 'K-12 STUDENTS', and 'GUEST ACCESS'. A red arrow points from the 'EDUCATORS' button to a green-bordered box containing the organization selection interface. This box includes a dropdown menu with 'Dade County School District' selected, a 'Continue to Sign In' button, and a note about the organization selection. Another red arrow points from the 'Continue to Sign In' button to an 'Authentication Required' dialog box. The dialog box prompts the user to enter a username and password for 'https://fedserv.dadeschools.net'.

FDOE Single Sign-On

The Single Sign-On (SSO) Portal provides users within Florida's educational community with a convenient way to log into multiple state resources with one account.

SELECT AN OPTION BELOW TO GET STARTED

Single Sign-On

Select your organization from the following list.

NOTE: If your organization is not listed in the drop down, the correct organization is "SSO Hosted Users".

Dade County School District

You will not be prompted to make this selection again unless your cookies are deleted or a different machine/device is utilized.

Authentication Required

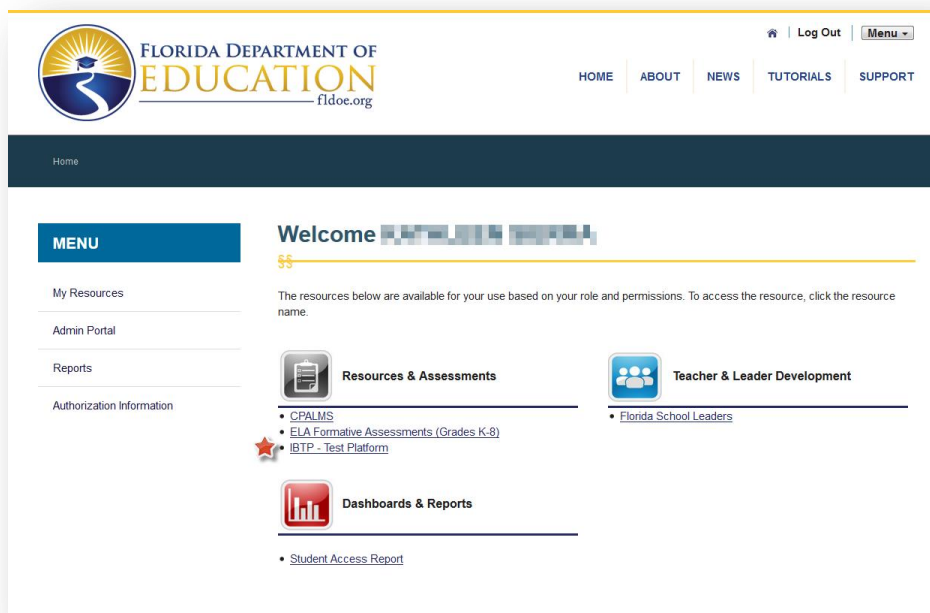
Enter username and password for https://fedserv.dadeschools.net

User Name:

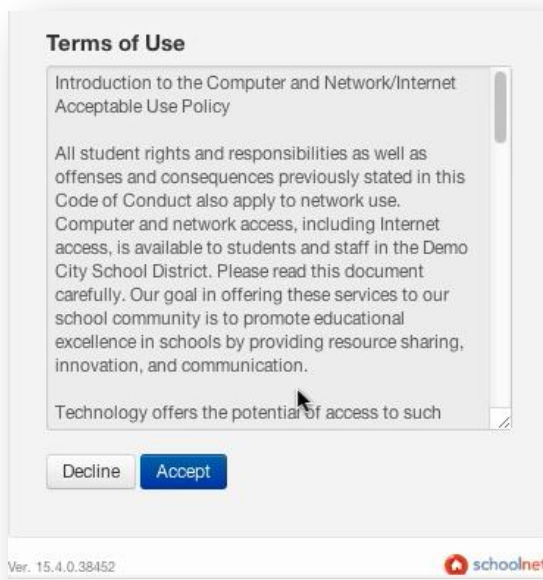
Password:

Select Educators, Dade County School District and Sign in with your MDCPS credentials.

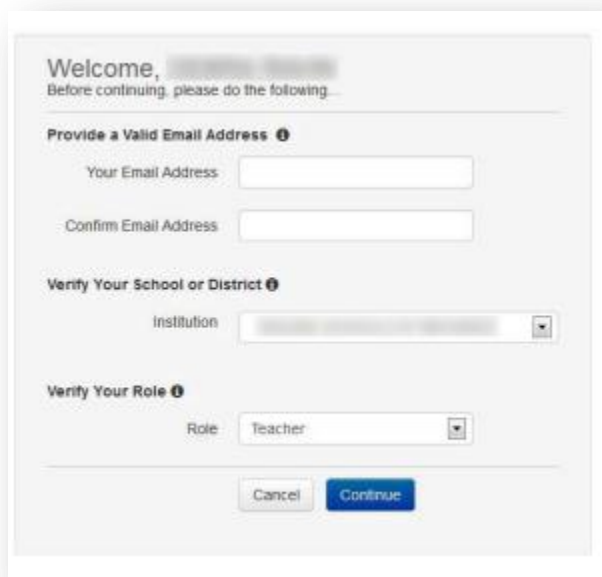
Select the IBTP – Test Platform to launch the IBTP.



When signing in to the system **for the first time**, an Acceptable Use Policy appears. After reading the information, click **Accept**.



On the next screen, you will be asked to verify your work location and email address, click **Continue**.



Welcome, [redacted]
Before continuing, please do the following...

Provide a Valid Email Address ⓘ

Your Email Address

Confirm Email Address

Verify Your School or District ⓘ

Institution

Verify Your Role ⓘ

Role

Viewing Account Information

Click **My Account** in the upper right hand corner of the home screen to view account information.

Welcome, [redacted] | [Sign Out](#) | [My Account](#) | [Help](#)

On the first tab, **Roles and Operations**, users who work at more than one institution can choose which is to be the default institution and which is to be the default role.

My Account: My Roles and Operations

Roles and Operations | Personal Information | Email and Notification | Change Password | Sections & Rosters

Default Institution and Role

You are a Leadership at District

Default Institution* District

Default Role* Leadership

A person who has administrative duties at the institutional level.
If you don't see your role for the selected institution then contact your Schoolnet software specialist. Roles available: System Operator, Leadership, Teacher, Staff, Employee, Parent, Student, and Guest.

Reset Save

The other four tabs each contain details, options, and customizable fields that pertain to the user's personal and professional information.

schoolnet IBTP Item Tryout Training

Welcome, William! | Sign Out | My Account | Help

Find a Student Go

My Account: My Roles and Operations

Roles and Operations | Personal Information | Email and Notification | Change Password | Sections & Rosters

Default Institution and Role

You are a Leadership at District

Default Institution* District

Default Role* Leadership

A person who has administrative duties at the institutional level.
If you don't see your role for the selected institution then contact your Schoolnet software specialist. Roles available: System Operator, Leadership, Teacher, Staff, Employee, Parent, Student, and Guest.

Reset Save



Use the home button on any page in the system to return to the home page.

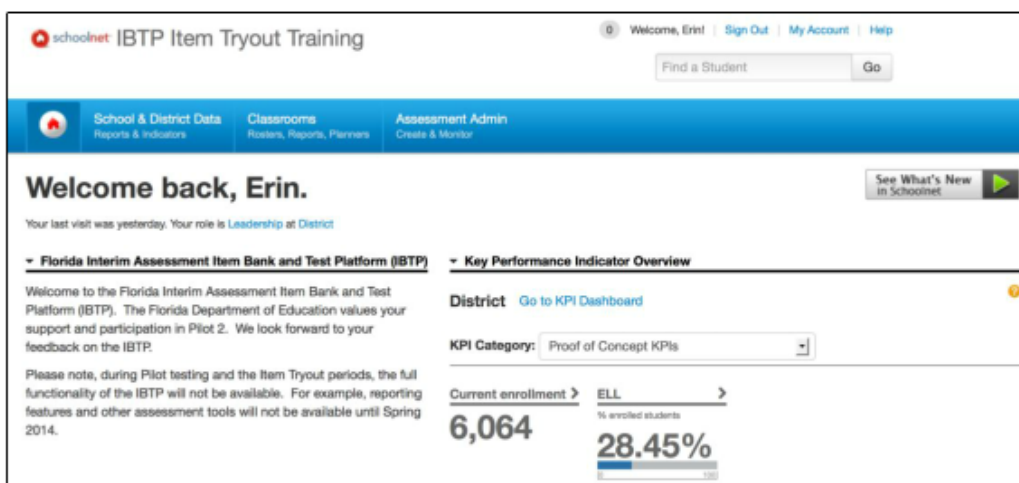
Home Page

The home page displays a welcome message, along with the user's name and default role and institution.

Administrator Home Page

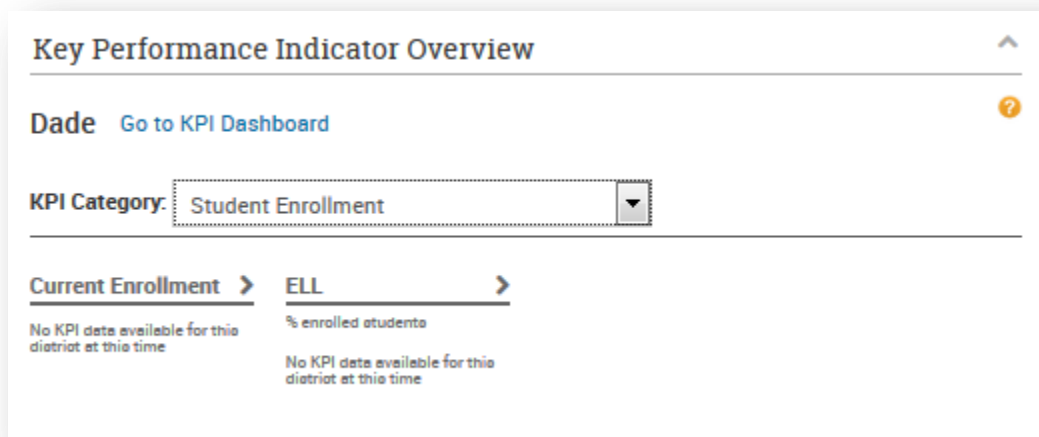
The areas that appear will depend on users' roles and permission configurations. Both teachers and leaders see a welcome and links to training opportunities. Administrators will have an additional function in the navigation bar to obtain **School and District Data**.

Administrator Home Page



The first content area on the home page for the leadership role, **Key Performance Indicator Overview**, displays a selection of KPIs for the default institution.

KPIs are current metrics on defined goals such as student enrollment.



Use the second content area on the home page, **My Classroom**, to see information for recently scheduled and completed assessments for a selected teacher and section.

My Classroom

Institution: RODRIGUEZ SCHOOL

Teacher: COSME, MARLEN

Section: INTS MATH - COSME

Reports | Planner | Materials Search | Assessments

Recent Assessments

District and Local Tests | Classroom Tests | Standardized Tests | Upcoming Tests

Subject	Date	Score
Mathematics	07/22/2013	54.8%

* Numbers displayed represent average percent correct of section in tests

Assessment Details

07/22/13, ALGEBRA SUMMER PRACTICE TEST

42 questions on test
1 tests submitted

Comparative Performance

Category	Score
Section	54.8%
School	54.8%

Choose an institution, teacher, and section from the menus.

Then choose an assessment type from the tabs under Recent Assessments to view details for those tests.

Teacher Home Page

A teacher's homepage looks slightly different than the administrator view. The Classrooms module tab and Assessment module tab are still available.

Teacher Home Page

schoolnet IBTP Item Tryout Training

Welcome, PATRICK! | Sign Out | My Account | Help

Classrooms | Assessment Admin

Welcome back, PATRICK.

Your last visit was yesterday. Your role is Teacher at SANDY HILL SCHOOL.

Florida Interim Assessment Item Bank and Test Platform (IBTP)

Welcome to the Florida Interim Assessment Item Bank and Test Platform (IBTP). The Florida Department of Education values your support and participation in Pilot 2. We look forward to your feedback on the IBTP.

Please note, during Pilot testing and the Item Tryout periods, the full functionality of the IBTP will not be available. For example, reporting features and other assessment tools will not be available until Spring 2014.

IBTP Item Tryout Training Materials

To access all the Item tryout Training Materials you need to conduct the Tryouts, [click here](#).

My Classroom

Section: IM ALG - RIVERS

Reports | Planner | Materials Search | Assessments

Recent Assessments

District and Local Tests | Classroom Tests | Standardized Tests | Upcoming Tests

Subject	Date	Score
Life and Physical...	02/14/2014	26.3%
Social Sciences a...	02/14/2014	24.2%
Mathematics	07/22/2013	25.5%

The first content area on the home page for the teacher role, **My Classroom**, displays information for recently scheduled and completed assessments of a selected section.

Choose a section from the menu. Then choose an assessment type from the tabs under Recent Assessments to view details for those tests.

My Classroom

Section

ALGEBRA 1 - BERTRAN

Reports

Planner

Materials Search

Assessments

Recent Assessments

District and Local Tests

Classroom Tests

Standardized Tests

Upcoming Tests

Mathematics	03/31/2014	30.0%	
Life and Physical...	02/14/2014	26.7%	
Social Sciences a...	02/14/2014	73.3%	

* Numbers displayed represent average percent correct of section in tests

Assessment Details

03/31/14, Algebra 1 Spring 2014 9 Form 1

Show fewer tests

6 questions on test

24 tests submitted

Comparative Performance

Section	
School	

Teachers use the second content area on the home page, **Classroom Profile**, to view their students in the section they selected in the My Classroom area. Depending on which View By option is selected, the system will also display additional student content, if available. Click a student's name to view personal and assessment information on the student's profile page.

Classroom Profile

There are 27 currently enrolled students in the selected Section.

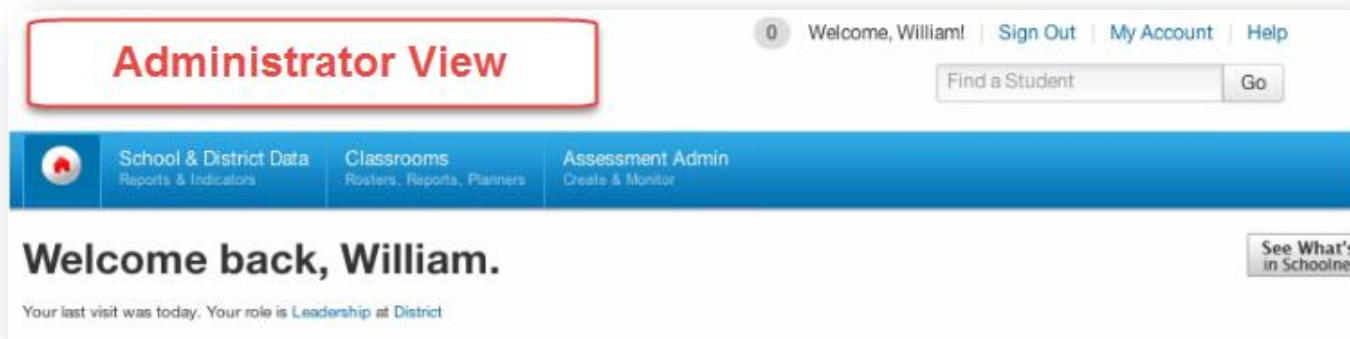
View By: ☒ Roster ☐ Marks ☐ Student Groups

Student Name	Student Phone	Birthdate
		9/5/1998
		9/27/1997
		12/14/1997
		5/6/1998
		7/13/1997
		5/3/1997
		8/30/1997

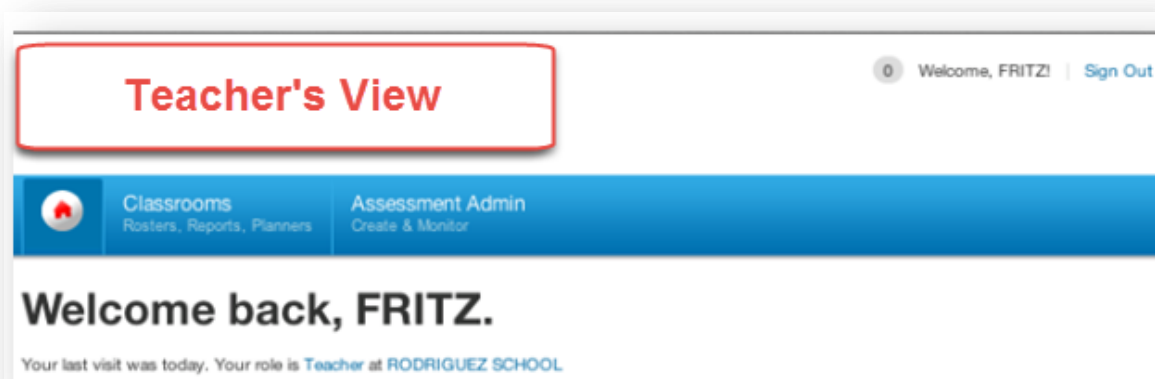
Using the Navigation Bar

The navigation bar appears across the top of the home page, as well as on many other pages in the system. It provides access to the many functions of the IBTP. Which modules appear in the navigation bar, and which tools and links appear within those modules, depends on the user's role and permission configurations.

Users with a leadership role will see three modules: School & District Data, Classrooms, and Assessment Admin.



Users with a teacher role will see two modules: Classrooms and Assessment Admin.



By hovering the mouse over any of the tabs in the navigation bar users can see:

- The **School & District Data** tab allows district and school administrators to view key facts and figures about District and school level benchmark tests and reports by accessing the dashboard, report builder, and access saved reports. *Note, this tab is only available for administrators*
- The **Classrooms** tab allows users to view student performance on tests. Users with a leadership role can see District or school wide data. Teachers can see the class sections they teach.
- The **Assessment Admin** tab in the navigation bar contains tools related to the creation and administration of tests and test items.

Test Development

The IBTP contains thousands of items in a wide range of content areas for grades K-12. All the items are aligned to Florida Standards and include a range of cognitive complexity for all standards. The IBTP also has an item authoring system in which curriculum staff and teachers can create test items, rubrics, and passages.

The IBTP includes or supports the following item types:

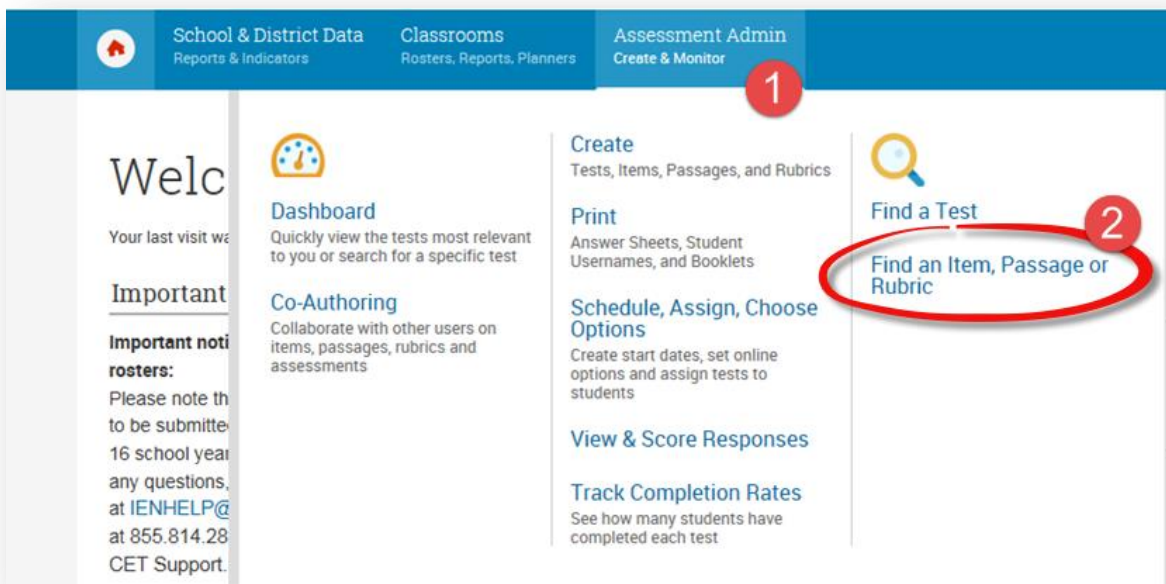
- Selected Response (SR) 1 point
- Short Response (SHR) 1 point
- Gridded Response (GR) 1 point
- Constructed Response (CR) 2 points
- Extended Response (ER) 4 points
- Essay Response (ESR) 6 points
- Performance Tasks (PT) 1-10 points

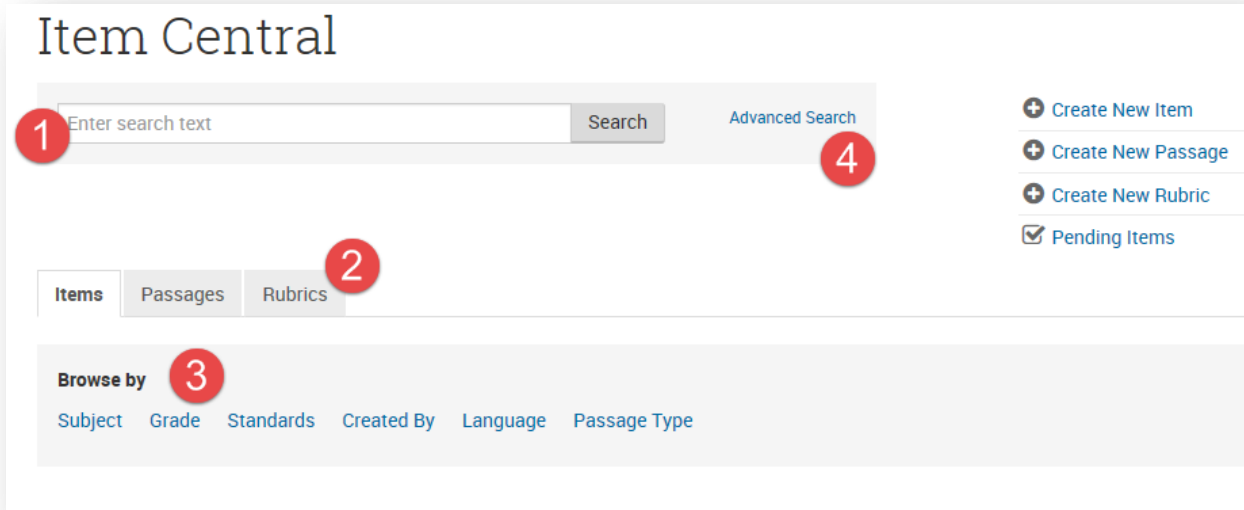
Additional Item types supported:

- True/False
- Matching
- Technology-Enhanced Items
 - Gridded
 - Inline Response
 - Hot Spot Single and Multiple Selection
 - Drag and Drop
 - Click Stick Click Drop

How to Search for an Item

Hover over the **Assessment Admin** and select **Find an Item, Passage or Rubric**.





1. Search box allows users to search by Item number (if known) or keyword
2. Search for Passages or Rubrics from this page
3. Allows user to narrow search by
 - Subject
 - Grade
 - Standard
 - Author
 - Language
 - Passage Typed

In this example, we have chosen Math and Grade Five, then selected Standards:

Mathematics Grade Fifth Grade 213 items

Clear Selection View Results

Select Standard:

Standards Document Florida Mathematics Standar

Subject Mathematics

Grade Level Fifth Grade

Expand All Collapse All

☐ MAFS.5.G: Geometry (13 items)

☒ MAFS.5.G.1: Graph points on the coordinate plane to solve real-world and mathematical problems. (10 items)

☐ MAFS.5.G.1.1: Use a pair of perpendicular number lines, called axes, to define a coordinate system, with the intersection of the lines (the origin) arranged to coincide with the 0 on each line and a given point in the plane located by using an ordered pair of numbers, called its coordinates. Understand that the first number indicates how far to travel from the origin in the direction of one axis, and the second number indicates how far to travel in the direction of the second axis, with the convention that the names of the two axes and the coordinates correspond (e.g., x-axis and x-coordinate, y-axis and y-coordinate). (5 items)

☐ MAFS.5.G.1.2: Represent real world and mathematical problems by graphing points in the first quadrant of the coordinate plane, and interpret coordinate values of points in the context of the situation. (5 items)

☐ MAFS.5.G.2: Classify two-dimensional figures into categories based on their properties. (3 items)

☐ MAFS.5.MD: Measurement and Data (50 items)

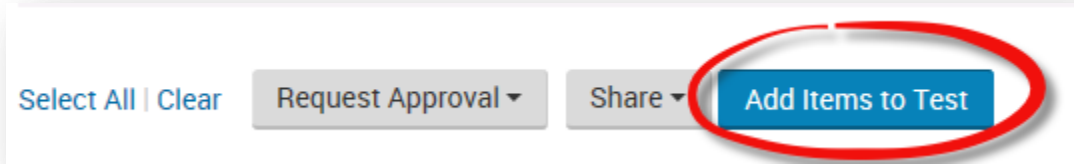
☐ MAFS.5.NBT: Number and Operations in Base Ten (51 items)

1. Allows you to change options if needed
2. Use the + or – to expand or collapse each standard
 - Select a standard by clicking in the box. (you can select as many as you like)
3. Click **View Results** when finished selecting

The screenshot shows the 'Item Central' interface. At the top, the title 'Item Central' is on the left and a help icon is on the right. Below the title, 'Item Browsing Results (26)' is displayed with a link to 'Open Filters'. A breadcrumb trail shows the selected filters: Mathematics > Grade Fifth Grade > MAFS.5.G > MAFS.5.G.2 > MAFS.5.MD.1.1 > MAFS.5.MD.2.2. A red circle with the number 1 highlights the breadcrumb trail. To the right of the breadcrumb trail are three links: 'Create New Item', 'Create New Passage', and 'Create New Rubric'. Below the breadcrumb trail are four buttons: 'Select All | Clear', 'Request Approval', 'Share', and 'Add Items to Test'. To the right of these buttons is a 'Sort by' dropdown menu set to 'Date', with a red circle and the number 2 highlighting it. Below the buttons and dropdown menu are links for 'Expand' and 'Collapse All'. Below these links is a pagination bar showing 'Results 1 - 25 of 26' and navigation links '< Prev.' and 'Next 1 >'. The main content area is divided into two columns. The left column shows an 'Open Response' item with a checkbox, a description of a line plot task, and a line plot titled 'Distance Run in 6 Minutes'. The line plot has two groups: 'X' and 'X', with 'X' having one 'X' and 'X' having two 'X's. A red circle with the number 3 highlights the checkbox, and a red circle with the number 5 highlights the 'more' link. The right column shows a 'View | Preview' dropdown (with a red circle and the number 4) and a table of item information. The table includes fields for Subject (Mathematics), Grade Level (Fifth Grade), Question Language (English), and Standard (MAFS.K12.MP.5, MAFS.5.MD.2.2, MAFS.5.MD.2, MAFS.5.MD). Below the table is a 'Properties' section with fields for Name (MAMAT050530689), Keyword (no calculator, line plot), and Publisher (Equella). A red circle with the number 6 highlights the 'Properties' section, and a red circle with the number 7 highlights the 'Publisher' field. Below the 'Properties' section is an 'Item Statistics' section with a field for Exposures (9).

1. Filters that were selected
2. Allows user to sort by
 - Date, Grade, Exposures, Publisher, Subject, Item Type, Keyword and Item Name
3. Allows user to select item to include on a test
4. Allows user to preview item as a student would see it in a computer-based assessment
5. Click **more** to see expand item detail
6. Lists the item information including all associated benchmarks
7. Lists item statistics (if any) and number of exposures (number of times items has been used for an assessment).

Once items are selected, click **Add Items to Test**



User can

The screenshot shows a page titled 'Add these items to a Test' with a help icon. Below the title, it says 'You have selected 1 items'. On the right, there is a blue button labeled 'Create new Test with these items'. On the left, under the heading 'Find a Test', there is a search section. It includes a text input for 'Test Name/ID' with the placeholder 'Enter Test name or ID', a dropdown for 'Subject' set to 'All subjects', and two dropdowns for 'Grade Level' with a 'to' separator. Below these are 'Go' and 'Advanced Search' buttons. Red circles with numbers 1 and 2 are overlaid on the search section and the 'Create new Test' button respectively.

1. Find and existing test to add items to
2. Create a new test with selected items.

Locating and Creating Passages and Rubrics

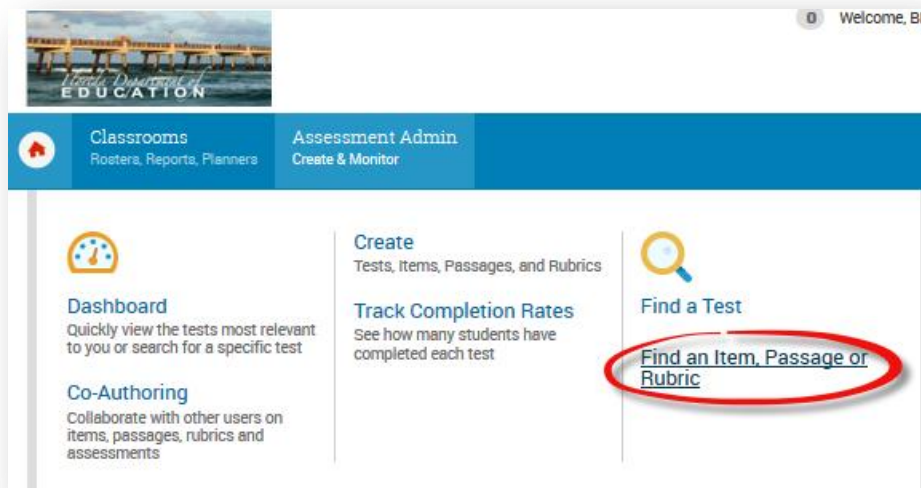
Rubrics are guidelines used to evaluate a student's [performance on an open response item. Rubrics provide expectations of quality around a task to help ensure consistent criteria for grading. Users can create and reuse rubrics on multiple items and multiple assessments. Rubrics follow the same user permission and approval rules as items. Unless given permission to do otherwise, teachers can create rubrics for their tests only, while test administrators can determine sharing options.

To create a rubric, roll your cursor over **Assessment Admin** and click **Create**, then click **Create a Rubric**. You can also attach a passage to any time as well as a rubric to any open response item.

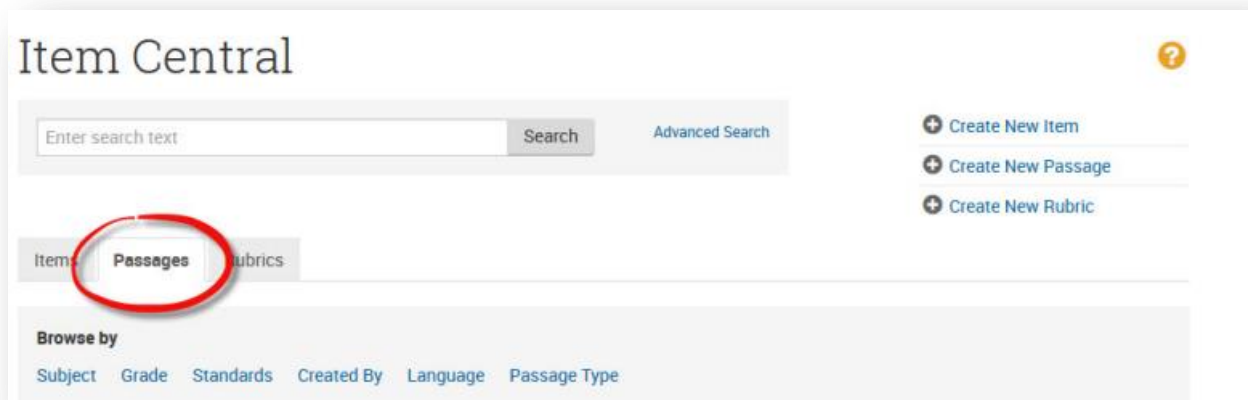
How to Search for Passages

There are existing passages with associated items users can use to create assessments. To search:

Hover over the Assessment Admin menu and click on **Find an Item, Passage, or Rubric**.



Click the Passages tab within Item Central.



As with items, users can select the desired search criteria. Users may search or browse by **Subject, Grade, Standards, Created By, Language, and Passage Type**. In this example, we will search by Standards by clicking on the Standards link.

Select the desired Standards Document, Subject, and Grade Level. The resulting standards will display. Click on the plus symbols to expand and drill down into the desired standard. Check the boxes next to the desired standards.

The screenshot shows the 'Item Central' search interface. At the top, there is a search bar with the placeholder text 'Enter search text' and a 'Search' button. To the right of the search bar is a link for 'Advanced Search'. On the far right, there are three links: 'Create New Item', 'Create New Passage', and 'Create New Rubric'. Below the search bar, there are three tabs: 'Items', 'Passages', and 'Rubrics'. Under the 'Passages' tab, there are filters for 'Subject', 'Grade', 'Standards', 'Created By', 'Language', and 'Passage Type'. Below these filters, there are two selected items: 'LAFS.4.L.1.1' and 'LAFS.4.L.1.2'. On the right side of the filter area, it says '72 passages'. At the bottom right, there are two buttons: 'Clear Selection' and 'View Results'.

The screenshot shows the 'Select Standard' form. It has three rows, each with a label and a dropdown menu. The first row is 'Standards Document' with a dropdown menu showing 'Florida Language Arts Stand'. The second row is 'Subject' with a dropdown menu showing 'English Language and Litera'. The third row is 'Grade Level' with a dropdown menu showing 'Tenth Grade'. A red rectangle highlights the three dropdown menus.

Select standards:

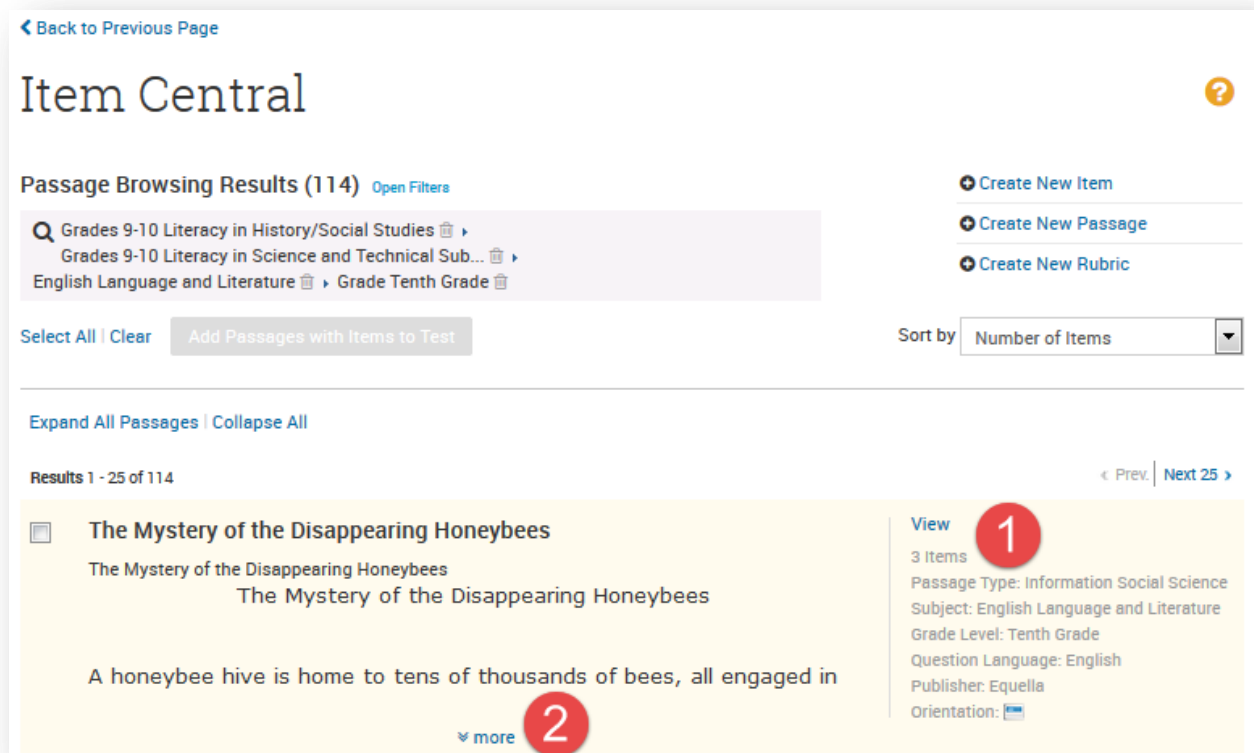
The screenshot shows the expanded standards list. At the top, there are two links: 'Expand All' and 'Collapse All'. Below the links, there is a list of standards with checkboxes. The first two standards are expanded, and their sub-standards are listed below them. The first standard is 'Grades 9-10 Literacy in History/Social Studies (69 passages)' with a checked checkbox. The second standard is 'Grades 9-10 Literacy in Science and Technical Subjects (52 passages)' with a checked checkbox. Below the second standard, there are four sub-standards: 'LAFS.910.RST.1: Key Ideas and Details (45 passages)', 'LAFS.910.RST.2: Craft and Structure (35 passages)', 'LAFS.910.RST.3: Integration of Knowledge and Ideas (34 passages)', and 'LAFS.910.RST.4: Range of Reading and Level of Text Complexity (15 passages)'. Each sub-standard has an unchecked checkbox.

Click on the View Results button.



The resulting passages display.

1. Look here to see number of items associated with the passage. Click **View** to see passage detail.
2. Click **More** to expand.



In the **Passage Detail** screen, users can see the associated items, and view each item's detail.

Passage Detail

[◀ Back to Previous Page](#)

Passage cannot be edited.

Version 1

+ Add to Test

1

PASSAGE

The Mystery of the Disappearing Honeybees

The Mystery of the Disappearing Honeybees

The Mystery of the Disappearing Honeybees

A honeybee hive is home to tens of thousands of bees, all engaged in the business of keeping the bee colony strong and healthy. So when beekeepers in 2006 began to find their hives nearly empty of bees, they knew that something was seriously wrong. As the problem emerged in more and more places, bee experts coined a term for it: colony collapse disorder, or CCD.

Beekeepers in temperate areas know to expect a certain amount of die-out among hive bees during the winter months. In normal die-out, the bee bodies pile up at the bottom of the hive or outside the entrance. But with CCD, bees simply abandon the hive during the cooler months and apparently die outside away from the hive.

Since the first signs appeared, CCD has continued to affect commercial beehives throughout the United States and Europe. This alarming development has prompted a major research effort to diagnose the problem and develop an effective remedy.

There are several types of bees, including different species of honeybees, bumblebees, and leafcutter bees. Honeybees are the species of bees most often raised in commercial hives. Honeybees produce honey and beeswax, but their importance goes far beyond these useful products. They are the most important pollinators in the plant world.

Pollinators are animals—mainly insects and birds—that carry pollen from the male parts of flowers to the female parts. When pollen enters the female part of a flower, it fertilizes egg cells and causes seeds (and fruits containing seeds) to grow.

In the natural world, humblebees, wasps, butterflies, beetles, hummingbirds, and bumblebees are all pollinators. However,

View Status: **Everyone (State, District, and School Item Admins, Teachers)**

Source: **Florida**

Subject: **English Language and Literature**

Grade: **Tenth Grade-Tenth Grade**

Question Language: **English**

Type: **Information Social Science**

Genre: **SCIENCE/TECHNICAL**

Topic:

Lexile:

Flesch-Kincaid:

RMM: **10.70**

Number of Words: **732**

Publisher: **Equella**

Creator: **User, Anonymous**

Additional Passage ID: **ENENG10103P0207**

Asset Type: **INFORMATIONAL**

Batch:

Course ID:

Year: **2013**


Orientation: 


Users can add the passage to test or


response to CD.

Items Linked to Passage (3)

☒ [Expand All](#) [Collapse All](#)

☒ [+ Open Response](#) 

☒ [+ Open Response](#) 

☒ [+ Multiple Choice](#) 

[View](#)

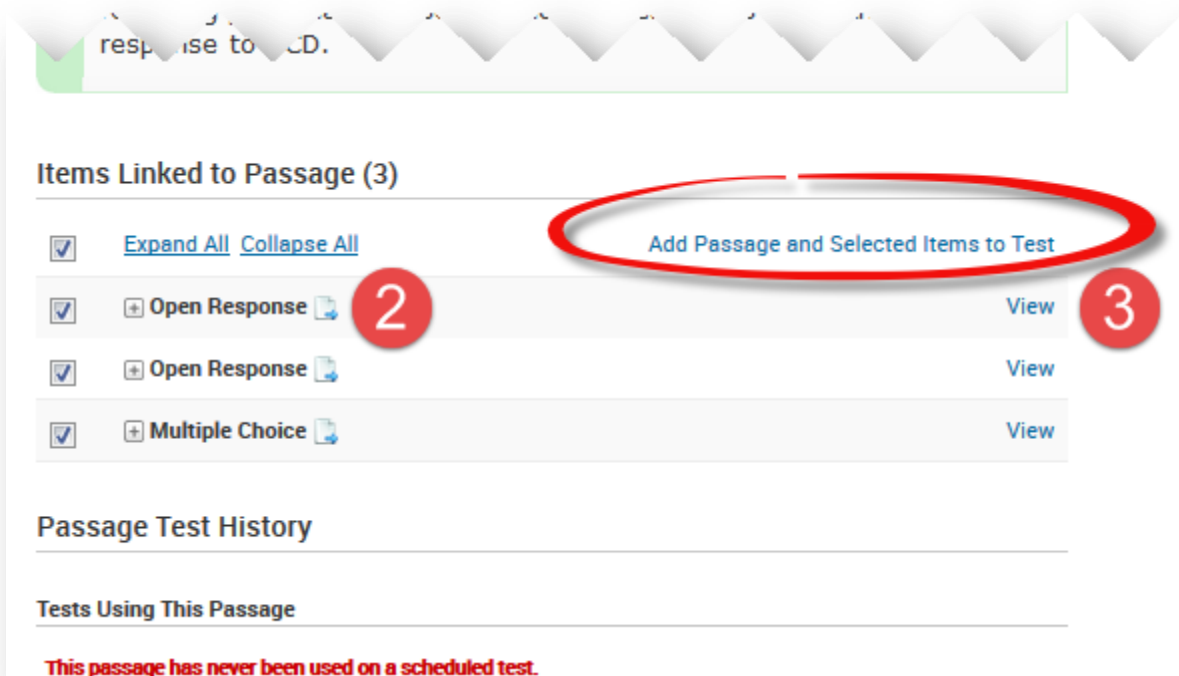
[View](#)

[View](#)

Passage Test History

Tests Using This Passage

This passage has never been used on a scheduled test.



Scroll down to view associated items and select which item to add to test.

The **Item Detail** screen displays if you click on the View link for an item. This displays the question, the correct answer, the passages associated with the item, the Test History, and many other details about the item. If you click on Properties and Item Statistics, these areas expand to show more information about the item.

Item Detail

Multiple Choice Version 1

Which detail is in BOTH "Ellis Island" and "Coming to America"?

A Some people got sick on the long trip to Ellis Island.

B The processing center on Ellis Island was made larger.

☒ C Immigrants often left Ellis Island to meet up with relatives already living in the United States.

D Ellis Island has been turned into a museum visited by millions of people in the United States.

Scoring Instructions

Passages

11 Items

Ellis Island

Ellis Island

Ellis Island

4 Items

Coming to America

Coming to America

Coming to America

Item Test History

This item has never been used on a scheduled test.

[Preview](#)

[Add to Test](#)

View Status Everyone (State, District, and School Item Admins, Teachers)

Edit Status Editable by State Item Admins only

Source Florida

Creator Name Weinstein, Daryl

Date Created 09/04/2013

Subject English Language and Literature

Grade Level Fourth Grade

Standard LAFS.4.RI.3.9

Exposures 0

Properties

Name ENENG040430570

Question Language English

Publisher Equella

Keywords integrate information

Bloom's Taxonomy N/A

Webb Level 2: Basic Application of Skill/Concept

Additional Item Identifier ENENG040430570

Batch 5

Course ID 5010045

Hard to Measure Content Area No

Item Category Selected Response

Year 2012

Formula Reference Sheet None







Item Statistics

No item statistics are available.

Click on the Back to Previous Page link at the top of the screen to return to the Passage Detail screen.

If you want to select specific items associated with the passage and add them to the test, you may select them and click on the Add Passage and Selected Items to Test link.

Items Linked to Passage (4)



<input type="checkbox"/>	Expand All Collapse All	Add Passage and Selected Items to Test
<input type="checkbox"/>	<input type="checkbox"/> + Open Response  	View
<input type="checkbox"/>	<input type="checkbox"/> + Open Response  	View
<input checked="" type="checkbox"/>	<input type="checkbox"/> + Open Response  	View
<input checked="" type="checkbox"/>	<input type="checkbox"/> + Multiple Choice  	View

If you want to add more than one passage to a test, click on the Back to Previous Page link to return to Item Central. From here check the boxes next to each passage you want to include on your test and click the Add Passages with Items to Test button.

[Back to Previous Page](#)

Item Central

Passage Browsing Results (72) [Open Filters](#)

Q LAFS.4.L.1.1  LAFS.4.L.1.2 

Select All | Clear [Add Passages with Items to Test](#)


[Expand All Passages](#) | [Collapse All](#)

Results 1 - 25 of 72 [Prev](#) [Next 25](#)

☒ **Coming to America**
Coming to America
Coming to America

My name is Antonio Mancuso. I am an old man now, but I recall coming to America in 1937 with


[more](#)

[View](#)
4 Items
Passage Type: Literary Text
Subject: English Language and Literature
Grade Level: Fourth Grade
Question Language: English
Publisher: Equella
Orientation: 

☒ **The Lincoln Memorial**
The Lincoln Memorial
The Lincoln Memorial

Abraham Lincoln was a towering figure in life, and he is a towering figure even 150 years after his death. The Lincoln Memorial in Washington, D.C. includes a

[more](#)

[View](#)
5 Items
Passage Type: Information Social Science
Subject: English Language and Literature
Grade Level: Fourth Grade
Question Language: English
Publisher: Equella
Orientation: 

You may add the selected items to an existing test by clicking on the Select button next to a test, or by searching for a test. You may also add the selected items to a new manual test by clicking on the Create new Test with these items button.

Add these items to a Test ?

You have selected 9 items

[Create new Test with these items](#)

Find a Test

Test Name/ID

Subject

Grade Level to

[Go](#) [Advanced Search](#)

Available Tests

Results 1 - 2 of 2

	Test Name ^	Subject	Grade Level	Test Stage
Select	06 Demo Test 24	Mathematics	Fourth Grade	Private Draft
Select	06 Demo Test 25	Mathematics	Fourth Grade	Private Draft

[Back to Previous Page](#)

For this example, we are going to add them to an existing test by clicking on the Select button next to 06 Demo 25. Note: It doesn't matter if the existing test was created via the Express Test or Manual Test method. Both tests are the same once they are created. Click Ok to proceed at the confirmation dialog box.

You are adding 3 passages and 9 items to 06 Demo Test 25. Are you sure you want to do this?

[OK](#) [Cancel](#)

The Test Detail screen displays and the items and associated passages are included.

Test Detail

06 Demo Test 25 [1528265]

Test Stage: Private Draft Ready To Schedule Scheduled In Progress Completed

Ready to Schedule

Test Actions

- Copy Test
- Delete this Test
- Preview Online Test
- Student Test Booklet (.pdf | .doc)
- Answer Key (.pdf)
- Scoring Instructions (.pdf)
- Cover Sheet (.pdf)

Co-Authoring Settings

Schedule Information

Associated Resources

Test Properties

Customize Test

Instructions

Add Instructions

Test Content

Add Item

Passage

Information Social Science from Item Central

Ellis Island

Ellis Island

Ellis Island is a small island in the Atlantic Ocean. It is close to the shore of New York City. Though not very large, Ellis Island played an enormous role in the lives of millions of immigrants from 1892 until 1954. Immigrants are people who leave their homeland to settle in a new country. These immigrants chose to come to America to find a better life. Most of them took their first steps on American soil when they stepped onto Ellis Island.

Why Immigrants Came

Many people made the decision to leave their home countries because they needed jobs or land for

Actions

Passage Title

Ellis Island

Associated With

4 Questions

Passages display with a green bar and items associated with the passage display after the passage in the Test Detail screen. In this example, I had to scroll down to see the items.

You can also add items to a test by selecting the **Add Item**

Test Actions

- Copy Test
- Delete this Test
- Preview Online Test
- Student Test Booklet (.pdf | .doc)
- Answer Key (.pdf)
- Scoring Instructions (.pdf)
- Cover Sheet (.pdf)

Co-Authoring Settings

Schedule Information

Associated Resources

Test Properties

Customize Test

Instructions

Add Instructions

Test Content

Add Item

Passage

Information Social Science from Item Central

Digging for Victory

Digging for Victory

Actions

Passage Title

Digging for Victory

Associated With

Select Lookup in Item Central













Test Detail

Sample Test (Manual) [1528528]

Test Stage **Private Draft** Ready To Schedule Scheduled In Progress Completed

Test Items 1 2 3 4 5 6 7 8 9 [+ Add Item](#)
9 total items

Choose an item type for this item

 Multiple Choice	 True/False	 Gridded	 Open Response
 Inline Response	 Matching	 Hot Spot - Single Selection	 Hot Spot - Multiple Selection
 Drag and Drop	 Click Stick Click Drop	 Task	 Lookup in Item Central

[Delete Item](#) [Return to Test Detail](#)

Which will bring you back to the **Item Central** screen where you can continue to search.

Item Central

[Back to Previous Page](#)

Enter search text [Search](#) [Advanced Search](#)

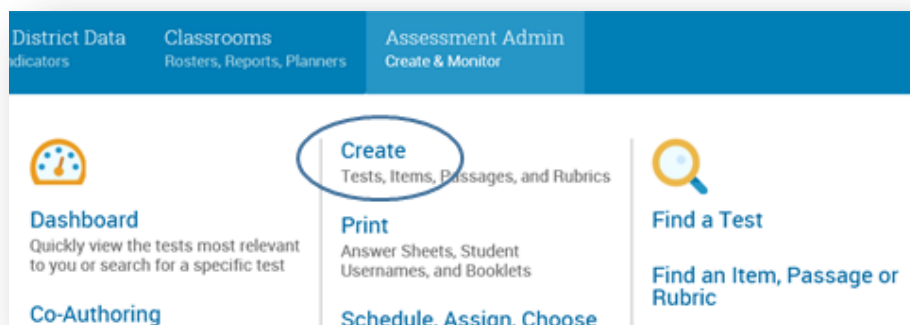
[Create New Item](#)
[Create New Passage](#)
[Create New Rubric](#)

Items **Passages** Rubrics

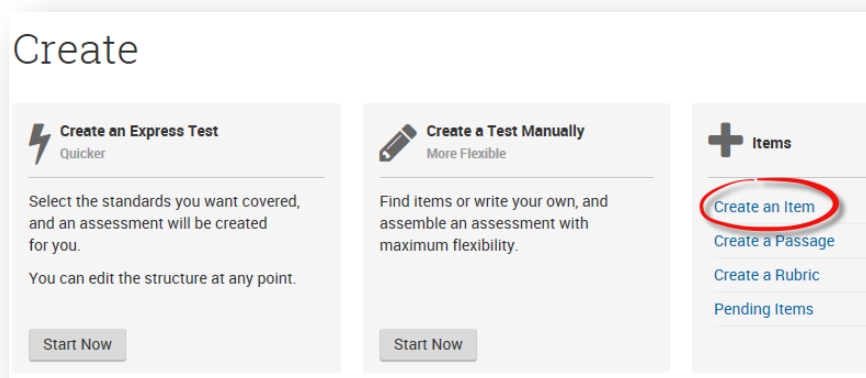
Browse by
[Subject](#) [Grade](#) [Standards](#) [Created By](#) [Language](#) [Passage Type](#)

How to Create Items

Hover over **Assessment Admin** and select **Create**

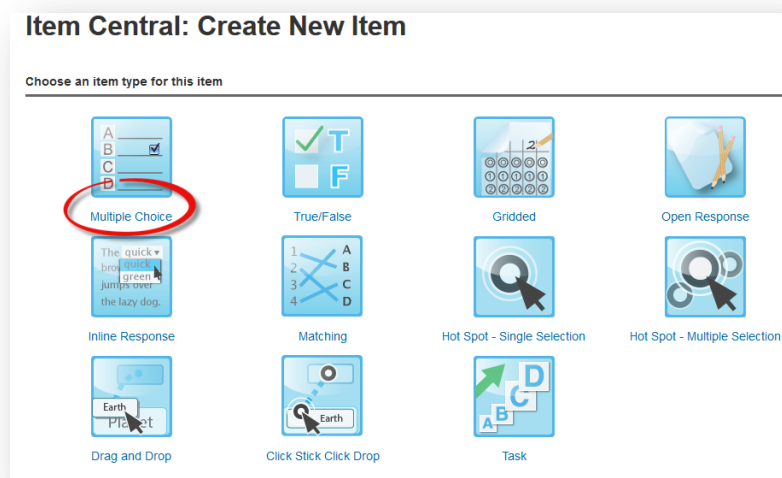


Choose **Create an Item**

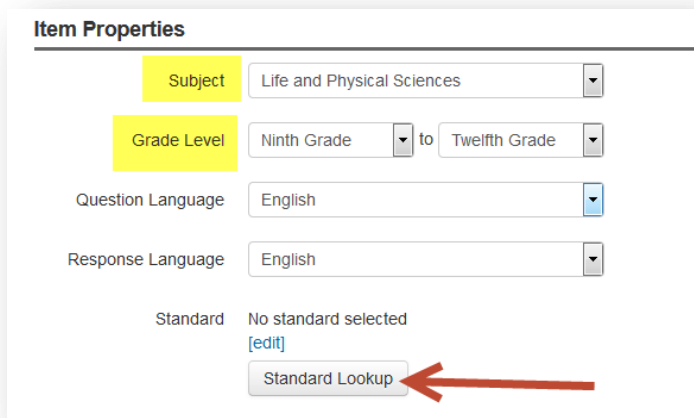


How to Create a Multiple Choice Item

Select the item type. Choose Multiple Choice, True/False, Gridded, Open Response, Inline Response, Matching, Hot Spot (single or multiple selection), Drag and Drop, Click Stick Click Drop, or Task.



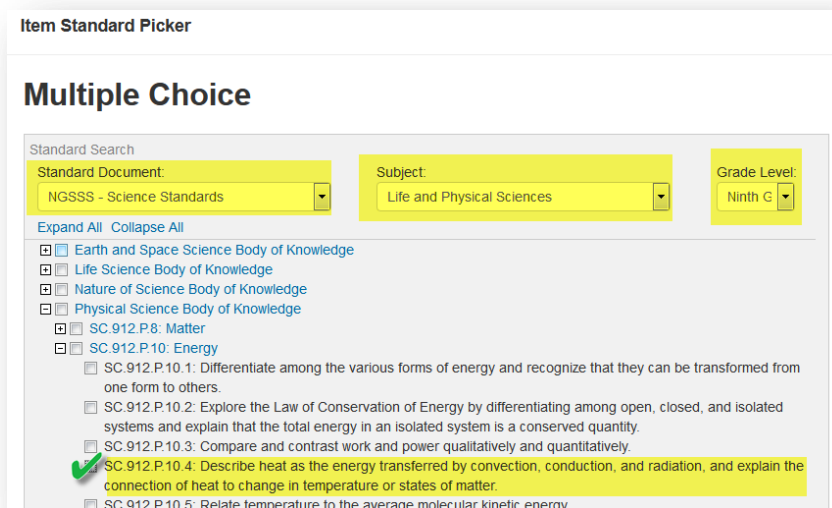
Define the item properties. First select the subject and grade level (note that you can input a range of grade levels, for questions assessing standards like SC.912.L.14.1), then click on Standard Lookup to select the standard:



The 'Item Properties' dialog box contains the following fields:

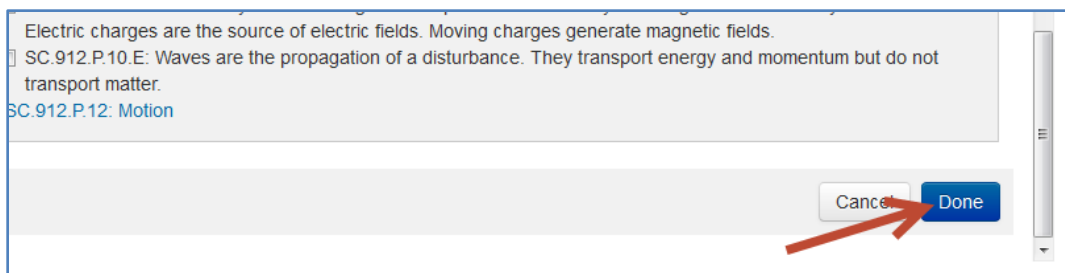
- Subject:** Life and Physical Sciences
- Grade Level:** Ninth Grade to Twelfth Grade
- Question Language:** English
- Response Language:** English
- Standard:** No standard selected, with an [\[edit\]](#) link.
- Standard Lookup:** A button with a red arrow pointing to it.

Select the standard being assessed:



The 'Item Standard Picker' dialog box shows the 'Multiple Choice' tab. It includes a 'Standard Search' section with filters for 'Standard Document' (NGSSS - Science Standards), 'Subject' (Life and Physical Sciences), and 'Grade Level' (Ninth G). Below the filters, a list of standards is displayed with checkboxes. The standard 'SC.912.P.10.4: Describe heat as the energy transferred by convection, conduction, and radiation, and explain the connection of heat to change in temperature or states of matter.' is selected and highlighted in yellow. Other standards listed include SC.912.P.8: Matter, SC.912.P.10: Energy, and SC.912.P.10.5: Relate temperature to the average molecular kinetic energy.

Then scroll down and click Done:



This window shows a list of standards. The standard 'SC.912.P.12: Motion' is selected and highlighted in blue. Below the list, there are 'Cancel' and 'Done' buttons. A red arrow points to the 'Done' button.

The selected standard should now appear:

Item Properties

Subject: Life and Physical Sciences

Grade Level: Ninth Grade to Twelfth Grade


Question Language: English

Response Language: English

Standard: English Language Arts - Common Core St

Enter standard ID

Standard Lookup

 NGSSS - Science Standards
SC.912.P.10.4: Describe heat as the energy transferred by convection, conduction, and radiation, and explain the connection of heat to change in temperature or states of matter. [delete]

Teacher Instructions Add

You will then need to name your item. The state has requested we follow this format:

Subject.DistrictNumber.CourseNumber.SecurityLevel.AuthorInitials.NumberinSequence defined as:

Subject: Math (MA), Language Arts (LA), Science (SC), Social Studies (SS), World Languages (WL),.

District Number : 13

Course Number: Florida Course Code

Security Level: Teacher Level (TL) or District Level (DL)

Author's Initials

Number in Sequence:

For Example, a science item, for Physical Science (course number 2003310), available at the teacher level, for standard P.10.4, and is the fourth item created by Maria E. Kerry would be named:

SC.13.2003310.TL.P.10.4.4.MEK.4

Enter your own name as the Publisher, and add any Keywords that tell you more about this item:

Name	Publisher	Keywords
SC.13.2003310.TL.P.10.4.4.MEK.4	Maria E. Kerry	convection, radiation

1. When you've entered that information, click Show More.


You should enter here, at a minimum, the **Course ID** and the **Webb's Depth of Knowledge** of the item you are creating. You can enter additional information optionally, like the year of creation, Bloom's Taxonomy level, etc.

Name <input type="text" value="3C.49.2003310.TL.P.10.4.HPW.4"/>	Publisher <input type="text" value="Heather P. Wright"/>	Keywords <input type="text" value="convection, radiation"/>
Additional Item Identifier <input type="text"/>	Anchor Item <input type="radio"/> Yes <input checked="" type="radio"/> No	Author <input type="text" value="WRIGHT, HEATHER"/>
Authored Difficulty <input type="text"/>	Batch <input type="text"/>	Bloom's Taxonomy <input type="text" value="Applying"/>
Cognitive Demand Level <input type="text" value="Moderate"/>	Course ID <input type="text" value="2003310"/>	Hard to Measure Content Area <input type="radio"/> Yes <input checked="" type="radio"/> No
Item Category <input type="text"/>	Webb <input type="text" value="Level 2: Basic Application of s"/>	Year <input type="text" value="2014"/>

[Show Less](#)

Click under Question Content to add your question:

Multiple Choice [\[change type\]](#)



Question Content
[Click here to add content.](#)

Answer Choice Layout
☒ One Column
☐ Two Columns - across, then down
☐ Two Columns - down, then across

Answer Choices

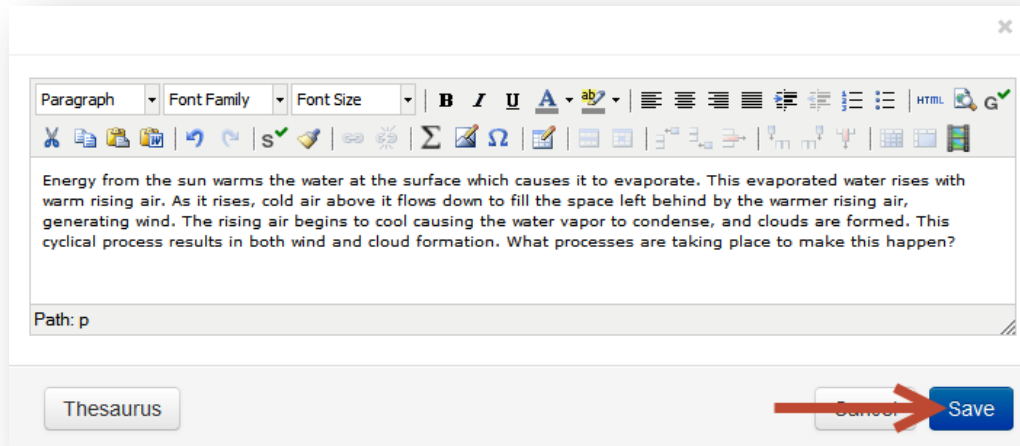
A [Click here to add content.](#)

Answer is worth points and ☐ is the correct response. ✕

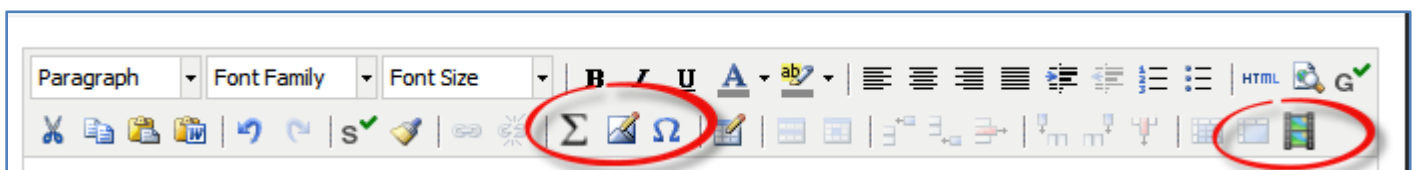
[Teacher Explanation](#) | [Student Explanation](#)

B [Click here to add content.](#)

A formatting box will appear in which you can type in your question. Click **Save** when finished.



Note that, in this box, you have the option to add to your question a mathematics equation, a picture, a symbol, or a media file like an audio or video clip, in addition to the standard test item options:



Next, click into each of the answer choice options to add your answer choices.

Answer Choice Layout

- ☒ One Column
- ☐ Two Columns - across, then down
- ☐ Two Columns - down, then across

Answer Choices

A *Click here to add content.*

Answer is worth 0 points and ☐ is the correct response. ✖

[Teacher Explanation](#) | [Student Explanation](#)

B *Click here to add content.*

Answer is worth 0 points and ☐ is the correct response. ✖

[Teacher Explanation](#) | [Student Explanation](#)

C *Click here to add content.*

Answer is worth 0 points and ☐ is the correct response. ✖

[Teacher Explanation](#) | [Student Explanation](#)

D *Click here to add content.*

Answer is worth 0 points and ☐ is the correct response. ✖

[Teacher Explanation](#) | [Student Explanation](#)

[\[add new answer choice\]](#)

For the answer choice that is the correct answer, mark that choice was worth 1 point, and put a check in the check box:

C conduction and thermal expansion
Answer is worth 0 points and ☐ is the correct response. ✕
[Teacher Explanation](#) | [Student Explanation](#)

D convection and radiation
Answer is worth 1 points and ☒ is the correct response. ✕
[Teacher Explanation](#) | [Student Explanation](#)

Note that, for multiple choice items with more than or fewer than 4 options, you can add another answer choice, or use the X mark to delete one of your 4 choices:

[Teacher Explanation](#) | [Student Explanation](#)

C conduction and thermal expansion
Answer is worth 0 points and ☐ is the correct response. ✕
[Teacher Explanation](#) | [Student Explanation](#)

D convection and radiation
Answer is worth 1 points and ☒ is the correct response. ✕
[Teacher Explanation](#) | [Student Explanation](#)

[\[add new answer choice\]](#)

Tools and Manipulatives

Also note that checking Enabled under Tools and Manipulatives will allow you the option to attach a manipulative like a calculator, compass, ruler, or protractor to your question:

[Teacher Explanation](#) | [Student Explanation](#)

[\[add new answer choice\]](#)

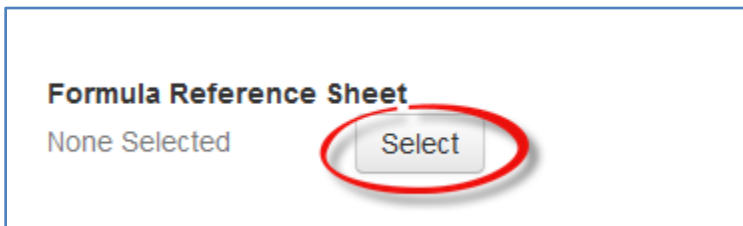
Tools and Manipulatives

☒ Enabled

Tools ☐ Four-Function Calculator
☐ Scientific Calculator
☐ Graphing Calculator

Manipulatives ☐ Compass
☐ Centimeter Ruler
☐ Inch Ruler
☐ Unit Ruler
☐ Protractor

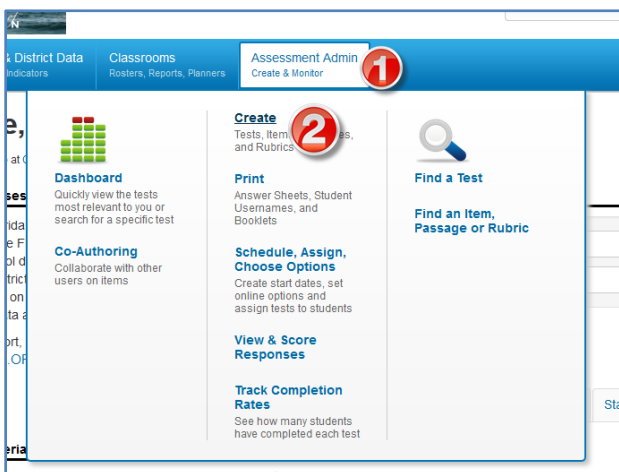
You can also attach a Formula Reference Sheet by clicking Select and browsing to the sheet you would like to attach:



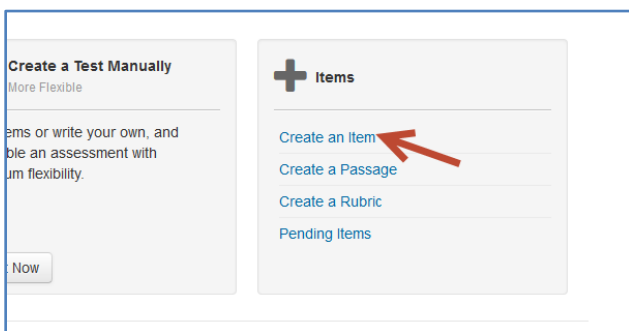
When your question is complete, click Save or Save and Preview.

How to Create a Gridded Response Item

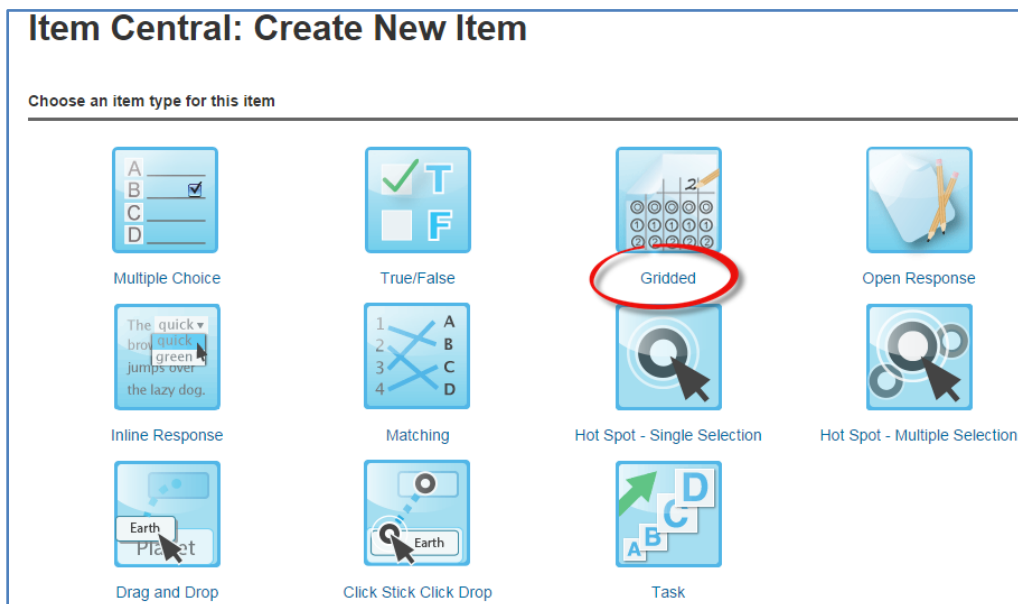
Mouse over **Assessment Admin**, and click Create:



Click **Create** an Item:



Select **Gridded** Response items:



Fill in the drop-down boxes and look up the standard your item will assess:

The screenshot shows the 'Item Central: Create New Item' interface, specifically the 'Item Properties' section. It contains several drop-down menus and a button. The 'Subject' menu is set to 'Life and Physical Sciences'. The 'Grade Level' menu is set to 'Ninth Grade' and the 'to' menu is set to 'Twelfth Grade'. The 'Question Language' menu is set to 'English'. The 'Response Language' menu is set to 'English'. The 'Standard' field shows 'No standard selected' with a '[edit]' link below it. A 'Standard Lookup' button is at the bottom, with a red arrow pointing to it.

Once you've added the standard, enter in the item name, publisher (you), and any item keywords. Be sure to follow the item naming protocol:

Subject.DistrictNumber.CourseNumber.SecurityLevel.AuthorInitials.NumberinSequence defined as:

Subject: Math (MA), Language Arts (LA), Science (SC), Social Studies (SS), World Languages (WL),.

District Number : 13

Course Number: Florida Course Code

Security Level: Teacher Level (TL) or District Level (DL)

Author's Initials

Number in Sequence:

For Example, a science item, for Physical Science (course number 2003310), available at the teacher level, for standard P.10.4, and is the fifth item created by Maria E. Kerry would be named:

SC.13.2003310.TL.P.10.4.4.MEK.5

Name	Publisher	Keywords
<input type="text" value="C.13.2003310.TL.P.10.4.4.MEK.5"/>	<input type="text" value="Maria E. Kerry"/>	<input type="text" value="power"/>
Show More		

Click **Show More**.

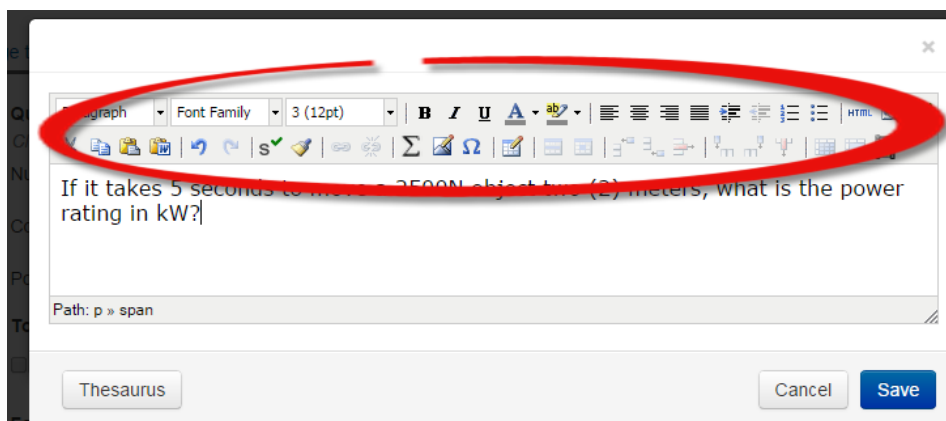
At a minimum, add Webb's DOK and the Course ID, which will make it easier for you to find your item later. Other fields here are optional:

Name	Publisher	Keywords
<input type="text" value="SC.49.2003310.TL.P.10.3.HPW5"/>	<input type="text" value="Heather P. Wright"/>	<input type="text" value="power"/>
Additional Item Identifier	Anchor Item	Author
<input type="text"/>	<input type="radio"/> Yes <input checked="" type="radio"/> No	<input type="text" value="WRIGHT, HEATHER"/>
Authored Difficulty	Batch	Bloom's Taxonomy
<input type="text"/>	<input type="text"/>	<input type="text" value="Understanding"/>
Cognitive Demand Level	Course ID	Hard to Measure Content Area
<input type="text" value="Low"/>	<input type="text" value="2003310"/>	<input type="radio"/> Yes <input checked="" type="radio"/> No
Item Category	Webb	Year
<input type="text"/>	<input type="text" value="Level 1: Recall"/>	<input type="text" value="2014"/>
Show Less		

Click on the "Click here to add content" link, then input your content into the pop-up box:

Question Content
[Click here to add content.](#)
Number of Answer Columns
Correct Answer
Points
Tools and Manipulatives
☐ Enabled
Formula Reference Sheet
None Selected

Note that you can use the menu to change the font size, color, or emphasis, add bullets, numbering or tables, or insert formulas, symbols, images, or even media files like video or audio clips:



Click Save, then select the number of answer columns. In this case, the response is a single digit. However, to not give away the correct response, I will select 3 answer columns. Also input the correct answer, as well as the total number of points this question should be worth. Note that students may enter the answer starting at the left or right column, and that other formats of correct responses will be accepted. For example, a correct response of 4 will also accept the answer choices 4.0 or 8/2.

A screenshot of a question configuration form. The "Question Content" section contains the same physics question. Below it, the "Number of Answer Columns" is set to 3, "Correct Answer" is 1, and "Points" is 1. These three fields are highlighted with yellow boxes. The "Tools and Manipulatives" section has an "Enabled" checkbox. The "Formula Reference Sheet" section shows "None Selected" and a "Select" button.

To insert a tool or manipulative like a calculator or ruler, click the **Enabled** box. A formula **Reference Sheet** can also be attached.

A screenshot of the configuration form, similar to the previous one, but with red arrows highlighting specific elements. One red arrow points to the "Enabled" checkbox in the "Tools and Manipulatives" section. Another red arrow points to the "Select" button in the "Formula Reference Sheet" section. The "Number of Answer Columns" is still 3, "Correct Answer" is empty, and "Points" is 0.

When finished, click Save.

How to Create a Test

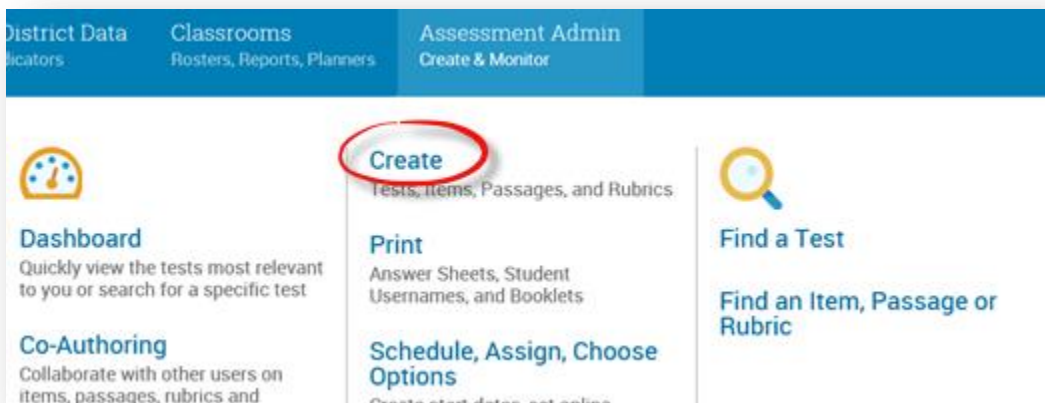
The **Create** page is the place to create new tests and new test items. There are two distinct paths to test creation:

- **Option 1: Create an Express Test.** The express test workflow prompts the test creator to first select the standards the test will cover, then automatically selects appropriate items from the Item Bank.
- **Option 2: Create a Test Manually.** This basic workflow prompts the test creator to first enter the number of items the test should contain then work with each item individually to create or select content.

After the test content is entered or created, **Assessment Admin** supports a common workflow that takes the test through various stages through the **Test Detail** page. Test Detail is the place to edit and review content, customize test properties such as score groups and question numbers, download PDFs of the test and answer sheets, edit test administration settings, and many other functions.

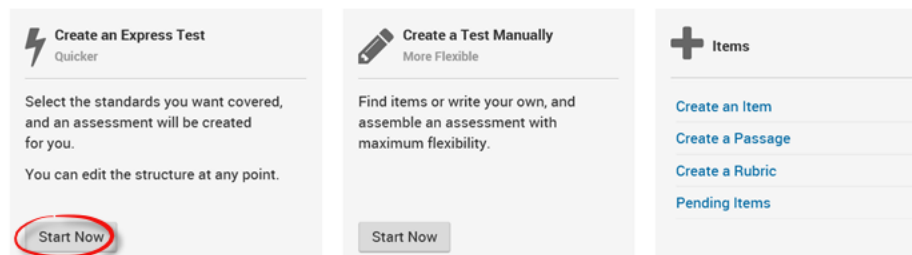
How to Create an Express Test

First, go to Assessment Admin, and select **Create**



Under **Create an Express Test**, select **Start Now**

Create



Fill in the test properties

Create: Express Test

Test Name*

Subject*

Grade Level* to

Test Category

Hide Item Content from Test Results ☐ Yes ☒ No ⓘ 2

Score Type ⓘ 3

Preferred Standards Document 4

Answer Key Only ☐ Yes ☒ No

Enable Assessment Notes ☐ Yes ☒ No ⓘ

1. Fill in name, subject, grade level, and test category
2. Choosing "Yes" will prevent students and parents from seeing the content of test items or passages when viewing test results. This may be useful for tests which the instructor or district wishes to reuse.
3. The selected score type will be displayed as the score for the test in Item Analysis Reports, Classroom Assessment Monitor, Analysis Spreadsheet, and Student Profile.
4. The Standards which will be used for the test.

Expand the **Initial Item Settings** and **Test Settings** for the following settings:

Initial Item Settings

These settings can be customized on individual items.

Enable Text Formatting (not compatible with screen readers)

- ☒ Use Item Settings
- ☐ Disable Text formatting for all open response items
- ☐ Enable Text formatting for all open response items

Multiple Choice Answer Choice Layout

- ☒ Use Item Settings
- ☐ one column
- ☐ two columns - across, then down
- ☐ two columns - down, then across

Enable Tools & Manipulatives

- ☒ Use Item Settings
- ☐ Yes
- ☐ No

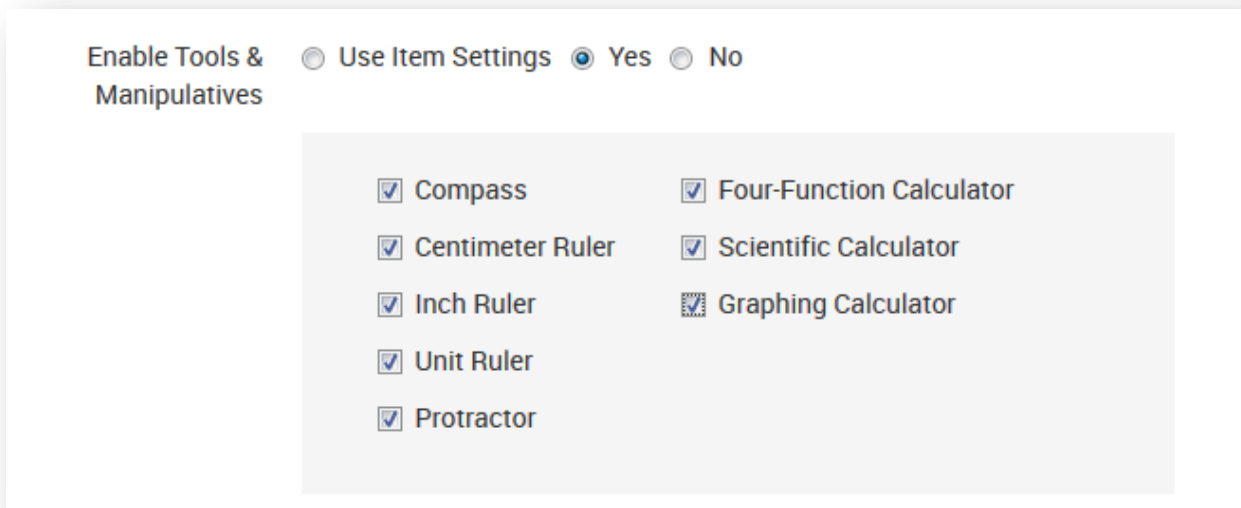
About Tools and Manipulatives

To use a ruler, compass, protractor, or calculator on a test, the **Enable Tools & Manipulatives** test property must be set to Yes, and the specific tools and manipulatives used on the test must be selected (formula sheets are an exception; they will always appear when attached to a test item). Tools and manipulatives are supported the online Test Tunnel, the system's Secure Tester, and printed tests.

For online tests, a toolbar with buttons for each tool will appear if tools and manipulatives are enabled for the test. Students can drag a tool to a new location on their screen and rotate the tool using the circle. Students can clear tools and marks left by the compass by clicking the Clear button.

On printed tests, students will use their own tools. Test item creators are responsible to make sure that images are scaled correctly on printed tests.

In the Enable Tools & Manipulatives, users can choose, **Use item settings** (the default is for that item), **Yes** (which tools & manipulatives students can use) or **No** (which does not allow any tools or manipulatives):

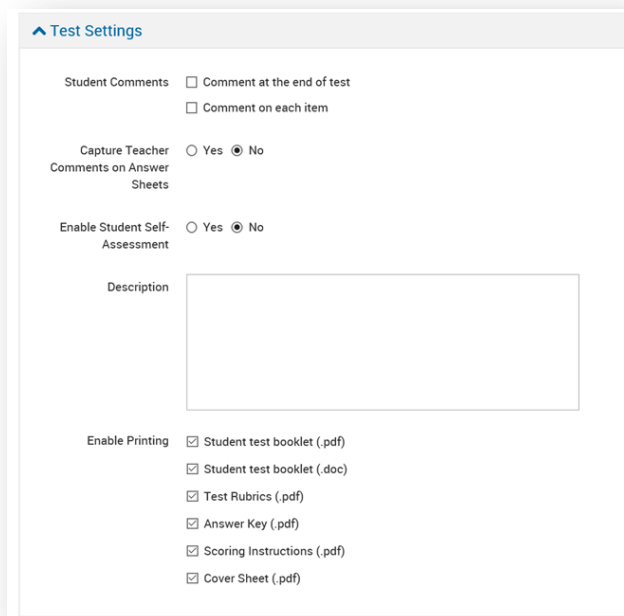


Enable Tools & Manipulatives

☐ Use Item Settings ☒ Yes ☐ No

- ☒ Compass
- ☒ Centimeter Ruler
- ☒ Inch Ruler
- ☒ Unit Ruler
- ☒ Protractor
- ☒ Four-Function Calculator
- ☒ Scientific Calculator
- ☒ Graphing Calculator

Additional test settings:



Test Settings

Student Comments ☐ Comment at the end of test
☐ Comment on each item

Capture Teacher Comments on Answer Sheets ☐ Yes ☒ No

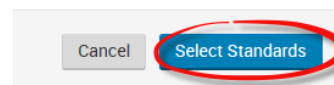
Enable Student Self-Assessment ☐ Yes ☒ No

Description

Enable Printing ☒ Student test booklet (.pdf)
☒ Student test booklet (.doc)
☒ Test Rubrics (.pdf)
☒ Answer Key (.pdf)
☒ Scoring Instructions (.pdf)
☒ Cover Sheet (.pdf)

When selections are made, click **Select Standards** at the bottom right corner.

The next screen allows the user to make modifications if needed and select standards.



Cancel Select Standards

In the following screen:

The screenshot shows the 'Create: Express Test' interface. At the top, there is a title 'Create: Express Test' and a help icon. Below the title is a link 'Back to Previous Page'. The main section is titled 'Sample Test' with a red circle '1' next to it. Underneath, it says 'Mathematics' and 'Fifth Grade'. A section titled 'Select Standards' contains three dropdown menus: 'Standards Document' (set to 'Florida Mathematics Standar'), 'Subject' (set to 'Mathematics'), and 'Grade Level' (set to 'Fifth Grade'). A red box highlights these three dropdowns, with a red circle '2' next to it. Below these is a text input field 'Enter standard ID or text' and a 'Find' button. At the bottom, there is a table with columns 'Available Items' and 'Standard'. The table lists various standards with checkboxes. A red circle '3' is next to the first row. At the bottom right, there is a button 'Add to Test Map' circled in red.

Create: Express Test

[Back to Previous Page](#)

Sample Test 1

Mathematics Fifth Grade

Select Standards

Standards Document: Florida Mathematics Standar

Subject: Mathematics

Grade Level: Fifth Grade

Enter standard ID or text Find

Available Items Standard

Expand All Collapse All

14	<input checked="" type="checkbox"/> MAFS.5.G: Geometry
50	<input checked="" type="checkbox"/> MAFS.5.MD: Measurement and Data
51	<input checked="" type="checkbox"/> MAFS.5.NBT: Number and Operations in Base Ten
84	<input checked="" type="checkbox"/> MAFS.5.NF: Number and Operations-Fractions
15	<input type="checkbox"/> MAFS.5.OA: Operations and Algebraic Thinking
1256	<input type="checkbox"/> MAFS.K12.MP.1: Make sense of problems and persevere in solving them.
1621	<input type="checkbox"/> MAFS.K12.MP.2: Reason abstractly and quantitatively.
291	<input type="checkbox"/> MAFS.K12.MP.3: Construct viable arguments and critique the reasoning of others.
739	<input type="checkbox"/> MAFS.K12.MP.4: Model with mathematics.
182	<input type="checkbox"/> MAFS.K12.MP.5: Use appropriate tools strategically.
496	<input type="checkbox"/> MAFS.K12.MP.6: Attend to precision.
687	<input type="checkbox"/> MAFS.K12.MP.7: Look for and make use of structure.
114	<input type="checkbox"/> MAFS.K12.MP.8: Look for and express regularity in repeated reasoning.

Add to Test Map

1. Click here to change the test name if needed
2. Users may modify standards, subject, and grade level here
3. Users can see at the left, the number of items available in each standard. Clicking the + will expand each standard selection to view individual benchmarks. Once standards are selected, click **Add to Test Map** at the bottom right of the screen.

Create: Express Test



[Back to Previous Page](#)

Sample Test

Mathematics Fifth Grade

Select Standards **1**

Define Test Map

Advanced Options **2**

Standard	Available Items	Items
MAFS.5.G: Geometry	14	<input type="text" value="10"/>
MAFS.5.MD: Measurement and Data	50	<input type="text" value="5"/>
MAFS.5.NBT: Number and Operations in Base Ten	51	<input type="text" value="16"/>
MAFS.5.NF: Number and Operations-Fractions	84	<input type="text" value="4"/>
		<input type="text" value="35"/>

Build Express Test

1. Click here to add or change standards chosen
2. Use Advanced Options to search for more standards if needed
3. Fill in the number of items per standard desired. Click **Build Express Test** at the bottom right of the screen.

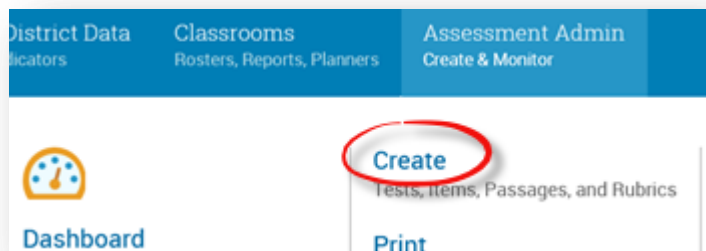
The **Test Detail** page will open.



Since Express Tests randomly select items from the Item Bank, which often means that each item will have a unique passage, it is may be advisable to search for the passage FIRST, then select the associated items. The user can search for a passage to add to a new test or an existing test. Refer to **How to Search for Passages** in this guide for a step-by-step example.

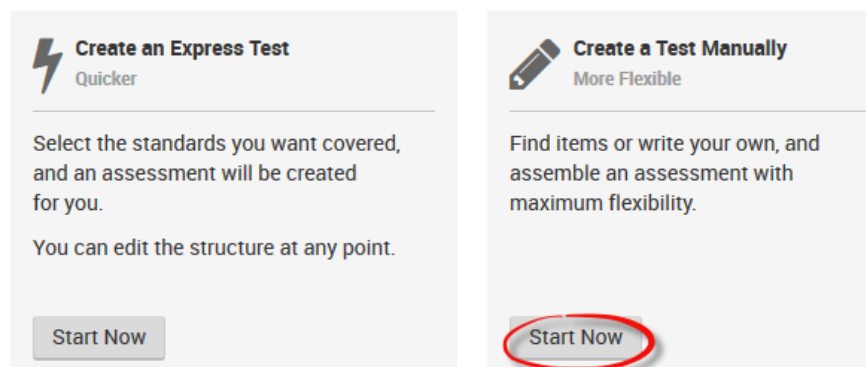
How to Create a Test Manually

First, go to Assessment Admin, and select **Create**



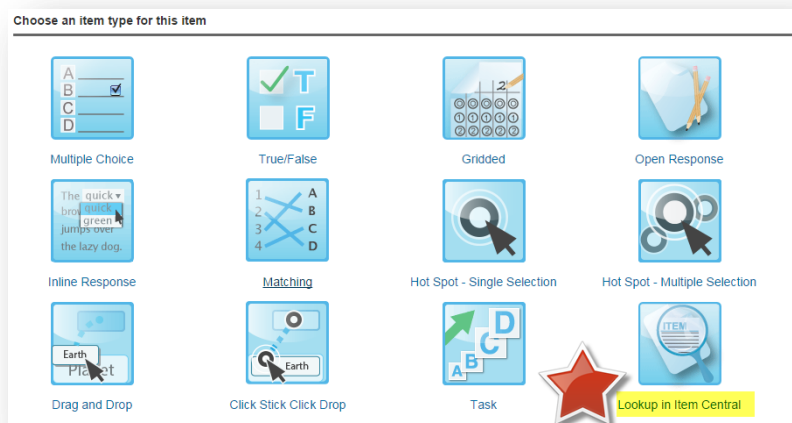
Select **Start Now**

Create

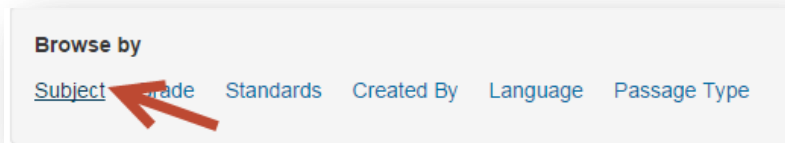


Fill in the test properties as described on page 18,

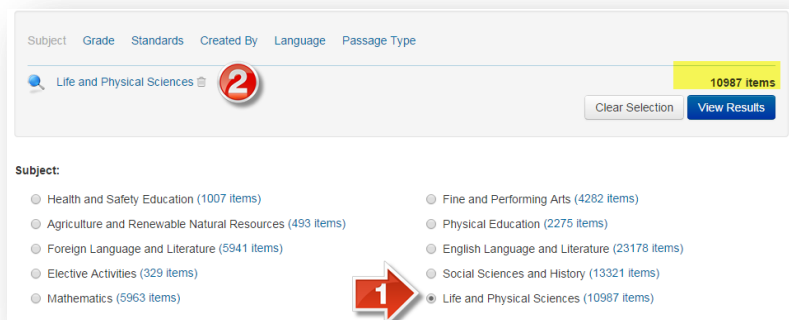
From here, the user has several choices. The user can write their own item by selecting the item type or use **Lookup in Item Center** to access the IBTP item bank.



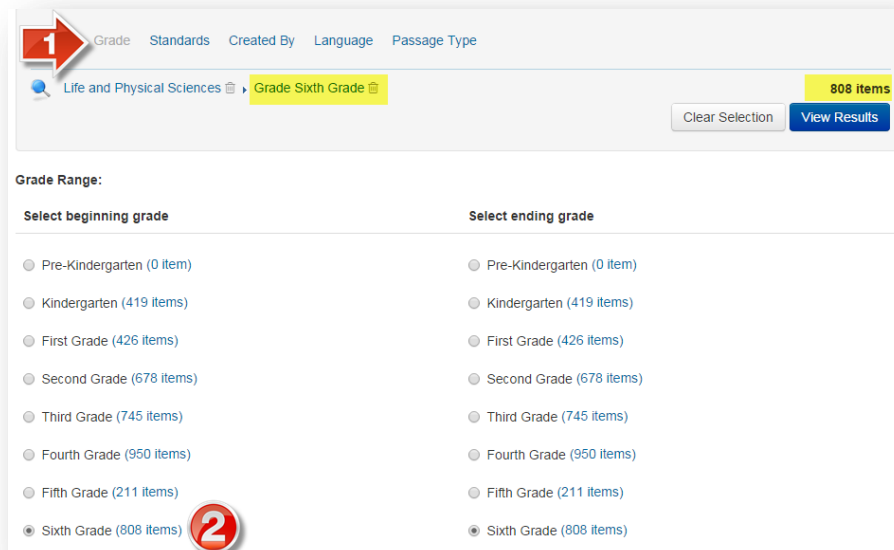
The easiest way to search is to drill down by filters. First, click on Subject, to narrow your search to items available for your subject only:



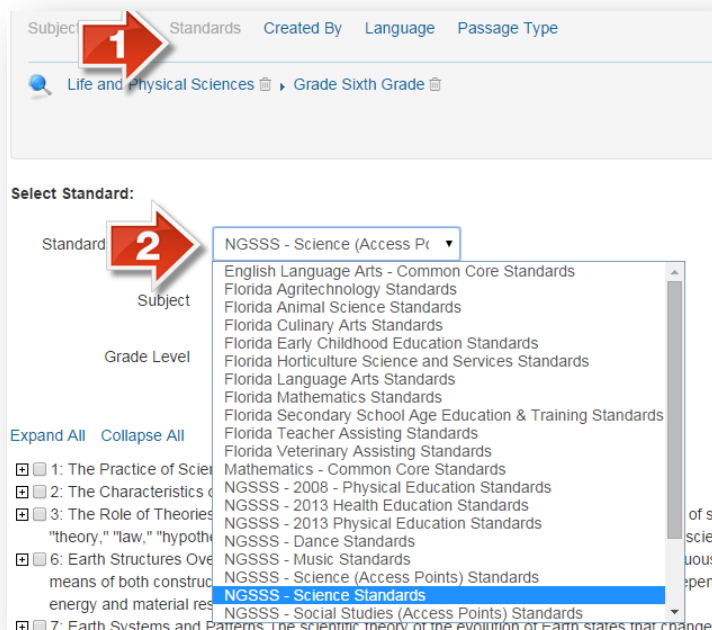
In the example, we'll choose **Life and Physical Sciences**.



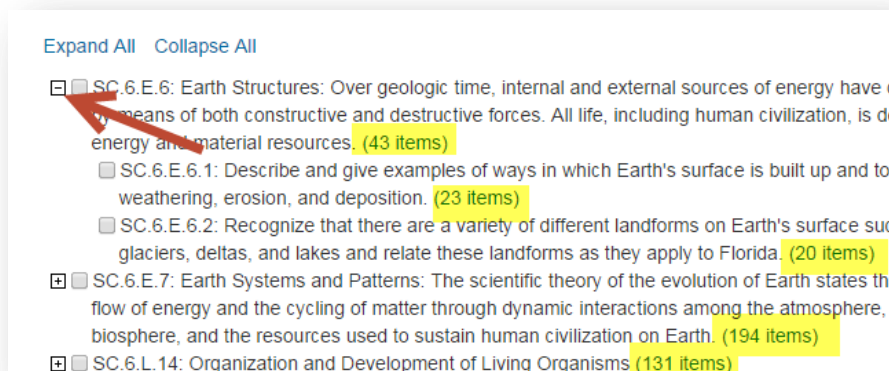
Click on Grade then select the grade level for which you are seeking items. You will see that the number of available items now drops significantly, as we drill down.



Click on Standards. Use the drop-down menu to select your correct set of standards:





Click on the + signs to expand out your standard selection, and put a check in the box of the standards for which you are seeking items. You will see your available number of items appear next to each:



As you put a checkmark in each box, you will notice that standard appear in your list of filters. When you're ready, click View Results:

SubjectGradeStandardsCreated ByLanguagePassage Type

 Life and Physical Sciences

 Grade Sixth Grade

SC.6.E.6.1

SC.6.E.6.2

43 items

Clear Selection

View Results

Select Standard:

Standards DocumentNGSSS - Science Standards

SubjectLife and Physical Sciences

Grade LevelSixth Grade

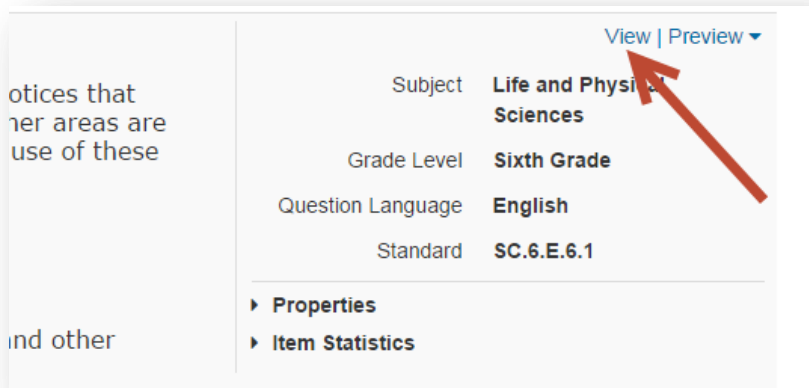
Expand AllCollapse All

☐ SC.6.E.6: Earth Structures: Over geologic time, internal and external sources of energy have continuously altered the features of Earth by means of both constructive and destructive forces. All life, including human civilization, is dependent on Earth's internal and external energy and material resources. (43 items)

☒ SC.6.E.6.1: Describe and give examples of ways in which Earth's surface is built up and torn down by physical and chemical weathering, erosion, and deposition. (23 items)

☒ SC.6.E.6.2: Recognize that there are a variety of different landforms on Earth's surface such as coastlines, dunes, rivers, mountains, glaciers, deltas, and lakes and relate these landforms as they apply to Florida. (20 items)

Your items will then display. When you find an item that looks good, you can click on View to see its additional attributes, including cognitive complexity level (Webb's DOK):



otices that
ner areas are
use of these

and other

[View | Preview](#) ▼

Subject **Life and Physical Sciences**

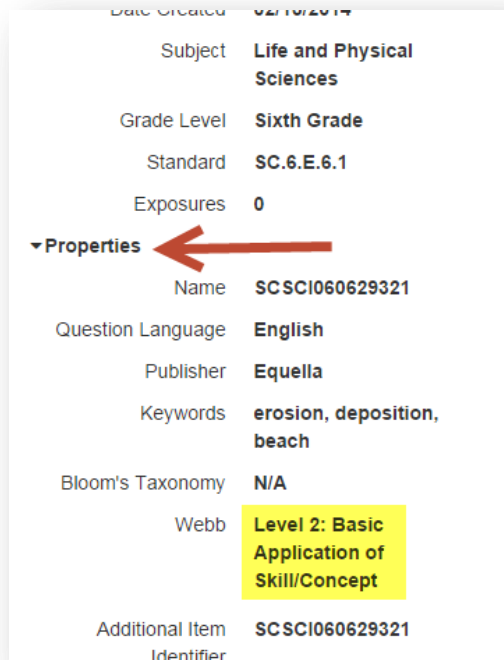
Grade Level **Sixth Grade**

Question Language **English**

Standard **SC.6.E.6.1**

► Properties

► Item Statistics



Date Created **02/10/2017**

Subject **Life and Physical Sciences**

Grade Level **Sixth Grade**

Standard **SC.6.E.6.1**

Exposures **0**

▼ Properties

Name **SCSCI060629321**

Question Language **English**

Publisher **Equella**

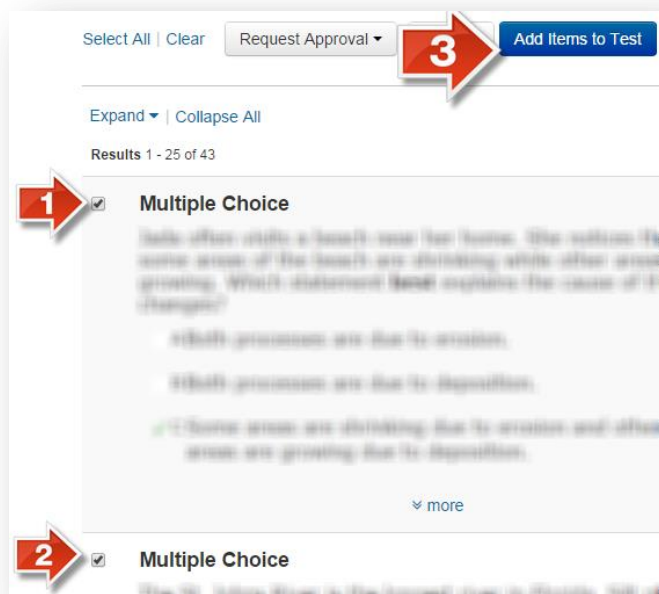
Keywords **erosion, deposition, beach**

Bloom's Taxonomy **N/A**

Webb **Level 2: Basic Application of Skill/Concept**

Additional Item Identifier **SCSCI060629321**

Put a check mark in the box next to each item you'd like to add to the test, then click Add Items to Test:



Once your test is created, you can preview it online, or you can generate a printed version of the student test booklet. Before you can schedule the test, you will need to make it public (it will still only be visible by teachers and administrators, not by students).

Test Detail Page

For tests that are in progress or completed, administrators, and teachers can view all information about a selected test. In this view, there are several test settings available for viewing and administering including **Add Item** to create or look up additional items to add to the test.

The screenshot shows the 'Test Detail' page for 'Sample Test [1525125]'. At the top, there is a 'Back to Previous Page' link and a 'Ready to Schedule' button. Below this is a 'Test Stage' section with tabs: 'Private Draft' (selected), 'Ready To Schedule', 'Scheduled', 'In Progress', and 'Completed'. The main content area is divided into two columns. The left column contains a 'Test Actions' section (callout 1) with links for 'Copy Test', 'Delete this Test', 'Preview Online Test', and a list of downloadable files: 'Student Test Booklet (.pdf | .doc)', 'Answer Key (.pdf)', 'Scoring Instructions (.pdf)', and 'Cover Sheet (.pdf)'. Below this are sections for 'Co-Authoring Settings', 'Schedule Information', 'Associated Resources', 'Test Properties', and 'Customize Test'. The right column contains an 'Instructions' section with an 'Add Instructions' button (callout 2), a 'Test Content' section with an 'Add Item' button (callout 3), and a list of items. Item 1 is 'Gridded from Item Central' (callout 4) and includes a 'View' icon. A red box highlights the 'View' icon with the text 'indicates reference sheet is attached to this item'. Item 2 is 'Open Response from Item Central'. Each item has an 'Actions' dropdown menu. Item 1's actions include 'Correct Answer', 'Point Value' (1), 'Standard ID' (MAFS.K12.MP.4), and 'Formula Reference Sheet' (FL-IBTP_Math_Referen...). Item 2's actions include 'Point Value' (2) and 'Standard ID' (MAFS.K12.MP.6).

Under Test Actions

1. Under **Test Actions**, users can copy/delete the test, preview how it would look online, and print a student test booklet, answer key, scoring instructions, and cover sheet.

NOTE: a test must be scheduled in order to print an answer (bubble) sheet

2. Teachers can add instructions if needed. This can be left blank as well.
3. Click **Add item** to add a new item to the test form.
4. Click here to **View, Edit, Replace** or **Remove** an item from the test form.

Test Properties

In the Draft phase, test properties can be edited. Expand **Test Properties**, click **Edit Properties** at the bottom, edit, and click Save.

The screenshot shows a sidebar menu with the following items: Test Properties (expanded), Test Category, My Classroom, Item Visibility, Visible in Test Results, Unanswered Questions, and a partially visible item: Enable Student Self-Assessment. The main content area is titled 'No' and contains the 'Enable Printing' section. This section has a list of items, each with a checked checkbox: Student test booklet (.pdf), Student test booklet (.doc), Test Rubrics (.pdf), Answer Key (.pdf), Scoring Instructions (.pdf), and Cover Sheet (.pdf). At the bottom of the panel is a blue link labeled 'Edit Properties'.

Customize Test

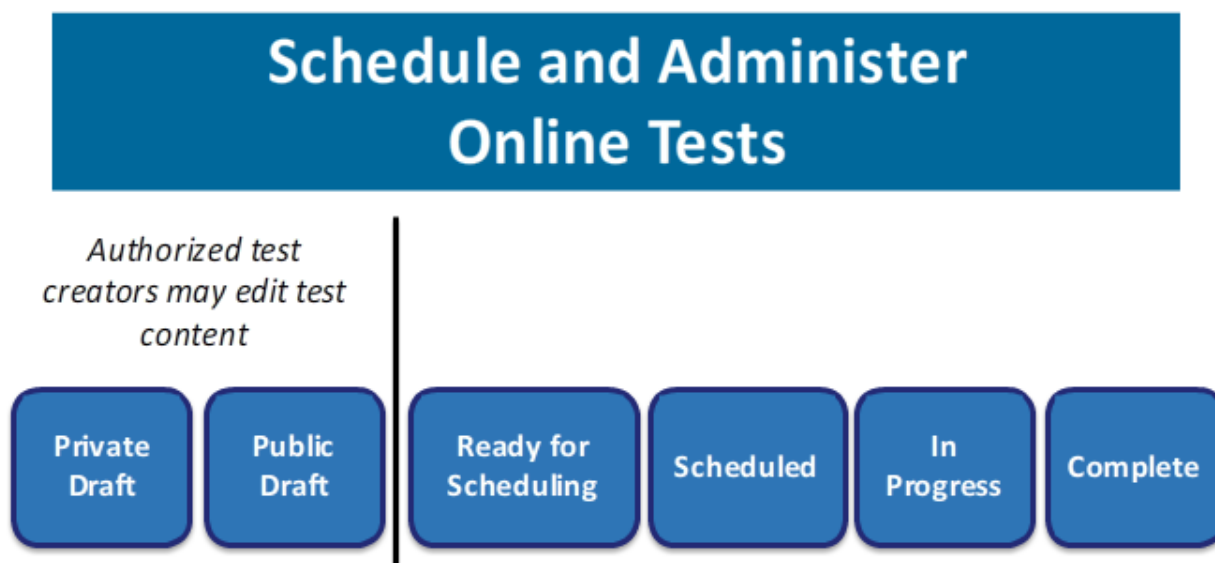
In the Draft phase users can Delete Multiple Questions, Reorder Questions, define Score Groups, and define Answer Choice Patterns (A, B, C, D and E, F, G, H) under the **Customize Test** option. Users can also override the default cut scores for each proficiency level.

The screenshot shows the 'Customize Test' panel. Under the 'Score Groups' section, there is a checkbox labeled 'Override default cut scores' which is checked. Below this is a table of proficiency levels with corresponding cut scores:

Proficiency Level	Cut Score
Mastery	100
Proficient	79
Satisfactory	69
Needs Improvement	59
Unsatisfactory	0

Schedule and Administer Online Tests

Depending on the user's level of access in the system there are 5 to 6 phases in the Test Stage Process.



The main objective of the Test Stage Process is to identify problems early. Once an assessment has been scheduled, it cannot be edited. Therefore, it is best to detect problems in the draft phase so that they are easier to fix. When beginning to create a test, the user is in the **Draft Stage** where editing is allowed.

In the Draft phase, users can:

- Add test instructions
- View item details and test properties
- Customize the test
- Add, delete or edit items

For teachers, after the Private Draft stage, users can no longer edit the test item. For administrators, after the Public Draft stage, users can no longer edit items. Note, teachers will not have access to the Public Draft stage. Users do not have to go through all shown stages in one sitting. It is recommended that all edits be made to items while the test is in the **Ready to Schedule (Ready)** stage to ensure data collection reporting is accurate.

Note: When editing an item that appears on a test, changes are reflected on the test only and will not update the item in Item Central. All other associated items reflect the original item.

Once all editing is completed and the Key verified, click **Ready to Schedule**.

When ready, click **Schedule**.

Schedule a Test: Test Settings

The screenshot shows the 'Schedule a Test: Test Settings' page. At the top, there are navigation tabs for 'Classrooms' and 'Assessment Admin'. Below the tabs, a 'Back to Previous Page' link is visible. The main heading is 'Schedule a Test: Test Settings'. Below this, the test name 'Sample 2' and its ID '[1525129]' are displayed, with a red circle '1' next to the ID. A 'View Details' link is shown with a red circle '2' next to it. Below the link is a 'Test Stage' section with tabs: 'Private Draft', 'Ready To Schedule' (highlighted), 'Scheduled', 'In Progress', and 'Completed'. Underneath, 'SUBJECT: Mathematics' and 'ADMINISTRATION DATES: Not Scheduled' are listed, along with 'GRADE LEVEL: Ninth Grade - Twelfth Grade' and 'COLLECTION STATUS: Not Started'. The 'Test Settings' section contains three date input fields: 'Start Date*', 'End Date*', and 'Score Due Date*', each with a placeholder 'mm/dd/yyyy'. A red box highlights these three fields, with a red circle '3' to its right. Below the date fields are two checkboxes: 'Prevent the students from accessing the test results until after the end date' and 'Prevent scanning of answer sheets after the Score Due Date (Scanit Only)', with a red circle '4' to the right of the second checkbox.

1. Displays test name and test ID
2. Brings user back to the **Test Details** page
3. Enter the Start and End date.
4. Prevents access of students to test results immediately after. Teachers will automatically see student results once testing is completed.

Online Test Options

Note: It is highly recommended to [Preview Online Test](#) before administration to students.

Administer this test with ☐ Schoolnet Browser Test Tunnel - Standard browser settings
☒ Schoolnet Secure Tester - Schoolnet's built-in Secure Tester delivery system

Online Passcode is required for a student to access this test:

☒ Show student scores upon test submission

☒ Display this test on the Take a Test list on the student home page

☒ Prevent the students from accessing the test before the start date or after the end date

☒ Enforce test time to (Eastern Standard Time)
☒ Mon ☒ Tues ☒ Wed ☒ Thu ☒ Fri ☐ Sat ☐ Sun

☒ Timed Test minutes

☐ Track and Display Student Response Times

☐ Scramble question order (will override custom question labels in student's online test)

☒ Allow students to pause test

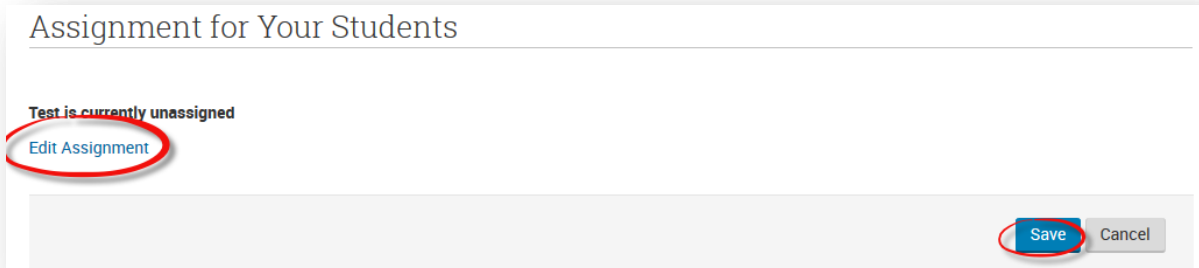
☒ Allow only assigned students to take test

	Description of Test Setting	
1	Administer this test with	<p>1. Schoolnet Browser Test Tunnel (unsecure) use standard browser settings and allow students free access to their computers.</p> <p>2. Schoolnet Secure Tester use Schoolnet's built-in Secure Tester delivery system. This system disables students from accessing other parts of their computers such as web browsers, calculators, and applications during testing. This option requires the installation of Schoolnet Secure Tester application. Some school districts have been configured for Single Sign-On directly from their host application. For best results, be sure your students view the online tutorial before starting the assessment.</p>
2	Online Passcode	<p>Online passcode is required for a student to access this test:</p> <p>Enables students to access the online testing environment.</p>

Description of Test Setting		
3	Show student scores upon test submission	Select this option to immediately display the student's score when submitting a test in the test tunnel. If this option is not selected, students will simply see a message that their test has been submitted.
4	Display this test on the Take a Test list on the student home page	Enables teachers and test administrators to develop and schedule a test in advance without notifying students. By default, the option is selected to display tests to students.
5	Prevent the students from accessing the test before the start date or after the end date	Enforces the start and end dates.
6	Enforce test time	Restricts a proctored test-by defining specific dates, days, and times students have access to the test. The system defaults to 7:00 a.m. to 3:00 p.m., but any hours can be selected.
7	Timed Test	Set a limit on the amount of time students have to take a test. Enter the time in minutes. The test clock pauses for items designated as Timer Off.
8	Track & Display Student Response Times	Calculates the amount of time each student took to read and answer a test item on an online test. When selected, individual student response times display on Item Analysis reports in Student Performance and on the Student Profile when viewing test results. This option may be only be changed before the scheduled start date.
9	Scramble Question Order	Enables random ordering of question that display on a test. This option overrides custom question labels in student's online test. This option does <i>NOT</i> change the order for activities within task questions.
10	Scramble Answer Questions	Scramble answer choices where applicable. This option applies to Multiple Choice, Inline Response, Matching, and Drag and Drop activities within a task item type.
11	Allow students to pause test	Enables the pause feature and permits students to leave and re-enter the secure testing environment without submitting their tests.
12	Allow only assigned students to take test	Permits only specific students to access the test.

Assigning Tests

Test assignments determine the distribution of a test within a school district. The available options are dependent on the assignor's role and permissions. Click **Edit Assignment**, assign to sections or individual students then click save.



Assignment for Your Students

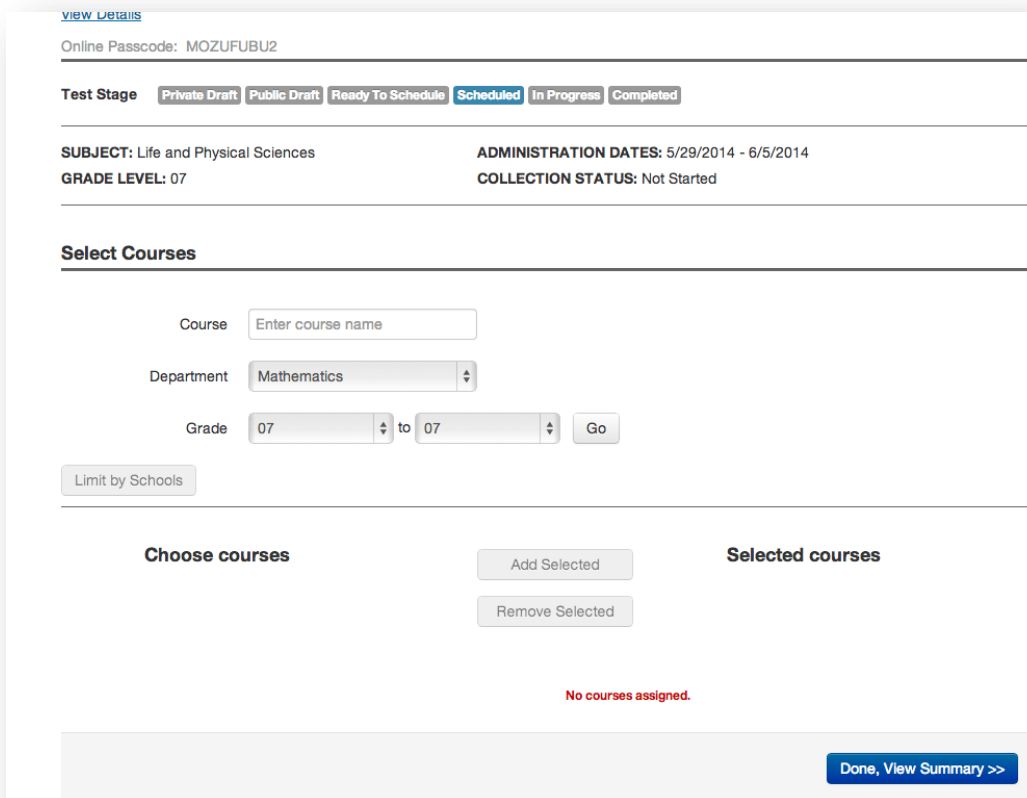
Test is currently unassigned

[Edit Assignment](#)

[Save](#) [Cancel](#)

Generally, teachers will only be able to assign tests to individual students or sections, school administrators may assign or recommend tests to teachers, and district administrators may assign or recommend tests to teachers and schools. The schools, teachers, students, and sections that are available to assign a test are limited to those an assigner has access to view.

School and District administrators may also assign a test to a course or courses. To do this, select Edit Assignment:



[View Details](#)

Online Passcode: MOZUFUBU2

Test Stage: [Private Draft](#) [Public Draft](#) [Ready To Schedule](#) [Scheduled](#) [In Progress](#) [Completed](#)

SUBJECT: Life and Physical Sciences ADMINISTRATION DATES: 5/29/2014 - 6/5/2014
GRADE LEVEL: 07 COLLECTION STATUS: Not Started

Select Courses

Course:

Department:

Grade: to [Go](#)

[Limit by Schools](#)

Choose courses [Add Selected](#) [Remove Selected](#) Selected courses

No courses assigned.

[Done, View Summary >>](#)

Choose the **Department** and **Grade** and click **Go**. Select **Elementary Program** from Department to find Elementary courses.

Select Courses

Course:

Department:

Grade: to

Choose courses **Selected courses**

Results 1 - 2 of 2

<input type="checkbox"/>	Course Name	Course ID	# of Sections
<input type="checkbox"/>	ALGEBRA 1	120031001	365
<input type="checkbox"/>	IM ALG	12004000A	75

No courses assigned.

Choose the course to assign the test and click **Add Selected**. Click **Done, View Summary**. The test is now scheduled and assigned. **In Progress** will be highlighted during the test window. **Completed** will be highlighted after the end of the scoring date.

Online Passcode: MOZUFUBU2

Test Stage

SUBJECT: Life and Physical Sciences **ADMINISTRATION DATES:** 5/29/2014 - 6/5/2014
GRADE LEVEL: 07 **COLLECTION STATUS:** Not Started

Test Administration

Administering Computer Based Assessments

The online assessment can be administered using the secure tester administration or browser-based administration option.

When preparing computers for the first online assessment, both options will require that you click Tech Check at the footer of any page to run a diagnostic check and set browser security settings. This procedure is used to allow mixed content and varies by operating system and browser.

If **Administer this test with Schoolnet Secure Tester** was selected when scheduling, confirm that Secure Tester is properly installed on student computers. Students will not be able to access the test if Secure Tester is not installed. The Secure Tester administration option will prevent students from accessing documents and other browser windows once they have started the test. See Appendix B for more information on Tech Check and Appendix C for Installing Secure Tester.

Browser-Based Testing

The browser-based option, will allow students to access test content from any computer or mobile device. This option should only be used for non-secure content such as homework or extra credit projects. Students can log in through the FLDOE SSO Student Portal or use this direct link <https://prodsnibtp.fldoe.org>

Student Single Sign On (SSO)

In order for students to log into the IBTP, they will need to register for an SSO account at the FLDOE SSO Student Portal at <https://portal.fldoesso.org/PORTAL/students/Student-Portal.aspx>

Step-by-step directions on how students can register for their SSO account can be found in Appendix A

How to log students into the Schoolnet SecureTester

Once a student has registered at the FLDOE SSO Student Portal and SecureTester has been installed on the computer, students can log in to take an assessment.

1. Look for icon on computer



2. Please **choose Students and not District Name** when drop down appears:



Select your organization from the following list.

NOTE: If your organization is not listed in the drop down, the correct organization is "SSO Hosted Users".

Students

▼

Continue to Sign In

You will not be prompted to make this selection again unless your cookies are deleted or a different machine/device is utilized.

WARNING: If the student chooses the District name and not Students, the Network Manager will need to log off the student, log in, clear the cache, and reset the student account.

3. The student should arrive at the following screen.

Student Portal

Home Registration Contact

Florida Department of Education
Single Sign-On

The FLDOE SSO Student Portal is your one-stop shop for
accessing important password-protected online tools.

New User Registration

Student Portal Log-In

Username:
|

Password:
Password

Forgot Password Log-In

Support | Copyright Florida Department of Education ©2014 | Privacy Statement | Public Records

The student should then type in user name and password.

If the student forgets the password, please go to the following site:

<https://portal.fldoesso.org/PORTAL/Students/ForgotPassword/Forgot-Password.aspx>.

Monitoring Student Progress During Testing

The Assessment Dashboard is a tool that teachers and administrators use to monitor student progress during a test administration. From the Assessment Admin tab, select Dashboard

Assessment Dashboard

Find a Test [Test Central](#)

Enter Test name or ID

All subjects

Recently Viewed Tests

Select a Test

Grade Level

09 to 12

Filter

[Find an Item](#)

[Create a Test](#)

[Create an Item](#)

My Tests

3 most recent [\(View All\)](#)

In Progress Tests

4 ending soon [\(View All\)](#)

Test Name	End Date	Scores Due Date	Collection Status
ELA Sample K- 8 Test Form - 15.4	05/15/2014	05/30/2014	In progress
ScienceSpring2014	05/23/2014	05/23/2014	Not Started
Administer ELA 4 EOC Sample	05/23/2014	05/30/2014	Not Started
IR Gr 6 Spring 2014 Interim	05/26/2014	06/02/2014	Not Started

Users in a leadership role see the Assessment Dashboard. Review the numbered areas in the image of the dashboard, and their descriptions listed here to learn more about them.

1. Limit the number of tests listed by entering a test name or ID, or by selecting options from the menus and clicking **Filter**.
2. Click the **+** sign next to a category to expand it and view a list of tests that fit within it.
3. Click a test name to view its Detail page, which includes the assessment items, the test's properties and scheduling information, and a list of actions the user can choose from.
4. View the schedule and administration status of the listed tests.

Users in a teacher role see the Test Dashboard. Review the numbered areas in the image of the dashboard, and their descriptions listed here to learn more about them.

Teacher View

Test Dashboard

1. Search bar: ALGEBRA 1 - BERTRAN

2. Filter tabs: Active Tests, Benchmark Tests, Classroom Tests, Recently viewed tests

3. Filter range: All Test Categories, All subjects, to, Filter

Results 1 - 10 of 25

Test Name	Test Category	Online Passcode	Start Date	Subject	Grade	Collection Status	Actions
HPW Express Test 2	District Interim Assessment	HBFEVY2	02/18/2014	Social Sciences and History	06	Not Started	Actions
Social Studies Spring Gr 6-8 2014 Form A	District Interim Assessment	VYSANUWA1	02/14/2014	Social Sciences and History	06 - 08	In progress	Actions
Social Studies Spring Gr 9-12 2014 Form B	District Interim Assessment	FAQAKE8	02/14/2014	Social Sciences and History	09 - 12	Complete	Actions
Social Studies Spring Pre-test	District Interim Assessment	GUNEBAP1	01/20/2014	Social Sciences and History	09 - 12	In progress	Actions
Algebra 1 Spring 2014 9 Form 1	District Interim Assessment	JETELY3	03/31/2014	Mathematics	09	Complete	Actions
Algebra 1 Spring 2014 Gr 9-12 Form 2	District Interim Assessment	GYKYDE2	03/10/2014	Mathematics	09 - 12	Not Started	Actions
Administer ELA 4 EOC Sample	District Interim Assessment	FEFYT7	05/07/2014	Mathematics	09 - 12	Not Started	Actions

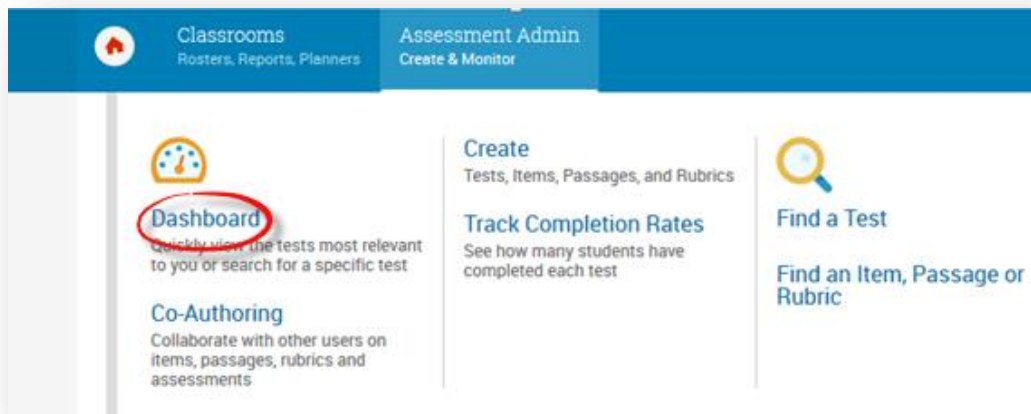
6. Actions menu: Score, Download (PDF), Download Instructions, Generate Answer Sheets, View Usernames, Track Student Accommodations, Proctor Dashboard

1. Select the section the listed tests should apply to.
2. Choose the type of tests to view from the tabs.
3. Limit the number of tests listed by selecting options from the menus and clicking **Filter**.
4. Click a test name to view its Detail page, which includes the assessment items, the test's properties and scheduling information, and a list of actions the user can choose from.
5. View the schedule and administration status of the listed tests.
6. Open the Actions menu to choose whether to generate answer sheets, view usernames, or access the Proctor Dashboard, where teachers can observe students' progress of an assessment in real time.

Scoring

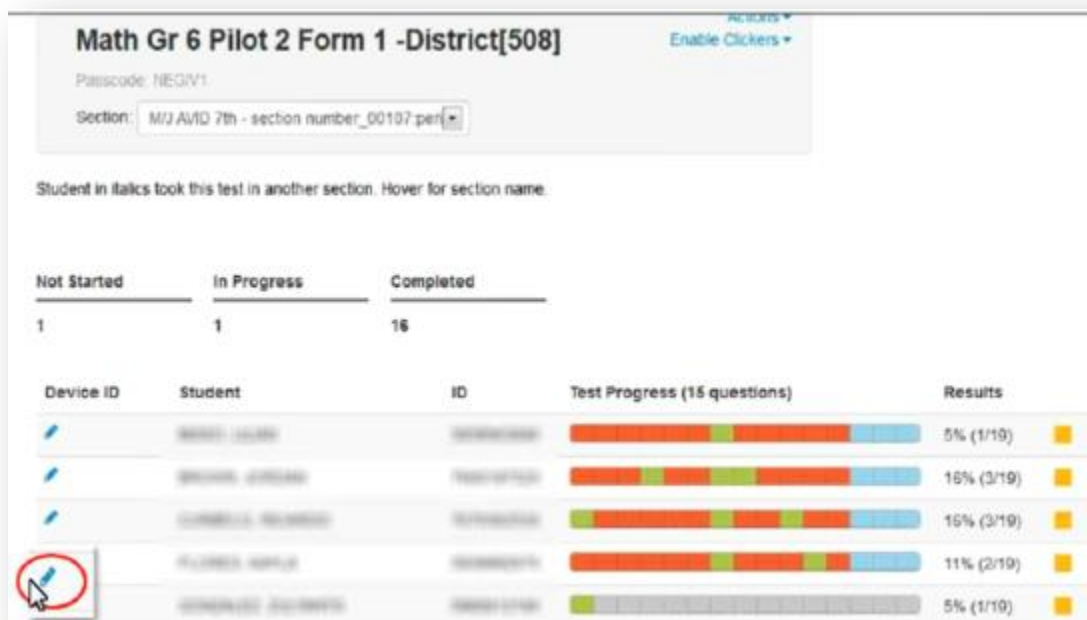
The IBTP automatically scores all Selected Response items. Open response items can be scored from the Assessment/Test Dashboard. Only tests that are **In Progress** or **Complete** can be scored. In order to determine the stage of a test, view the status bar found on the Score Overview section.

Go to Assessment Admin and Dashboard



From the Dashboard, users can see how many students have actually completed the assessment and submitted their responses. The assessments results are listed under “Results”.

Under the “Test Progress” bar, anything in blue would mean that there are open response items in the test which need to be manually scored by click on the pencil.



Users may also access the student test and open response item scoring by selecting the student's test link. Here, users can view what the question is, see the student's response, and type in the score based on the maximum number of points assigned.

The screenshot shows a web interface titled "Scoring by Student's Test" in a blue header. Below the header, there are two tabs: "By Student's Test" (highlighted with a red box) and "By Open Response Item". The main content area shows a section for "6 - Open Response (10 points)" with a "Not Scored" status in the top right. Under this section, there are links for "Show Question" and "Show Response". Below these links, the text "(10 points)" is displayed next to a "Not Scored" button, which is circled in red. At the bottom, there is a "Comment" section with a text input field containing the placeholder text "Enter a comment to share with student and parent(s)".

Users can also use the Open Response item option, which is the quicker alternative allowing the user to score all students' responses on all test items on the same page.

The screenshot shows a web interface titled "Scoring by Student's Open Response Item" in a blue header. Below the header, there are two tabs: "By Student's Test" and "By Open Response Item" (highlighted with a red box). The main content area is divided into two columns. The left column lists test items: "Item 3", "Item 4", "Item 6", and "Item 12". The right column shows the details for "Item 3 (2 points)". Under "Item 3", there is a "Question" link. Below that, a student entry is shown: "1 - Adsit, Josephine (592938001X)". Under this student entry, there is a "Response" link, a "Score" section with a "Not Scored" button and "/ 2", and a "Comment" section with a text input field containing the placeholder text "Enter a comment to share with student and parent(s)". Below this student entry, another student entry is shown: "2 - Armstrong, Emily (592879679X)". Under this student entry, there is a "Response" link, a "Score" section with a "Not Scored" button and "/ 2", and a "Comment" section with a text input field containing the placeholder text "Enter a comment to share with student and parent(s)".



Administering Paper-Based Tests

All tests (except those which contained technology enhanced items, can be administered as a paper-based assessment.

How to Print Answer Sheets (one section or period)

Locate the test from the Home page, click on the Upcoming Tests to see tests available to courses assigned to the teacher. Click on the test to print Answer Sheets.

Recent Assessments

<div>District and Local Tests Classroom Tests Standardized Tests Upcoming Tests</div>		
View all		
TEST NAME	ONLINE PASSCODE	TEST STAGE
 04/28/15, KHJ.Sample.AnswerSheet.Scan	SAMPLE	In Progress
 05/04/15	MASTION	Scheduled

Click on the **Answer Sheets** link under **Test Actions**.

Test Stage Private Draft Public Draft Ready To Schedule **Scheduled** In Progress Completed

▼ Test Actions

[Answer Sheets](#)

[View Usernames](#)

You do not have permission to see the test content until the test start date: 05/04/2015

When the **Answer Sheet Generator** opens, check the classes that will need Answer Sheets printed and click Generate Answer Sheet.

After clicking Generate Answer Sheet, th

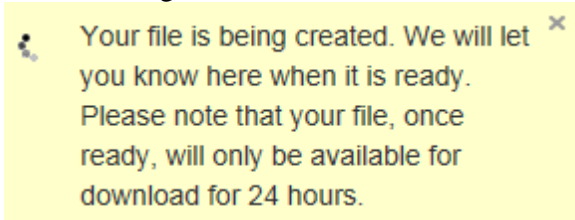
Generate Answer Sheet

Results 1 - 8 of 8

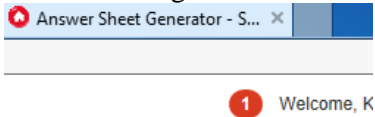
☐ Section

☒ Early Childhood Education 1 N
00301:period 004

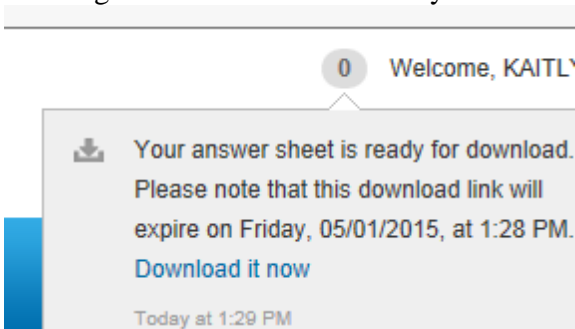
After clicking Generate Answer Sheet, the following dialog will appear near your name at the top of the page



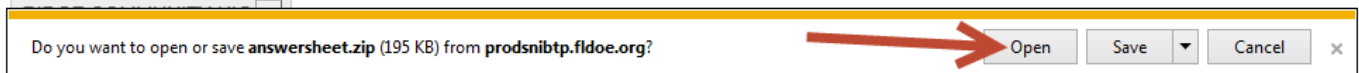
Then a message indicator will alert you that the download has completed.



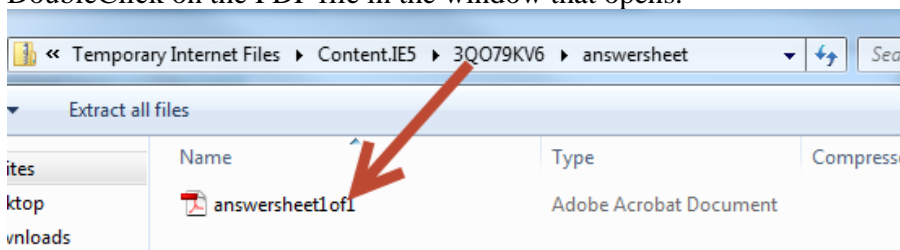
Clicking on the number will show you which Answer Sheets are available to download.



Click **Download it now** and a box will appear at the bottom → click Open



DoubleClick on the PDF file in the window that opens.



The document will open with a Cover Page providing the name of the test and details about the course as well as the teacher and school followed by the Answer Sheets for the students.



Early Childhood Education 1 NEW/Level 2 section number 0041
(1330972) KHJ. Sample Answer Sheet. Scan

Student: _____

Teacher: _____

School: _____

Date: _____

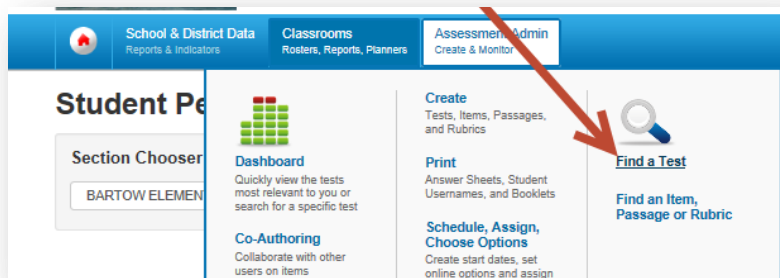
Mark only one bubble for each item: ● ○ ○ ○ ○

Use a #2 pencil to mark all bubble questions. Do not fold or staple this answer sheet.



How to Print Answer Sheets (multiple sections)

Locate the test from the Home page, hover over the Assessment Admin tab and click on **Find a Test**.



Using a test name or course number from the spreadsheet on the AAE website, type in all or a partial name and press enter. Then **click on the name of the test** for which you wish to print Answer Sheets.

Test Central

Find a Test

Test Name/ID:

Subject:

Grade Level: to

Admin Date Range:

Test Status:
☒ Private
☒ Public
☒ Released

Results 1 - 4 of 4

Test Name	Test Category	Subject	Grade Level
53.MATH.5012030.EOY.DDT.MC1	District Interim Assessment	Mathematics	First Grade

Click on the **Answer Sheets** link under **Test Actions**.

[Back to Previous Page](#)

Test Detail

53.MATH.5012030.E.DY.DDT.MC1 [1268]

Online Passcode: MATH1

Test Stage **Private Draft** Public Draft Ready To S

▼ Test Action

- Copy Test
- Answer Sheets**

When the **Answer Sheet Generator** opens, you will have to “drill” down to the sections at your school by selecting the correct items in the dropdowns on the left side of the page:

SUBJECT: Mathematics

GRADE LEVEL: First Grade

Section **School/Grade**

Section Search

School Type:

Elementary ▼ **1**

School:

BARTOW ELEMENTARY ▼ **2**

Grade Level:

First Grade ▼ **3**

Department:

Elementary Program ▼ **4**

Course:

Mathematics - Grade One ▼ **5**

Teacher:

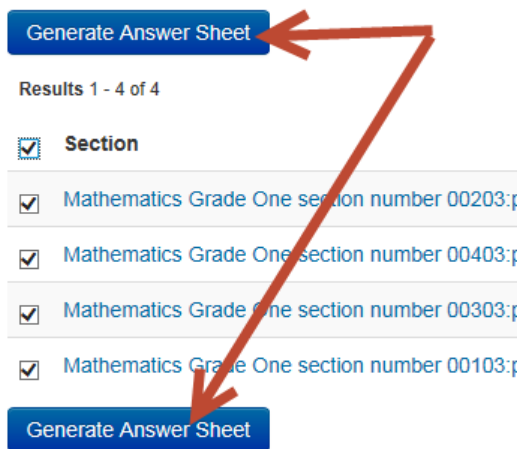
-- All Teachers -- ▼

☒ Include sections not assigned to the test **6**

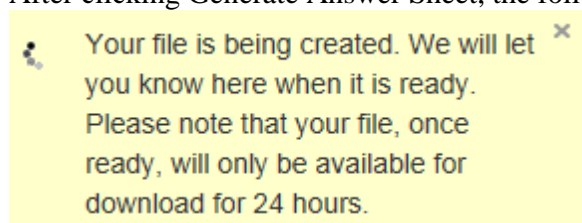
7
Search

For elementary core subjects, select Elementary Program

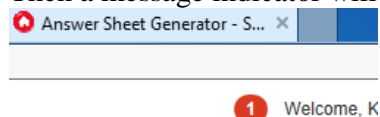
Select the sections/teachers to be printed, then click Generate Answer Sheet.



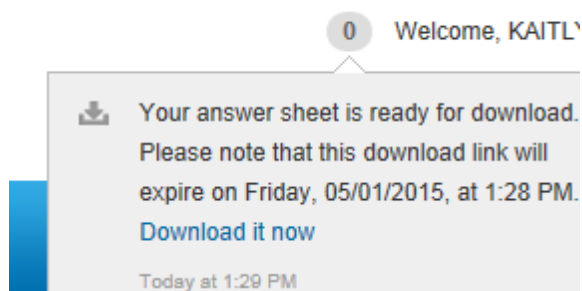
After clicking Generate Answer Sheet, the following dialog will appear near your name at the top of the page



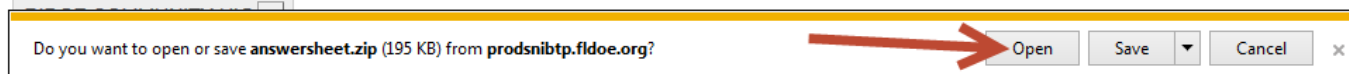
Then a message indicator will alert you that the download has completed.



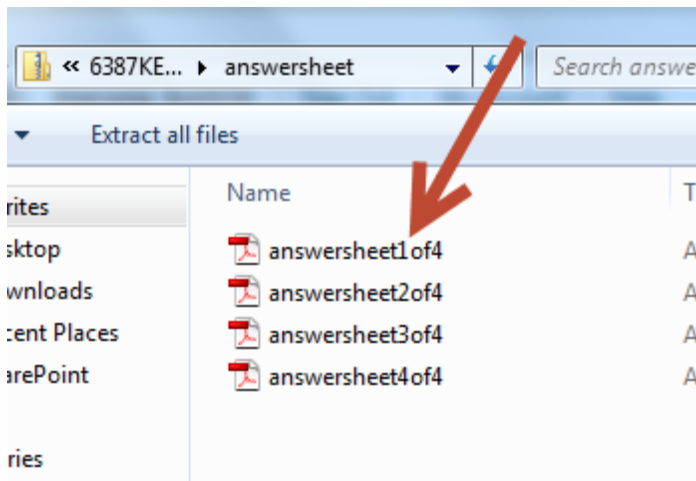
Clicking on the number will show you which Answer Sheets are available to download.



Click **Download it now** and a box will appear at the bottom → click Open



Multiple files will open in a separate window. DoubleClick on each of the PDF files to print.



Each set of AnswerSheets will open with a Cover Page providing the name of the test and details about the course as well as the teacher and school followed by the Answer Sheets for the students.

Scanning Answer Sheets

In order to scan answer sheets, ScanIt™, must be added to the user's profile. To do this

Log in to IBTP through the SSO portal <https://portal.fldoesso.org>

- Click the **EDUCATORS** link.
- If it is your first time to log in to the SSO using the computer, you will have to select Dade County School District from the drop-down box.
- Log in with your MDCPS credentials
- Select **IBTP-Test Platform** from the choices under **Resources & Assessments**
- click on **Add Content**, found on the lower left of the screen

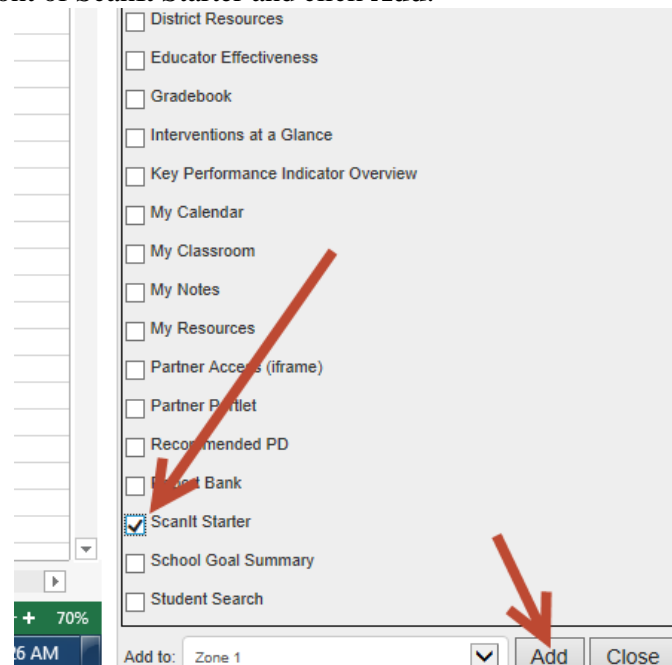
IBTP Support Materials

To access support materials for the IBTP, [click here](#).



[Add Content](#) | [Edit Layout](#)

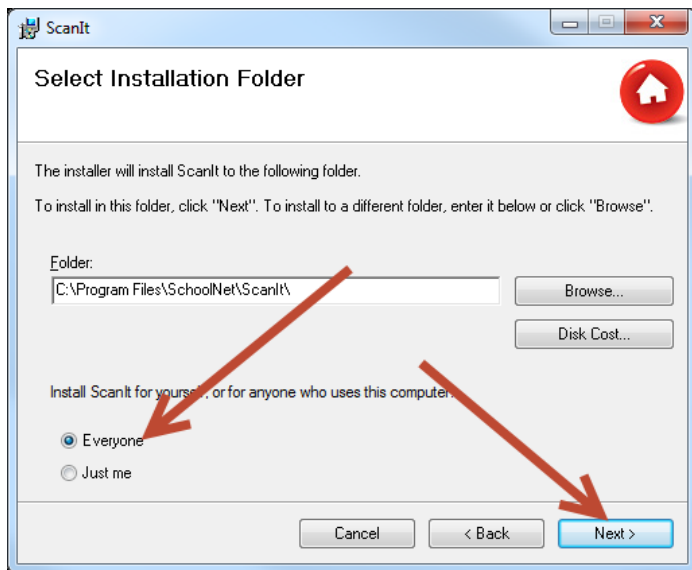
- Check the box in front of ScanIt Starter and click **Add**.



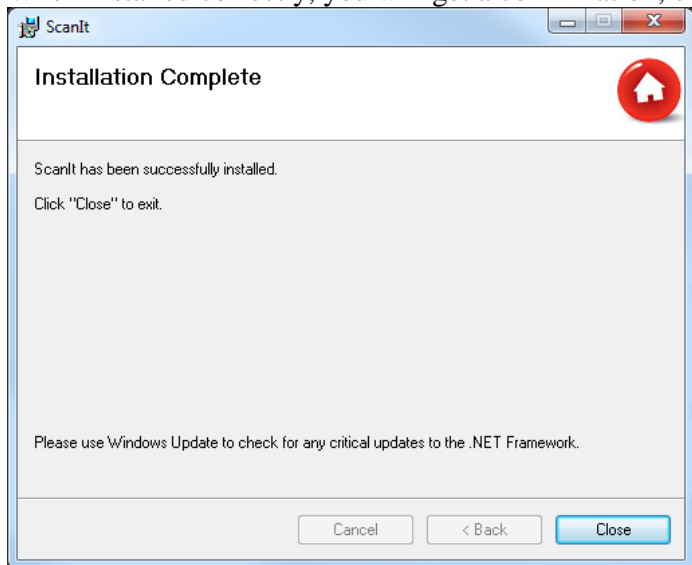
The application will appear on the upper left of the screen. Next click on **Download for Windows**



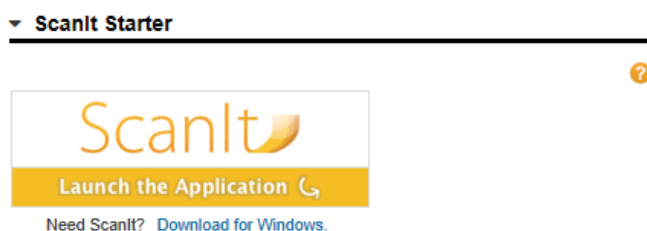
Follow the prompts through the initial screens until it comes to the point where it says, **Install ScanIt for yourself, or for anyone who uses this computer**→click **Everyone** if this is to be a central scanning computer. Click Next.



When installed correctly, you will get a confirmation; close the installation window.



The ScanIt Starter will now have the option to **Launch the Application**



When you use ScanIt™ to score tests, the results automatically display on the score page in Assessment Admin as well as on various reports across the system.

Manage the scanning process

Before scanning, verify that the scanner is connected to a PC and is turned on. Please ensure that the scanner is connected directly to the computer, rather than a network connection. The computer will need an active Internet connection from broadband or cable modem source and a minimum 1 GB available memory for data import optimization.

1. Load Documents on your scanner.
2. Click **Scan** on the left side of the screen. The counter pane on the left side displays the scanning progress and includes the total number of sheets scanned, processed/uploaded, and number of sheets that require review or manual entry. The scanning speed is dependent upon the speed of your scanning hardware. Processing and uploading times are dependent on computer memory, Internet connection speed, and volume of failed sheets and/or items requiring review. Once uploaded, results are automatically available in Assessment Admin, Classrooms, and Student Profile.
3. Correct Scan Issues. Any answer sheets or answer responses that cannot be fully interpreted by your scanner appear on the **Review Recommended** and **Requires Manual Entry** lists.
 - **Review Recommended:** Any item response the scanner is not able to process will be listed in the **Review Recommended** pane of the scanning screen. Use the drop-down list under the **Answer** column to correct the scanner's interpretation of a student's response. Use the corresponding sheet #, Student ID, and item number to locate the original form. If you do not override the student responses that appear on this tab, scores for these items display as **No Response** in the system. Once you have completed reviewing and updating items, click **Confirm Review** on the left side of the screen to load these scanned forms to the system.
 - **Requires Manual Entry:** If a sheet fails to scan, it will be listed in the **Requires Manual Entry** pane. Reasons for sheet scanning failure include: severely damaged scan sheets, incorrect/invalid student IDs, and obscured answer sheet bar codes.

If you are able to repair the form, you may re-scan it. Otherwise, access the test in Assessment Admin and click **Score Test** to manually enter student responses.

4. For open response answer sheets, you may review the response and enter scores online. Click **Score Test** on the Test Details page under the Action panel.

Viewing Results

Results can be accessed from the teacher home page under **Classrooms** tab. On the **Student Performance Page**, users may also access the Classroom Test Dashboard which leads to additional reports.

Teacher Home Page

View assessment results using the data and reports found in the School & District Data and the Classrooms modules.

Welcome back, PATRICK.
Your last visit was yesterday. Your role is Teacher at SANDIFER SCHOOL.

Florida Interim Assessment Item Bank and Test Platform (IBTP)
Welcome to the Florida Interim Assessment Item Bank and Test Platform (IBTP). The Florida Department of Education values your support and participation in Pilot 2. We look forward to your feedback on the IBTP.
Please note, during Pilot testing and the Item Tryout periods, the full functionality of the IBTP will not be available. For example, reporting features and other assessment tools will not be available until Spring 2014.

IBTP Item Tryout Training Materials
To access all the Item tryout Training Materials you need to conduct the Tryouts, [click here](#).

My Classroom
Section: IM ALG - RIVERS
Reports | Planner | Materials Search | Assessments

Recent Assessments
District and Local Tests | Classroom Tests | Standardized Tests | Upcoming Tests

Life and Physical...	02/14/2014	25.3%	
Social Sciences a...	02/14/2014	24.2%	
Mathematics	07/22/2013	25.5%	

Reports

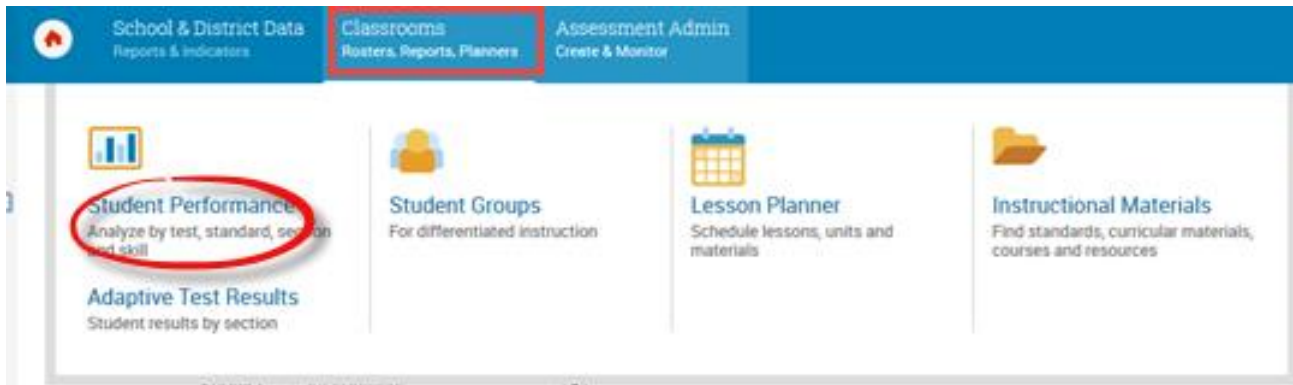
School & District Data offers a set of Pre-Formatted Reports designed by education experts, district executives, and teachers. These reports highlight district characteristics that are critical to performance-driven schooling and allow you to track trends in student demographics and test scores.

Pre-Formatted Reports are designed to save you time because the report criteria have already been defined. You do not need to enter criteria for all report fields—just use the ones necessary for your desired report. The pre-defined report parameters are flexible, and you can report on a broad or narrow range of data. For example, you can report on all schools in your district or focus in on a specific school. The layout is also flexible, and you can view most Pre-Formatted Reports in tabular or graphical format.

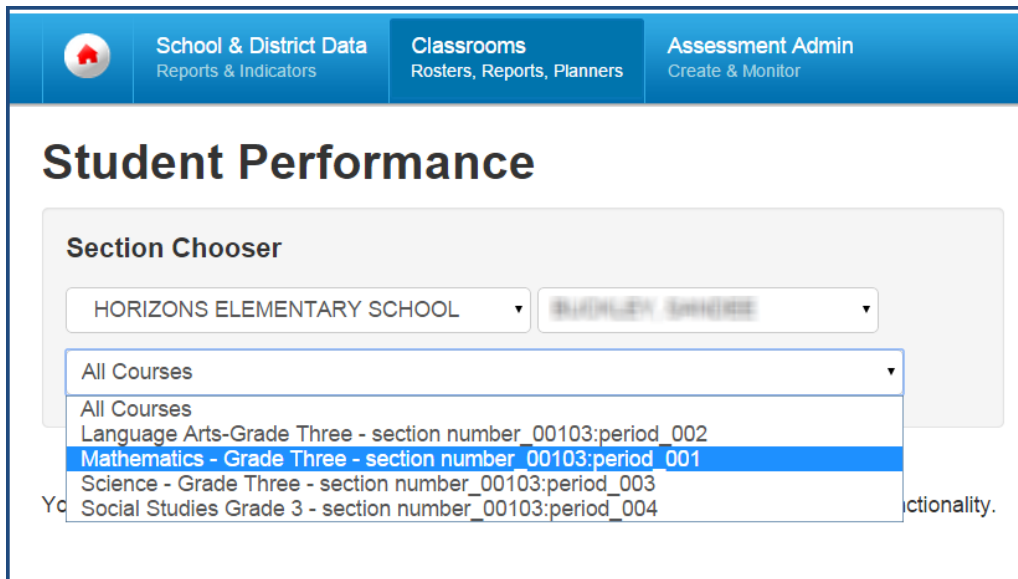
Once you create a report, you can create a PDF or export the report to an Excel spreadsheet. However, not all print options are available for all reports.

Report on a Classroom or Section

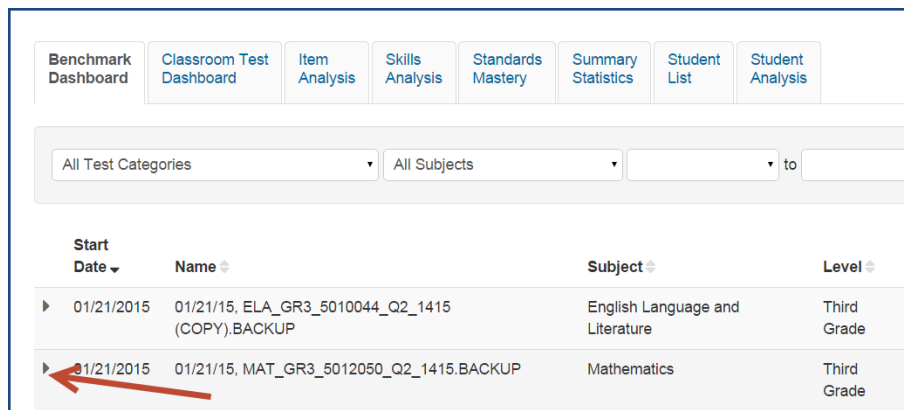
Under Classrooms, select Student Performance



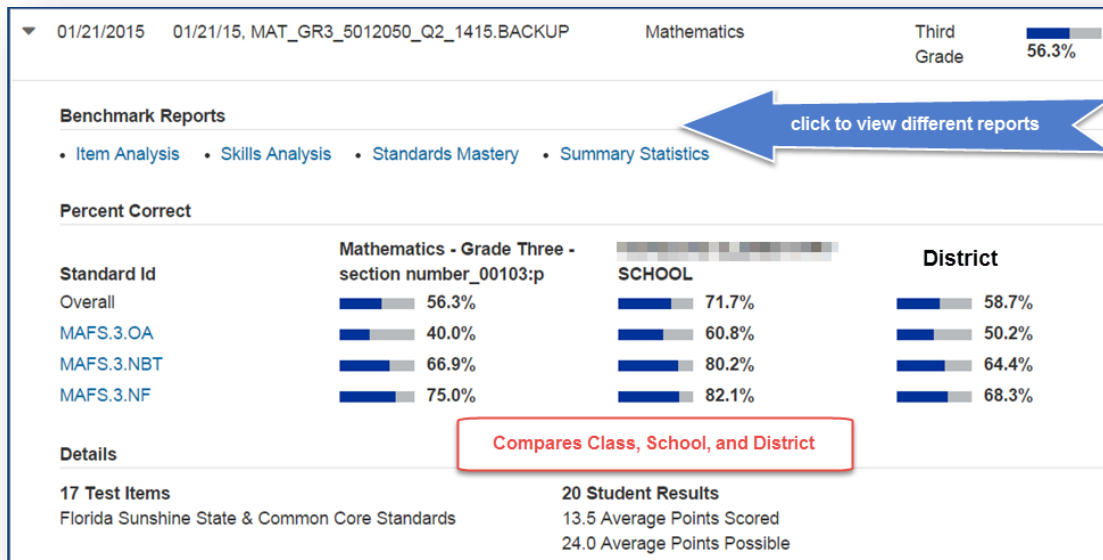
Select Classroom or Section



Select Test



General Report:



Item Analysis Report

[Benchmark Dashboard](#)
[Classroom Test Dashboard](#)
[Item Analysis](#)
[Skills Analysis](#)
[Standards Mastery](#)
[Summary Statistics](#)
[Student List](#)
[Student Analysis](#)

01/21/15, MAT_GR3_5012050_Q2_1415.BACKUP [Hide Test Selector](#)

Test Type: Benchmark Test

Subject: Mathematics

Test Level: Third Grade

Test Category: All Test Categories

Test Name: 01/21/15, MAT_GR3_5012050_Q2_1415.E [Show fewer tests](#)

Order by: Item Number ☒ Highlight Low Performing Students

Total Score
Scale Score
Item 1 >
Item 2 >
Item 3 >
Item 4 >

Section-Wide Percent	56.3%	-	80.0%	70.0%	35.0%	78.8%
----------------------	-------	---	-------	-------	-------	-------

Check to highlight low-performing students

	Total Score	Scale Score	Item 1 >	Item 2 >	Item 3 >	Item 4 >	Item 5 >
Section-Wide Percent Correct	56.3%	-	80.0%	70.0%	35.0%	78.8%	65.0%
Primary Standard ID	-		MAFS.3.OA.2.5	MAFS.3.NF.1.1	MAFS.3.OA.1.3	MAFS.3.NBT.1.1	MAFS.3.OA.1.2
Point Value	24	1	2	1	4	1	
Correct Answer	-	A	A - Not Selected B - Selected C - Not Selected D - Selected	B	1 - C 2 - A 3 - D 4 - B	B	
Student Name ^	Total Score	Scale Score	Sort	Sort	Sort	Sort	Sort
Student Name	45.8%	-	✓	A - ✓ B - Not Selected C - Selected D - Not Selected	A	1 - ✓ 2 - B 3 - A 4 - D	✓
Time			1m 3s	1m 2s	54s	2m 57s	53s
Student Name	58.3%	-	✓	A - Selected B - Not Selected C - Selected D - Not Selected	A	✓	✓

- Shows standard assessment by each item
- Shows section average (percent correct) on each item
- Shows individual student responses (green if correct, red if incorrect)
- Shows student response times by item

Skills Analysis Report

Benchmark Dashboard	Classroom Test Dashboard	Item Analysis	Skills Analysis	Standards Mastery	Summary Statistics	Student List	Student Analysis
-------------------------------------	--	-------------------------------	---------------------------------	-----------------------------------	------------------------------------	------------------------------	----------------------------------




01/21/15, MAT_GR3_5012050_Q2_1415.BACKUP [Change Test](#)

Add to Group... [Go](#)

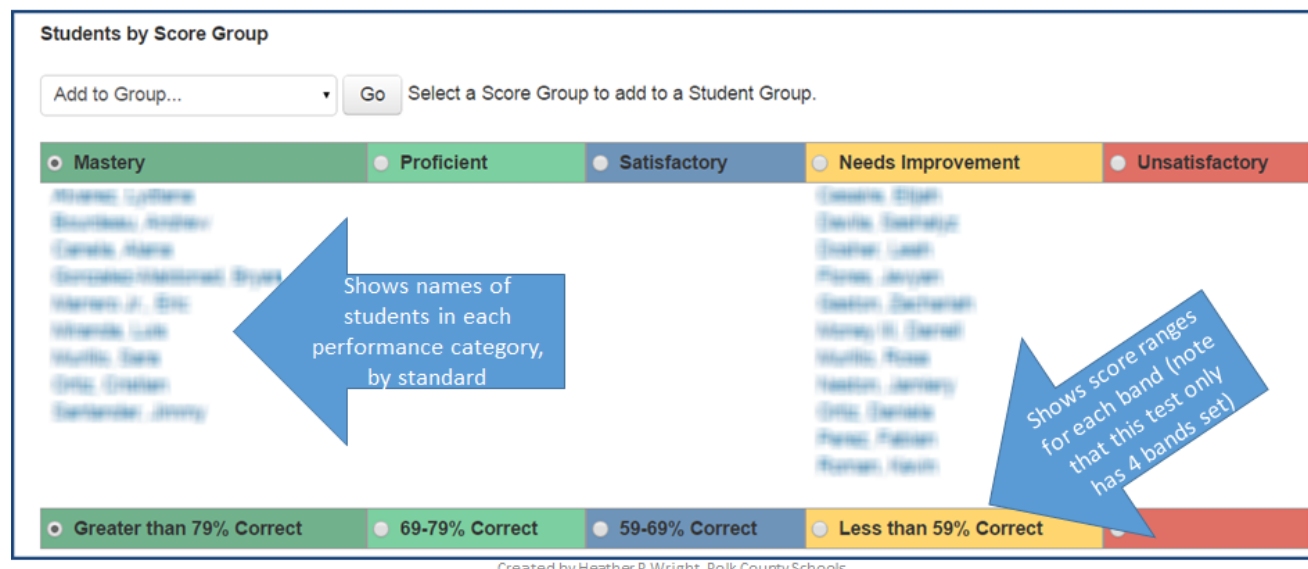
View All at Sub-Section Level	MAFS.3.NBT	MAFS.3.NF	MAFS.3.OA	Overall Test Average	Overall Test Scale Score
View All at Skill Level					
District Average	64.4% (6980/10840)	68.3% (4628/6775)	50.2% (7482/14905)	58.7% (19090/32520)	1
School Average	80.2% (558/696)	82.1% (357/435)	60.8% (582/957)	71.7% (1497/2088)	
Section Average	66.9% (107/160)	75.0% (75/100)	40.0% (88/220)	56.3% (270/480)	
<input type="checkbox"/> Alonso, Lythia	50.0% (4/8)	40.0% (2/5)	45.5% (5/11)	45.8% (11/24)	
<input type="checkbox"/> Bourbaki, Anthony	87.5% (7/8)	40.0% (2/5)	45.5% (5/11)	58.3% (14/24)	2
<input type="checkbox"/> Carroll, Alana	75.0% (6/8)	60.0% (3/5)	45.5% (5/11)	58.3% (14/24)	

1. Shows district, school, and section average (percent correct) by standard and overall.
2. Shows, by student, percent, and number correct by standard and overall

Standards Mastery Report

Tools	Standard	# of Test Items	Mastery	Proficient	Satisfactory	Needs Improvement	Unsatisfactory	Times Taught	Times Scheduled	Times Assessed
	MAFS.3.NBT.1.1: Use place value understanding to round whole numbers to the nearest 10 or 100.	1	14			6				1
	MAFS.3.NBT.1.2: Fluently add and subtract within 1000 using strategies and algorithms based on place value, properties of operations, and/or the relationship between addition and subtraction.	1	5		8	7				1
	MAFS.3.NBT.1.3: Multiply one-digit whole numbers by	1	9			11				1

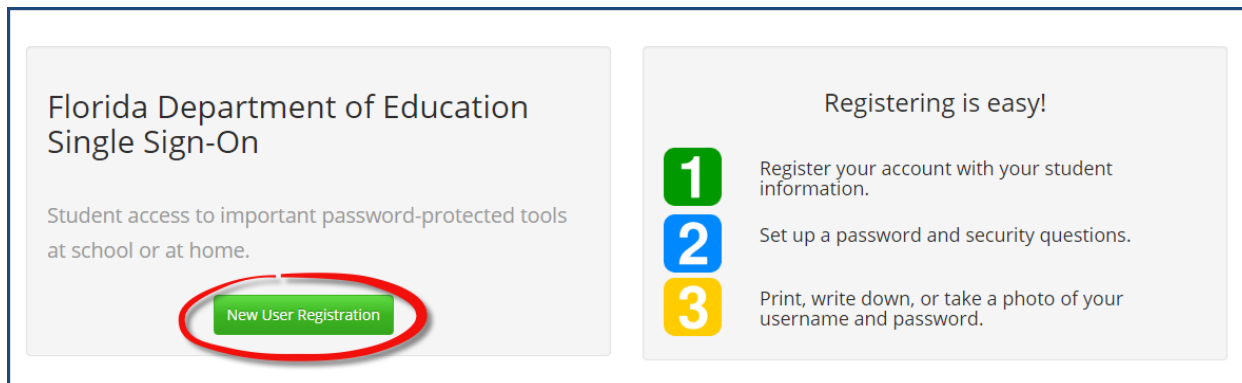
Shows number of items by standard/benchmark and number of students in each performance category, by standard. To see students in each band, click number.



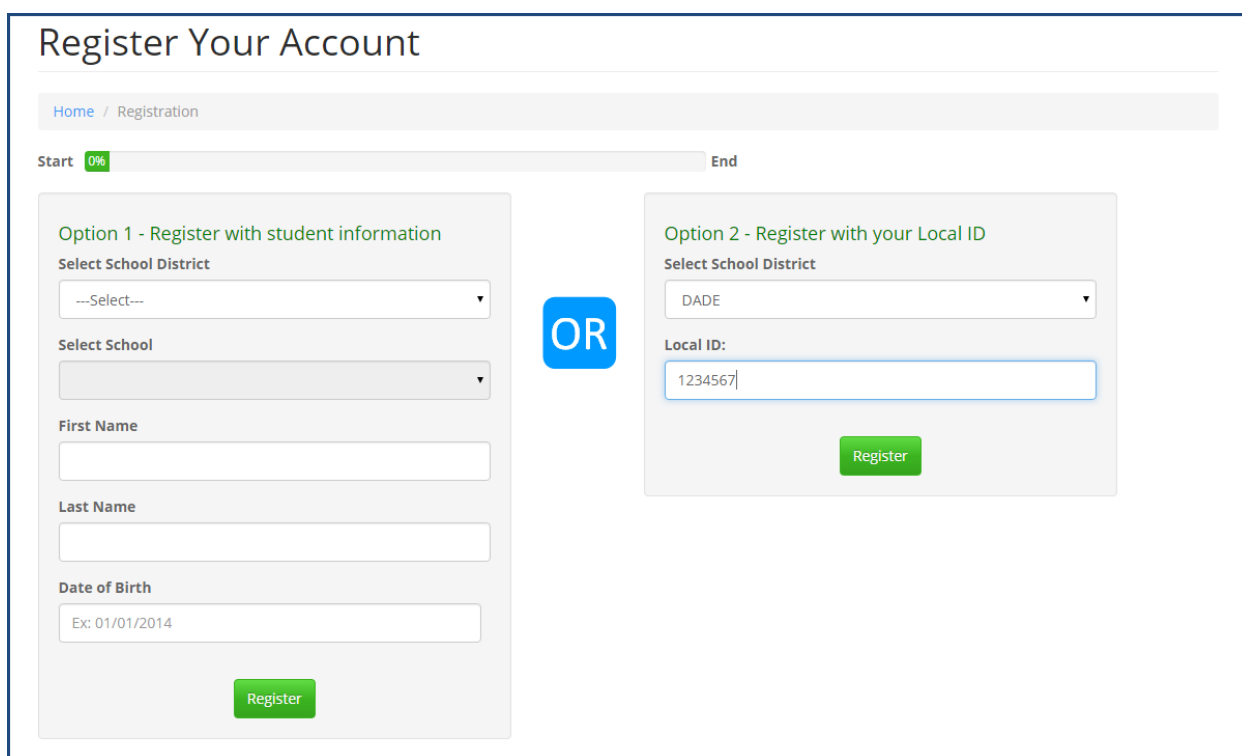
APPENDIX A

How to Create a Student Account in the Single-Sign On System:

1. Navigate to the site <https://portal.fldoesso.org/PORTAL/Students/Student-Portal.aspx>



2. Select **New User Registration**



3. Users have two options:

Option 1 requires the student to provide their District, School, Name and Date of Birth

Option 2 requires the student to select their District and enter their Local ID (Student Number)

Once the student has provided their information, click **Register**

Success! We found a match.

Start 25% Complete End

Is this your account?

School District: DADE

Select School: Name of Your School

First Name: J First Name

Last Name: . Last Name

Date of Birth: 11/22/97

Grade: 12

Verify the information is correct

Helpful Hints
If this is your account click, Yes, Create My Account. If not, or you're not sure, click No and contact your school technical administrator.

No Yes, Create My Account

4. This system will look for your account. Verify that it is you. Then select **Yes, Create My Account**

Note – do NOT hit back or exit the browser after this step!

Next, it will give students a username, and will ask them to create a password:

Username: johnny5

Create Password:

Retype Password:|

Strength: Strong

Create Account

Password Complexity Rules
Passwords must be at least 8 characters long and contain 3 of the following:

- At least 1 uppercase letter (A-Z)
- At least 1 lowercase letter (a-z)
- At least 1 number (0-9)

Ex: Johnnyfive22

Students will be asked to create 3 security questions, then they will see:

Account Created

Please print page for your records, write the login information down, or take a photo with your smartphone.

FLDOE SSO/Student Login Information

Username: johnny5

Password: osceola49

Print

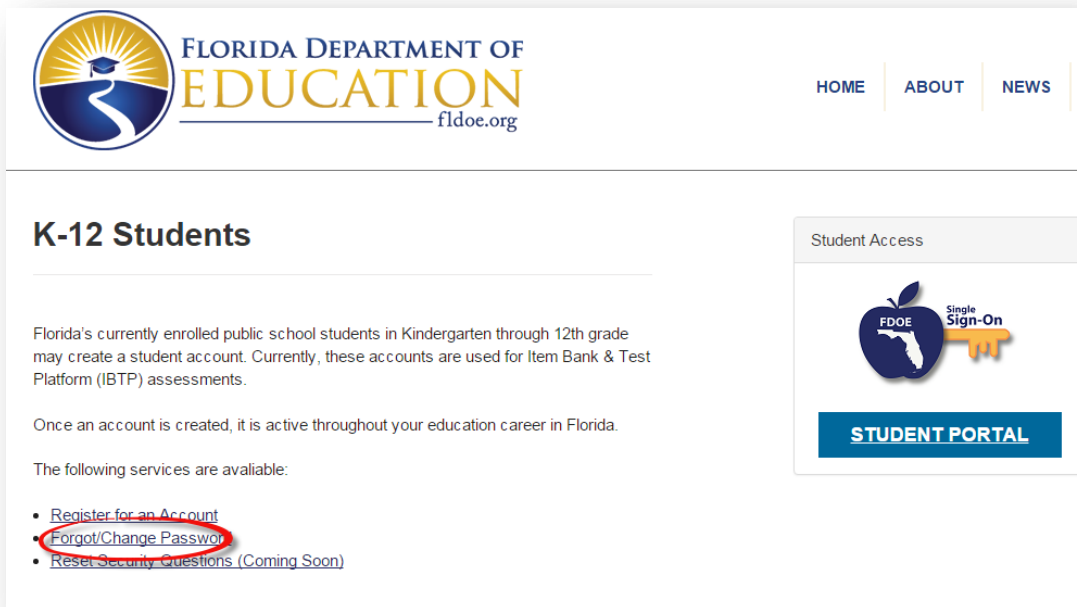
Students should print or write this information down.

Retrieving Student Logins

If a student forgets their password they can go the student portal

<https://portal.fldoesso.org/PORTAL/Sign-on/Student-Portal.aspx#>

and click Forgot/Change Password



The screenshot shows the Florida Department of Education (FDOE) Student Portal homepage. The header features the FDOE logo and navigation links for HOME, ABOUT, and NEWS. The main content area is titled "K-12 Students" and provides information about creating a student account. A list of services is available, with "Forgot/Change Password" circled in red. On the right, there is a "Student Access" section with a "Single Sign-On" button and a "STUDENT PORTAL" button.

FLORIDA DEPARTMENT OF EDUCATION
fldoe.org

HOME ABOUT NEWS

K-12 Students

Florida's currently enrolled public school students in Kindergarten through 12th grade may create a student account. Currently, these accounts are used for Item Bank & Test Platform (IBTP) assessments.

Once an account is created, it is active throughout your education career in Florida.

The following services are available:

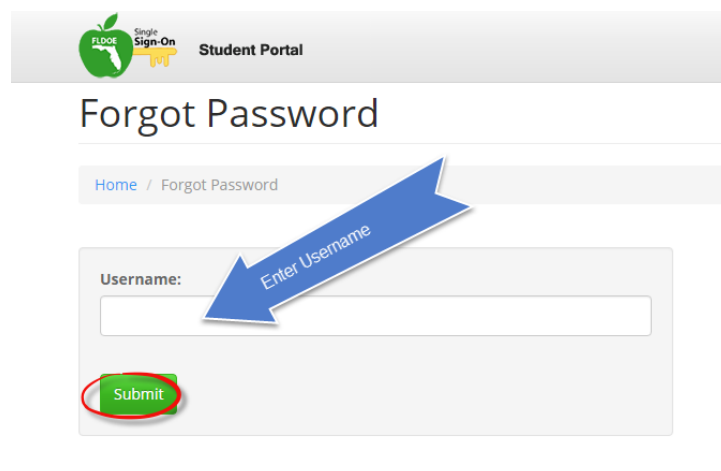
- [Register for an Account](#)
- [Forgot/Change Password](#)
- [Reset Security Questions \(Coming Soon\)](#)

Student Access

Single Sign-On

STUDENT PORTAL

Enter their **Username** and click **Submit**



The screenshot shows the "Forgot Password" page of the FDOE Student Portal. The page has a header with the FDOE logo and "Student Portal" text. Below the header, there is a breadcrumb trail: "Home / Forgot Password". The main form area contains a "Username:" label, a text input field, and a "Submit" button. A blue arrow points to the input field with the text "Enter Username". The "Submit" button is circled in red.

Single Sign-On

Student Portal

Forgot Password


Home / Forgot Password

Username:

Enter Username

Submit

Answer the security questions

 **Student Portal**


Answer Security Questions

[Home](#) / [Forgot Password](#) / [Answer Security Question](#)


Question What is your favorite type of ice cream?

Teacher Access to Student Login Information


A teacher can retrieve a student's or an entire class sections' login information (Username and Password) by Selecting **Student Access Report** from the Portal Welcome Page

Welcome 


The resources below are available for your use based on your role and permissions. To access the resource, click the resource name.

 **Resources & Assessments**

- [CPALMS](#)
- [ELA Formative Assessments \(Grades K-8\)](#)
- [PMRN](#)
- [IBTP - Test Platform](#)

 **Teacher & Leader Development**

- [Florida School Leaders](#)

 **Dashboards & Reports**

- [Student Access Report](#)

Choose the Roster section from the Course List.


Course List


Roster Search Results: Select a roster to view student account information.

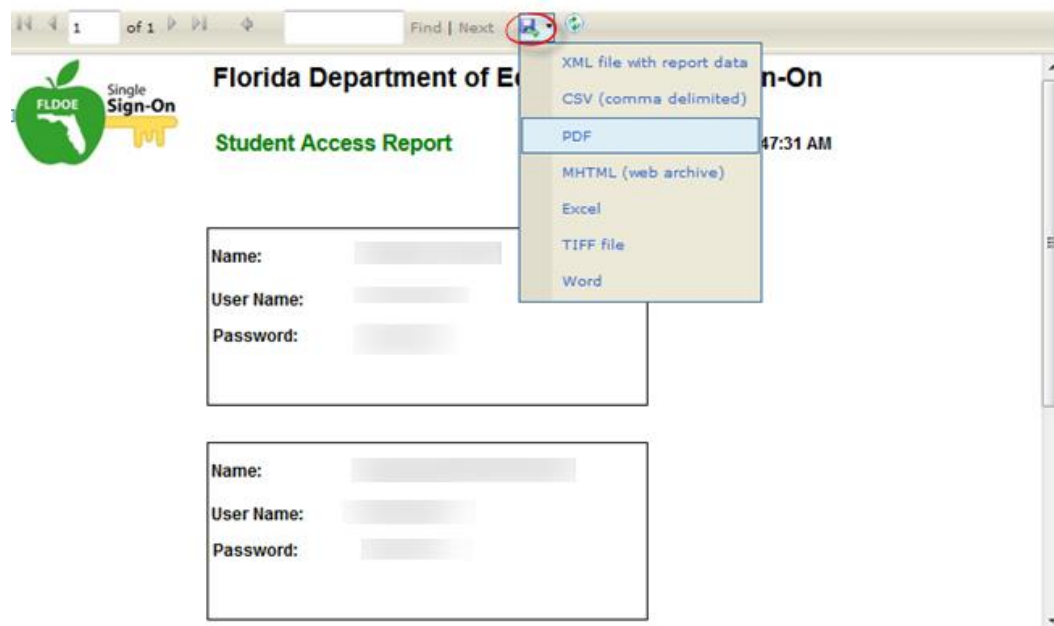
SECTION	PERIOD	COURSE	ROSTER
B2108	1	Mathematical Analysis Honors	Roster
B2208	1	Trigonometry Honors	Roster
B2201	2	Trigonometry Honors	Roster
B2101	2	Mathematical Analysis Honors	Roster


And select the **save/export icon** to save or print the document

The following report displays student account information. Students missing from the report do not have an account OR they are not associated to your course in the CET data submitted to the state. Please contact your school's technical staff for assistance.

To see multiple pages, use the arrow () icon.

To print, use the save/export () icon, select a file format, and print the document. ***PDF recommended.**



1 of 1 Find | Next 

FLDOE Single Sign-On

Florida Department of Education

Student Access Report

47:31 AM

Name:

User Name:

Password:

Name:

User Name:

Password:

- XML file with report data
- CSV (comma delimited)
- PDF**
- MHTML (web archive)
- Excel
- TIFF file
- Word

APPENDIX B

How to Run a Tech Check

A Tech Check examines a user's personal computer for adherence to a set of minimum technical requirements and lists the results. Running the Tech Check will help tell you if student test computers meet the minimum requirements for online testing. If not, it will tell you what you need to install to make them ready for online testing.

To run the Tech Check:

1. On each student test computer, sign in to the system using your own credentials.
2. From any page, scroll down to the bottom and click **Tech Check**.



Clicking Tech Check brings up a window listing information about the computer's system, Internet browser, and connection speed. Tech Check flags any items that may need further attention.

A screenshot of a window titled "Schoolnet Tech Check". Inside the window is a table with three columns: "Item", "Status", and "Details".

Item	Status	Details
Browser type	✔ Pass	You are using Safari 5.1.7 which is supported
Platform	✔ Pass	You are using MacOSX which is supported
Cookies enabled	✔ Pass	You have Cookies enabled
JavaScript enabled	✔ Pass	You have JavaScript enabled
Acrobat Reader plug-in	✔ Pass	You are using Acrobat Reader 10.1.9 which is supported
Screen size		1920 x 1200 pixels
Connection speed		883 Kbps
Browser time		April 25, 2014 2:45:29 PM CDT

Address any issues and repeat for other test computers.

If a new browser version needs to be installed, please also clear the cache and cookies on the browser.

A Tech Check must be run on EACH computer using the Secure Tester for the IBTP.

APPENDIX C

Downloading and Installing Secure Tester for Windows

Secure Tester is a feature that prevents students from accessing other browser windows while they are taking a test. Students will not be able to take a test unless Secure Tester is successfully downloaded and installed on their test machine. Secure Tester needs to be installed with administrator permissions. After installing,

Technical Coordinators will need to validate that Secure Tester was installed in the location selected. The default location is "C:\Program Files (x86)\Schoolnet\Schoolnet Secure Tester\". For more information on installing with administrator permissions, see *Windows Instructions* below.

Windows Instructions

To download the tester:

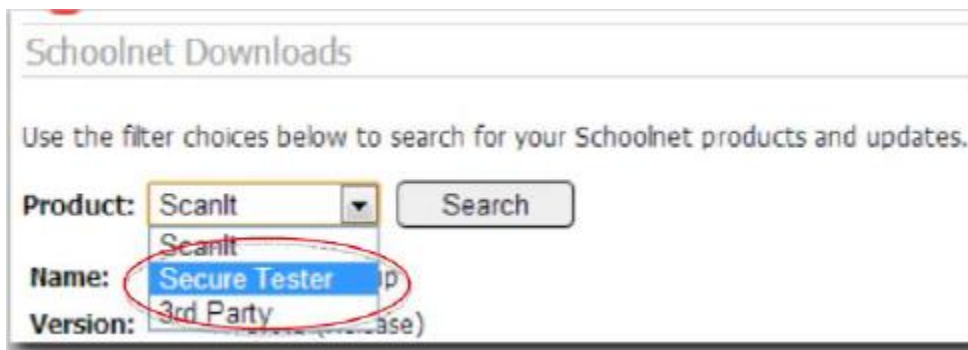
1. Go to <http://support.schoolnet.com/releases>.
2. Enter the username and password and then click **Log In**.

User Name: support

Password: iloveschoolnet

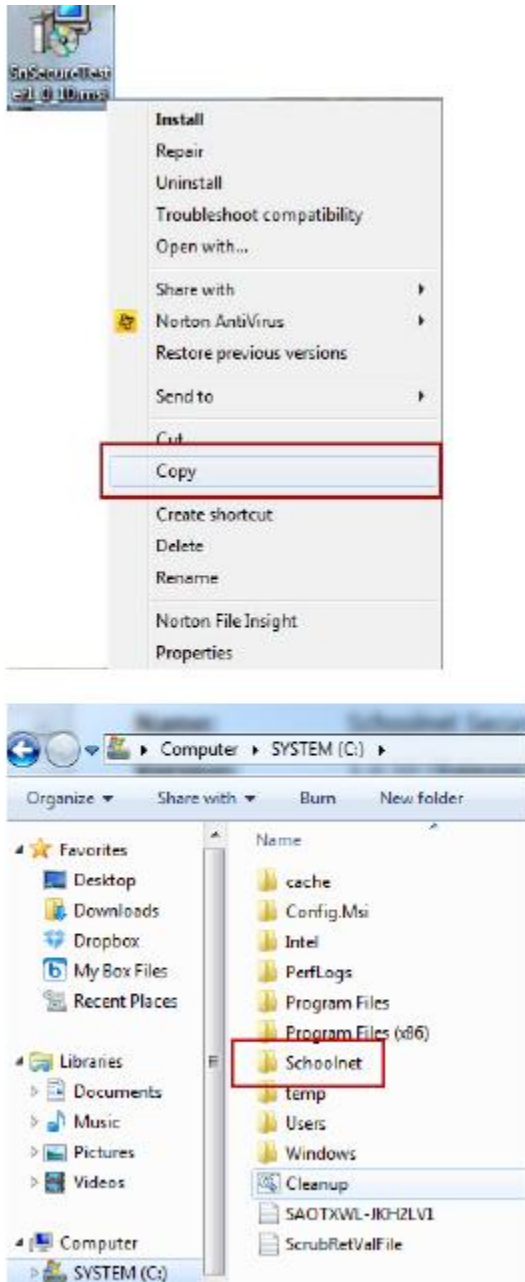


Select **Secure Tester** from the Product menu and then click **Search**.



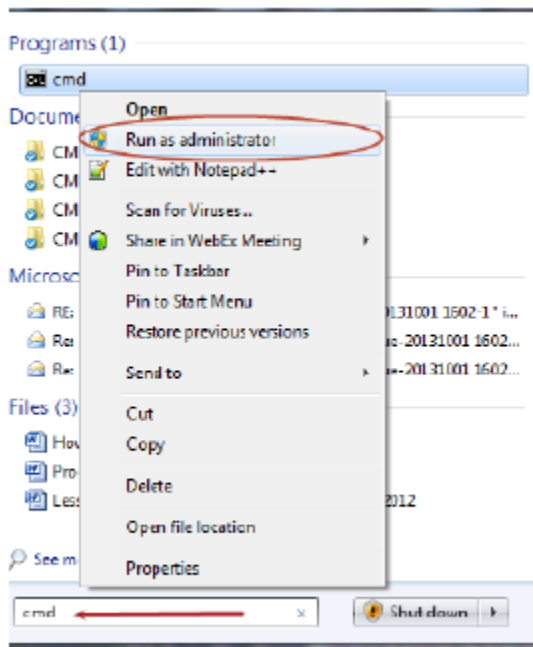
Download the latest PC version of the file. You can tell the latest version by looking at the Date field. Save the msi file to the Desktop (there may be two downloads available, please select the file that has **.msi** as the extension). In some browsers, once you click download, the file will be downloaded automatically to the Downloads folder on the computer.

Copy the snsecuretester.msi file to a folder.



To ensure that Secure Tester installs properly, it needs to be installed from the command prompt as an admin. Open the start menu and type CMD in the search, then take the following steps:

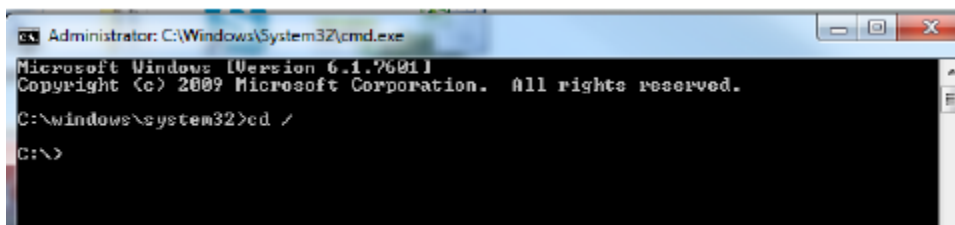
Right-click **cmd** and select **Run as administrator**.



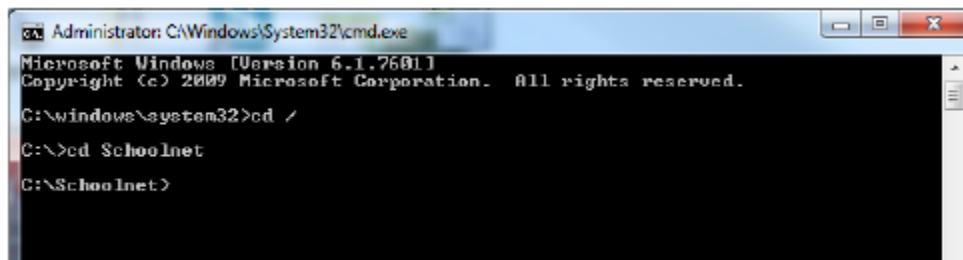
In the Command prompt, navigate to where SnSecureTesterPC.msi is located.

In this example, it's saved at c:\>Schoolnet).

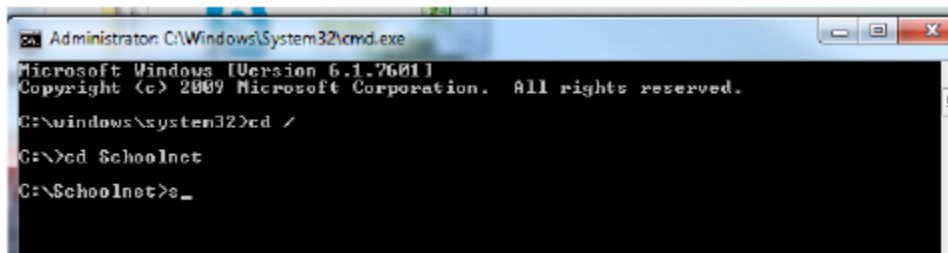
To change directories in the command prompt, type **cd /** then press the **Enter** key, and you will be at the **c:\>** prompt.



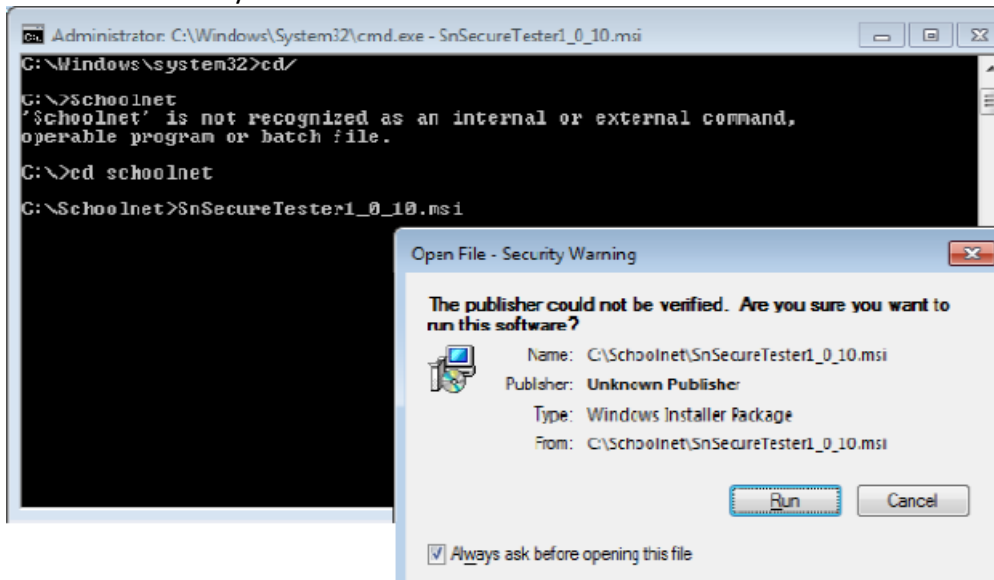
Type **cd Schoolnet** then press the **Enter** key, and you will be at the **c:\Schoolnet>** prompt.



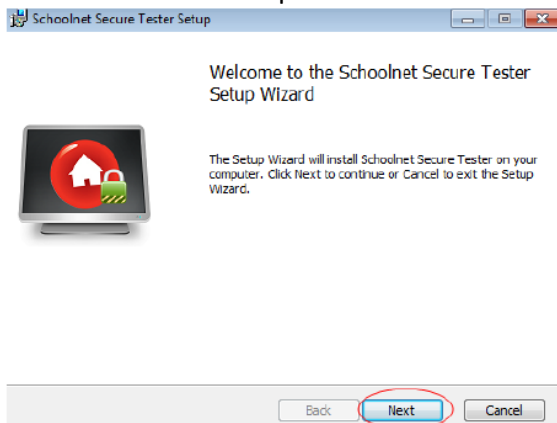
Type **s** and press the **Tab** key; this will bring up the Secure Tester file called SnSecureTester.msi.



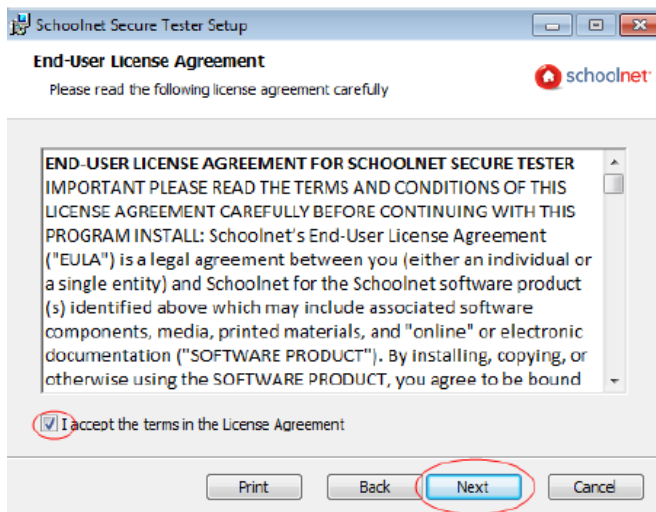
Press the **Enter** key and click **Run**.



Click **Next** on the Setup Wizard.

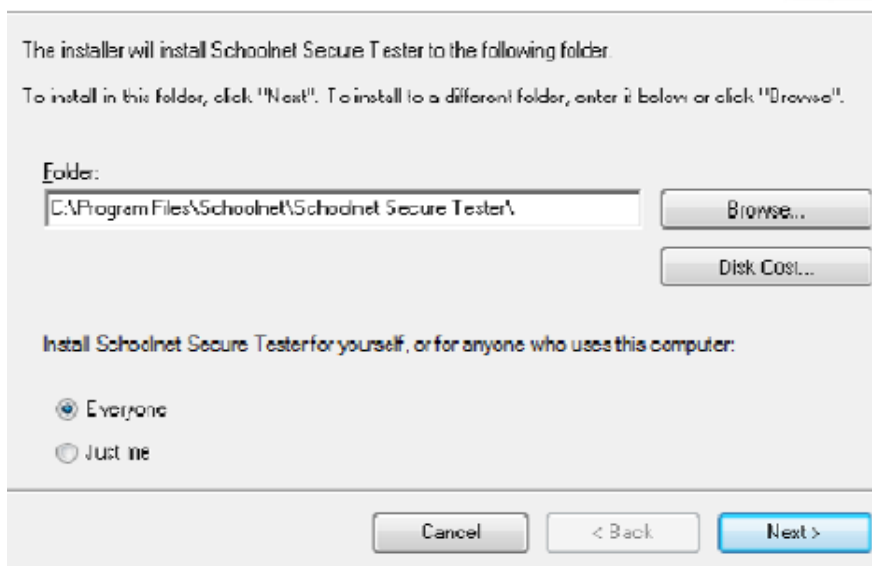


Check **I accept the terms in the License Agreement**, then click **Next**.

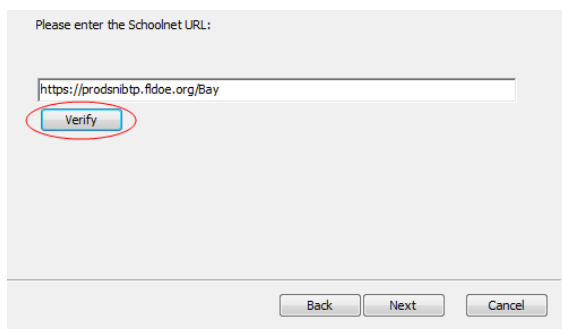


Use the default settings to select the installation folder and click **Next**.

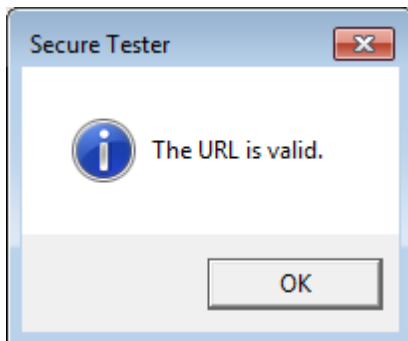
Select Installation Folder



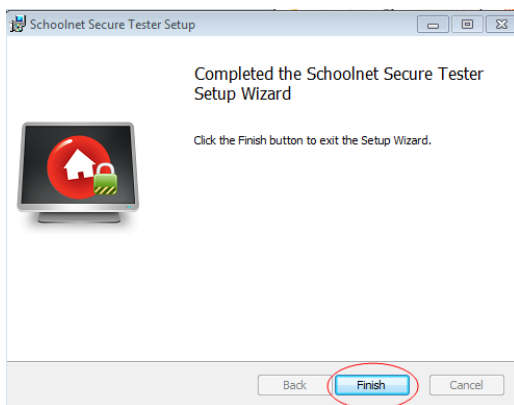
Type **<https://prodsnibtp.fldoe.org/Dade>** and click **Verify**



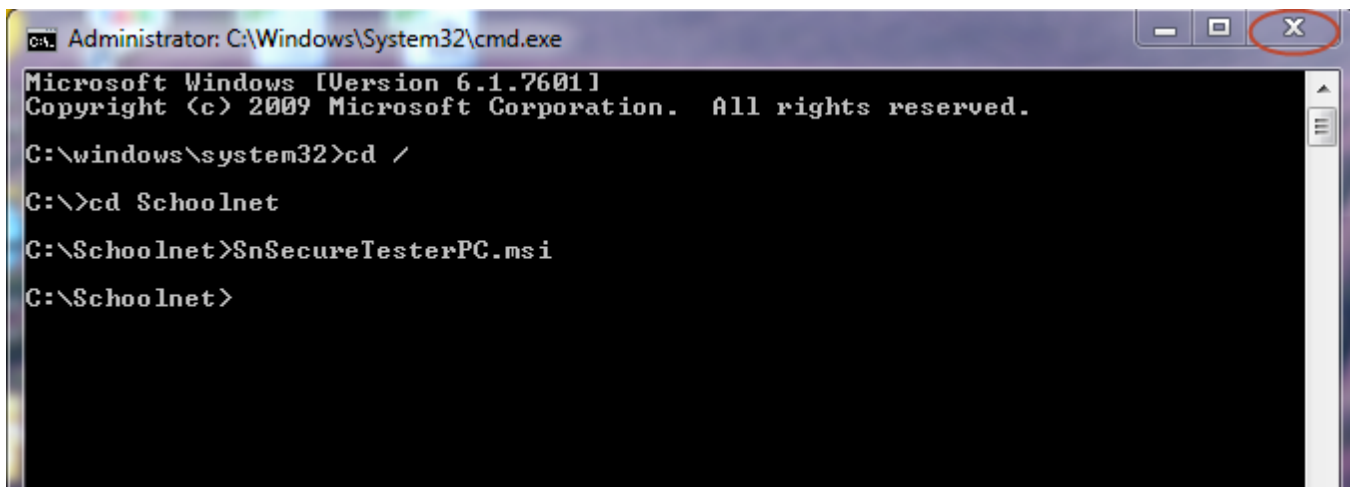
When the valid URL confirmation appears, select **OK**.



On the Confirm Installation window, click **Install**.
Once the program is done installing, click **Finish** on the Installation Complete window.



Close the command prompt window by clicking the X.



The icon will appear on the desktop.



How to log students into the Schoolet SecureTester

Once a student has registered at the FLDOE SSO Student Portal and SecureTester has been installed on the computer, students can log in to take an assessment.

1. Look for icon on computer



2. Please **choose Students and not District Name** when drop down appears:



Select your organization from the following list.

NOTE: If your organization is not listed in the drop down, the correct organization is "SSO Hosted Users".

Students

▼

Continue to Sign In

You will not be prompted to make this selection again unless your cookies are deleted or a different machine/device is utilized.

WARNING: If the student chooses the school name and not Students, the Network Manager will need to log off the student, log in, clear the cache, and reset the student account.

3. The student should arrive at the following screen.

The screenshot shows the 'Student Portal' login page. At the top, there is a navigation bar with links for 'Home', 'Registration', and 'Contact'. The main content area is divided into two sections. The left section, titled 'Florida Department of Education Single Sign-On', describes the portal as a 'one-stop shop for accessing important password-protected online tools' and includes a green 'New User Registration' button. The right section, titled 'Student Portal Log-In', contains a login form with fields for 'Username' and 'Password', a 'Forgot Password' link, and a 'Log-In' button. The footer of the page includes links for 'Support', 'Copyright Florida Department of Education ©2014', 'Privacy Statement', and 'Public Records'.

The student should then type in user name and password.

If the student forgets the password, please go to the following site:

<https://portal.fldoesso.org/PORTAL/Students/ForgotPassword/Forgot-Password.aspx>.

APPENDIX D

Checklist to be performed prior to Testing

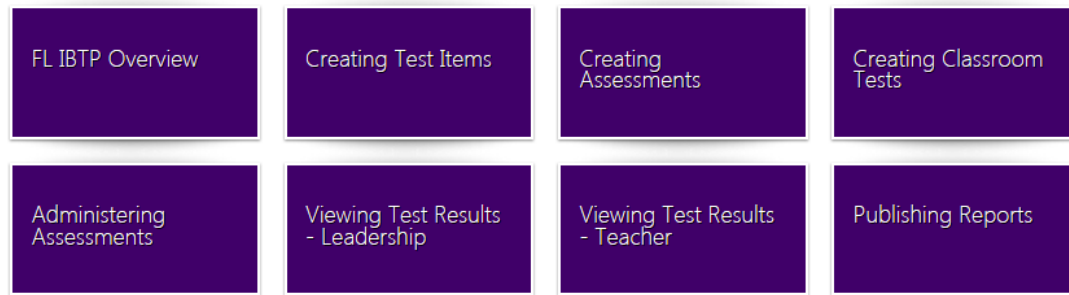
- ☐ Create and schedule tests
 - ✓ District has responsibility for creating and scheduling district-wide tests.
 - ✓ Teachers (and School Administrators) can create and schedule classroom-level tests.
- ☐ Create SSO accounts (Students)
 - ✓ Teachers, administrators, and technical coordinators will assist students with account set up
- ☐ Perform Tech check and Install Secure Tester on each computer to be used
 - ✓ District and School IT will install Secure Tester and will verify that Secure Tester is available and working.
- ☐ Teachers confirm rosters and assigned tests and retrieve test passcode
 - ✓ Teachers log in to IBTP using SSO credentials.
 - ✓ Select the class(es) to be tested and confirm that class rosters are correct.
 - ✓ Select 'Upcoming Tests'.
 - ✓ Confirm appropriate test is scheduled to the class(es).
 - ✓ Make a note of online test passcode for each assigned test and save in secure location until test day.
- ☐ Students view *The Student Experience*
 - ✓ Students view the *Student Experience* tutorial available from the IBTP home screen or <http://flassessments.com/html-redirects/IBTP/index.htm>. This tutorial takes approximately 30 minutes. Options include:
 - ✓ Option 1: Teacher projects the *Student Experience* tutorial for the entire class to view during class session.
 - ✓ Option 2: Students navigate to the link for the tutorial while they are in the computer lab setting up their SSO accounts.
 - ✓ Option 3: Teacher provides the link for the tutorial and assigns as homework prior to test day.

APPENDIX E

Additional Resources for Help

1. In addition to the resources provided by M-DCPS, the FLDOE has created tutorials on various topics about the IBTP. They may be accessed at <http://www.cpalms.org/PD/flibtp.aspx>

Multi-Topic Tutorials



Single-Topic Tutorials

Item Writer



2. Recorded webinars and training materials produced by Pearson are available at:

<http://flassessments.com/html-redirects/IBTP/index.htm>

3. The Reform Support Network has provided online video tutorials on assessment design. The free training videos are available online at the Assessment Design Toolkit web site at

<http://www.csai-online.org/spotlight/assessment-design-toolkit>

4. Selecting Help while in the IBTP will bring up Schoolnet's Help and Support Library:

The screenshot shows the Florida Department of Education's Help and Support Library page. At the top, there is a header with the Florida Department of Education logo on the left and a navigation bar on the right containing links for 'Welcome, [user]', 'Sign Out', 'My Account', and 'Help' (which is circled in red). Below the header is a blue navigation bar with two main sections: 'Classrooms' (with sub-links: Rosters, Reports, Planners) and 'Assessment Admin' (with sub-link: Create & Monitor). The main content area is titled 'Help and Support Library' and includes a 'Back to Previous Page' link. The content is organized into four columns: 'Home Page' (with links: Classroom Profile, Key Performance Indicator Overview, My Calendar, View All, and User Guide (PDF)), 'Classrooms' (with links: Create Materials, Instructional Materials, Manage Student Group, View All, and User Guide (PDF)), 'Assessment Admin' (with links: Create Tests, Test Detail, Schedule Test, View All, and User Guide (PDF)), and 'Need more information?' (with text: Call IBTP Support: (855) 814-2876, Or contact us via email). A fifth column on the right, titled 'Additional Guides', contains links for ScanIt Installation & User Guide (PDF), Secure Tester Installation & User Guide (PDF), Student User Guide (PDF), and Release Notes (PDF).

APPENDIX F

Who to Contact for Information

For Technical Support,

please contact the FLDOE Help Desk by email at IENHELP@FLDOE.ORG
or by phone at (855) 814-2876.

MDCPS

Kathleen Sierra, Supervisor
Assessment, Research, and Data Analysis
ksierra@dadeschools.net or (305) 995-7520