

Users Manual for TechPaths: A Curriculum Mapping System®

This handbook is intended to be a resource for you to use as you work your way through **TechPaths: A Curriculum Mapping System®**.

Where you begin the mapping process is your choice. The sequence in the Table of Contents may not reflect the way you are going to use the application. Use this handbook as a reference when you are working with the mapping software.

You may also use the online Help section of the online application.

Table of Contents

Getting Started	pages 2-3
Workspace	pages 4-6
Units:	
Creating New	page 7
Searching and Copying	pages 8-9
Elements:	
Essential Questions, Content & Skills	pages 10 -11
Assessments	pages 12-14
Lessons	pages 15-17
Editing	pages 18-19
Search	pages 20-21
Standards and Alignment	pages 22-23
Reports	page 24-26

Getting Started

This application is Web based, which means you may use it anywhere that you can sign on to the Web using Internet Explorer, Mozilla, or Safari. To keep your account secure we suggest you periodically change your password.



- ▶ Open your Internet browser.
- ▶ Type in your address. (Do not use www - all you need is http:// and the username for your school or district followed by techpaths.com. (See your administrator, if you do not know this.)
Example: <http://friscocounty.ca.techpaths.com>
- A box will open asking you for your username and password.*
- ▶ Type in the username and password you were given by your school administrator.

Please enter the password you would like to use, and confirm it.

Password:
 Confirm password:

Please provide a personal question and answer that only you would know. If you ever forget your password, you can retrieve it by providing the correct answer to this question.

Question: ?
 Answer:

Please provide your email address so we can send you our newsletters.

Email Address:

NOTE The first time you log in you'll be asked to enter a new password. You will also be asked to provide a question and answer that will help you if you forget your password. Enter your e-mail address if you would like to receive our newsletter and announcements.

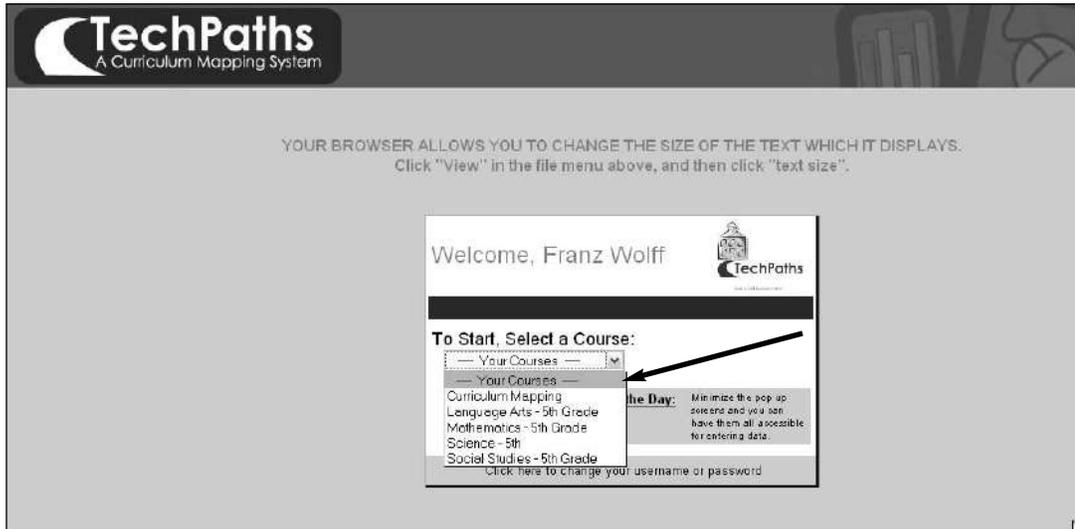
NOTE Usernames and passwords are not case sensitive.

- ▶ Enter the password you would like to use.
- ▶ Enter a question and answer in case you forget your password.
- ▶ Enter your e-mail address, if you wish.
- ▶ Click on **Continue**.

- ▶ **CLICK ON VIEW AND CHOOSE TEXT SIZE.**
- ▶ **CHOOSE INCREASE OR DECREASE.**

Getting Started, con't.

The home page will appear. It will contain a welcome message, your name, a Tip of the Day, and any important announcements from TechPaths.



► Use the drop down arrow and select the course in which you wish to map.

The Workspace

After you choose the course you wish to map in, the screen will refresh and you will see the workspace.

The workspace is the entry point for your work. It also becomes a resource for the work that you do. Across the top of the page are icons and below them are words. (Performance Tracker, Messages, Rollover My Units, Help, and Reports) You may click on either the icon or the word to activate the following:

Performance Tracker



► If you are using our product called Performance Tracker, clicking on either the word or the icon will take you to that site. You may move between the two products.

Messages



► Clicking on either the word or the envelop icon will open an internal messaging section. This feature allows you to receive, send, and form groups for communication purposes.

Note To close the column click on the white X in the upper right corner of the column.

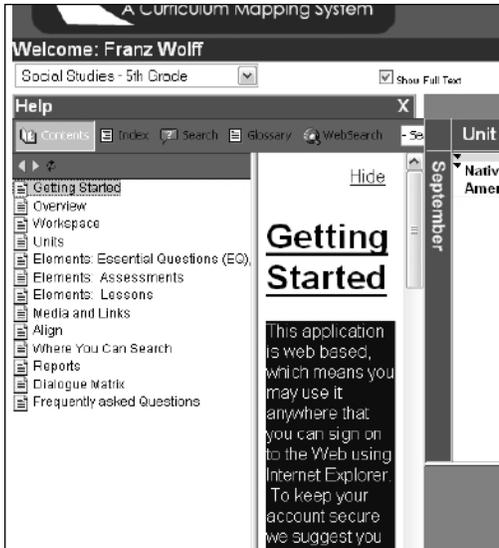
Rollover My Units



► Clicking on either the words or the calendar icon allows you to view current units on the right side of the page. You may delete an entire unit by clicking on **Delete**.

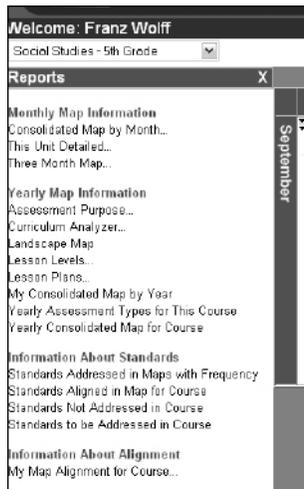
► Each year you will move units from the left side to the right side. The units on the left are archived, while the units you move become your current units.

The Workspace, con't.



Help

▶ Clicking on either the word or the life preserver icon opens a section that closely replicates this manual. It also contains a glossary of mapping terms and mapping tips.



Reports

▶ Clicking on either the word or the page icon will open a list of reports that can be generated utilizing the data that you input into your units. A summary of these reports is available in this manual and in the **Help** section.

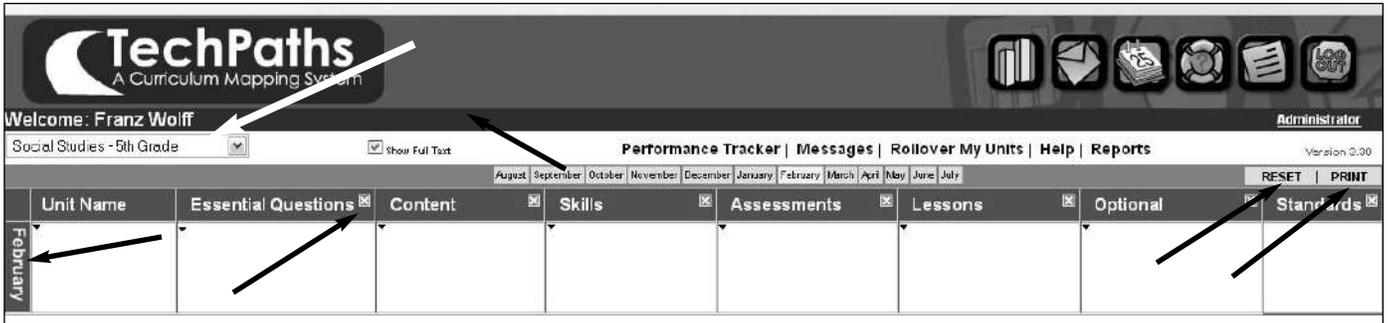


Log Out

▶ The last icon Log Out should be used when you finish working with the application.

The Workspace, con't.

Below the **Welcome: your name** is a pulldown that allows you to choose or change the course you are currently working in.



The calendar list allows you to choose which month you want to work in.

- ▶ Click on the month you wish to work.

You may also change months by clicking on the name of the month in the far left.

- ▶ Clicking on the name in the far left will cause all 12 months to appear in the workspace.
- ▶ You may then choose a particular month by either clicking on the name to the far left of the month you wish to work or on the name in the calendar list.

Below the calendar list are the columns that you will be adding your mapping data.

- ▶ You may remove columns you are not going to use by moving your cursor over the small X to the right of the name of the column and when it turns red, clicking.

The screen will refresh and the column will be gone.

- ▶ Click on the **RESET** button to get the column back into the workspace.

You may print you map at any time.

- ▶ Click on the **PRINT** button and you will be given options for printing a landscape map of your work.

To begin your first unit you will use the small triangle under the Unit Column.

- ▶ Click on the arrow and a pulldown with two choices will open. Choose **New**.



Units

You have two options for creating units. You may start from scratch by creating a new unit or you may search for units that have already been made by either you or others.

Creating a new unit:

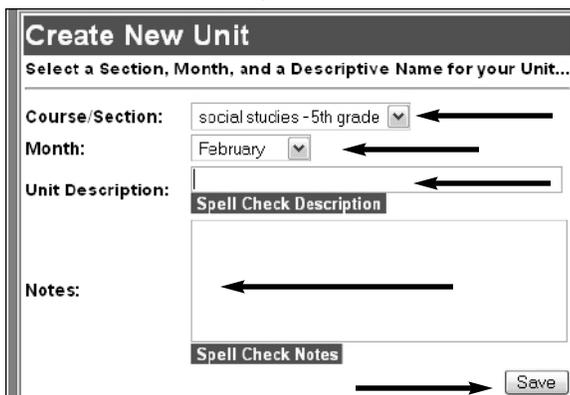
- ▶ Click on the small arrow in the line under **UNIT NAME**.

NOTE If the month already has a unit, the arrow will be in a gray strip below the column title. If there are no units in the month, the arrow will not be in a gray strip, but placed under the column title.

A drop down box opens.



A Create New Unit box opens.



- ▶ Choose the **Course/Section** for this unit.
- ▶ Choose the **Month** for this unit.
- ▶ Type in the **Unit Description**.
- ▶ Type in any **Notes** you may want to add. (This is optional)

MAPPING TIP Name the Unit using a keyword that will help you identify the content of the Unit in the future.

- ▶ Click the **Save** button.

The screen will refresh and the unit will appear in the month you selected.

Units, con't.

To search for Units.

	Unit Name	Essential Questions
August	Core September	How do I use whole numbers?

▶ Click on the arrow under the Unit Name column.

TechPaths Fra	
Social Studies - 5th...	<input checked="" type="checkbox"/> Show
Unit Name	Essential Qu
August	
New	
Search	Why is there a Federal Gove

▶ Choose Search and click on it.

A Search Units column opens.

Welcome: Franz Wolff

Social Studies - 5th Grade Show Full Text

Search Units

Search type: District

Search for:

Year: 2005-2006

Month: -All-

Core Status: All Core Non-Core

Building: -All-

Department: -All-

Grade Range: Start: Grade K End: Grade 12

Standards Addressed: Select standards in which to view alignment:
-No Group Selected-

Teacher: -All-

Course: (Grade 5) - Social Studies - 5th Grade

You will see a series of filters.

Determine whether you wish to conduct a District or World Wide search.

▶ Choose either **District** or **World Wide** in **Search Type** box.

▶ Use the filters to determine the parameters of your search.

▶ Click on Search Units button.

NOTE Typing a keyword in **Search for:** will allow a search for not only unit names, but all mapping elements within the units as well.

Welcome: Franz Wolff

Social Studies - 5th Grade Show Full Text

Search Units

Search type: World Wide

Search for:

Month: -All-

Core Status: All Core Non-Core

School Type: -All-

State/Country: -All-

District: -All-

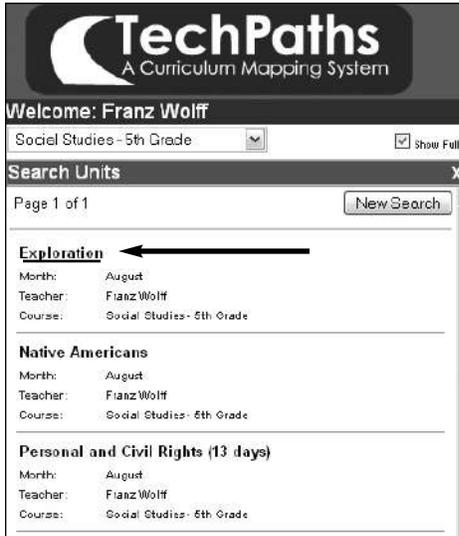
Subject Area: -All-

Building Type: -All-

Grade Range: Start: Kindergarten End: 12th Grade

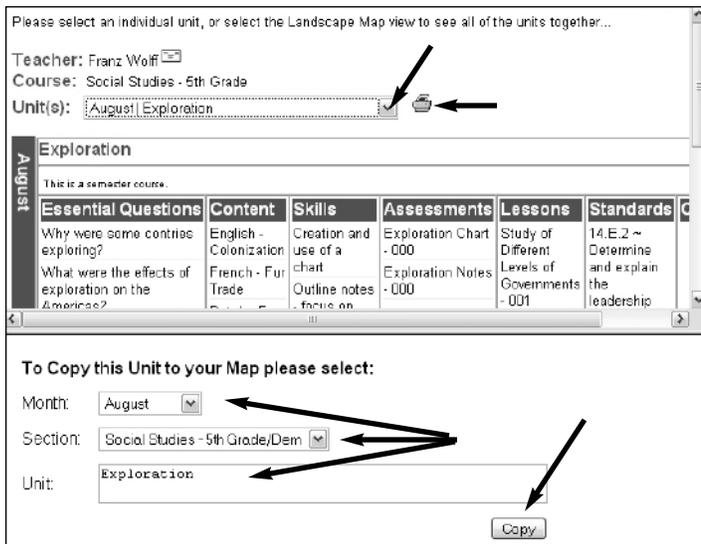
Units, con't.

A list of Units will appear.



► Move cursor over the name of the Unit you wish to either view or copy. Click on it where it is underlined.

A copy of the unit will open.



You may use the **Unit(s)** drop down arrow to view not only this unit, but also all of the rest of this teacher's units for the course.

This unit may be copied.

► Select the **Month**, **Section**, and **Unit** (Rename it if you wish).

► Click on **Save**

The Unit will appear in your account. You may edit and change as much as you want without affecting the original.

► Clicking on the printer icon will produce a **This Unit Detailed** report.

- Selecting **-View Landscape Map-** shows all units for this teacher for the entire year.
- Clicking on the printer icon when viewing landscape map allows you to print a landscape map for the month or year.

NOTE You may not copy a **Landscape Map** into your account, but you can view it and print it. You may also send the teacher of the unit an internal message by clicking on the envelope. This feature allows you to create a dialogue with colleagues through out the world.

Elements:

Essential Questions, Content, and Skills

You have two options for creating elements. You may start from scratch by creating a new unit or you may search for units that have already been made by either you or others.

Creating a new element:

	Unit Name	Essential Questions	Content	Skills	Assessments	Lessons	Standards
August	Core September	How do I use whole numbers?	Set of whole numbers	Add, subtract, multiply and divide	Class participation - 000 8/22-8/22 Homework: 000		05.A.4a Demonstrate a kn... 05.A.4b Design and prese...

- ▶ Click on the arrow under the element column you wish to create.

A drop down box opens.

	Unit Name	Essential Questions	Content
September	Illinois Development		<ul style="list-style-type: none"> New Reading Search Constitution Venn Diagram Service brochures from Fed., State, and Local governments.

- ▶ Click **New**.

NOTE Before you begin entering mapping elements be sure that you have created a Unit. Enter each element individually. Do not group them.

An Add box will open.



- ▶ Type or cut and paste your element into the box.

- ▶ Use the **Return/Enter** key on your computer or click on the **Save** button to put the element into the unit.

The box empties when the element has been placed into your unit. The box remains open allowing you to continue to add elements.

When finished adding elements.

- ▶ Close the Create New Element Box by clicking on the small square in the upper right hand corner of the box.

Elements:

Essential Questions, Content, and Skills

To copy an element found from a search:

▶ Click on the arrow in the gray strip under the element you wish to search for. Click on **Search**.

The Search column opens on the left.

▶ Use the filters to narrow your search.

▶ Click on Search ... button.

Note Leave everything as is if you simply want to search in the Course you are working in. Just click on the **Search ...** button.

The screen will refresh and Search column opens.

To add an individual element:

▶ Click on the blue arrow to the right of the element.

The element will move into your unit.

To view the unit in which the element resides:

▶ Click on the **blue globe** to the left of the element.

A *View Element in Units* box opens.

Unit	Essential Questions	Content	Skills	Assessments
Unit Demo Social Studies - 5th Grade Franz W Mar Operation Wildlife	How do we know what is important when we read?	Characteristics of narrative nonfiction	The students use comprehension strategies to	Enlarged Animal Notecards - 000

To Copy this Unit to your Map please select:

Month: September

Section: Social Studies - 5th Grade/PW

Unit: Operation Wildlife

Copy

To copy this unit:

▶ Enter Month, Section, and Unit name.

▶ Click the Copy button.

The entire unit will appear in your map.

▶ Close the Search Bank of Elements box by clicking the white X in the blue strip.

Elements: Assessments

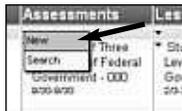
You may add assessments either by creating a new one or searching for an existing one. You may also use the Assessment template to align your assessment to other mapping elements and Standards.

To create a new assessment:

	Unit Name	Essential Questions	Content	Skills	Assessments	Lessons	Standards
August	Core September	How do I use whole numbers?	Set of whole numbers	Add, subtract, multiply and divide	Class participation - 000 8/22-8/22 Homework - 000		05.A.4a Demonstrate a kn... 05.A.4b Design and prese...

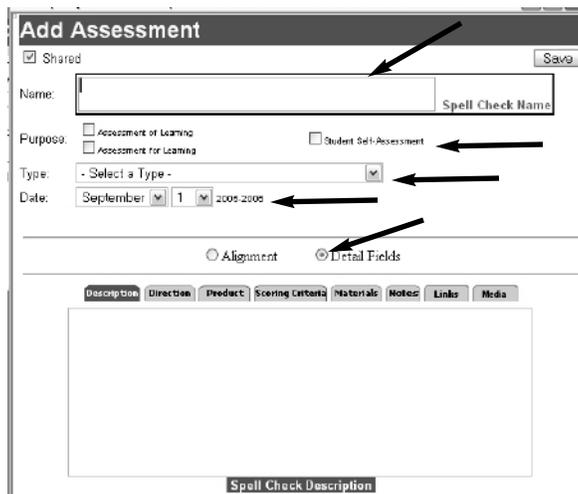
- ▶ Click on the arrow in the gray strip under the Assessment column.

A drop down box will open.



- ▶ Click **New**.

An Add Assessment box will open.



- ▶ Enter the name for this assessment in the text line to the right of **Name**.

- ▶ Choose the **Purpose** by clicking in the appropriate boxes.

Note You may choose **Assessment of Learning** or **Assessment for Learning**. You may use **Student Self-Assessment** with either.

- ▶ Choose the **Type of Assessment** in the drop down box next to **Type**.

- ▶ Set **Date** using the drop down boxes.

- ▶ Click in the **Detail Fields** radial button.

- ▶ Click in the box below the **Description** tab. Enter your description of the assessment either by typing or cutting and pasting.

- ▶ Click on the next tab.

The tabs turn blue as they become active.

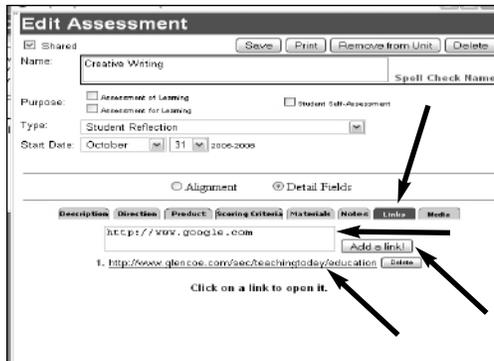
- ▶ Continue clicking on tabs and adding information.

Elements: Assessments, con't.

The Links and Media tabs will allow you to activate web pages and upload information from your computer into the application.

Using the Links tab.

- ▶ Clicking on the Links tab opens a box where you can type in a URL.



- ▶ Type in the complete URL.
- ▶ Click on Add a Link.

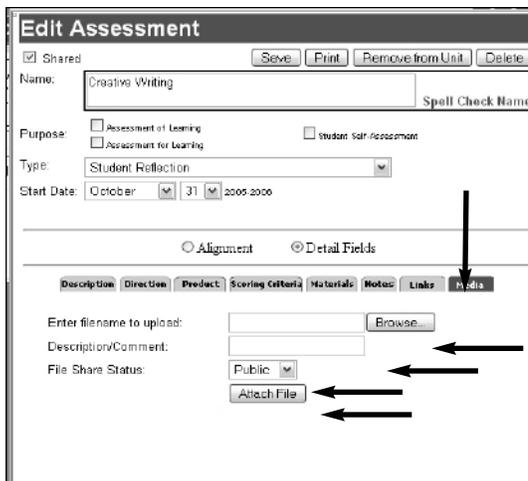
The link goes into a list and it is underlined and active.

- ▶ Click on it and you will be taken to the web site.

Note You must type in the complete URL.
(<http://www.google.com>)

Using the Media tab.

- ▶ Click on the **Media** tab.



- ▶ Click on **Attach a File** button.
- ▶ Click on the **Browse** button.

The content of your hard drive will open.

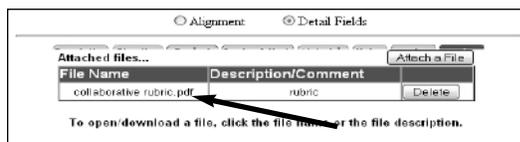
- ▶ Choose the item you wish to upload by clicking on it.
- ▶ Click on **Open**.
- ▶ Type in a **Description/Comment** so can easily identify the document.

- ▶ Click on **Public** or **Private** depending on whether material is copyright protected or if you want to share it.

The screen will tell you it is uploading, when it finishes:

- ▶ Click on the name of the file under **File Name**.

The file will open as long as your computer has the program that created it, such as Microsoft Word.

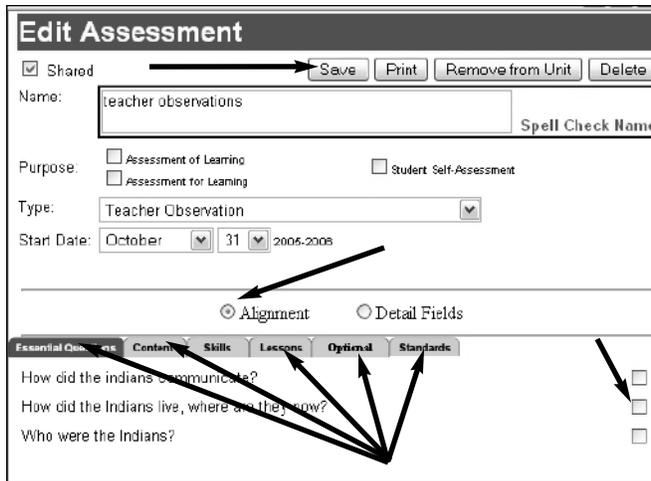


- ▶ Click on **Attach a File** if you wish to add more.
- ▶ Click on **Delete** to remove file from application.

- ▶ Click on **Save** if you are not going to Align through the Assessment template.

Elements: Assessments, con't.

You may use the Assessment template to align your mapping elements and Standards.



Edit Assessment

Shared Save Print Remove from Unit Delete

Name: Spell Check Name

Purpose: Assessment of Learning Student Self-Assessment
 Assessment for Learning

Type: ▼

Start Date: ▼ ▼

Alignment Detail Fields

Essential Questions | Content | Skills | Lessons | Optional | **Standards**

How did the indians communicate?	<input type="checkbox"/>
How did the Indians live, where and they grow?	<input type="checkbox"/>
Who were the Indians?	<input type="checkbox"/>

▶ Click on the **Alignment** radial button.

The screen refreshes and you see the mapping tabs and the Standards tab.

▶ Click in the boxes of those items which align to this assessment.

▶ Work your way through all of the tabs.

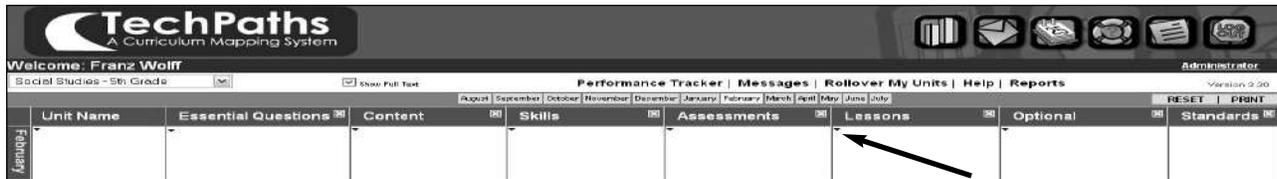
▶ Click on **Save** when finished.

The Standards you chose will appear in the Standard's column.

Elements:
Lessons

You may add lessons either by creating a new one or searching for an existing one.

To create a new lesson:



- ▶ Click on the arrow in the gray strip under the Lesson column.



A drop down box will open.

- ▶ Click **New**.

An Add Lessons template box will open.

- ▶ Type the name of the lesson.
- ▶ Use the pull down menu to choose the **Level of lesson** you are making.
- ▶ In the drop down menu next to **Time** choose the length of time you think the lesson will take.
- ▶ Set a **Date**: using the drop down box.

Elements:
Lessons, con't.

The Objective tab defaults to blue to indicate it is active.

▶ Click in the **Content/Skills** pulldown box below the Objective tab.

A list of content and skills from your unit will appear.

▶ Choose one and click on ADD.

It will appear in the Objective area with an added stem.

Added content will have the stem, **“Students will know...”**, while added skills will have the stem, **“Students will be able to...”**

Mapping tip Content and skills need to be part of the Objectives for your Lessons. You may also add content and skills that will scaffold on the content and skills of this Unit.

- ▶ You may also type or cut-and-paste additional objectives.
- ▶ Continue clicking on tabs - **Activities**, **Resources and Materials**, etc. - and adding information by either typing or cut-and-pasting.
- ▶ Click **Add** to Unit

The Lesson template will remain open. You may continue adding Lessons.

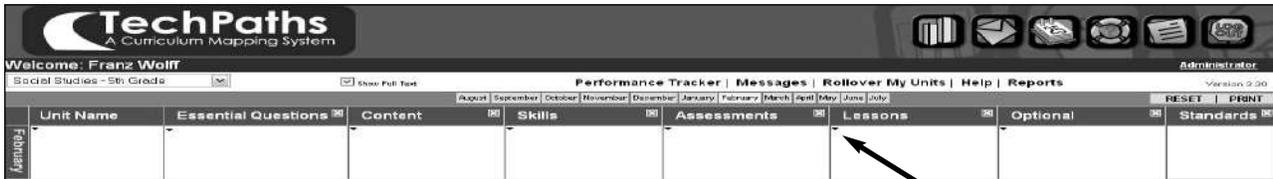
- ▶ Close the template when finished.

Note The process for adding Links and Media is the same as it was in the Assessment template (see page 13).

**Elements:
Lessons, con't.**

To search for a lesson:

- ▶ Click on the arrow in the gray strip under **Lessons**.

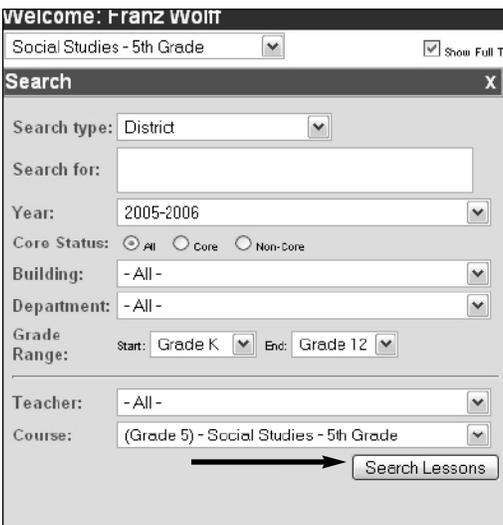


A drop down box opens.



- ▶ Click on **Search**.

The Search Bank of Elements window opens.



- ▶ Use filters to define your search.
- ▶ Click on **Search Lessons**.

A Search Bank of Elements box opens with lessons listed.

To add an individual element:

- ▶ Click on the blue arrow to the right of the element.

The element will move into your unit.



To view the unit in which the element resides:

- ▶ Click on the blue globe to the left of the element.

To copy the Unit:

- ▶ Complete the prompts at the bottom of the unit and click **Copy**.

The Unit will move into your map.

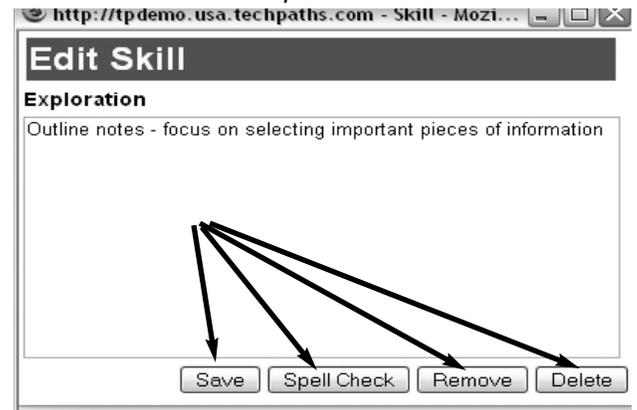
Editing

E editing any item or element is a simple process of opening it by clicking on it and making changes. Spell check is available through-out the application.

Content	Skills	Assessments
English - Colonization	Creation and use of a chart	Exploration Chart - graphic organizer 9/5
French - Fur Trade	Outline notes - focus on selecting important pieces of information	Exploration Notes - Notes 0/5
Dutch - Fur Trade / Colonization	Memorization of chunked information	
Explorers - why, how, where, when, who		
Navigation - tools, history, Henry the Navigator		
Spanish - Gold, Silver, God		

- ▶ Move your cursor over the element you wish to edit.
- ▶ Click on it once it is underlined. (Click on once)

An edit box will open.



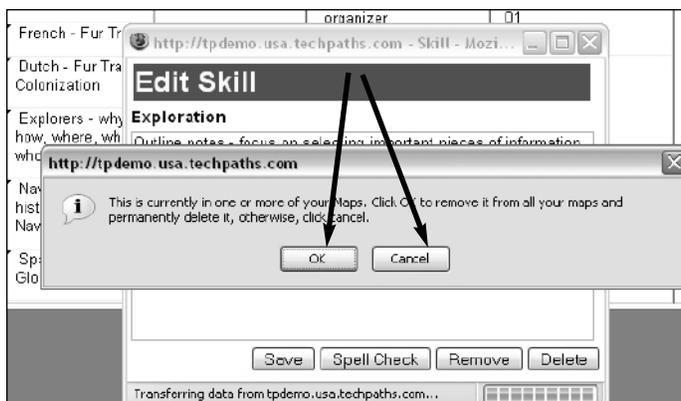
To edit the element:

- ▶ Make changes you wish to make and click on Save.
- ▶ Click on Spell Check if you wish to check spelling. After Spell Check is completed, click on Save.
- ▶ Click on Remove if you want to remove the item from the current Unit.

You will be able to retrieve it by doing an element search.

- ▶ Click on Delete to permanently Delete the item from the application.

The item will be deleted unless it is in other Units, in which case you will get the following warning:



- ▶ If you click on OK, the item will be deleted from all Units.
- ▶ If you click Cancel, the item will remain in the current Unit.

To remove it from the Unit.

- ▶ Click on Remove.

Editing. con't.

E editing a Unit will allow you to move it from one month to another. Searching will allow you to have the same Unit in multiply months.

- ▶ Click on the name of the Unit you wish to edit.

The Edit Unit box will open.

Edit Unit

Year: 2005-2006

Month: September

Course/Section: Social Studies - 5th Grade/ Dem

Unit Description: Exploration

Notes: This is a semester course.

Spell Check Notes

Save Delete

- ▶ Click on the pulldown for **Month** and choose the month you wish to move the Unit to.
- ▶ Click on **Save** and the Unit will move to the month you chose.

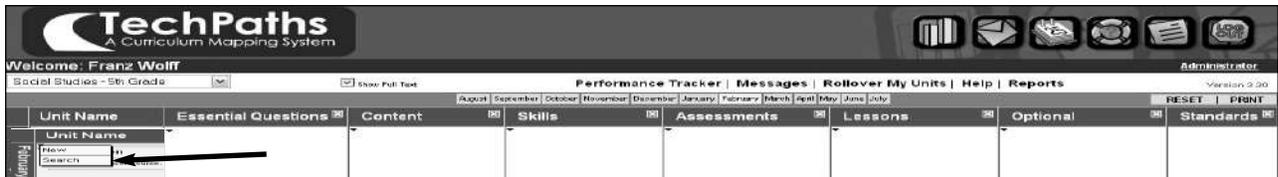
If you want the Unit to be in more than one month.

- ▶ Do a **Unit** search and **Copy** the Unit into the months you want it in.

Note If you **Delete** a Unit, the elements in the Unit will be available by doing an element search.

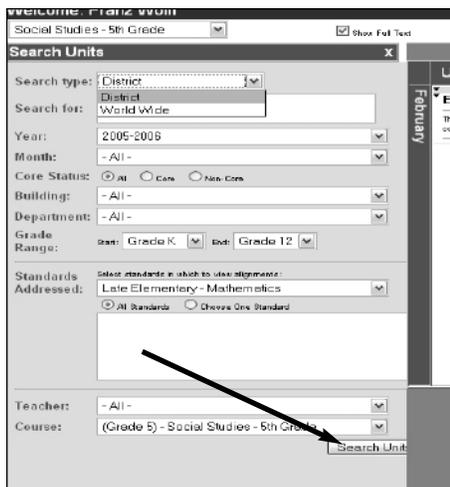
Search - Unit

Searching allows you and your colleagues to view work in a number of locations. The results of a search will appear in a search column that opens on the left of your screen. Once you have completed a search, you may copy both individual elements and entire units into your map.



A Unit Search

- ▶ Click on Search in Unit column.



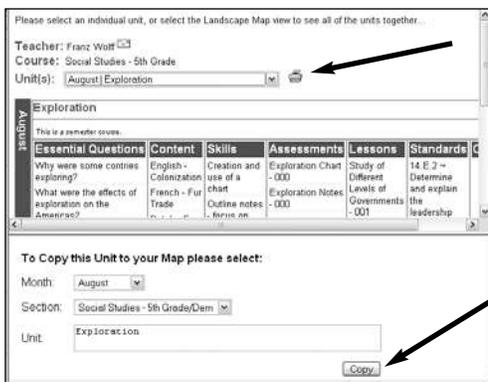
- ▶ Use the filters to narrow your search.
- ▶ Click on **Search Unit** button.



The search results will open on the left side of the screen in a column.

- ▶ Click on the name of the Unit you would like to see.

The Unit will open.



- ▶ Click on the printer icon and the report This Unit Detailed will open.
- If you wish to copy the Unit into your account.
- ▶ Complete bottom half of form and click **Copy**.

The Unit will go into your account.

Note Be sure to select the Month you wish to have the Unit in your map. If the name is the same as one of your other Units, you will be prompted to rename it.

Search - Element



An Element search can be done in any of the mapping element columns.

- ▶ Choose the column you want to search and Click on Search.

Social Studies - 5th Grade Show Full Text

Search

Search type:

Year:

Core Status: All Core Non-Core

Building:

Department:

Grade Range: Start: End:

Teacher:

Course:

A Search column will open.

- ▶ Use the filters to narrow your search.
- ▶ Click on **Search....**

The search results will open on the left side of the screen in a column.



- ▶ Click on the blue arrow to move the element into your unit,
- ▶ Click on the globe to view the Unit in which the element is located.

You may choose to copy the entire Unit.

Note An element search can save you time. For example, if you have a Spelling lesson in every Unit. Do a lesson search and use the blue arrow to move the Spelling lesson into each unit. You can modify the lesson as needed for the individual units.

Standards and Alignment

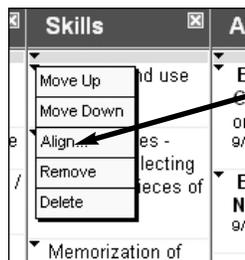
Standards get into your maps by alignment. Alignment can occur through any mapping element column. If you choose to align through Assessments, the alignment can take place as you are entering your assessments. It is important that you decide how you are going to align and then inform our Customer Service department so that they disable alignment in other columns.

Aligning from Essential Questions, Content, Skill, or Lessons:

Content	Skills
English - Colonization	Creation and use of a chart
French - Fur Trade	Outline notes - focus on selecting important pieces of information
Dutch - Fur Trade / Colonization	Memorization of chunked information
Explorers - why, how, where, when, who	
Navigation - tools,	

To the left of each item in the element column there is a small black arrow.

▶ Click on the **arrow** and menu box opens.



Move up and Move Down allows you to move the item one space up or down in the column.

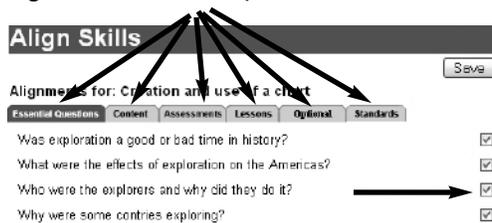
Align allows you to align that element to other mapping elements plus the Standards.

Remove will remove the item from your workspace and Unit. You will be able to retrieve it by doing a search.

Delete will permanently delete the item as long as it is not in other Units.

▶ Move cursor over **Align** and click.

An **Align Skills** box will open.



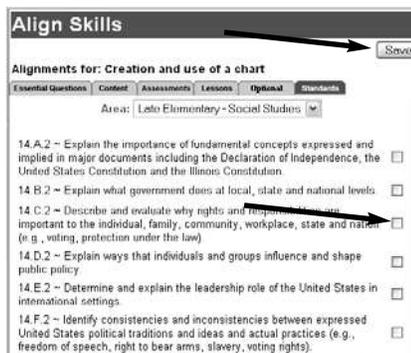
▶ Elements that align should be checked by putting your cursor in the small box to the right of the element and clicking.

▶ Continue through all of the tabs.

▶ **The last tab is Standards.**

▶ Click on the **Standards** tab.

A list of all of the Standards that have been assigned to your course will appear.



▶ Click in the box on those that apply to the element you are aligning.

▶ Click on **Save** when finished.

The box will close and the Standards you chose will appear in the Standards column.

If they do not appear in the Standards column you may have failed to click on the Save button.

Standards and Alignment, con't.
Aligning through the Assessment template.

When you create a new or edit an Assessment you have the option to align from the assessment template.

There are two radial buttons

▶ Click on the radial button **Alignment** when you want to align the assessment to the other mapping elements and the Standards.

▶ Elements that align should be checked by putting your cursor in the small box to the right of the element and clicking.

▶ Continue through all of the tabs.

The last tab is Standards.

▶ Click on **Save** after you have aligned all the tabs

The Standards you chose will appear in the Standards column.

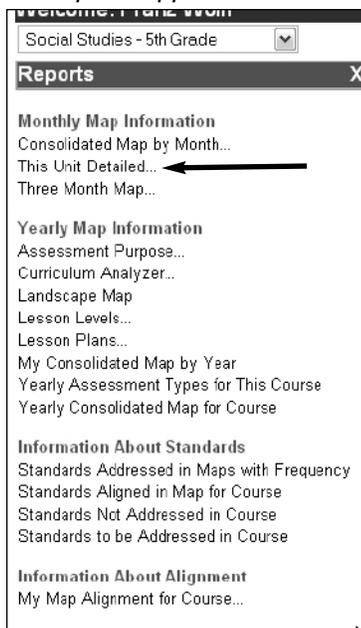
Reports

TechPaths: A Curriculum Mapping System® provides a variety of reports designed to help make decisions about curriculum revision. The reports provide a basis for dialogue and conversations regarding the curriculum as it relates to assessments, lessons, and standards.

To view reports:

- ▶ Click on **Reports** or the icon  on the right side of the screen, above the workspace.

A list of reports appears on the left side of the screen.



- ▶ Put the cursor on the name of the report. When the name is underlined, click.

A Summary of Reports follows:

Monthly Map Information

CONSOLIDATED MAP BY MONTH This shows all the mapping elements used by the teacher for a given month. Again, useful for conversations about what is taught in a given month. The Assessments and Lessons can be opened and printed and copied into other Units.

THIS UNIT DETAILED This report provides a complete picture, in an ordered form, of the plan for the unit. This is a report that teachers often will print and/or make available to their administrator. It is inclusive, in detail, of all elements in the unit with complete information from assessment and lesson template.

THREE MONTH MAP This report is a way to chunk out three months at a time. It can be useful to see this report from the perspective of a quarter or a semester.

Reports

Yearly Map Information

ASSESSMENT PURPOSES This report provides an analysis of the purposes for assessment according to: assessing for learning (a formative assessment), assessment of learning (a summative assessment) and student self-assessment. This report will be useful for staff development planning. Purposes adapted from the work of Rick Stiggins, *Classroom Assessment for Student Learning*, Assessment Training Institute.

CURRICULUM ANALYZER This is an advanced search feature. In this search, you can identify content or skills that were tested either in state or standardized tests. Use this search to track where (which teachers, which courses, which buildings) and when (which month or months) the content or skill was addressed. Tracking these elements will provide a richer picture of the frequency of when the elements appeared in maps as well as the specific months they were addressed in classrooms. Clicking on numbers that are underlined will open the unit in which the word occurred. In addition to being able to click each month column header to see a graphic report for that month, you can now click the “total” column and see a graphic report for the whole year.

LANDSCAPE MAP The Landscape Map provides an overview of a year's curriculum. You can access this report in the report list as well as the upper right hand corner of your workspace. This report can be modified and customized and printed in Microsoft Word or Microsoft Excel. This report is used when having a conversation with colleagues about the sequence of a year's curriculum. It is a valuable resource when teachers or administrators want to prepare custom reports. It represents what many consider to be their curriculum map.

LESSON LEVELS This report is designed to provide an analysis of lessons according to the level: introducing, developing, reinforcing, challenging as well as according to the degree of differentiation within each lesson. It allows you to zero in on specific lessons and view them in detail as well as copy them into your own units.

LESSON PLANS This is a way for a teacher to access groups of lessons clustered by dates. This report allows teachers to view lessons without having to open units.

MY CONSOLIDATED MAP BY YEAR This is a consolidated report for the individual teacher. It gives a consolidated view of what the scope of the curriculum has been. This report might be useful when the teacher enters into a conversation about what the scope of curriculum should be as colleagues build core maps. Assessments and Lessons can be clicked opened by clicking on them. Once open they can be printed or copied into other Units.

YEARLY ASSESSMENT TYPES FOR THIS COURSE This is a report that shows the assessment types that have been used by an individual teacher. The distribution of these types is significant. The assumption is that teachers should be providing a variety of assessments for students. In addition, performance assessments serve as an indicator that the assessment is asking for a higher level of application of knowledge from students. The types should also, at some point, show the distinction between formative and summative assessments. Clicking on the name of the Assessment Type allows you to view the unit in which the assessment occurs. Once the Unit is open, clicking on the name of the Assessment will allow you to view the Assessment.

YEARLY CONSOLIDATED REPORT FOR COURSE

Reports con't.

YEARLY CONSOLIDATED MAP FOR YEAR This is a very useful report for a conversation with colleagues. It is an easier way to see what the scope of curriculum is for all of the teachers.

This is a better report for curriculum analysis than is the landscape map if you are trying to understand scope and not sequence. The report includes a frequency count for each element. This report helps to build a consensus as well as a common language for content and skills. Use as a resource to find key words to use in **Curriculum Analyzer Report**

Information About Standards

STANDARDS ADDRESSED IN MAPS WITH FREQUENCY This report provides a way for teachers to analyze standards that were addressed. In addition, there is a frequency count here, so that the frequency that a standard has been addressed can be noted. Those Standards that have been addressed can be clicked on and a list of the Units where the Standard was addressed will appear. This makes it possible to drill into specific Units to see how the Standards are being addressed. The assumption is that increased frequency is required in order for skills to build. Therefore, higher frequency should account for better student performance on standards based tests.

STANDARDS ALIGNED IN MAP FOR COURSE This report allows teachers to see their standards aligned to content and skills. The teacher can look to see the complete standard laid out and then see whether the content and skills make a clear match to the standard. This is a way to check the alignments that have been made for quality. The only way to get this report is to align through either content or skills.

STANDARDS NOT ADDRESSED IN COURSE This report provides a list of Standards that have yet to be aligned to any mapping elements. This report provides a way to track how closely Standards are being incorporated into the curriculum.

STANDARDS TO BE ADDRESSED IN COURSE This report provides an overview of the standards to be addressed in the course. It is used for planning purposes. Courses may be assigned multiple areas of Standards. Teachers can open this report and use it as a source for content and skills for their Units.

Information About Alignment

MY MAP ALIGNMENT FOR COURSE The map alignment report shows more of the alignments that you have made in a given unit. The expanded view of alignment can be seen in the **Alignment Level 2**. When you select the **My Map Alignment for Course** report, you will still see the familiar filter screen which allows you to choose a month and/or a unit, and to choose which type of element you want to see alignments for. Additionally, you will find a drop down box which you can use to view level 1 or level 2 alignments. It will default to **show level 1 alignment**, which will show all elements that are aligned to elements of that type, in that month/unit. You can now also select **show level 2 alignments** which will not only show you all elements that are aligned to elements of that type, in that month/unit, but it will also show any elements which are aligned to THOSE aligned elements.



Notes
