



Teacher's Guide to the Pro-Core Short Cycle Web Assessments Program

Teacher WebTools

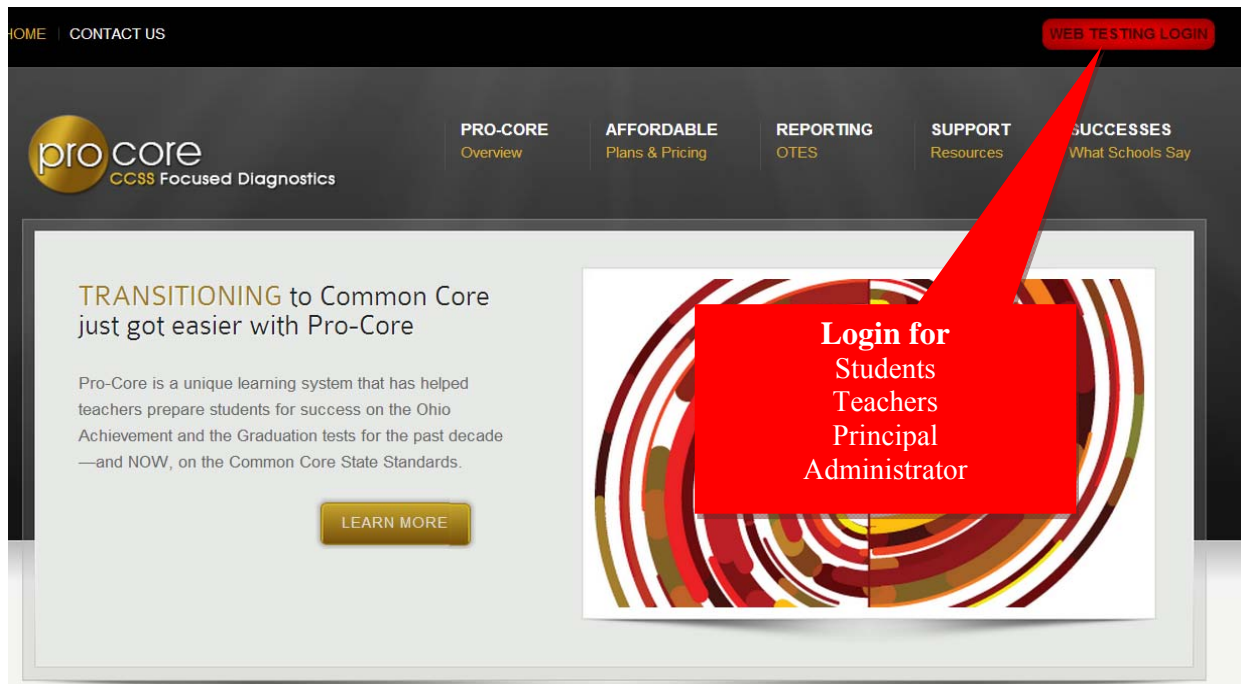
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NOTE: Pro-Ohio sample layouts are equally applicable to Pro-Core.

LOG-IN TO SCWA

Teachers (and students) may login to the Pro-Core Short Cycle Web Assessments (SCWA) program through the Pro-Core Web Site at <http://pro-core.us>

Click on the “**Web Testing**” tab. You may also *bookmark* the P-C Login page on your browser for direct access.



LOG-IN OPTIONS –Teachers, Students, and Teacher or Student Demos

On the Pro-Core **Login Panel**, select the Login Group (or School), then key-in your name or number, and password. Your password will appear as *dots* ●●● for security.

Teacher Log-in		Student Log-in
1. Select your school	Login Group	1. Select your school from the pop-up
2. Key-in your 3-digit Teacher ID (ending in 0)	Login Number	2. Key-in the Pro-Core ID Number (assigned by the school)
3. Key-in your last name or last name and first initial	●●●●●●	3. Key-in your Last Name and First Initial
	<input type="button" value="Login"/>	

The teacher or student password can be changed after your first log-in. Do NOT change ID numbers.

Student DEMO Log-in		Teacher DEMO Log-in
1. Select “Pro-Core Demo”	PRO-Ohio Demo	1. Select “Pro-Core Demo”
2. Key-in the Grade Level i.e. “two” – “ten”	Login Number	2. Key-in “t” and the grade level number i.e. t2 – t10
3. Key-in <i>special</i> Student Demo password*	●●●	3. Key in the 3-digit Teacher Demo password *
	<input type="button" value="Login"/>	

* Contact Ben Hemingway for the Demo passwords. hemingway@pro-core.us or 513-827-0363

VIEWING/EDITING STUDENT LOG-INS

On your first log-in, you should become familiar with the various MENU options. Check that your classes and students are properly enrolled. This will prevent problems when you students first log-in.

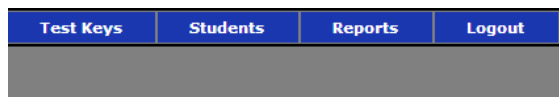


Select Students
Check each class for correct student enrollments

Class Reports

Report Name	Description
History	Provides test history with overall score, organized by Class.
Item Analysis	Provides analysis on each question by class and student.
Overview	Monitors overall progress and pacing in all classes.
PROgress	Measures weekly progress in each subject.
Gradebook	Provides class detail broken down by indicator.
Student Report Card	Provides a student report card broken down by indicator.
Web Test Count	Provides number of web tests broken down by class, weeks ago.

The **Student Logins** selection allows you to view and edit student login information.



To print: right-click in any white area and select "print"

Class Login Setup

Pick From Your Classes: Social Studies: Grade 5 - 121
Social Studies: Grade 5 - 121
Social Studies: Grade 5 - 122
Social Studies: Grade 5 - 123

Class: Social Studies: G Logins

Click on student to edit into (DO NOT change Pro-core ID) ID must be the same for comparative data

Student Name	PRO-Ohio ID	UserName	Last Login
Todd Benjamin	919676	919676	
Armstrong Bradley	919009	919009	
Hensley Brittney	600606561	600606561	
Hirons Ellie	607016	607016	
Maple Emma	900600928	900600928	
Turner Eric	932421	932421	
Schauer Evan	919538	919538	
Collett Hannah	606989	606989	
Stutz Hunter	919653	919653	
Hathorn Jack	600607038	600607038	
Neal Jada	600607041	600607041	
Maloney Justice	600606448	600606448	
Scott Kaleb	294088913	294088913	
Rogers Kaylee	900600471	900600471	
		919193	
	59	600606959	
		923632	
Lindsey Logan	924667	924667	

Select each class and print login info
Take with you to the lab to help student login

Notify principal if students are missing, need to move to another class or deleted from the system

In preparation for taking your students to the lab for the first time, print their Login UserNames and passwords. Normally, the Student's password is his or her Last Name and First Initial as it appears in the Class Login List. The student's password may be changed. You may want to shorten the password for younger students.

The screenshot shows a web form titled "ProOhio Edit Student Form" with the following fields and callouts:

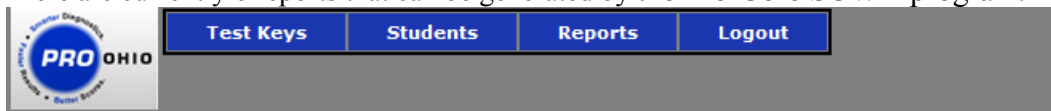
- PROOhio ID:** 6074. Callout: "Modify (edit) existing student information" points to the header area.
- First Name:** Smith
- Last Name:** Joe. Callout: "Student's Last Name and First Initial (default)" points to this field.
- UserName:** 6074. Callout: "Note: The student's PROOhio ID and UserName must remain the same" points to this field.
- Password:** Masked with six dots.
- Active:** ACTIVE (dropdown menu)
- Buttons:** "Save Student Info" and "Cancel". Callout: "Save modified student information. OR click 'Cancel' to cancel changes." points to these buttons.

NOTE: The Student's **PROOhio ID** and **UserName** are the same. They should NOT be changed.

Remember to Save any changes.

WORKING WITH SCWA REPORTS

There are currently 6 reports that can be generated by the Pro-Core SCWA program.



Class Reports

Report Name	Description
Overview	Monitors overall progress and pacing in all classes.
PROgress	Measures weekly progress in each subject.
Item Analysis	Provides analysis on each question by class and student.
History	Provides test history with overall score, organized by Class.
Gradebook	Provides class detail broken down by indicator.
Web Test Count	Provides number of web tests broken down by class, weeks ago.

Summarizes school, grade, class and student's usage and PROgress.

Email your questions & comments

You Have a Voice
Improvement? Praise?
Frustration? Questions?
Please Email

Ben Hemingway
Founder of PRO-Ohio

Shows week by week PROgress for class or student.

Provides an item analysis for each question.

Provides class scores by indicator.

Provides detailed class and student scores

Shows how each student has improved since the paper-pencil test

Report 1. Overview--PROgress with Pacing Guide

Clicking on **Overview** takes you to a report screen that summarizes grade, class, student usage and progress.

Grd	Subj	Teacher	Class ?	Std Cnt	Pencil & Paper Results				Goals					
					A Test	B Test	Diff A & B	YTD Tests ?	Avg. Test/wk/stu ?	% tests completed ?	GOAL: 100.0	4/9	4/16	4/23
5	Math	UNIVERSITY	121	23	49.0	64.3	15.3	1356	1.8	69.8	82.8	83.3	85.9	86.0
	Read		123	23	56.9	61.3	4.4	721	1.0	55.4	82.7	82.4	82.6	84.3
	Sci		122	23	52.7	54.7	2.0	863	1.2	66.1	74.3	74.6	85.1	86.4

Click ? for Help

Clicking on the **blue Class number** will show the Gradebook (Class Detail Report Results) for that class.

See Gradebook report *below*.

Report 2. PROgress

Clicking on **PROgress** will take you to “Progress Report Parameters” screen. Make the appropriate selections from each pop-up box to Run the Report.

PROgress Report Parameters

Grade: 06

Subject: Math

Teacher: BROWN

Classes: Math: Grade 6 (Pro-Ohio ID: 101)

Students: ALL Students

Last Web Test Date: 4/26/2011

Set the parameters from each pop-up box

Choose a specific class period, or leave blank to see all your classes grouped by progress over a 4-week period

Or look at the PROgress of a selected student

PROgress Reports can be printed for the district, school, class(es), or individual student.

The sample PROgress report below shows the progress of a class organized by Indicator/Benchmark.

PROgress Report
4/26/2011 3:08 PM

End Date: Tuesday, April 26, 2011 **Current Time:** 3:08 PM
Grade: 6 **Subject:** Math **District:** ... **School:** ... **Teacher:** BROWN **Class:** 101 **Student:** All

■ - Indicates a 5%+ increase

■ - Indicates a 5%+ decrease

Indicator/Benchmark	A	B	4/8	4/15	4/22	4/29	Stds	
NUM 1: Compose/decompose wh. numbers using factors & exponents; find/prime	35.7	70.5	80.4	85.7		85.7	21	
NUM 2: Explain/determine a specific percent of a number and solve related problems	40.5	59.1	63.7	84.7		84.7	22	
NUM 3: Use models to relate concepts of ratio, proportion, percent; compare, use	54.8	59.1	79.5			78.4	22	
PAT 21: Identify, describe constant or varying rates of change, compare them	54.8	70.5	63.5	67.3		67.9	14	
DAT 22: Read, interpret line graphs, circle graphs, histograms; select, use appropriate	35.7	54.5	72.7			73.3	22	
DAT 23: Compare representations of the same data in different types of graphs	47.6	52.3		69.9	85.8	85.8	22	
DAT 24: Understand measures or center and spread; describe frequency distribution in	57.1	43.2				77.4	21	
DAT 25: Make logical inferences from statistical data	50.0	45.5	73.4	72.7	92.6	92.6	22	
Averages:	47.6	52.0	71.0	73.1	76.3	76.3		
Weekly Student Count:	21	22	22	22	22	22		
Final Student Count							22	
Total Test Completed							489	
Total Test Possible							550	
% of Tests taken to Date							88.9	

Clicking on any of the **blue indicators** will take you to the item analysis for that indicator’s questions. See Report 3 Item Analysis below.

Clicking on a **blue number** in the STD column will take you to the Class Indicators/Benchmarks—Detail report. See Report 4 Class Test History below.

Report 3. Item Analysis

Clicking on **Item Analysis** will take you to “Item Analysis Report Parameters” screen.

Item Analysis Report Parameters

Grade: 03 Set the parameters from each pop-up box

Subject: Math

Indicator: 1. NUM 5: Represent, explain multiplication & division Choose a specific indicator or see all indicators

Classes: Math: Grade 3 (Pro-Ohio ID: 582)
 (Select a Class if you want to Load Student Data)

Students: ALL Students Or look at the reports of selected students

Start Date: (mm/dd/yyyy)
 (Leave blank to include all dates)

End Date: (mm/dd/yyyy)
 (Leave blank to include all dates)

Make the appropriate selections from each pop-up box to Run the report. This report provides a breakdown of how questions were answered. Great for isolating skill deficiencies.

Below is a sample of an Item Analysis Report for all students in a class with the **Student Data “Load”** link selected for a the 3rd question, showing the individual student responses for that question.

Item Analysis Report

Grade: 3 **Subject:** Math **District:** **School:** **Teacher:** **Class:** 582 **Student:** All **Date Range:** Saturday, March 19, 2011 to Saturday, April 16, 2011

Ind.#	Question Text	Student Data	Count	A	B	C	D	None
Indicator # 11: Tell time to minute and elapsed time								
11	Kim is going to see the 4:05 <i>Toy Story</i> 3 afternoon showing. Her older brother must pick her up when the movie ends. At exactly what time should he be there? -image-	Load	21	48%	24%	19%	0%	10%
11	-image- What time does the clock show?	Load	21	5%	10%	86%	0%	0%
11	! The two clocks show when soccer practice starts and when it ends. -image- How long was practice?	Hide	22	23%	14%	14%	45%	5%
	Brienna B		2					✓
	Malik B		1					✓
	Krystian C		1	✓				
	Boseda C		1				✓	
	Dameko D		1					✓

OAA Question !

Correct response

Correct response

Clicking on a **blue question** stem takes you to the question-response details. *See below.*

PRO-Ohio Item Analysis Question Detail:

Grade: 3 Subject: Math District: WOODBURY School: WOODBURY
 Teacher: WOODBURY Class: 582 Student: All
 Date Range: Saturday, March 19, 2011 to Saturday, April 16, 2011

OAA Question !

The two clocks show when soccer practice starts and when it ends.



Practice Starts



Practice Ends

How long was practice?

- 22.7% A 1 hour 5 minutes
 13.6% B 1 hour 10 minutes
 13.6% C 1 hour 15 minutes
 45.5% D 1 hour 20 minutes

Correct response is "A"

Report 4. History

Clicking on **History** will take you to the "Class Indicators/Benchmarks—Detail" report. This report provides overall class and student scores by indicator. This report is most often used by teachers to view how the class did on the last few indicators taught and tested.

PRO-Ohio

Class Indicators/Benchmarks - Detail

Test Description	ProOhio Class Id	Grade	Subject	Form Type	# of Students	Results	Detail
01: ID equiv. fractions, decimals	141	4	Math	W	24	76.0%	Detail
02: Place value whole numbers, decimals round wh. no.	141	4	Math	W	26	91.3%	Detail
03: ID factors & multiples of wh. no., prime & composite	141	4	Math	W	5	67.5%	Detail
04: Use assoc. & distrib. properties	141	4	Math	W	2	68.8%	Detail
05: Solve problems, interp. remainders w/ division	141	4	Math	W	2	62.5%	Detail
06: Estimate results of computations	141					52.5%	Detail
07: Add/sub. decimals & fractions w/	141					70.8%	Detail

Click on "Detail" for the last indicator scores for each student

See a sample class of students' Detail report on the next page.

PRO-Ohio

Class History Report - Detail

District: D00000

School: D00000 School

Teacher: BROWN

Test: 03: Concepts of ratio, proportion, percent Grade 6, Subject Math, Form W

Click Headers To Sort

<u>Student</u>	<u>Date</u>	<u>Score</u>
Fish, L	-	-
Plac, M	-	-
Court, K	2011-04-11 09:43:08	12.5%
Pitt, J	2011-01-27 13:13:25	25.0%
Yen, J	2011-03-03 13:14:45	50.0%
Han, K	2011-01-13 13:09:21	62.5%
Egbe, T	2011-02-17 13:11:01	75.0%
Jones, A	2011-01-13 13:24:40	87.5%
Landreth, Holly	2011-01-27 13:20:45	87.5%

Report 5. – Gradebook (Class Detail)

Clicking on **Gradebook** will take you to the Class Detail Report. First, select a class you want to view.

PRO-Ohio

Class Detail Report

ProOhio Class Id	Grade	Subject	# of Students	Detail	Export
101	6	Math	22	Detail	Export
102	6	Read	22	Detail	Export

The Class Detail Report provides class detail broken down by indicator. It is useful for:

- 1) comparing A level score with the last web score for that indicator.
- 2) monitoring students who haven't taken web tests for particular indicators.

See the next page for a sample Gradebook Class Detail Report.

PRO-Ohio

BROWN

Class Detail Report Results

Math 6 W - PRO-Web Math6W

[Web Only](#)

Learning Indicator Benchmark #

Student Name	Form	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	%Av.
Albe, P	A	50	0	50	100	50	0	50	0	50	0	50	100	100	100	100	100	50	0	0	0	50	0	100	0	50	46
	B	50	0	0	50	50	100	50	0	0	50	50	100	0	50	100	50	50	0	0	50	50	0	0	50	0	36
	W	75	63	75	63	13	25	38	63	13	88	50	88	50	50	100	63	50	38		50	13	88	75	88	88	58
	O																										
Berg, A	A	50	100	100	50	50	100	50	100	50	50	50	50	50	50	50	50	100	100	50	50	0	50	50	50	50	46
	B	50	50	100	50	100	100	50	0	0	0	0	50	0													46
	W	100	88	100	88	25	75	50	88	63	88	63	100	100													78
	O																										
	A	0	50	100	50	50	0	50	50	50	50	0	0	50	50	50	100	100	50	50	0	50	50	50	50	50	46
	B	50	50	0	0	100	50	50	50	0	50	0	50	0	0	50	0	50	100	50	50	50	50	50	0	50	38
	W	88	75	50	38	38	88		63	25	100	38	75	75	75	88	75										66
	O																										
% Average:		86	85	78	72	60	64	62	75	75	75	75	75	75	75	75	75	75	75	75	75	75	75	75	75	75	76
Indicator/Benchmark #		1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	%Av.

Legend for each of the numbered indicators.

"A" and "B" rows contain PO paper-pencil test results

"W" row contains the student's latest SCWA scores for each indicator

"O" row contains the student's review scores

NJM1: Compose/decompose wh. numbers using factors & exponents, find/prime
 NJM2: Explain/determine a specific percent of a number and solve related problems
 NJM3: Use models to relate concepts of ratio, proportion, percent, compare, use
 MEA 9: Use strategies to find circumference, area of circle
 MEA 10: Determine which measure matches context of
 MEA 11: Describe what happens to perimeter & area when measurements are changed
 PAT 20: Evaluate simple expressions by replacing variables with given values, and use

Report 6. Web Test Count

Clicking on **Web Test Count** will show you the frequency of test usage by class, student, or test indicators with a 4-week history of tests taken. The first screen shows a summary by class. You may view detailed student usage or test indicator usage by clicking on the respective *button*.

PRO-Ohio Teacher Web Test Count

Teacher: **JANUARY**

Click on a button to get details on Student or Test usage

Grade	Subject	Pro-Ohio Class		This Week	Last Week	2 Weeks Ago	3 Weeks Ago	4 Weeks Ago
5	Math	121	By Student By Test	92	99	59	0	0
5	Sci	122	By Student By Test	108	174	52	43	0
5	Read	123	By Student By Test	51	19	15	15	0
Teacher Totals				251	292	126	58	0

NOTE: The recommended number of SCWA indicator tests taken is 1 or 2 per week per student & subject. This could be 2-4 every other week. If they were monitoring all four subjects then 4-8 tests per week per subject.

VIEWING TEST KEYS

The **Test Keys** selection allows you to preview, select, and print all test questions by indicator.

Class Login Setup

Pick From Your Classes: Reading: Grade 6 501

Test Type: Indicator

Class: Reading: Grade 6 - 501 Test Keys

Test Description	Enabled Version
01: Use context clues, definit	<input checked="" type="radio"/> All <input type="radio"/> Test 1 <input type="radio"/> Test 2
02: Apply connotation & denota	<input checked="" type="radio"/> All <input type="radio"/> Test 1 <input type="radio"/> Test 2
03: Identify analogies, synony	<input checked="" type="radio"/> All <input type="radio"/> Test 1 <input type="radio"/> Test 2
04: Recon. words from other la	<input checked="" type="radio"/> All <input type="radio"/> Test 1 <input type="radio"/> Test 2

Select a test indicator to view the test questions

Different sets of 8 questions available from the Test Bank—up to 30 questions in “All-Static” Order

The question **Test Preview** screen allows you to view questions and answers for the indicator. You have the option to display the answers and select the order in which the question is presented. There are also options to exclude the question and provide feedback (comments) to Pro-Core test developers regarding the questions.

PRO-Ohio Test Preview:

Test Description: 01: Use context clues, definition, restatement, example
Subject: Read
Grade: 6
Version: All

Test Options:

Display Order: Random

Display Answers: Yes

Print

Comment on this Test

Save Exclusion Changes

“Static” or “Random” Display Order

“No” to remove all the answers

Save any changes

Test Feedback

(1) Q.1 :
 “The platypus uses its unusual nose to forage for food underwater.”

What does **forage** mean in this sentence?

A to search
 B to eat
 C to bury
 D to inhale

Correct answer

Question Options:

Exclude from test

Comment on this Question

Question Feedback

Check to omit this question from this test and class (only)

(1) Q.2 :
 Celie gradually realized Mama was planning to spend her time off in the

Question Options:

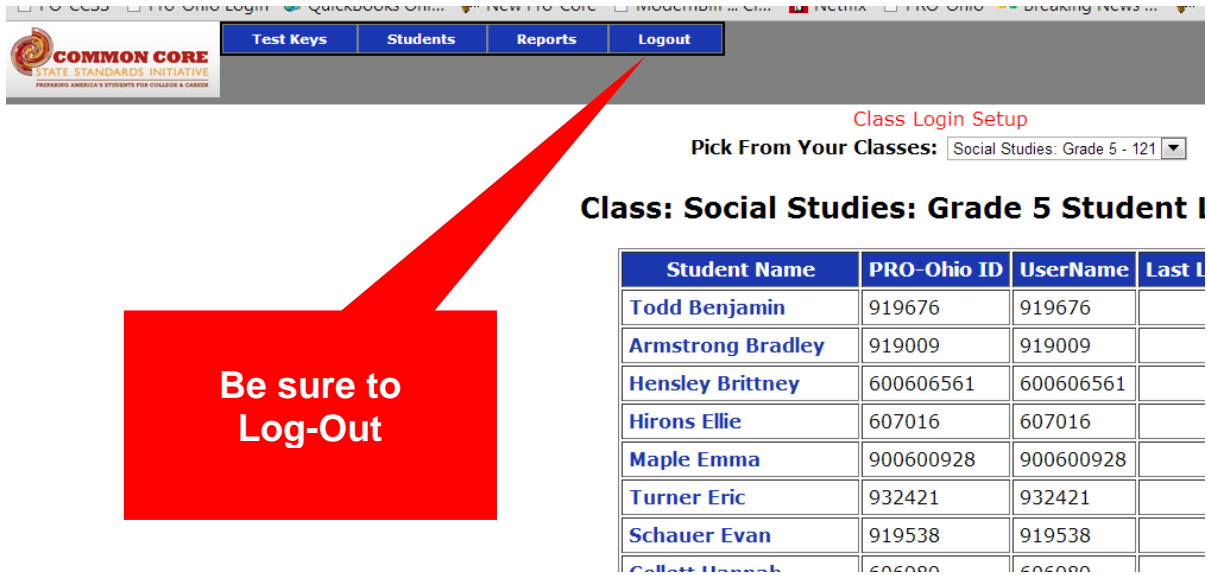
Exclude from test

Comment on this Question

Clicking on the “Exclude from test” box will immediately gray out the question and drop it to the bottom of the questions bank. Don't forget to add this back in later in the year. **NOTE:** This could result in inflated scores.

Questions can be printed in **Static** Display Order from the Preview screen for homework or class activities.

LOGGING-OFF



The screenshot shows the top navigation bar of the Common Core State Standards Initiative website. The navigation bar includes links for Test Keys, Students, Reports, and Logout. A red callout box with the text "Be sure to Log-Out" points to the Logout button. Below the navigation bar, there is a "Class Login Setup" section with a dropdown menu for "Pick From Your Classes" set to "Social Studies: Grade 5 - 121". Below this, the class name "Class: Social Studies: Grade 5 Student I" is displayed. A table lists student names, PRO-Ohio IDs, and UserNames.

Student Name	PRO-Ohio ID	UserName	Last I
Todd Benjamin	919676	919676	
Armstrong Bradley	919009	919009	
Hensley Brittany	600606561	600606561	
Hirons Ellie	607016	607016	
Maple Emma	900600928	900600928	
Turner Eric	932421	932421	
Schauer Evan	919538	919538	
Collett Hannah	606000	606000	

NOTES: