



Assessment Exploration

1. Navigate to the **Home Page** of the SAS Portal at <http://www.pdesas.org>
2. You can access the **Assessment** element of the Portal by clicking the **Assessment** tab or by clicking the circle labeled **Assessment** on the SAS logo in the middle of the **Home Page**.

Project Based Assessment:

SASIT Tip: The **Project Based Assessment** provides students with an alternate path to achieving the state graduation requirement beyond that afforded by the **Keystone Exam**.

1. Click on the **Project Based Assessment** tab.
2. Click on each folder option and review what documents can be found there:
 - **FAQ/Fast Facts** – general information regarding Project Based Assessment
 - **IU Presentation Materials** – training materials for IU professional development staff
 - **PBA Roles and Responsibilities** – information on the various roles in the PBA system
 - **Videos** – training videos for students and tutors participating in the PBA
 - **PBA Presentations** – recorded webinars and presentations regarding the PBA

Keystone Exams:

1. Click on the **Keystone Exams** tab.

SASIT Tip: The **Keystone Exams** are end-of-course assessments designed to assess proficiency in various subjects. During the 2013-2014 school year the following **Keystone Exams** will be available: Algebra I, Literature and Biology. In future years, pending funding, additional **Keystone Exams** will be administered.

The **Keystone Exams** are one component of Pennsylvania's proposed system of high school graduation requirements. **Keystone Exams** will help school districts guide students toward meeting state standards.

2. The **Keystone Exams Design Overview** document is a resource for more information.
3. Click on each option underneath **General Information** and notice what documents can be found there:
 - **General Information** – general information regarding Keystone Exams, along with access to state reports, report interpretation guides and information on testing accommodations.
 - **Subject Areas (Mathematics, Literature and English Composition, Science and Social Studies)** – documents with Assessment Anchors, Eligible Content, Sample Questions, and Glossary.
 - **Performance Level Descriptors (PLDs)** – statements that describe the knowledge and skills expected of students at different performance levels with respect to Pennsylvania’s academic content standards and Eligible Content for each of the Keystone Exams.
 - **Item and Scoring Samplers** – sample assessment items with scoring information for Literature, Algebra I, and Biology.

SASIT Tip: Please be sure to review the resource materials for the **Keystone Exams and Classroom Diagnostic Tools**. These can provide helpful information to relay during training. Also, additional training is available in all of these areas.

Reference Materials:

1. Click on the **Reference Materials** tab.
2. Click on each folder option and review what documents can be found there:
 - **Formative Assessment** – information regarding the implementation of formative assessment
 - **PSSA** – general information regarding the PSSA, the assessment handbook and resources, item samplers, and performance level descriptors.
 - **PASA** – general information on the PASA, and links to websites that contain additional resources.
 - **Testing Accommodations** – accommodation guidelines for PSSA and Keystone Exams
 - **PVAAS** – general information on the PVAAS, and links to websites that contain additional resources.

- **Comprehensive Planning** – a link to the PDE Comprehensive Planning web page.

Classroom Diagnostic Tools (CDT):

1. Click on the **Classroom Diagnostic Tools** tab.
 - The Pennsylvania Department of Education has developed on-line classroom diagnostic assessments for reading, mathematics, and science. The diagnostic assessments will be available for students in grade 6 through high school. The CDT is available for Mathematics, Science, and Reading/Literature.
 - Review the **Classroom Diagnostic Tools (CDT) Overview**. You can visit the **DRC Direct** site at <http://pa.drctdirect.com> to view online training resources and to register for participation in the CDT.
2. The **General Information** folder contains additional informational documents.

Assessment Creator:

SASIT Tip: When training, be sure to relay to your audience that the **Assessment Creator** allows educators to create standards-based student assessments. Within the tool, users can search for and select a specific type of assessment question for a particular **Subject Area, Grade Level, or Course**. Educators have the ability to print the student assessment along with the corresponding answer and scoring guide. In addition, they can save the assessment as a PDF or Microsoft Word document.

1. Click on the **Assessment Creator** tab.
2. The assessment definitions and additional information can be found at the top of the tab. Click the **plus sign (+)** to the left of **Summative Assessment**, and then click on the **minus sign (-)** to see how the definitions on the page can be hidden or shown.
3. Scroll down to the **Assessment Creator** search tool.
4. Leave the **Keyword** field *blank*. We will use the **Advanced Search** to filter by **Standard** later in the process.
5. Select the **Subject Area Mathematics**.

6. Select the **Grade Level** *8th Grade*.
7. Choose the **Question Type** *All*.
8. Click the **Search** button. A list of approximately 454* test items that match your search criteria will be returned. (*This number will change as more items are added to the portal.)
 - Sometimes a search for test items will produce an overwhelming amount of search results.
 - To narrow your results, you can perform a **Search by Standards/Eligible Content**, which will allow you to filter your search results by **Standards** and/or **Eligible Content** statements.
9. Scroll to the top of the page above your search results, and click on the **plus sign (+)** to the left of **Search by Standard/Eligible Content**.
10. A list of all **Standards/Eligible Content** that are assessed in *8th Grade* will appear.
11. You can select **Standard(s)** or **Eligible Content** statements by placing a **checkmark** in the square to the left of them, allowing you to assess specific skills.
12. Select the following **Standard** related to the topic of *angles*.
 - ***M8.C.1.1.2 “Define, identify, and/or use properties of angles formed when two parallel lines are cut by a transversal (alternate interior, alternate exterior, vertical corresponding).”***
13. Click **Search** to filter your search results, which will narrow the results to approximately 8* items. Select the first **5** test items to add to your **Cart**, which is a holding area for test items. As you do so, the item will be added to your **Cart**, and then the item’s text will disappear.

SASIT Tip: Make participants aware that the approximate number of assessment items quoted in the steps above may change due to the addition of new resources.

14. Scroll to the bottom of the page and click the **Build Assessment** button.

SASIT Tip: Clicking on **View Cart** or **Build Assessment** will generate a list of the test items that are in your **Cart**. The test items will appear in whatever order they were selected in the steps above.

At times, the order of the test items may be inconvenient:

- Longer, more involved **Constructed Response** items may appear at the beginning of the test, while **Multiple Choice** items may appear at the end.
- An educator may wish to create several versions of the same assessment, reordering the questions on each to prevent plagiarism in the classroom

15. Reorder the items on the assessment tool by clicking on the **Move Up/Move Down** icons next to the test items. The items will move up or down the list one space with each click.

16. Delete a test item from the assessment, and also from the **Cart**, by clicking the **Delete** icon next to an item.

17. To locate additional assessment items, click **Find More Items**.

- You will need to conduct another search for **Mathematics** at the **8th grade** level.
- Place a checkmark next to an additional item to include them in your **Cart**.
- Click **View Cart** or **Build Assessment** to see all of the test items selected.

18. Once the items are ordered as desired, click on the **Teacher Version** and **Answer Key** tabs to view the different versions of the assessment document.

SASIT Tip: When training, be sure to communicate to participants that in addition to the **Student Version** of the assessment document, users can also preview the **Teacher Version** and the **Answer Key**.

- The **Student Version** contains test items only.
- The **Teacher Version** contains the test items, along with the answer key and scoring rubrics.
- The **Answer Key** does not contain test items, only the answer key and scoring rubrics.

19. Select the **Student Version** of the assessment tool and save the **Assessment** by clicking on the **Portfolio Manager** icon (small briefcase) in the upper-right hand corner of the page.

- This option will save the assessment document - all three versions - as PDF files in the **My ePortfolio** section of the Portal.

SASIT Tip: You have other options to retain the assessment document.

These include:

- **Print**-print the assessment document without saving it.
- **Word**-save the assessment document as a Microsoft Word document. If this option is selected, you can add additional questions of your own design to the document.
- **PDF**-save the assessment document as a PDF file.

Users who save using any of these options will probably have to save twice - once for the **Student Version**, and once for the **Teacher Version** or **Answer Key**.

20. Click **OK** on the confirmation message that appears.