



*Every Child. Every Day. For a Better Tomorrow.*

## **Navigating SchoolNet**



# Logging into SchoolNet

Log into Powerschool ; then click SchoolNet under Applications in the left-hand column.

The screenshot shows the Powerschool application menu. The 'Applications' section is highlighted with a red circle, and a red arrow points to the 'SchoolNet' link within it.

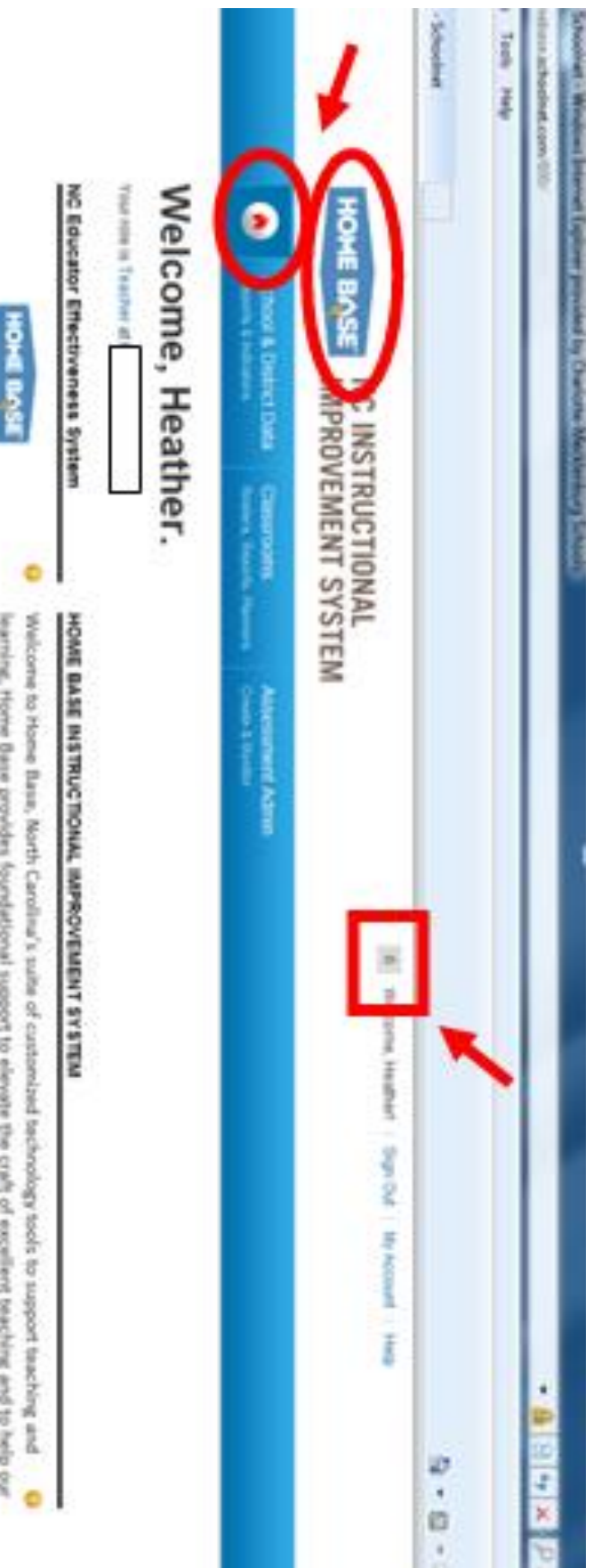
- Reports**
  - System Reports
  - ReportWorks
  - State Reports
- People**
  - Student Search
  - Staff Search
  - Parent Search
  - Enroll New Student
  - New Staff Entry
  - New Parent Entry
- Federal**
- CTE**
  - Concentrator Survey
- Title I**
  - ESSR
  - SIG
  - Student Participation
- Title X**
  - Homeless
- Setup**
  - LEA
  - System
  - Personalize
- Applications**
  - PowerLunch
  - PS Administrator
  - PT Administrator
  - ReportWorks Developer
  - Schoolnet
  - North Carolina Educator

The screenshot shows the Powerschool navigation bar. The 'Browse Students' section is expanded, showing a list of options. The 'What's New' section is also visible.

- Browse Students**
  - A B C D E F G H I J K L M N O P Q R S T U V W X Y Z
  - 8 -7 -6 -5 -4 -3 PK3 PK4 K 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 M F All
  - Transferred Out Graduated Students Pre-Enrolled (All Years)
- Other Options**
  - Statewide Student Search
  - Enroll New Student
  - Stored Searches
  - Stored Selections
- What's New**
  - See what's new in the latest feature release of Powerschool. Read more...

# Home Page & Notification Alerts

This is your SchoolNet Home Page. Let's familiarize ourselves with the page; first, look for the **Home Base icon** or for the **white circle icon** with the **red house** inside. Every time you want to return to the SchoolNet Home Page, find either one of those and click to return home. Also notice, the **notification icon**, on the top of the start page, notification alerts appear here; simply click the icon to view the notifications.



# My Roles and Operations

Make sure to verify your name and default **Role and Institution**: displayed under the **Welcome**, “your name” area on the start page. You can also verify this information in the **My Roles and Operations** screen by clicking **My Account** and looking under the **Roles and Operations** tab.

The screenshot displays the Home Base Instructional Improvement System interface. The top navigation bar includes links for 'HOME BASE INSTRUCTIONAL IMPROVEMENT SYSTEM', 'School & District Data', 'Classrooms', 'Assessment Admin', and 'Help'. A red box highlights the 'My Account: My Roles and Operations' link in the top right navigation bar. Another red box highlights the 'Welcome, Heather.' message in the top left navigation bar. A red arrow points from the 'My Account: My Roles and Operations' link to the 'My Account: My Roles and Operations' section on the page. The page content includes sections for 'HOME BASE INSTRUCTIONAL IMPROVEMENT SYSTEM', 'HOME BASE INSTRUCTIONAL IMPROVEMENT SYSTEM', 'My Classroom', and 'My Account: My Roles and Operations'.

# Sections & Rosters

Now click on the **Sections & Rosters** tab. In this area, you verify your student roster, request the removal of a section or request an additional section assignment.

**My Account: Sections & Rosters**

Current Year | All Years | 2013-2014 | 2012-2013

Order	Section	Roster	Status	Actions
1	30072Y0900 Integrated Science 71 Grade(s): KG - 07 School: 2014-2015 Primary Teacher: [Redacted] Department: LIFE AND PHYS. SCIENCES Content Area(s): -	30 Students	Not Verified	<a href="#">Verify student roster</a> <a href="#">Request removal of entire section</a>
2	30072Y0900 Integrated Science 71 Grade(s): KG - 07 School: 2014-2015 Primary Teacher: [Redacted] Department: LIFE AND PHYS. SCIENCES Content Area(s): -	29 Students	Not Verified	<a href="#">Verify student roster</a> <a href="#">Request removal of entire section</a>
3	30072Y0900 Integrated Science 71 Grade(s): KG - 07 School: 2014-2015 Primary Teacher: [Redacted] Department: LIFE AND PHYS. SCIENCES Content Area(s): -	30 Students	Not Verified	<a href="#">Verify student roster</a> <a href="#">Request removal of entire section</a>
4	30072Y0900 Integrated Science 71 Grade(s): KG - 07 School: 2014-2015 Primary Teacher: [Redacted] Department: LIFE AND PHYS. SCIENCES Content Area(s): -	30 Students	Not Verified	<a href="#">Verify student roster</a> <a href="#">Request removal of entire section</a>

Is your class not listed here, or would you like to request an additional section assignment? [Click here](#).  
Note: All additional section assignments must be approved by an administrator.

Report Abuse | Contact Us | Tech Check | System Requirements | Acceptable Use Policy | About this Site  
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Charlotte-Mecklenburg Schools

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## SchoolNet – Web Parts Overview



# What Are Web Parts

Looking at your **SchoolNet Home Page** you will notice sections; these sections are considered **web parts**. If your role is “Leadership” you will be able to add or remove these sections to customize the home page. As a “Teacher”, you will have access and the ability to use each section on the default home page already created for you.

Your role is Leadership at Charlotte-Mecklenburg Schools

**Attendance** 2

Days Enrolled	0	Days Absent	0	Days Tardy	0
---------------	---	-------------	---	------------	---

**Recent Assessments**

District and Local Tests Standardized Tests Upcoming Tests

To view data, first choose a section.

**Classroom Profile [2]** 2

To view data, first choose a section.

**Gradebook**

This web part is not yet configured.

**Recent Assessments**

District and Local Tests Classroom Tests Standardized Tests

**HOME BASE INSTRUCTIONAL IMPROVEMENT SYSTEM** 2

Welcome to Home Base, North Carolina's suite of customized technology tools to support teaching and learning. Home Base provides foundational support to elevate the craft of excellent teaching and to help our students succeed. Home Base supports the **READY** initiative and its curriculum standards, expectations for learning and strengthened educator effectiveness model.

**My Classroom** 2

Institution Charlotte-Mecklenburg Schools

Teacher

**Recent Assessments**

District and Local Tests Classroom Tests Standardized Tests Upcoming Tests

To view data, first choose a section.

**Copyright** 2

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# Changing the Layout

In a “Leadership” roll, scroll down to the bottom of the start page and you will notice the “Add Content” and “Edit Layout” hyper links. Click “Add Content”

The screenshot displays the CMS interface with several sections:

- Report Bank**: Search Reports for Charlotte-Mecklenburg Schools. Includes a search bar and filters for Key Reports (0), My Reports (0), and Most Frequent (0). A message states: "There are no reports to display." with a "See More" link.
- My Resources**: A section with a plus sign and the text: "You don't have any bookmarks. Click on the plus sign to start adding links."
- My Notes**: A section with a plus sign and the text: "You don't have any notes. Click on the plus sign to add notes." Below this, a red circle highlights the links "Add Content | Edit Layout".
- Your Student--Teach**: A section with the text: "You do not have any students associated with your account." Below this are logos for EVAAS, mCLASS, and thinkgate (unlocking intelligent decisions).



# Adding Web Parts

After clicking on “Add Content” you will see this screen. On the left side, you will have a list of choices of web parts to add to your home page. Check the ones you want to include on the home page and then scroll to the bottom and use the **drop down to choose the Zone** you want your choices to be placed in. Note – Zone 1 is the top left section, Zone 2 is the bottom left section and Zone 3 is the right side. After choosing the zone click “Add” and then “Close”.

Your role is Leadership at Charlotte-Mecklenburg Schools  
You are now adding content to the page. To exit Add mode, use the View Page link at the bottom of the page.

**Add Content** Close

- Announcements
- Approval Alerts
- Assess Report Finder
- Attendance
- Caseload Progress
- Classroom Assessment Monitor
- Classroom Profile
- Content Editor
- Current and Upcoming Assessments
- District Announcements
- District Resources
- Goals and Latest Observation Scores
- Review a Test
- Social Site! Social
- School Goal Summary
- Smoke It Search!
- Take a Test
- Upcoming Assignments
- Your Smoke It

**Add to:** Zone 1 ▼ Add Close

**Zone 1** Close

**Attendance**

0	0	0
Days Enrolled	Days Absent	Days Tardy

**Classroom Assessment Monitor [3]**

Recent Assessments

District and Local Tests

Classroom Tests Standardized Tests

Upcoming Tests

To view data, first choose a section.

**Zone 3** Close

**HOME BASE: INSTRUCTIONAL IMPROVEMENT SYSTEM**

Welcome to Home Base, North Carolina's suite of customized technology tools to support teaching and learning. Home Base provides foundational support to elevate the craft of excellent teaching and to help our students succeed. Home Base supports the **READY** initiative and its curriculum standards, expectations for learning and strengthened educator effectiveness model.

**My Classroom**

Institution: Charlotte-Mecklenburg Schools

Teacher: ▼

**Classroom Assessment Monitor [1]**

Recent Assessments

District and Local Tests

Classroom Tests Standardized Tests

Upcoming Tests

To view data, first choose a section.

**Copyright**

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# Edit Layout






If you are in a “Leadership” roll you can also edit the layout of the home page. Click “Edit Layout” at bottom of your home page.

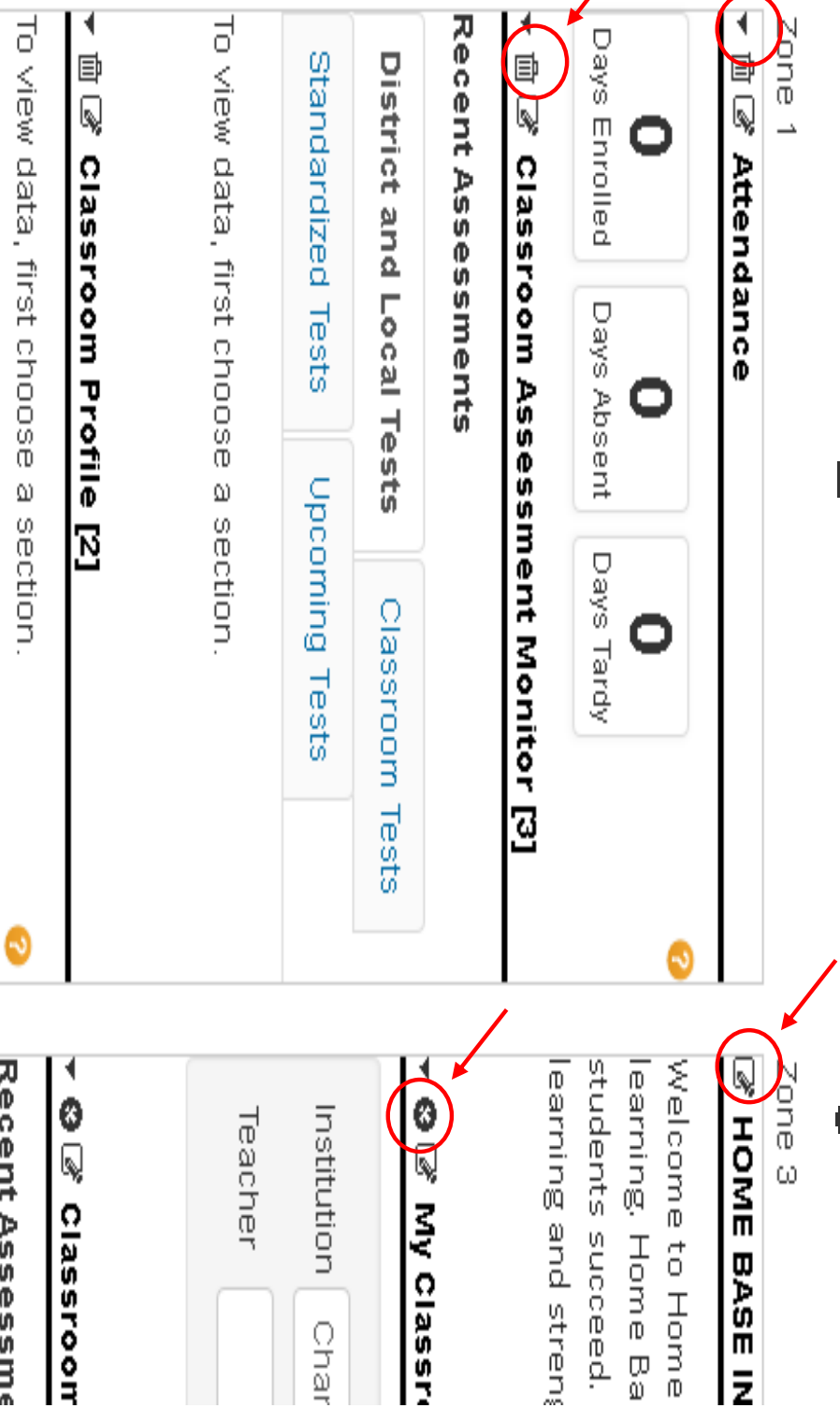
The screenshot displays a dashboard for a user in a Leadership role. At the top, there is a search bar for reports, with filters for 'Key Reports (0)', 'My Reports (0)', and 'Most Frequent (0)'. Below this is a message: "There are no reports to display." and a "See More" link. The dashboard is divided into several sections:

- Report Bank:** Search Reports for Charlotte-Mecklenburg Schools. Includes a search bar and a "See More" link.
- My Resources:** A message stating "You don't have any bookmarks. Click on the plus sign to start adding links." with a plus sign icon.
- My Notes:** A message stating "You don't have any notes. Click on the plus sign to add notes." with a plus sign icon. Below this message are two links: "Add Content" and "Edit Layout", which are circled in red in the image.
- Your Student--Teach:** A message stating "You do not have any students associated with your account."

At the bottom of the page, there are three logos: EVAAS, mCLASS, and thinkgate (unlocking intelligent decisions).

# Icons Used for Editing

Your “**Edit Layout**” page will look like this. Aside of each web part you will see icons that perform certain functions. When you click on one of these triangle shaped icons, pointing down  or to the side  it will either minimize the web part or expand it to see detailed information. Clicking this icon  will delete the web part from your view on the home page. This  is your edit button. And clicking this  will close that web part.



# View Page

Now scroll all the way to the bottom of the page and click on the “View Page” link and you will be returned to your Home Page.

The screenshot shows a sidebar menu with several sections. At the bottom, there is a section labeled 'Zone 2' containing the text 'Add a Web Page to this zone by dropping it here.' and a blue link 'View Page' which is circled in red. A red arrow points from the text above to the 'View Page' link. Other sections in the sidebar include 'Training Opportunities Mastery in Minutes', 'Report Bank' (with a search bar and filters for 'Key Reports (0)', 'My Reports (0)', and 'Most Frequent (0)'), 'My Resources' (with a 'Sort by: Date Alphabetical' dropdown and a '+ CMS Home Page' link), 'Navigator', and 'My Notes' (with a '+ Notes (0)' header and a note that says 'You don't have any notes. Click on the plus sign to add notes.').

# Report Bank

As a “Teacher”, you will not have the ability to add or remove sections but you are able to use each section. As an example, please scroll down until you see “My Resources”. In the “My Resources” section, click the “+” sign. A drop box will appear; in the “Name” box type in **My CMS Home Page**. In the “URL” box type in <http://www.cms.k12.nc.us>. Click “Save”.

When you return to the home page you will see “CMS Home Page” link under the “My Resources” section. If you click that link it will take you immediately to the CMS webpage.

The screenshot shows the 'Report Bank' section of the CMS interface. At the top, there is a search bar and buttons for 'Key Reports (0)', 'My Reports (0)', and 'Most Frequent (0)'. Below this, a red text box states: **There are no reports to display.** A 'See More' link is positioned below the red text. The main content area is titled 'My Resources' and includes a 'Sort by: Date Alphabetical' dropdown and an 'Add Link' button. A red box highlights the 'Add Link' button, and a red arrow points to a '+' sign in a circle at the bottom right of the 'My Resources' section. Another red box highlights the 'Add Link' form, which contains 'Name' and 'URL' input fields, and 'Cancel' and 'Save' buttons. Red arrows point to each of these elements. A third red box highlights the 'CMS Home Page' link in the 'My Resources' list. The interface also features a 'My Notes' section with a 'Notes (0)' indicator and a 'Recent News' section with a featured video.

# Removing Links

To remove a link, place your cursor on the left side of the box the link is in and a trash can will appear. Click the trash can and your link will be deleted.

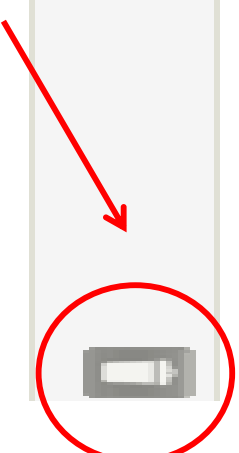
## ▼ My Resources

---

Sort by: Date [Alphabetical](#)



OMS Home Page





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## SchoolNet – School & District Data



# Opening the Dashboard

On the SchoolNet homepage, place your cursor over the tab **School & District Data**. A drop down box will appear, click on **Dashboard**.

The screenshot shows the NC Instructional Improvement System homepage. At the top, there is a navigation bar with the following items: HOME BASE, NC INSTRUCTIONAL IMPROVEMENT SYSTEM, School & District Data, Reports & Performance, School & District Data, Classrooms, Teachers, Reports, Partners, Assessment Admin, and Create & Monitor. A red arrow points to the 'Dashboard' option in the 'School & District Data' dropdown menu. The 'Dashboard' option is highlighted in green and contains the text: 'Key facts and figures about your students, school, and district Benchmark Tests Report Bank'. Other options in the dropdown include 'Report Builder' (Create views of data that suit your specific needs Pre-Formatted Reports Custom Reports Course / Section Lists) and 'My Reports Saved Reports' (indicated by a star icon). Below the navigation bar, there is a 'Find a Student' search box with a 'Go' button. The main content area is divided into three sections: 'Assess Report Finder', 'My Classroom', and 'Resources'. The 'Assess Report Finder' section has a dropdown for 'Test Subject' set to 'All subjects' and a dropdown for 'Test Level' set to 'All levels'. The 'Report Type' section has a radio button selected for 'Aggregate report'. The 'My Classroom' section has dropdowns for 'Institution' (Charlotte-Mecklenburg Schools) and 'Teacher'. The 'Resources' section includes a copyright notice and two resource boxes: 'NCDPI WikiCentral' and 'NC Wise Owl'.



# KPI Dashboard Tab

Looking at the **Dashboard** screen you will notice 3 tabs **KPI Dashboard**, **Benchmark Tests** and **Report Bank**. KPI is the abbreviation for “Key Performance Indicators”.

HOME BASE  
NC INSTRUCTIONAL  
IMPROVEMENT SYSTEM



School & District Data  
Reports & Indicators

Classrooms  
Rosters, Reports, Paniers

Assessment Admin  
Create & Monitor

## Dashboard

KPI Dashboard

Benchmark Tests

Report Bank

About this School

Charlotte-Mecklenburg Schools

### Student Enrollment

#### Membership

current students

1,619

S: 1,619

D: 151,123

The membership section shows your district & school's total enrollment. By clicking Membership, you will be able to view detailed demographic information.

View KPI Key

Click on “View KPI Key” link and a drop box will appear giving you valuable information about the symbols, colors and abbreviations used throughout your **Dashboard**.

### Student Academic Performance

#### Mathematics

district-wide benchmarks

No KPI data available for this school at this time

0

#### Reading

district-wide benchmarks

No KPI data available for this school at this time

0

#### Writing

district-wide benchmarks

No KPI data available for this school at this time

0

#### ELA

district-wide benchmarks

No KPI data available for this school at this time

0

#### Membership

Charlotte-Mecklenburg Schools

151,123

Bailey Middle

1,619

Indicates Teacher

T

Key

Indicates Goal

Green: Met Goal

Orange: Short of Goal

Blue: No Goal Associated

S: Indicates Section

T: Indicates Teacher

#### Grade Levels

Grade Level

06

07

08

Membership

595

484

600

#### Schools

Bailey Middle

1,619

\* Only Schools with available data will be displayed.

#### Related Items

Reports

Demographic Overview

Documents

About This School

#### Student Subgroups

Student Subgroup

Membership

Male

Female

801

818

# KPI Dashboard Tab (Bottom)

Across the bottom of the screen you will notice a list of subjects. Click on a subject for detailed information about your district and school's performance in that particular subject. By placing your cursor over the **Read KPI** Description heading a drop box will appear giving you valuable information about the Key Performance Indicator and how it was calculated.

**Dashboard**

KPI Dashboard | Benchmark Tests | Report Bank

About this School

Charlotte-Mecklenburg Schools

**Student Enrollment**

Membership > current students  
**1,617**  
S 1,617  
D 151,322

**Student Academic Performance**

Mathematics > Reading > Writing > ELA

district-wide benchmarks No KPI data available for this school at this time

**Dashboard**

KPI Dashboard | Benchmark Tests | Report Bank

Return to Dashboard View

**Most Recent Math Benchmark Test (at or above 80%)**

Charlotte-Meckl...  
**17.27%**  
No KPI data available for this School at this time

Grade Levels

Grade Level > % Proficient

Student Subgroups

Student Subgroup > % Proficient

Schools

School > % Proficient

Related Items

Reports

Documents

About This School

**Read KPI Description**

**Read KPI Description**

**About this Key Performance Indicator**  
Most recent Math benchmark test reveals the percentage of students who scored 80% correct or more on the most recent Reading district-wide benchmark test

**How is this Key Performance Indicator calculated?**  
(Number of students who scored proficient or above on the most recent Math focus district-wide benchmark test) / (Total number of students who had taken the most recent Math focus district-wide benchmark during the current school year).

\* All data reflects current enrollment. Selecting a view option will reveal only those items that have at least one student currently enrolled.

# Benchmark Test Tab

Click on the **Benchmark Tests** tab. Tests are sorted by **Test Date**. If you click the show filter button, the filter box will appear to help you narrow the search and find the test you are looking for more quickly. Click on the **Test Name** to see administration details, results and how your school compares with the district.

## Dashboard

KPI Dashboard

Benchmark Tests

Report Bank

Institution:

### Benchmark Tests Dashboard

Tests administered in the current school year.

Hide Filters

All Dates  Enter test name  -- All Test Categories --

-- Either Subject --  -- Either Test Focus --  -- All Grade Levels --

Apply Filter

Test Start Date	Test Name
9/9/2014	09/09/14, 2014-15 CTE State PreAssess BU10 Mod 10
9/9/2014	09/09/14, 2014-15 CTE State PreAssess BU10 Mod 11
9/9/2014	09/09/14, 2014-15 CTE State PreAssess BU10 Mod 12
9/9/2014	09/09/14, 2014-15 CTE State PreAssess BU10 Mod 2 V2
9/9/2014	09/09/14, 2014-15 CTE State PreAssess BU10 Mod 3 V2
9/9/2014	09/09/14, 2014-15 CTE State PreAssess BU10 Mod 4 V2
9/9/2014	09/09/14, 2014-15 CTE State PreAssess BU10 Mod 5 V2

9/9/2014 09/09/14, 2014-15 CTE State PreAssess BU10 Mod 2 V2 Business 06-08 62%

9/9/2014 09/09/14, 2014-15 CTE State PreAssess BU10 Mod 3 V2 Business 06-08 66%

**Benchmark Reports**

- Item Analysis
- Overall Performance
- Standards By School
- Standards Mastery

**Percent Correct**

Student Subgroup	Charlotte-Mecklenburg Schools
Overall	66%
Female	64%
Male	67%

**Details**

10 Test Items	198 Students Results
NC Standards	7 Average Points Scored
NC Essential Standards	10 Average Points Possible
Career and Technical Education	

9/9/2014 09/09/14, 2014-15 CTE State PreAssess BU10 Mod 4 V2 Business 06-08 42%

9/9/2014 09/09/14, 2014-15 CTE State PreAssess BU10 Mod 5 V2 Business 06-08 54%

# Report Bank Tab

The **Report Bank** tab displays reports created and made available by report managers for your use. Click “Run Report” for the results you would like to see. Note-If the button is labeled “Build Report” (instead of “Run Report”), you will choose a student set, or select columns to combine with a student set.

School & District Data Reports & Indicators

Classrooms Rosters, Reports, Names

Assessment Admin Create & Monitor

## Dashboard

KPI Dashboard

Benchmark Tests

**Report Bank**

Institution

Filter By  View All  Category  Top Reports  Subject  Grade  Report Type

Search

### Reports

**Demographic Reports** 2 Items

Demographic Overview

Copy of Demographic Overview. This report ... more

Category Demographic Reports

Grade PK - 13 - Nongraded

Subject N/A

Modified 5/14/2013

Report Type Demographic Overview

School Enrollment Analysis by Gender and G...  
View the number of students by gender and ... more

Category Demographic Reports

Grade PK - 13 - Nongraded

Subject N/A

Modified 5/11/2013

Report Type School Enrollment Analysis

Run Report

Add to My Saved Reports

### Pre-Formatted Reports: Demographic Overview

Create PDF File

Export to Excel

Data Selections

School Year: 2015-2015

Institutions: All School Types/All Schools

Enrollment: Current

District: Charlotte-Mecklenburg Schools

Count of Students by Grade Level		Total Unique															
KG	-3	01	PK3	02	PK4	03	04	05	06	07	08	09	10	11	12	99 - Graduated student	Total Unique
4,104	288	10,434	3,689	10,246	7,095	9,228	9,598	10,038	9,817	9,504	9,438	9,508	8,427	280	148		111,385

Percentage of Students by Gender		Total Unique															
KG	-3	01	PK3	02	PK4	03	04	05	06	07	08	09	10	11	12	99 - Graduated student	Total Unique
Female	48.9%	31.3%	48.6%	48.5%	49.3%	49.1%	48.4%	49.9%	48.2%	49.1%	50.6%	50.2%	49.1%	50.2%	56.1%	28.4%	54,793
Male	51.1%	68.8%	51.4%	51.5%	50.7%	50.9%	51.6%	50.1%	51.8%	50.9%	49.4%	49.8%	49.8%	43.9%	71.6%		56,592

Percentage of Students by Ethnicity		Total Unique															
KG	-3	01	PK3	02	PK4	03	04	05	06	07	08	09	10	11	12	99 - Graduated student	Total Unique
Hispanic/Latino	40.7%	30.2%	23.8%	42.7%	22.3%	30.8%	20.8%	21.4%	20.4%	19.9%	18.7%	17.4%	16.2%	14.6%	27.5%	16.2%	24,447
NOT Hispanic/Latino	59.3%	69.8%	76.2%	57.3%	77.7%	69.2%	79.2%	78.6%	79.6%	80.1%	81.3%	82.6%	83.8%	85.4%	72.5%	83.8%	86,938

Student Race by Grade Level		Total															
KG	-3	01	PK3	02	PK4	03	04	05	06	07	08	09	10	11	12	99 - Graduated student	Total
Hispanic/Latino	40.7%	30.2%	23.8%	42.7%	22.3%	30.8%	20.8%	21.4%	20.4%	19.9%	18.7%	17.4%	16.2%	14.6%	27.5%	16.2%	24,447
NOT Hispanic/Latino	59.3%	69.8%	76.2%	57.3%	77.7%	69.2%	79.2%	78.6%	79.6%	80.1%	81.3%	82.6%	83.8%	85.4%	72.5%	83.8%	86,938

# Pre-Formatted Reports

You have the ability to “Save Report”, “Create a PDF File” or “Export to Excel” by clicking on the corresponding hyperlink. Remember anything in blue is a hyperlink and by clicking on it you will have access to more details and results. Also the question mark, inside an orange circle on each page, links you to a help menu for your convenience.

## Pre-Formatted Reports: Demographic Overview

- [Save Report](#)
- [Create PDF File](#)
- [Export to Excel](#)

Data Selections (edit)

School Year: 2012-2013  
 Institution(s): All School Types:All Schools  
 Enrollment: Current

District: Charlotte-Mecklenburg School

Count of Students by Grade Level																	
KG	-3	01	PK3	02	PK4	03	04	05	06	07	08	09	10	11	12	99 - Graduated student	Total Unique
4,109	290	10,441	3,688	10,244	7,079	9,224	9,591	10,038	9,816	9,510	9,436	9,520	8,436	283	148		111,402

Percentage of Students by Gender																	
KG	-3	01	PK3	02	PK4	03	04	05	06	07	08	09	10	11	12	99 - Graduated student	Total Unique
Female	48.9%	31.4%	48.6%	48.5%	49.3%	49.1%	48.4%	49.9%	48.1%	49.1%	50.6%	50.2%	49.1%	50.1%	35.7%	28.4%	54,785
Male	51.1%	68.6%	51.4%	51.5%	50.7%	50.9%	51.6%	50.1%	51.9%	50.9%	49.4%	49.8%	50.9%	49.9%	64.3%	71.6%	56,617

Percentage of Students by Ethnicity																	
KG	-3	01	PK3	02	PK4	03	04	05	06	07	08	09	10	11	12	99 - Graduated student	Total Unique
Hispanic/Latino	40.8%	30.7%	23.9%	42.8%	22.3%	30.9%	20.9%	21.4%	20.4%	19.9%	18.7%	17.4%	16.3%	14.7%	27.6%	16.2%	24,483
NOT Hispanic/Latino	59.2%	69.3%	76.1%	57.2%	77.7%	69.1%	79.1%	78.6%	79.6%	80.1%	81.3%	82.6%	83.7%	85.3%	72.4%	83.8%	86,919

Student Race by Grade Level																
KG	-3	01	PK3	02	PK4	03	04	05	06	07	08	09	10	11	12	Total

# Report Builder

Please go back up and put your cursor over the “School & District Data” tab. On the drop down that appears let’s click on “Report Builder”. On the next screen you will have the following options to help you build the report you want; **Building a Pre-Formatted Report, Build a Custom Report, Course/Section Lists and Define Student Set.**

**HOME BASE** NC INSTRUCTIONAL IMPROVEMENT SYSTEM

School & District Data | Classrooms | Assessment Admin

Reports & Indicators | Rosters, Reports, Planners | Create & Monitor

Find a Student | Go

**Dashboard**  
Key facts and figures about your students, school, and district. Benchmark tests Report Bank

**Report Builder**  
Create views of data that suit your specific needs. Pre-Formatted Reports Custom Reports Course / Section Lists

**My Reports**  
Saved Reports

**NC INSTRUCTIONAL IMPROVEMENT SYSTEM**  
Base, North Carolina's suite of customized technology tools to support teaching and learning. We provide foundational support to elevate the craft of excellent teaching and to help our teachers become the best they can be. We provide the data, the tools, and the professional development for

▼ **Assess Report Finder**  
Select a subject, level and report type. All report results appear below.  
Test Subject: All subjects | Test Level: All levels

**Report Type:**

- Aggregate report  
Displays summary data for all students currently enrolled in the district. Optionally, use data only for students currently enrolled in a particular region school.  
Institution: Charlotte-Mecklenburg Schools
- Classroom report  
Displays individual student data for students enrolled in a specific section.  
Reports generated from the list below include data for students enrolled in Charlotte-Mecklenburg Schools

Results 1 - 20 of 245 | \* First | < Prev | Next > |

**Report Builder**

**Build a Pre-Formatted Report**  
Click a report link to run one of the below reports.

- Standardized Test Reports**
  - Standardized Test Performance
- Benchmark Test Reports**
  - Benchmark Performance by Standard
  - Benchmark Performance by Subject
  - Benchmark Test Item Analysis
  - Benchmark Test Item Analysis - New Format
  - Benchmark Test - Standards Analysis by Section Enrollment
  - Benchmark Test - Score Group Analysis
  - Multiple Measure Analysis by Section Enrollment
  - Benchmark Test - Standards Analysis by School Enrollment
- Demographic Reports**
  - Demographic Overview

**Build a Custom Report**  
Create your own report by selecting student report criteria.

- Start by building a Student Set
- Build a custom report with all students

**Course / Section Lists**  
Find courses and sections and run reports on the students enrolled in them.

**Define Student Set**  
Create Student Sets to use in Custom Reports, combine with Saved Report, or for use batch printing Student Profiles.

# Report Builder Screens

Here is a glance at what each of those sections looks like when you click on their individual link. As you can see there are a lot of great options for building and creating reports, lists and sets.

## Pre-Formatted Reports

Report Type: Multiple Measure Analysis by Section Enrollment

1. Which year?

Current Enrollment

Total Enrollment

All students enrolled in 2014-2015

Start date mm/dd/yyyy

End date mm/dd/yyyy

## Course / Section Lists: Find Courses or Sections

Find courses / sections that match these multiple criteria:

School Year: 2014-2015

School Type: -- All School Types --

School: -- All Schools --

Grade Level: -- All Grade Levels --

Department: -- All Departments --

Course: -- All Courses --

Teacher: -- All Teachers --

View at: Course Level Section Level

Enrollment: Current Enrollment All students enrolled in year

Go

## Custom Reports

Start building your Custom Report or Analysis Spreadsheet

- **Define Student Set**  
Create a Student Set to use in your custom report.
- **Build a Custom Report With All Students**  
Build your custom report with all available students.
- **Choose a Saved Student Set**  
Build your custom report with a Saved Student Set

• **Course / Section Lists**

Find courses and sections. Run reports on the students enrolled in those courses and sections

## Define Student Set

Student Set: 202,317 Students

Save Student Set

You have selected all students in all years  
No filters have been defined

Filter(s) Created

Filter 1  
No filter defined

Create Filter 1

-- Select Filter Type --

Finished defining?

With this student set I would like to...

- Build Custom Report
- Continue to Analysis Spreadsheet
- Run with Saved Report

Go

# Saved Reports

Once more go back up to the “School & District Tab”, click on the **Saved Reports** drop down. This is where you will be able to find, filter and search the tests you previously saved.

The screenshot displays the NC Instructional Improvement System interface. At the top, the navigation bar includes 'HOME BASE', 'NC INSTRUCTIONAL IMPROVEMENT SYSTEM', and user roles: 'School & District Data', 'Classrooms', and 'Assessment Admin'. A dropdown menu is open under 'School & District Data', showing options for 'Reports & Indicators', 'Classrooms', and 'Assessment Admin'. The 'My Reports' section is highlighted with a yellow star and labeled 'Saved Reports'. Below this, a search bar contains 'Find a Student' and a 'Go' button. The main content area features a 'Dashboard' with key facts and figures, a 'Report Builder' for creating views of data, and an 'Assess Report Finder' section. The 'Assess Report Finder' includes a 'Test Subject' dropdown (set to 'All subjects') and a 'Test Level' dropdown (set to 'All levels'). A 'Report Type' section lists 'Aggregate report' and 'Classroom report'. The 'Classroom report' is selected, and the page shows 'Reports generated from the list below include data for students enr...' for 'Charlotte-Mecklenburg Schools'. At the bottom, a filter section allows filtering by 'View All', 'Category', 'Top Reports', 'Subject', 'Grade', and 'Report Type', with a search bar and 'Go' button.

Results 1 - 20 of 245

« First | < Prev | Next 20

## My Saved Reports

You have not saved any reports to this location





Charlotte-Mecklenburg Schools

*Every Child. Every Day. For a Better Tomorrow.*

# SchoolNet - Classroom



# Classrooms

From the SchoolNet Home Page, place your cursor over **Classrooms** and then click on “**Student Performance**”



## NC INSTRUCTIONAL IMPROVEMENT SYSTEM

Find a Student

The screenshot shows a blue navigation bar with the following items:

- School & District Data**
  - Reports & Indicators
  - Classrooms** (highlighted with a red arrow)
    - Rosters, Reports, Planners
    - Student Performance** (highlighted with a red arrow)
      - Analyze by test, standard, section and skill
    - Student Groups**
      - For differentiated instruction
    - Lesson Planner**
      - Schedule lessons, units and materials
    - Schedule Curriculum**
      - Schedule district curriculum
    - Instructional Materials**
      - Find standards, curricular materials, courses and resources
    - Curriculum Manager**
      - Create and edit curriculum, curricular units and other instructional materials
  - Assessment Admin
    - Create & Monitor

# Student Performance

The **Student Performance** section offers the ability to drill down to the student level and create custom reports related to that student. For administrators, you must first select a school and teacher from the **Selection Chooser** menu. (This information will default for teachers).

**Student Performance**

Section Chooser

Charlotte-Mecklenburg Schools

Past Years' Sections

Materials Search

You must choose a specific course or section in order to use the Student Performance functionality.

**Student Performance**

Section Chooser

Charlotte-Mecklenburg Schools

Albemarle Road Elementary  
Albemarle Road Middle  
Albemarle Road Preschool  
Alexander Graham Middle  
Allenbrook Elementary  
Allenbrook Preschool  
Arday Kell High  
Ashley Park PreK-8 School  
Ashley Park Preschool  
Bailey Middle

Materials Search

**Student Performance**

Section Chooser

Alexander Graham Middle

Past Years' Sections

All Courses

20072Y0900 Math Grade 7 - 4(A-B) 21  
20122Y0900 Honors Math Grade 7 - AI  
20122Y0900 Honors Math Grade 7 - 1(  
20122Y0900 Honors Math Grade 7 - 2(  
Materials Search

Go

# Student Performance Tabs

Once the course is selected, you can select the tabs at the bottom to display student performance in the following areas:

The screenshot displays the 'Student Performance' interface. At the top, there is a 'Section Chooser' section with three dropdown menus: 'Barnette Elementary', 'Falvo, Taylor', and '20022Z0900 Math Grade 2 - 3(A-E) 23 Falvo'. To the right of these is a 'Past Years' Sections' dropdown and a 'Materials Search' input field with a 'Go' button. Below the 'Section Chooser' is a horizontal row of tabs: 'Benchmark Dashboard', 'Classroom Test Dashboard', 'Item Analysis', 'Skills Analysis', 'Standards Mastery', 'Summary Statistics', 'Student List', and 'Student Analysis'. A large red arrow points to the 'Skills Analysis' tab.

# Student Performance Guide

Benchmark Dashboard

Classroom Test Dashboard

Item Analysis

Skills Analysis

Standards Mastery

Summary Statistics

Student List

Student Analysis

Classroom Test Dashboard	
	Allows you to view data related to Classroom tests (i.e., tests created and administered by a teacher to their own students or sections and administration-assigned or – recommended tests for which data is not aggregated at the district level)
Item Analysis	For any benchmark, classroom or standardized test, see the selected answer each student and the standard that it is aligned to the question. This tab is hidden if your district does not have benchmark reporting
Skill Analysis	View student performance on each standard assessed during the year
Standards Mastery	View specific course standards to see how many times they have been addressed (or scheduled), and student’s collective mastery on recent assessments or course standards as measured by those assessments
Summary Statistics	Provides information regarding District and State benchmark test scores
Student List	View the students enrolled in each of your classes. Each student has an individual Student Profile which you can use to track a student’s academic progress, special needs, etc

# Student Groups

From the Home Page, put your cursor over **Classrooms** again and then click “**Student Groups**” from the drop down.

The screenshot shows the HOME BASE NC INSTRUCTIONAL IMPROVEMENT SYSTEM interface. The top navigation bar includes 'HOME BASE' and 'NC INSTRUCTIONAL IMPROVEMENT SYSTEM'. A search bar labeled 'Find a Student' is at the top right. The main navigation menu is divided into four sections: 'School & District Data' (Reports & Indicators), 'Classrooms' (Rosters, Reports, Planners), 'Assessment Admin' (Create & Monitor), and 'Lesson Planner' (Schedule lessons, units and materials). The 'Classrooms' menu is expanded, showing 'Student Groups' highlighted with a red arrow. Below the navigation bar, there are four main content areas: 'Student Performance' (Analyze by test, standard, section and skill), 'Student Groups' (For differentiated instruction), 'Lesson Planner' (Schedule lessons, units and materials), and 'Instructional Materials' (Find standards, curricular materials, courses and resources). The 'Instructional Materials' area also includes a sub-section for 'Curriculum Manager' (Create and edit curriculum, curricular units and other instructional materials).

# Student Groups

After selecting “Student Groups” it may be necessary, if your screen does not default to list all students to change the setting by “View By” to “Student Name”

The screenshot displays the 'Student Groups' interface. At the top, there are navigation tabs: 'School & District Data Reports & Indicators', 'Classrooms Rosters, Reports, Planners', and 'Assessment Admin Create & Monitor'. The 'Student Groups' title is prominently displayed. Below the title, a message reads: 'Select students below for grouping. Only students you have access to are shown.' There are two input fields: 'Add to Group...' and 'Go'. The 'View By' dropdown menu is currently set to 'Group Name'. A red box highlights the 'View By' dropdown, and a red arrow points to the 'Student Name' option, which is selected. Below the dropdown, there are two columns of student names, each with a checkbox. The first column is labeled 'Blue Group' and the second is 'Leadership'. The 'View By' dropdown is set to 'Student Name'. At the bottom, there is a 'Targeted Instruction' section with a '10' and a date '09/17/2014'.

# Creating Student Groups

Once all your students appear, select “New Group” from the drop down menu and then select the students you want in that group and then click “Go” In the next window , assign a group name and category (optional), then select “Save”.

The screenshot displays the 'Student Groups' interface. At the top, a dropdown menu is open, showing options: 'New Group', 'Add to Group...', 'Blue Group', 'Leadership', and 'New Group'. A red box highlights this menu, and a red arrow points from the 'Go' button to the 'New Group' option. Below the menu, a 'Group Name' field is visible. A red box highlights the 'Create New Group' button, and a red arrow points from it to the 'Group Name\*' field. The 'Group Name\*' field contains 'Red Team'. Below this, a 'Category' dropdown menu is open, showing options: 'Classroom Arrangement', 'Project', 'Special Events Organization', 'Targeted Instruction', 'Exceeding', 'Meeting', 'Approaching', and 'Needs Improvement'. A red box highlights this menu, and a red arrow points from it to the 'Save and Edit Group' button. The 'Save and Edit Group' button is highlighted with a red box. The 'Save' button is also highlighted with a red box. The 'Cancel' button is also visible.

Select students below for grouping. Only students you have permission to see are displayed.

Student Name

Go

Group Name

Create New Group

Group Name\*

Red Team

Category

Classroom Arrangement  
Project  
Special Events Organization  
Targeted Instruction  
Exceeding  
Meeting  
Approaching  
Needs Improvement

Save and Edit Group

Cancel

Save



# Edit Student Groups

You can edit groups by selecting from the drop-down window and finding your group or select the group name.

**Student Groups**

Select students below for grouping. Only students you have permission to see are displayed.

[+ Create New Group](#)

Add to Group...  ent Name

- Blue Group
- Leadership
- Red Team**
- New Group

Aunobi, Vanessa

s

**Group Name**

- Red Team
- Red Team

## Student Group Detail: SchoolNet Training Group

[Student Group Details \(edit\)](#)

Category Needs Improvement

Department English Language and Literature

Course 10312Y0400 Journalism I

Grade KG - 08

**Students (4) (edit)**

Colbe

[Back to Previous Page](#)

Edit the students in the group here.

**Student Groups: Edit SchoolNet Training Group**

Select students for removal from the Group.

<input type="checkbox"/>	Student Name	Date Added	Currently Enrolled
<input type="checkbox"/>	Colbert, Nathan	09/16/2014	No
<input type="checkbox"/>	Cruz-Solano, Julia	09/16/2014	No
<input type="checkbox"/>	Despernas, Maxium	09/16/2014	No
<input type="checkbox"/>	Erwin, Javonte	09/16/2014	No

# Edit Student Groups

If you need to apply standards to a group, select **Edit** next to Student Group Details .

## Student Group Detail: Yellow

Student Group Details (edit)

Category

Needs Improvement

Department

Course

Grade

### Student Groups: Edit Yellow

Edit any data for this Student Group in the fields below.

Group Name\* Yellow

Category

Project

Grade Range

Department

Course

Associated Standards

Arts Education  
Career and Technical Education  
English as a Second Language  
English Language Arts  
Exceptional Children: Extended  
Exceptional Children: OCS  
Guidance  
Health Education  
Home Base Training  
Information and Technology  
Mathematics  
Physical Education  
Science  
Social Studies  
STEM  
World Languages

NC Standards to associate with this Group.

Grade Level:

KG

Site

Cancel

Save

Delete



Associated Standards

Find and select standards from the NC Standards to associate with this Group.

Subject:

Social Studies

Grade Level:

09

Expand All Collapse All

21st Century Global Geography

American History II-Updated Oct. 2011

American History I-Updated Oct. 2011

American Humanities

Civics and Economics-Updated Oct. 2011

Psychology

Sociology

The Cold War

Turning Points in American History

History

NCES.TPA.H.1: Analyze various turning points in American history in terms of their development implications.

NCES.TPA.H.1.1: Analyze specific turning points in terms of multiple causation.

NCES.TPA.H.1.2: Analyze specific turning points in terms of the interaction between people, and time

# Building an Analysis Spreadsheet with a Student Group

Use a student group as a filter for any analysis spreadsheet. Either build the analysis spreadsheet yourself or use one that is already available to you.

1. From to the Classrooms menu, click Student Performance
2. On the Student Performance page, click the Student Analysis tab

The screenshot shows the 'Student Performance' interface. At the top, there is a 'Section Chooser' with a dropdown menu set to '95012X0800 ROTC I - 2(B) 4'. To the right is a 'Materials Search' field with a 'Go' button. Below the search field is an 'Export' button. A row of navigation tabs includes 'Benchmark Dashboard', 'Classroom Test Dashboard', 'Item Analysis', 'Skills Analysis', 'Standards Mastery', 'Summary Statistics', 'Student List', and 'Student Analysis'. The 'Student Analysis' tab is selected. Below the tabs, there is a 'Run Report Using Student Group:' section with a dropdown menu set to 'Blue Group'. A message below reads: 'No Student Analysis Reports have been created for this group. Advanced users: create your own report.' A link for 'Leadership' is also visible.

3. Check Run Report Using Student Group and from the menu, select your student group
4. To the right of the Student Group menu, click Advanced: create your own report\
5. Select columns to define data in the spreadsheet: first, select the category of data, then select related filters to further define the data
6. When you finish defining each column, click Add Column
7. Repeat the process of adding columns (up to 25) until all data is added to the spreadsheet
8. When you finish defining columns, click Go to Spreadsheet
9. Click any column header to sort

# Print Student Groups

HOME BASE NC INSTRUCTIONAL IMPROVEMENT SYSTEM

School & District Data Reports & Indicators Classrooms Rosters, Reports, Planners Assessment Admin Create & Monitor

## Student Group Detail: Leadership

Student Group Details (edit)

Category	Elective Activities
Department	
Course	9501200800 ROTC I
Grade	KG - 09

Create PDF

Opening StudentGroup.pdf

You have chosen to open:

**StudentGroup.pdf**  
which is: Adobe Acrobat Document (6.0 KB)  
from: https://homepage.schoolnet.com

What should Firefox do with this file?

Open with **Adobe Acrobat (default)**

Save File

Do this automatically for files like this from now on.

OK Cancel

### North Carolina Department of Public Instruction

## Student Group: Red Team

Student Groups

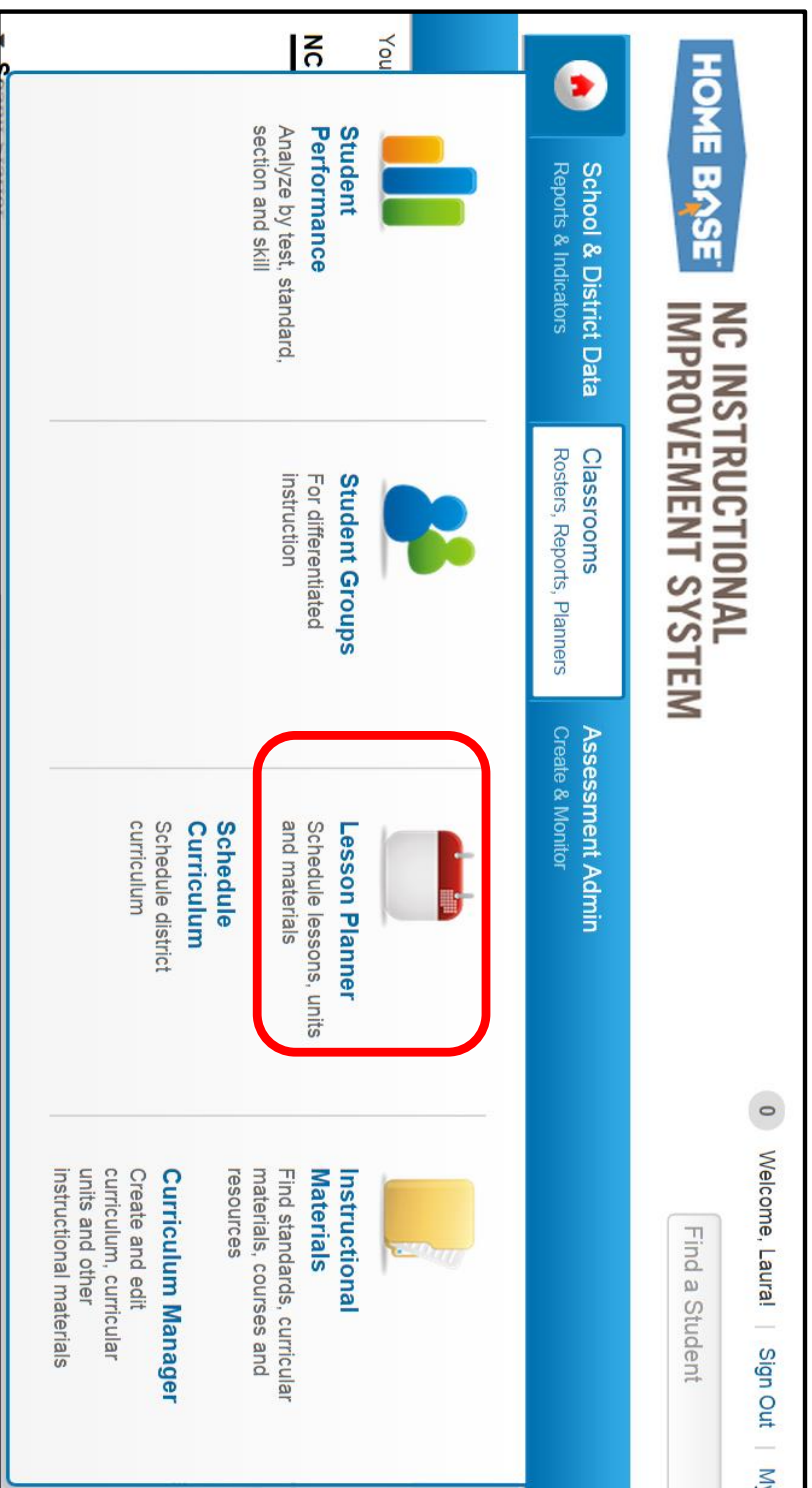
**Student Group Details**  
Category: Targeted Instruction  
Department:  
Course:  
Grade: UN

**Students (10)**  
Agnoli, Vanessa; Ayala, Janelis; Coon, Ryan; Cooper, Michael; Harvey, Tajanae; Hayward, Hannah; Joyner, Shaunya; Lee, Taylor; Lowery, Nicolas; Lynch, Dylan.

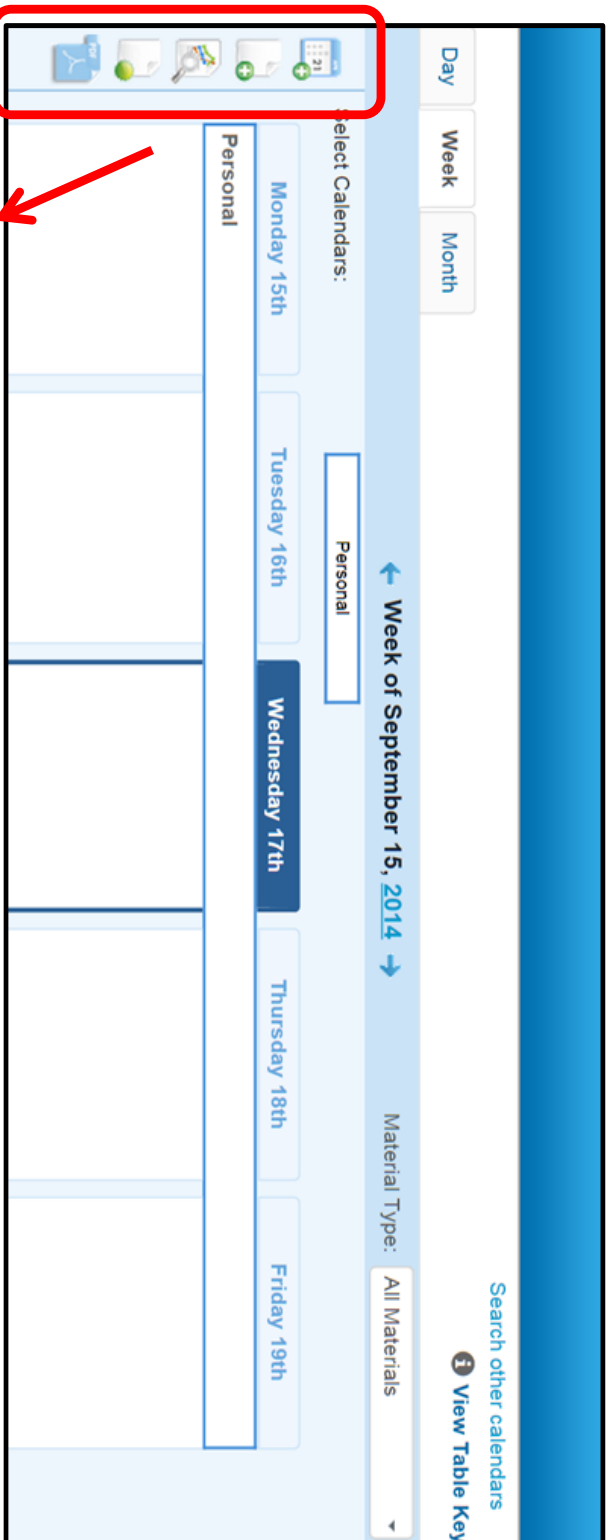
**Teacher's Notes**  
Use this space to indicate how/why students have been placed in a group or recommended course of action for the Student Group.

# Navigate to Lesson Planner

From the SchoolNet homepage put your cursor over Classrooms on the navigation bar and click **Lesson Planner**



# Lesson Planner Calendar



Icon	Function	Description
	Schedule Materials	Allows user to schedule existing materials to the calendar.
	Create Materials	Allows user to create new material, then schedule to calendar
	Schedule Standard Coverage	Allows user to account for standards that have been covered in lesson plans not scheduled in the Classroom Module
	Create an Event	Adds events to the calendar such as field trips, birthdays, and interventions
	PDF Materials	Provides options for users to create printable PDFs of calendar materials

# Lesson Planner Calendar

Users can use **Lesson Planner** to schedule events and place them on the calendar. If you are a teacher, you will see your personal calendar as well as the sections that you teach. Choose the icon that you would like to put on your calendar.

The screenshot shows the Lesson Planner interface. At the top left, there are three tabs: "Day", "Week", and "Month", which are highlighted with a red box. Below these tabs is a date selector showing "Week of September 22, 2014" with left and right arrows. A red arrow points to this date selector, and a callout box contains the text: "Use tabs to change calendar view and use arrows to change date". Below the date selector is a "Select Calendars:" section with a list of calendars: "Personal", "5211220 General Musi", "5211220 General Musi", "5211220 General Musi", "5211220 General Musi", "5211220 General Musi", "5211220 General Musi", "5211220 General Musi", "5211220 General Musi", and "5211220 General Musi". Below this is a "Material Type:" dropdown set to "All Materials" and a "Settings" dropdown. The main calendar area shows a grid for "Monday 22nd", "Tuesday 23rd", "Wednesday 24th", "Thursday 25th", and "Friday 26th". A red box highlights a toolbar at the top of the calendar area containing icons for a calendar, a document, a magnifying glass, a plus sign, and a printer. The text "Choose the event" is overlaid on the calendar grid.





# Lesson Planner Calendar

The screenshot displays the Lesson Planner Calendar interface. At the top, there are tabs for 'Day', 'Week', and 'Month'. Below these is a header for the 'Week of November 17, 2014'. A 'Select Calendars:' dropdown menu is set to 'Personal'. The calendar grid shows days from Monday 17th to Thursday. A red circle highlights a plus sign icon in the calendar grid. To the right, a table provides instructions:

Notes	Notes can be added to a specific day and section. They are typically used as short reminders for personal use.
Attachments	Attachments can be uploaded to a specific day and section. There is a maximum of 5 attachments.

Below the calendar, there are two dialog boxes. The first is 'Add a Note', which has fields for 'Title:' and 'Content:'. The second is 'Add Attachment', which has a 'Choose Files' button and 'CANCEL' and 'ADD' buttons. Red arrows point from the highlighted plus sign in the calendar to these two dialog boxes.

# Administrators: Viewing Teachers Calendars

Administrators can view teacher calendars under Lesson Planner Calendar  
select **Search Other Calendars**

The screenshot shows the eCMS interface for user Ferriero, Laura. The top navigation bar includes 'School & District Data', 'Classrooms', and 'Assessment Admin'. The 'Classrooms' section is active, showing 'Reports & Indicators', 'Rosters, Reports, Planners', and 'Create & Monitor'. The main content area displays a calendar for the week of September 22, 2014, with 'Tuesday 23rd' selected. A text box on the right says 'Administrators will be able to search for teachers calendars', with an arrow pointing to a button labeled 'Search other calendars' which is circled in red. The button also features a printer icon and a help icon.

# Administrators: Viewing Teachers Calendars

Under Find a Calendar, type in the last name of teacher or staff member. A drop box will appear. Choose the teacher/staff member. The calendar for that employee will appear.

The screenshot shows a web interface for finding calendars. At the top, there are navigation buttons for 'Day', 'Week', and 'Month'. A search box labeled 'Find a Calendar' contains the text 'ferrero'. A dropdown menu is open, showing search results for 'Charlotte-Mecklen... Hopewell High > Ferrero, Ferrero, Ferrero, Ferrero'. The first result is highlighted. To the right of the dropdown is a 'View Table Key' button. Below the search box, there are buttons for 'Monday 15th', 'Tuesday 16th', 'Wednesday 17th', 'Thursday 18th', and 'Friday 19th'. A 'Select Calendars:' dropdown is set to 'Personal'. The main calendar area is currently empty.

The second screenshot shows the same interface after a calendar has been selected. The search box now contains '95012X0800 ROTC I - 1(A) 1 Ferrero'. The dropdown menu is closed. The calendar area now displays a single event on Monday, September 15th, 2014, labeled '95012X0800 ROTC I - 1(A) 1 Ferrero'. The event is represented by a yellow bar. The interface also shows a 'Field Trip' icon and a 'Back to My Calendars' link.

# Instructional Materials

From the SchoolNet homepage, put cursor over **Classrooms** and select **Instructional Materials**



# Instructional Materials

The *Instructional Materials* section offers a bank of resources for teachers. This bank includes standard information, materials, as well as the ability to create new lessons.

Previous Sort by Subject Next

Results 11 - 20 of 98

	C	IU	LP	A	R
LA.6.10: Reading/Comprehension of Informational Text/Expository Text: Students analyze, make inferences and draw conclusions about expository text and provide evidence from text to support their understanding. Subject: ELA Grade: 06 Schedule Standards Coverage	0	3	37	0	0
LA.6.11: Reading/Comprehension of Informational Text/Persuasive Text: Students analyze, make inferences and draw conclusions about persuasive text and provide evidence from text to support their analysis. Subject: ELA Grade: 06 Schedule Standards Coverage	0	2	13	0	0
LA.6.12: Reading/Comprehension of Informational Text/Procedural Texts: Students understand how to glean and use information in procedural texts and documents. Subject: ELA Grade: 06 Schedule Standards Coverage	0	1	10	0	0

## Instructional Materials

English Language Arts

Materials

Type Keyword(s)

05

Search

Create Lesson Plan

Go to My Materials

Pending Materials

GO

### Today's Suggested Materials

**CU** Hospitality & Tourism  
Career Technical Education, 09-12  
Hospitality & Tourism Course

Preview

Using the filter options allows you to search the bank for materials, standards, curricula, and courses. Once the desired item is located, it can be saved for a later date or scheduled in the lesson plan.

Save

Schedule

# Instructional Materials

Curriculum documents can be identified by symbols displayed next to the documents.

<b>BP</b>	<b>Blueprint</b>
<b>CA</b>	Common Assessment
<b>CFA</b>	Common Formative Assessment
<b>CA-UD</b>	Common Assessment Unpacking Document
<b>CG</b>	Course Guide (Requested by CTE)
<b>CO</b>	Course Overview
<b>IR</b>	Instructional Resource
<b>LP</b>	Lesson Plan
<b>PG</b>	Pacing Guide (Requested by CTE)

Today's Suggested Materials

 1.00 Identify the components of the Fashion Merchandising course.  
Career and Technical Education, 09 - 12  
Objectives 1.01, 1.02, 1.03

 Preview

# Curriculum Manager

**School & District Data**  
Reports & Indicators

**Classrooms**  
Rosters, Classrooms

**Assessment Admin**  
Create & Monitor

**Student Performance**  
Analyze by test, standard, section and skill

**Student Groups**  
For differentiated instruction

**Lesson Planner**  
Schedule lessons, units and materials

**Schedule Curriculum**  
Schedule district curriculum

**Instructional Materials**  
Find standards, curricular materials, courses and resources

**Curriculum Manager**  
Create and edit curriculum, curricular units and other

## Curriculum Manager

Hide filters

*No filters applied*

Type	Subject	Publisher
<input type="checkbox"/> Curriculum (96)	<input type="checkbox"/> Arts Education (2,779)	<input type="checkbox"/> Career and Technic... (110)
<input type="checkbox"/> Curricular Unit (17)	<input type="checkbox"/> English as a Seco... (211)	<input type="checkbox"/> English Language A... (2,543)
<input type="checkbox"/> Instructional Unit (813)	<input type="checkbox"/> Health Education (2,742)	<input type="checkbox"/> Home Base Training (36)
<input type="checkbox"/> Lesson Plan (9,924)	<input type="checkbox"/> Information and Te... (4)	<input type="checkbox"/> Mathematics (3,946)
<input type="checkbox"/> Assessment (413)	<input type="checkbox"/> Physical Education (680)	<input type="checkbox"/> Science (3,241)
<input type="checkbox"/> Resource (8,547)	<input type="checkbox"/> Social Studies (2,093)	<input type="checkbox"/> STEM (251)
<input type="checkbox"/> World Languages (1,174)		

Grades: PK to 12

Keyword: \_\_\_\_\_ to \_\_\_\_\_

Actio



Charlotte-Mecklenburg Schools

*Every Child. Every Day. For a Better Tomorrow.*

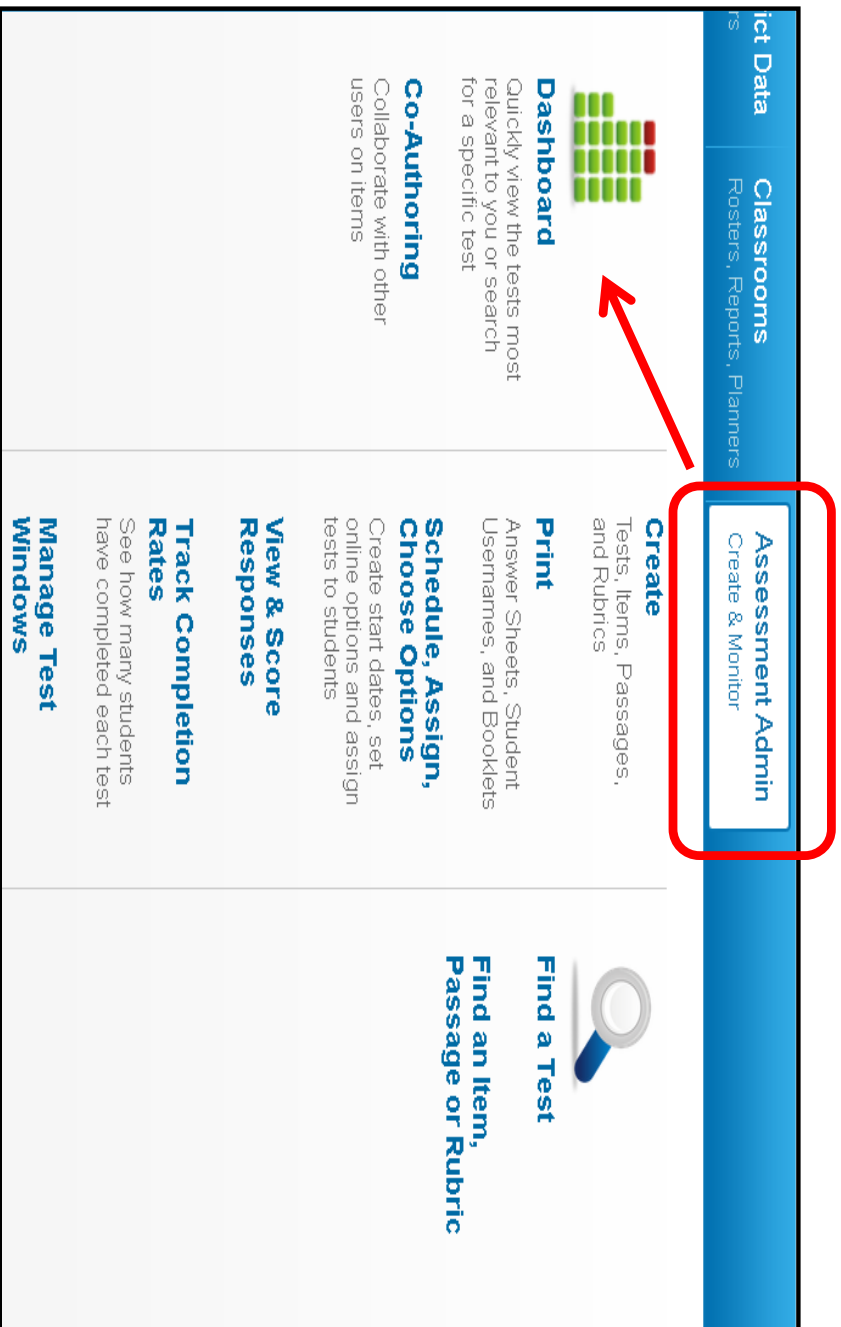
# Assessment Administration





# Assessment Admin

From the SchoolNet home page, select **Assessment Admin** icon.  
Select **Dashboard**



# Assessment Dashboard

The **Assessment Dashboard** is available for administrators and teachers to quickly view and manage assessments that have been created for their sections or school district.

The screenshot shows the Assessment Dashboard interface. At the top, there is a search bar labeled 'Find a Test' with a dropdown menu for 'Test Central'. Below this is a section for 'Recently Viewed Tests' with a dropdown menu for 'Select a Test'. The main content area is divided into several sections: 'My Tests', 'Recommended Tests', 'Upcoming Test Windows', 'In Progress Tests', and 'Scheduled Tests'. A red box highlights the 'My Tests' section, which contains a table with one entry: 'Test Name: Continental Drift (COPY)'. A red arrow points from this entry to the 'Recommended Tests' section. Another red box highlights the 'Upcoming Test Windows' section, which contains a message: 'There are no Test Windows for the current school year.' A red arrow points from this message to the 'In Progress Tests' section. A third red box highlights the 'Scheduled Tests' section, which is currently empty. A red arrow points from this section to the 'Scheduled Tests' text in the callout box.

**My Tests** displays a list of all tests that have created, with the most recent modified tests presented first.

**Recommended Tests** appears to school-level administrators only. This shows a list of tests that the district has recommended to schools. School administrators may assign these tests directly to teachers by clicking the Assignment Status and accepting or editing the course-based Quick Assignment.

**Upcoming Test Windows** are used by districts to plan and organize upcoming benchmark administrations by linking a specific test to a test window. Test windows are available in the unified calendar and can be viewed district-wide.

**In Progress Tests** are tests that have been created and scheduled and which the start date is either today or earlier. Upon test completion, student scores are sent to the Gradebook so that they may be included in students' final grades.

**Scheduled Tests** are tests that are ready for administration and that have a start date after today's date.

# Teacher Assessment Dashboard

The Teacher's View of the Dashboard will appear. Use the pull-down to select a certain section or leave as default to see all sections.

**Test Dashboard**

Active Tests | Benchmark Tests | Classroom Tests

All Sections

All Test Categories | All subjects

**No tests found. Please refine your query and try again.**

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Assessment Admin

Filter

Q Find

Test Dashboard

All Sections

All Sections
43032X0S World History - Teacher292427
43032X0S World History - Teacher292427
43032X0S World History - Teacher292427
43032X0S World History - Teacher292427
43032X0S World History - Teacher292427
43032X0S World History - Teacher292427

# Assessment Admin Options

Under the Assessments Administration tab from Schoolnet, there are additional features that Schoolnet offers administrators.

The screenshot shows the 'Assessment Admin' section of the Schoolnet interface. The navigation bar includes 'School & District Data', 'Classrooms', and 'Assessment Admin'. The 'Assessment Admin' section is expanded, showing several options: 'Create', 'Print', 'Schedule, Assign, Choose Options', 'View & Score Responses', 'Track Completion Rates', and 'Manage Test Windows'. A red callout box highlights these five options. The callout box contains an information icon and the text: 'These components will be performed during the assessment portion'. Below the callout box, there is a table with columns for 'Test Name', 'Created Date', and 'Last Modified Date'. The table shows two rows of data, with the first row having a 'Created Date' of '014' and a 'Last Modified Date' of '014'. The second row is partially visible and has a 'Created Date' of '014'.

# Finding a Test

Located under Assessment Administration is find option to **Find a Test**

The screenshot shows the eCMS Assessment Administration interface. The top navigation bar includes 'School & District Data', 'Classrooms', and 'Assessment Admin'. The 'Assessment Admin' section is expanded, showing options like 'Create & Monitor', 'Create', 'Print', 'Schedule, Assign, Choose Options', 'View & Score Responses', 'Track Completion Rates', and 'Manage Test Windows'. The 'Find a Test' option is highlighted with a red box. A callout box explains that this option is used to locate tests at once.

**Find a Test**

You don't have to create and schedule a test all at once. To locate tests of all stages, use the filters available in **Find a Test**.

Click the test name to access the Test Detail screen.

**Find a Test** + Create Test

Test Name/ID

Subject

Grade Level  to

Admin Date Range

Results: 1 - 25 of 1,000

Test Name  Test Category  Subject

Exit Ticket 6th ELA #10 RL 6.1& 6.6

Grade Level  Test Stage  Start Date  End Date

06

« First | < Prev. | Next 25 > | Last »

**Test Stage**

- Private Draft
- Scheduled
- Public Draft
- In Progress
- Ready
- Completed

# Find a Test

This will open the window and display the test that you selected.

Show the current status of a test

Online Passcode: JA8QY9WY

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

The screenshot shows a web interface for test management. On the left is a sidebar with several menu items: 'Test Actions', 'Schedule Information', 'Associated Resources', 'Test Properties', and 'Customize Test'. The 'Test Actions' item is highlighted with a red box. A red arrow points from this box to a larger, expanded view of the 'Test Actions' menu. This expanded view includes options like 'Copy Test', 'Delete this Test', 'View Usernames', 'Preview Online Test', 'Student Test Booklet (.pdf | .doc)', 'Answer Key (.pdf)', and 'Cover Sheet (.pdf)'. Below the sidebar is the 'Test Content' section, which displays a list of test items. The first item is 'Multiple Choice from Item Central' with a description: 'Which pair of quantities results in a net result of 0?'. Below the description are 'Actions' and 'View' buttons, both highlighted with red boxes. The 'View' button is specifically highlighted with a red box and a red arrow.

# Find an Item, Passage, or Rubric

Item Central contains any items that you create and those that have been provided for your use. Once items are created/made available, you can search for them in order to edit, review statistics or build a test.

The screenshot shows the top navigation bar of the Item Central interface. It includes tabs for 'District Data', 'Classrooms', and 'Assessment Admin'. The 'Assessment Admin' tab is active and contains a sub-menu with 'Create & Monitor'. Below the navigation bar, the main content area is divided into three columns. The first column, 'Dashboard', features a grid icon and text about viewing tests. The second column, 'Create', includes options for 'Print', 'Schedule, Assign, Choose Options', 'View & Score Responses', and 'Track Completion Rates'. The third column, 'Find a Test', features a magnifying glass icon and a search link: 'Find an Item, Passage or Rubric', which is circled in red.

**District Data**  
Districts

**Classrooms**  
Rosters, Reports, Planners

**Assessment Admin**  
Create & Monitor

**Dashboard**  
Quickly view the tests most relevant to you or search for a specific test

**Co-Authoring**  
Collaborate with other users on items

**Create**  
Tests, Items, Passages, and Rubrics

**Print**  
Answer Sheets, Student Usernames, and Booklets

**Schedule, Assign, Choose Options**  
Create start dates, set online options and assign tests to students

**View & Score Responses**

**Track Completion Rates**

**Find a Test**  
Find an Item, Passage or Rubric



# Find an Item, Passage, or Rubric

To locate an item, go under Assessment Administration, Find an Item, Passage, or Rubric. Enter a keyword and click Search. Note that only keywords are searchable. For more search options, use Advanced Search.

**Item Central**

Enter search text  Search

Items Passages Rubrics

Browse by Subject Grade Standards Created By Language Benchmark Items Classroom Items CTE Items Passage Type

Choose an item type for this item

- + Create New Item
- + Create New Passage
- + Create New Rubric
- Pending Items

Multiple Choice

True/False

Gridded

Open Response

**The End :)**

**This concludes the Navigating SchoolNet overview.**