OPTIMIZE EDREADY FOR A NEW SEMESTER TRANSCRIPT

0:04

Hello everyone, and welcome to the Webinar today by The NROC Project. My name is Ben Jacobs.

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And I'm an implementation specialist with The NROC Project, and I'll be leading the webinar for today.

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I'm also joined by some of my colleagues, Jason, Jessica, and Nicole. They'll be on the line to answer some questions. And we're gonna be looking at how to optimize EdReady for a new semester. So, if you have an existing EdReady site, we want to talk about how to clean some things up, get things in order so that you get the reporting and access that you and your students need. A few housekeeping items before we get started. If you do have any questions, please enter those in the questions area. They'll come up, we'll try to stop and answer some of those towards the end, and my colleagues will be answering those as well. The webinar is going to be archived at NROC.org, and you'll also receive a follow-up e-mail with a link to the slides and the presentation, so all this will be sent to you as well.

0:59

If you need any help, please let us know in the chat, or you can e-mail memberservices@nroc.org.

1:08

Before I get started, I want to talk briefly about The NROC Project. So NROC is a non-profit, and we're focused on building open educational resources to help individuals become college and career ready.

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We're a member organization, and we partner with educators, such as yourself, to help develop our tools, so we're very much a member led organization.

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Today, we're going to be focusing on EdReady, but we do offer other materials as well.

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So we offer our courses in NROC math, both algebra one and developmental math and English, and these can be downloaded and installed into your learning management system for students to access. We also offer web based tools, EdReady, which we'll be focusing on today, as well as HippoCampus. As a member, you have access to these. So if you have any questions or concerns or would like to learn more about how you can utilize these in your classroom, or your school or institution, please make sure to reach out again to one of your implementation specialists.

2:04

and we'll have some contact information at the end of the webinar to let you know the best way to get in touch with us.

2:13

So briefly, I'm going to go over the agenda of what we're gonna cover today So we're going to talk about why we're making the changes, so why would we even mess with EdReady, if we're even happy with what we have. Why do we need to make those changes?

And we're going to concentrate on refreshing our scopes, our Goals, our Admin accounts, and just an overall site cleanup of how to make things a little more easier to use.

So let's start out with, why do we even want to make changes to our EdReady site.

So refreshing semester to semester is a great way to ensure longevity for your data. And this is really easy to use for your teachers, if everybody were able to access what they need.

So in the scopes category, we're going to start off with that one. But this one will be a little less frequently updated.

There are some cases where this needs to be, Changes need to be made, and we'll cover those. But more than likely, where you're going to be focusing your time is in the Goals section. This is where the bulk of your work is going to take place.

This is going to make sure that the data that you get is easily viewable by your teachers, and you can keep current students separate from your past students.

Also, admin users, you may spend a little bit of time here, and we're going to talk about why. that makes a difference. To update your admin users, what type of changes can you make, and how that's going to serve to make sure they get the information that they need.

So, the first section I'd like to talk about are your scopes.

So, again, as I said before, refreshing your scopes may not be necessary, but there are a few reasons that we mainly see for why. You need to change that.

If you don't fit in one of these criteria, you're probably OK to go, but if you have questions, please, again, reach out to us and we'll be happy to guide you along that process. So the two big areas where we want to concentrate on, if we want to redefine the scope, and just as a reminder, the scope is going to be our curriculum. So we're picking up those learning objectives for figuring out what we want our students to learn. For a lot of you, you've met with your implementation specialist, you've got something in place that works for you. But maybe you do need to make a change, and these two instances will be where you need to make a change, really. So, target score.

As you set up your EdReady Scope, you chose a target score, and you can think of that as the amount of a percentage of learning objectives you want your students to master.

Sometimes students get in there, and we've set that target score at 100, and of course, we want all our students to go through.

All of the learning objectives and master everything, but sometimes that's a little daunting. So we found the time where that target score does need to be adjusted inside of the Scopes category.

Every time a student has their data tied to that scope, that scope is going to be locked down to a certain extent, so we can still make some changes. But in terms of the target score, that's going to be locked, because you already have student data tied to it. So if you'd like to make adjustments there, I'll show you how, But that may be an indication to create a new scope. Also, the scope of expectations.

The great thing with being a member of the NROC Project is you don't have an amount that you have to refresh, or that you can't refresh. So anything that you think in the scope that we need to add, or take away, that you may improve student outcomes.

All that can be changed as well.

So I do have some slides that will show this, but I do want a demo as well.

So you'll receive the slides that lets you see where to click on everything. Yeah, so I'm gonna pause my screen.

We're going to go over to my live demo site.

So when you log in, you're going to see something very similar to this. And you want to go to the EdReady version management.

When you click on that edit EdReady version, that's going to automatically take you to the Scopes tab.

I've already selected which point I'd like to refresh. So, if I'd like to make a change to this, again, we want to concentrate on.

If you want to make changes to Target Score, or if you want to make a change to, perhaps, the curriculum that you picked out in the scope, that can be done here.

So, that way to do that, our suggestion is, on the right hand side, when you find that scope that you need to make a few adjustments to, you want to go in and click the Clone button.

We suggest starting out with cloning directly as if you were to start or create a new scope from Scratch, that's really going to take everything back to the very beginning where you can't make those changes.

And you can't see what changes you made before, so when you make it, you know you have to really start over from scratch. So, we suggest cloning which you already have and making those changes. As you can see here, I can manage the target score.

And now I can also change anything that was locked down before.

Now this creates a new scope for so that's the process for refreshing your scopes.

Next, I'd like to talk about how we're going to refresh goals.

So just as a reminder, a goal is really the way that we're going to divide students and really manage our data in the reporting side.

So if you have a lot of students coming through multiple teachers, really drilling down to find out what's going to work for your goals is really important to the success and longevity of your site. So reporting.

So this allows for granular reporting in the future, and linear reporting, on the same scopes, so where we just refresh that scope, A goal is going to allow us to really pick out semester to semester, or however we define that to, to help us get our reporting and our data in one place.

So site management, as well, So as time goes on, making sure you create new goals ensures that reporting will be easy for a new user. And we do have a resource that will be linked in this presentation that gives you some of our suggestions about naming conventions and you know how to get that sorted out, so that everything, when you go to the reporting time, this is really set up like you like it.

Again, I have some slides here that show, we can create a new goal, You're probably going to need to create new goals.

If you have new teachers, however, if you have something that's already in place, again, we suggest, then this time to copy that goal, if everything's set up, So there's a few ways to go about that.

The biggest thing, again, is going to be refreshing that go in changing that name. So, you refresh it, go and copy it is going to tack copy on the end of it, and we want to take what we have here. So, I have some detailed information.

I know this developmental English, I know there's going to be in the Spring. Amy Smith was the teacher, is on Monday, Wednesday, and Friday, So that gives me a good indication that I can filter down through that in the reports, and that's gonna allow for a lot easier to use for your, for your teachers.

Let me show you what that looks like on the EdReady side.

So, I'm going to go back in the breadcrumbs, back to our reports page.

Again, I'm going to start already logged in. So, if you find yourself and thinking I have a new group of teachers that are coming on, a teacher is starting with a new group of students, the goal is a way to really group those students, and they create that class, so that you can filter the report. So we're gonna click on Edit EdReady version.

Then we started out the scope so we're OK. There, we're going to go to the Goals tab.

So the goals, if we're going to create a new goal, if we have a new scope, we need to marry the two.

But if we're refreshing for the new semester, and you have something you already really like, our suggestion is to find that scope.

that you already have, so I have one here that designates as college math readiness. It's gonna happen in the summer of 2018, but I want to make a new one because I have a new group of students coming in. and I want to make sure they're divided out. So I'm gonna click the Copy button.

That's going to create a new copy, so I have a second copy as well and so I want to take that out.

10:17

Change the year, then I can save.

10:21

Just as a reminder, it is going to assign you a goal key.

10:25

So those are the changes you have to make when refreshing a goal. So, if you have things like you, like you like your scope and you like your goal, the main portion of what you're going to be doing is clicking that copy on the goal.

10:34

Because what it does is it already drags over what scope is already inside of that goal. So, everything's already set up. If you need to add more, Again, that's always at the bottom.

10:55

Great, so I'm going to pause there. are there any questions over the first two scopes and goals that we could address out loud?

11:05

Um, there was, I guess I was gonna, not maybe address this question with audience for the disconnect, is that we do. There was a question about resetting an individual student and a steady path.

11:17

Um, I'll answer that question, I can talk about it, unless you wanted to say something.

11:23

Yeah, so, you resetting a student. The best way, you know, we'll talk about, and, Jason, you, can address it to one of the ways to go about that, is to is to create a new scope, There isn't a way to know.

11:34

Get rid of that student. How did you address that in the chat, Jason? Well, I just explained that.

11:40

It's, it's somewhat complicated to reset an individual student in a study path. There is a setting in the scope. Like, it looks like the more advanced feature that will allow you to reset all students.

11:52

Like if you want students to start over, like, the next, next semester, next term, and what the ... are not carry over the previous work. But I suggested that that person meet with an implementation specialist, and we can talk about that in much more detail, and explore what your options are.

12:08

I agree, I agree. I was going to say, hey, we work with a lot of members, each of our implementation specialists, so your situation may be unique in terms of where students are crossing over.

12:19

And so if you're refreshing for a new semester, that's a concern is, you know, students, may be picking up where they left off and you like, then restart. Please reach out to implementation specialists. And we can help you evaluate what's the situation look like in the EdReady site, and what's the best plan forward.

12:34

Thanks so much, Jason.

12:37

So I'm going to move, moving on to our third portion, which is going to be updating your admins. And so, when we use admins, we talk about that.

12:45

That's going to be talking about everybody who has a teacher slash admin account. And the reason we want to refresh these is, first of all, if you have new teachers, new teachers can't self register.

12:56

Like students, students self register, they, they get our activation e-mail, and they're able to get in. But, administrators, and users have to be.

13:07

created by the already existing EdReady admin. So, if you need an account and you're a new teacher, make sure to reach out to EdReady admin. If you don't know who that is, we can help put you in contact with them. And this ensures that that new users going to get data, something else, that may change, from semester to semester, or the permissions. So, sometimes, roles change within your institution.

13:27

Somebody may be taking a more of a lead on, implementing EdReady within your school, or district, or college. So, they may need additional permissions, and I can show you how to alter those, as well. And, again, the most important part is going to be those goal assignments. We've gone through our scopes, we've created our new or refreshed, Our goals, make copies.

13:47

If we make that copy of a goal, and as we had Amy on the last page, she won't receive that information until that goal has been assigned to her account.

13:59

You can also remove any goals from past semesters to ensure that your instructors can really focus on their current students, and you can still have access to that data.

14:09

For some, for you to analyze it, over a time period.

So, let's talk about what changes we need to make and what they look like within EdReady.

So, this is going to be under the Admin Users tab, and we do have a create New admin users button.

Then, we also have permissions, and, again, these are available to you. So on the left side, these are going to be mainly reporting permissions, and on the right hand side, that's going to be more of your site management permissions.

Then, as always, there's a Goals tab. This Goals tab is going to be a little different. This is going to be for your individual teacher.

So, we've got a name of the teacher up here, we want to add goals to them, we can give them access to all the goals, or we can assign them individual goals.

Let's pause and take a look at that live when in EdReady to make sure we all know how to get there.

15:09

So once again, I'm going to go back and go to the internal test. Let's see.

15:16

Perfect. So I have my EdReady site, I clicked on it, and EdReady site. Edit, EdReady version, and I'm going to click on the Admin Users tab.

15:26

So I've already pulled up an instructor.

15:28

If this instructor was new, I would need to click that, Create new Admin Users tab, and that our button. And that's gonna allow you to put in first, last name, and official e-mail in a temporary password. But it still has some new classes that we need to add to account, or perhaps going to have some new permissions. We want to find this Account in the Administrative Users list, and click on Edit.

15:48

So anytime in the actions column, you see edit. That's going to allow you to edit that account, or that scope, or that goal.

15:55

This lettering up here. let's just within Phil's Count account. And here I have the permissions.

16:02

Again, as I talked about before, these are going to be your reporting permissions. As you can see, Phil has a lot of reporting access. However, he doesn't have he has a little bit, but not everything that's included on the admin side, so if I wanted him to be able to create custom fields or manage SSO, I can implement that here.

16:22

The goals tab currently, Phil has access to everything, and that may be a change you need to make as well. If somebody moves departments, so we can always access to all goals, or we can have their selected goes to. right now, he has access to one goal that he can see.

16:37

But we can add any of these that are available at the bottom.

16:54

And the last portion I really want to talk about, we're going to spend some time on is your site cleanup.

17:00

So a few different things, rather than refreshing, you may have been a member for awhile or at the beginning of your membership. You might have tried a few different things and try to see what sticks and working with your implementation specialists

creating demos. So something you may want to do as that data starts to pile up is archiving so archiving. Well, I removed the goal, data, end users for your view.

And just as a note, this will not delete the user data. However, if you do archive something, that you need to be ready, that's going to take it away from the reports. So it will take it out of there, and it will also make it so that you can't ask students can't access it.

So this is something that should be done for, for a goal, or scope, or an admin user that you don't expect to need in the, in the future, what scopes and goals are that perhaps an administrator user doesn't need access anymore. There's also messaging. So changing the messaging from semester to semester. You can create more clarity as you work with your students, as they're getting more involved in. EdReady and going through their study path. You may start record, there are some hiccups in some places, as every school district and college and number is a little bit different, your processes are going to be a little bit different. So if you find that, there's a hang up, and whatever way you're using EdReady, some of that it can be helped to the messaging and clarifying what students should do next, and what the expectations are.

So, let's take a look at some of this together.

So, in the Scopes Goals Admin Users tab, you'll be able to see there's an archive button so that, again, that archive should be used sparingly. It should be used for something,

you know you don't need anymore, and aren't going to utilize, and, perhaps, have even taken that data and downloaded it.

Again, we can always restore these, if needed, if you need to, but it is always good to go ahead and download that data prior to any type of archiving.

Something else to also consider, we talked about messaging.

So the study Path Options is another tab that sits in between the goals and the admin users.

So, the study path options will allow you to add that messaging to anytime the student really sees text within EdReady.

So, we'll still click on the Edit EdReady Version.

And then we'll go over to Study Path Options and then View Study Paths.

19:29

That's going to allow us to go down and configure the scope that we have related to that study path. So I'm going to configure Math 101, which will be down at the bottom.

19:41

And on here, you're going to see the list of messaging.

19:43

So the things that you can alter. So this is everything from the post diagnostic message, test interest for the unit tests, or topic test, As well as a congratulations page.

19:56

So we understand that there's some different uses for EdReady, and you may have on your congratulations page after they finish that initial diagnostic, to let them know they have some additional steps in there.

20:09

So that's always something to consider, is updating that messaging.

20:14

So, before we go to questions, I do want to jump over.

20:18

Just take one more look at our live site.

So if I clicked on the EdReady version again, that study Path Options, it's got to be located right there.

And from there, you can go and do that process.

So that's a quick overview of ways that you could clean up your EdReady site.

Make sure that your scopes and goals are ready for a new semester, and that your teachers have everything that they need.

So, I'm going to pause there for questions.

I mean, so there was one quick question about, if someone is an EdReady administrator, for a larger district, how do they provide access to a goal that they've created to other

teachers. So let's say I'm an admin, I create a goal, how do I give other teachers access to that goal or scope that created.

Awesome question.

Let's go over and take a look at that. So, great question.

So I'm going to go back my EdReady site and where I'll need to go. So, I'll go back to the reporting dashboard.

If I want to click any and manage any type of my users, I need to click on the Edit EdReady version, and it'll have your your URL, or EdReady site name right there. And we'll click on that.

We'll want to go to the admin users, so everything that you create, as long as you have access to admin users, and you have that is selected in your permissions. You'll have the Admin Users tab, and you'll see the list of teachers, or other administrators that you can assign things to.

So if you have access to this, you will be able to assign, so anything that you've created, in EdReady.

And I get ready to assign. So I want to assign something to Phil. I'm going to click on Edit in the Actions column.

It lets me know that I'm making changes to Phil Miller's account, because his name will be listed at the top, and we'll still have a goals tab.

So if we want to add something to, his, will need to add it to the goals, so the question might also be, how do I let them use the scope that I created at all? I want to give them access. So what you'll need to do is put that scope in a goal, just as you would for students to see.

And then, once we go to his account, we'll click on the goals tab, and then we have the selected goals, the goals that he can see.

Then down here, we have the available goals. So these are the ones that are available to assign.

22:46

So I'm signed in as Adam Administrator at the top. So everything that I've created is down here, listed down at the bottom.

22:53

So if I wanted to include one for him, I can add that. So as soon as a student gets in and takes that initial diagnostic, they'll start seeing those results on their reporting page as long as they have that access. So, you have to make sure you add the goal to their account, but also make sure they have the appropriate permissions to make sure they have reporting access.

23:14

And if you'd like them to then make changes and create their own goals, using maybe a scope you already had, you'll want to do that right here and make sure they can manage scopes and goals. If you have any further questions on that or want a walk through. Again, feel free to reach out to us and we can set up a meeting with your implementation specialists to make sure that you get what you need.

23:35

Awesome, Any other questions?

23:38

No, that's it. I mean, there are other questions I can handle individually. Thanks. Ben.

23:42

OK, Awesome.

Well, thank you so much. Hopefully this was beneficial as we went through some ways to clean up your EdReady site. We did a brief overview for time constraints, but if you find that, some things that EdReady are not working right, or perhaps you'd like to make, some changes, adjust some of those goals and scopes, add some new admins or even dive deeper into the study path Options. We have a great implementation and technical support team available.

We have, you have a dedicated implementation specialist. We also have daily office hours. For one hour a day, where one of our implementation specialists will be on the line, and can go through any of those questions.

We have our info sessions, and also a Help Center and Technical Support system with the ticket system. So, our Office hours are daily.

It is 4 PM Eastern Time and then 12 PM Eastern Time, Mondays and Fridays. And then Tuesdays, Wednesdays Thursdays is that 4 0 PM Eastern time.

So feel free, you can go to this link here that'll be available in the presentation and visit our support site and jump into those Office Hours.

Again, thank you so much for joining. Please feel free to reach out to us.

We're here to help, and make sure that you and your students get everything you need, we'll sit around for the next 2 or 3 minutes, if any other questions come in, But please make sure to register. For our other info sessions going on this week, we'll be doing Leveraging EdReady Reports to Support Your Students, and some of our Advanced and New Functionality within EdReady We didn't go too deep into that today, but that'll be covered at the end of the week on Friday, so please make sure to join.

Thank you so much.

Thanks, Ben. While we sit and wait for additional questions to come in, there was one that asks, what permissions do you suggest are checked for admins?

Sure, that's a great question.

I'm gonna pause the screen. Let's take a look at them together.

25:50

And you guys can also feel free to give suggestions.

25:54

Let me pull up our list, and they're saying site Admins for clarity, OK?

26:03

So, I'll pull this up, again, on the Permissions tab.

26:07

So, if they're a site admin, the ones I would make sure that they have are going to be, of course, all the reporting.

26:15

But to simplify. So, it maybe isn't so daunting the first time they get in.

26:20

Really try to evaluate what's going to be their objective for being a site admin, are they just going to need reports, are going to, they're going to be the individual who creates goals, semester, semester, to semester.

26:32

Are they going to be managing the homepage, setting up custom fields? If somebody's going to be your overall admin, I would give them all, the, all the permissions. That's going to be our main point of contact. We suggest that, but if it's going to be an Admin who's going to be assisting a site admin, I would make sure they get everything on reporting as well as these top points right here that are selected Manage, Scopes Goals, Study Path.

26:59

Manage Users and Manage Students.

27:02

This is a little less commonly accessed because we usually set the majority of that up at the beginning, um, of our implementation with a new member.

27:11

However, these can also be selected, but they are more on the management side of altering the homepage, adding custom fields. If you're going to have your students put in like an ID number and things like that.

27:24

So, that would be my suggestion.

27:26

Jason, any advice on that?

27:31

Yeah, I think that sounds good.

27:34

OK, awesome.

27:36

There was another question that I'll say, I was thinking about that when, when you were finishing up.

27:43

Someone is asking about.

27:47

Students continuing or not continuing to carry over their work.

27:51

And they made a comment And a question about archiving a student, let's say their intention was to remove a student from a goal, so that their work will continue. But one point of clarification for anyone who's still on the line: when you archive a student's account, then you are essentially kind of like deactivating their account in EdReady for your entire site. So if they're, in other goals, other study paths, they will not be able to access those any longer. So.

28:17

if you are still interested in trying to manage student data and like have some student data carryover and then other student data not carryover from one term to the next, please reach out to your implementation specialists.

28:31

And we can, can explore those options and see what's the best way to move forward with that.

28:39

Definitely, yeah, every situation's a little bit different with how the goals are set up from member to member, how they're implementing. So we can definitely show how to archive, how to move, move student from one goal to another, but just to make sure that everything's in place, because the scopes they need to be the same if you're going to carry student data over from one goal to another. Yeah, please reach out to us, and we'll be happy to set up a call with you, and then, and get everything sorted out.

29:10

Any other questions before we sign off, I think?

29:16

Well, I think there's another 1 or 2 that I'm not going to follow up with, OK.

29:20

Individually, after the session, Thanks, Ben, awesome.

Well, thank you, everybody. I appreciate your time, and please let us know how we can help you get everything set up for the Fall.