Optimize EdReady for a New Semester

Thanks for joining us! We will begin promptly at 2:00 p.m. ET.

- Use the “Questions” area to submit questions as they arise.
- This webinar will be archived at NROC.org, and you will receive a follow-up email with a link to the recording and slides.
- Do you need help with GoToWebinar? Email memberservices@NROC.org.
Meet students where they are

free and low-cost technologies that support college & career readiness
NROC partners with educators to create open and low-cost courses and tools that are designed to recognize every student’s unique learning needs and preferences.

These resources can be adapted and scaled to meet programmatic goals in a variety of instructional settings.
Agenda:

- Why Make Changes?
- Refreshing Scopes
- Refreshing Goals
  - Naming Conventions
  - Data Management
- Updating Admin Accounts
- Site Cleanup
  - Archiving goals
Why Make Changes?
Why Make Changes?

Refreshing your site as semesters change can ensure ease of use for your teachers, administrators, and students. New class information can be organized while keeping previous semester data accessible.

We will cover:

**Scopes**
- Updated less frequently, but there are cases where changes need to be made

**Goals**
- Refreshing goals ensures that data is current and teachers can separate past student data from current student data

**Admin Users**
- Admin users need new goals assigned to them every semester so they have access to current student data
Refreshing Scopes
You may want to update your scopes if you need to change either of the following:

**Target Score**
- Changing your target score can only be done on a scope that does not have any student activity or data associated with it

**Scope of Expectations**
- Just as a target score can’t be changed for a scope with existing student data, any changes you wish to make to your scope of expectations must be made by cloning an existing scope
# Refreshing Scopes

## Edit EdReady Version: INTERNAL: Demo Environment

### Scopes

Create New Scope

### Scope of Expectations List

The study paths listed in the table are those you have access to based on your goal permissions.

<table>
<thead>
<tr>
<th>Name</th>
<th>Target Score</th>
<th>Last Updated</th>
<th>Active</th>
<th>Actions</th>
</tr>
</thead>
<tbody>
<tr>
<td>college</td>
<td>Filter</td>
<td>Filter</td>
<td></td>
<td></td>
</tr>
<tr>
<td>College English Readiness Demo1</td>
<td>90</td>
<td>06/29/2018 17:46</td>
<td>Yes</td>
<td>Clone</td>
</tr>
<tr>
<td>College Math Readiness - demo</td>
<td>90</td>
<td>05/05/2015 21:16</td>
<td>Yes</td>
<td></td>
</tr>
</tbody>
</table>
Refreshing Scopes

College English Readiness Demo1 Cloned

Name:
College English Readiness Demo1 Cloned

Target Score:
90

Maximum study paths:
1

Enable advanced customization
When this option is selected, you will be able to customize the scope of expectations to individual learning objectives. Use with caution.

Active

Exclude from reports

Enable resource grouping

Tags

Save
Refreshing Goals
Refreshing Goals

Goals are the primary organizational element in EdReady and have two main purposes:

**Group Students**
Allows students to be categorized in the reports and grouped for assigning permission to see their data

**Student Context**
Gives the student details about why they’re working on this study path (ex: their program/ class)
# Refreshing Goals

## Goal List

<table>
<thead>
<tr>
<th>Name</th>
<th>Active</th>
<th>Draft</th>
<th>Owner</th>
<th>Access Type</th>
<th>Goal Key</th>
<th>Actions</th>
</tr>
</thead>
<tbody>
<tr>
<td>English</td>
<td>All</td>
<td>All</td>
<td>Filter</td>
<td>All</td>
<td>Filter</td>
<td></td>
</tr>
<tr>
<td>Developmental English - Amy Smith - Spring 2019 - MWF</td>
<td>Yes</td>
<td>No</td>
<td>Admin 8 NROC</td>
<td>Private</td>
<td>demo_class2</td>
<td>Copy</td>
</tr>
<tr>
<td>Developmental English - Bob Jones - Fall 2018 - MWF</td>
<td>Yes</td>
<td>No</td>
<td>Ben Jacobs</td>
<td>Private</td>
<td>demo_35</td>
<td>Copy</td>
</tr>
</tbody>
</table>

[Create New Goal]
Updating Admins
Updating Admins

New Teachers
- New users can’t create their own teacher/admin accounts
- Ensures new users get access to data

Permissions
- With changing roles within your institution, it may be necessary to reevaluate what each user has the ability to do within EdReady

Goal Assignments
- Renewing goals each semester will also require you to add those goals to the teacher/admin accounts
- You can also remove goals from past semesters to ensure your instructors can focus on current students
- Some instructors may want to keep access to past goals
# Updating Admins

## Administrative Users List

<table>
<thead>
<tr>
<th>First Name</th>
<th>Last Name</th>
<th>Email</th>
<th>Account Created</th>
<th>Role</th>
<th>Goal Count</th>
<th>Actions</th>
</tr>
</thead>
<tbody>
<tr>
<td>Filter</td>
<td>Administrator</td>
<td>Filter</td>
<td>Filter</td>
<td>Filter</td>
<td>Filter</td>
<td></td>
</tr>
<tr>
<td>Adam</td>
<td>Administrator</td>
<td><a href="mailto:demo.admin@edready.org">demo.admin@edready.org</a></td>
<td>06/06/2016 19:35</td>
<td>Site Version Admin</td>
<td>All</td>
<td>Edit Archive</td>
</tr>
<tr>
<td>Demo</td>
<td>Administrator</td>
<td><a href="mailto:jgn@edready.org">jgn@edready.org</a></td>
<td>09/28/2017 12:56</td>
<td>Site Version Admin</td>
<td>All</td>
<td>Edit Archive</td>
</tr>
</tbody>
</table>

[Create New Admin User]

[Edit Archive]

[View Sessions]
Updating Admins

Adam Administrator

Permissions

* Any changes to permissions will be applied the next time this user logs in.

Unselect All

- Reports Access
  - Study Path Reports
    - Overview
  - Student Data
    - Summary
      - Student Details
  - Unit Details
  - Topic Detail
- Summary Reports
- Student Data
  - Session Details
- Admin Data
  - Session Details
- Advanced Reporting Access

Reporting Permissions

Site Management

- Manage Scopes
- Manage Goals
- Manage Study Path Option
- Manage Users
  - Access Administrator Session Report
- Manage Students
  - Access Student Session Report
- Settings Tab
  - Manage General Info
  - Manage Custom Fields
  - Manage SSO
  - Manage Homepage
  - Manage Notices
The goal was successfully added.

- **Access to ALL goals/students in version.**
  - The assigned permissions will be applied ONLY TO ASSIGNED goals/students in version.

### Instructions

#### Selected goals

<table>
<thead>
<tr>
<th>Name</th>
<th>Active</th>
<th>Draft</th>
<th>Owner</th>
<th>Access Type</th>
<th>Goal Key</th>
</tr>
</thead>
<tbody>
<tr>
<td>Filter</td>
<td>All</td>
<td>All</td>
<td>Filter</td>
<td>All</td>
<td>Filter</td>
</tr>
<tr>
<td>College Math Readiness - Fall 2019 - Mr. Clark</td>
<td>Yes</td>
<td>No</td>
<td>Ben Jacobs</td>
<td>Private</td>
<td>demo_38</td>
</tr>
</tbody>
</table>
## Updating Admins

### Selected goals

<table>
<thead>
<tr>
<th>Name</th>
<th>Active</th>
<th>Draft</th>
<th>Owner</th>
<th>Access Type</th>
<th>Goal Key</th>
<th>Actions</th>
</tr>
</thead>
<tbody>
<tr>
<td>Filter</td>
<td>All</td>
<td>All</td>
<td>Filter</td>
<td>All</td>
<td>Filter</td>
<td>Remove</td>
</tr>
<tr>
<td>College Math Readiness - Fall 2019 - Mr. Clark</td>
<td>Yes</td>
<td>No</td>
<td>Ben Jacobs</td>
<td>Private</td>
<td>demo_38</td>
<td>Remove</td>
</tr>
</tbody>
</table>

### Available goals

<table>
<thead>
<tr>
<th>Name</th>
<th>Active</th>
<th>Draft</th>
<th>Owner</th>
<th>Access Type</th>
<th>Goal Key</th>
<th>Actions</th>
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<tbody>
<tr>
<td>College Math Readiness - Fall 2019 - Mr. Clark</td>
<td>All</td>
<td>All</td>
<td>Filter</td>
<td>All</td>
<td>Filter</td>
<td>Add</td>
</tr>
</tbody>
</table>

| College Math Readiness - Spring 2019 - Mr. Clark | Yes    | No    | NROC staff | Private     | demo_1   |         |
Site Cleanup
Archiving

- Clicking the archive button will allow you to remove goals, data, and users from your view. NOTE: This will not delete the users or data.
- You can always view archived object (scopes, goals, users) in the respective archived folder.

Making an EdReady Object Inactive

- Making a scope or goal inactive disables the object, but it is still visible to the EdReady admin.
- Making a user inactive prevents that user from being able to login to EdReady.

Messaging

- Changing messaging (in Study Path Options) from semester to semester may create more clarity for your users
### Goal List

#### Search by tags:

<table>
<thead>
<tr>
<th>Name</th>
<th>Active</th>
<th>Draft</th>
<th>Owner</th>
<th>Access Type</th>
<th>Goal Key</th>
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</thead>
<tbody>
<tr>
<td>English</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Developmental English - Amy Smith - Spring 2019 - MWF</td>
<td>Yes</td>
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<td>Admin 8 NROC</td>
<td>Private</td>
<td>demo_class2</td>
</tr>
<tr>
<td>Developmental English - Amy Smith - Spring 2019 - MWF Copy</td>
<td>Yes</td>
<td>No</td>
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<td>demo_35</td>
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<tr>
<td>Developmental English - Bob Jones - Spring 2019 - MWF</td>
<td>Yes</td>
<td>No</td>
<td>Admin 8 NROC</td>
<td>Private</td>
<td>demo_class1</td>
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</table>

**Actions:**
- Details
- Edit
- Copy
- Archive
## Study Path Options

### Goal List

<table>
<thead>
<tr>
<th>Goal Name</th>
<th>Active</th>
<th>Draft</th>
<th>Owner</th>
<th>Access Type</th>
<th>Goal Key</th>
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<tbody>
<tr>
<td>College Math Readiness - Fall 2019 - Mr. Clark</td>
<td>Yes</td>
<td>No</td>
<td>Ben Jacobs</td>
<td>Private</td>
<td>demo_38</td>
</tr>
<tr>
<td>College Math Readiness - Spring 2019 - Mr. Clark</td>
<td>Yes</td>
<td>No</td>
<td>NROC staff</td>
<td>Private</td>
<td>demo_1</td>
</tr>
</tbody>
</table>

- **Actions**: View, Study Paths
### Study Paths (Scopes related to a goal): College Math Readiness - Fall 2019 - Mr. Clark

<table>
<thead>
<tr>
<th>Scope Name</th>
<th>Discipline</th>
<th>Target Score</th>
<th>Last Updated</th>
<th>Active</th>
<th>Tags</th>
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<tbody>
<tr>
<td>Filter</td>
<td>Filter</td>
<td>Filter</td>
<td>Filter</td>
<td></td>
<td></td>
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<tr>
<td>Math 101</td>
<td>Math</td>
<td>90</td>
<td>08/13/2019 09:48</td>
<td>No</td>
<td>–</td>
</tr>
<tr>
<td>Math Fundamentals - Spring 2018</td>
<td>Math</td>
<td>90</td>
<td>08/13/2019 09:09</td>
<td>Yes</td>
<td>–</td>
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</tbody>
</table>
## Message List

<table>
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<tr>
<th>Section</th>
<th>Category</th>
<th>Active</th>
<th>Message</th>
<th>Message Type</th>
<th>Actions</th>
</tr>
</thead>
<tbody>
<tr>
<td>Congratulations</td>
<td></td>
<td>Yes</td>
<td>&lt;open style=&quot;L...</td>
<td>Customized</td>
<td>Edit Preview</td>
</tr>
<tr>
<td>Post-diagnostic</td>
<td>End Of Unit</td>
<td>Yes</td>
<td>...</td>
<td>Default</td>
<td>Edit Preview</td>
</tr>
<tr>
<td>Post-diagnostic</td>
<td>End Of Topic</td>
<td>Yes</td>
<td>...</td>
<td>Default</td>
<td>Edit Preview</td>
</tr>
<tr>
<td>Study Path Intro</td>
<td>Complete</td>
<td>Yes</td>
<td>&lt;p style=&quot;colo...</td>
<td>Default</td>
<td>Edit Preview</td>
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<tr>
<td>Study Path Intro</td>
<td>Single Unit</td>
<td>Yes</td>
<td>&lt;p style=&quot;colo...</td>
<td>Default</td>
<td>Edit Preview</td>
</tr>
<tr>
<td>Target Options Intro</td>
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<td>Yes</td>
<td>&lt;p style=&quot;colo...</td>
<td>Default</td>
<td>Edit Preview</td>
</tr>
<tr>
<td>Test Intro</td>
<td>Unit Test</td>
<td>Yes</td>
<td>&lt;p style=&quot;colo...</td>
<td>Default</td>
<td>Edit Preview</td>
</tr>
<tr>
<td>Test Intro</td>
<td>Topic Test</td>
<td>Yes</td>
<td>&lt;p style=&quot;colo...</td>
<td>Default</td>
<td>Edit Preview</td>
</tr>
<tr>
<td>Test Intro</td>
<td>Initial Diagnostic</td>
<td>Yes</td>
<td>&lt;p style=&quot;colo...</td>
<td>Default</td>
<td>Edit Preview</td>
</tr>
</tbody>
</table>

Add a new message
QUESTIONS?
Office Hours

Drop-in Office Hours sessions offered every week day, available for all instructors and staff at member institutions.

MONDAY: 9am PT / 12pm ET
TUESDAY: 1pm PT / 4pm ET
WEDNESDAY: 1pm PT / 4pm ET
THURSDAY: 1pm PT / 4pm ET
FRIDAY: 9am PT / 12pm ET

Details at: https://www.nroc.org/support-hub#Support-Options
Or bookmark this link (only active during office hours): https://us06web.zoom.us/j/84277983291
Upcoming:

Customizing the EdReady Experience | Tuesday, 8/2 at 2 PM ET
EdReady Notifications for EdReady Administrators | Wednesday, 8/3 at 2 PM ET
Leverage EdReady Reports in the Classroom | Thursday, 8/4 at 2 PM ET

Register and find session recordings at NROC.org
THANK YOU FOR ATTENDING!

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Josie Marshman
jmarshman@nroc.org

Continue the conversation on social media using #NROCpd.

Access the archived webinar at NROC.org.