Schoolnet "Did You Know..."

Tips and Tricks for Teachers and Administrators

When creating assessments in Schoolnet, there is now an easier way to align each item to a standard using new functionality called **Standards Templates**. Standards Templates allow the test creator to choose the specific standards that will be covered on the assessment. Then, when creating items on the test, the test creator only has to choose from a drop-down list of those chosen standards rather than the full comprehensive list.

- 1. On the Create: Manual Test page, click the Select Standards link
- 2. Choose all of the specific standards that will be covered on the assessment by expanding the headings using the arrows, and then clicking on the individual standards
- 3. Click Save and Close
- 4. The chosen standards will display next to the Standards Template (Recommended) heading
- 5. Continue filling out the Create: Manual Test page as normal, and then click Generate Test at the bottom of the page.



- 6. To select a standard for an item, click the **Standards Template** drop-down menu
- 7. Choose one of the selected standards
- 8. Once a standard is chosen, the wording will appear
- 9. Click Save

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