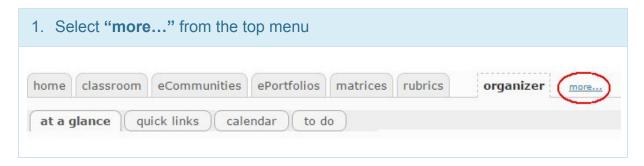


Managing Standards and Outcomes

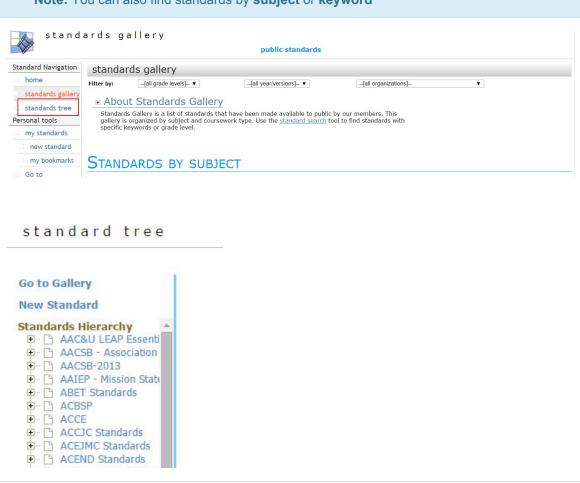
- I. View Standards and Outcomes
- II. Manually Add Standards and Outcomes to the Repository
- III. Align a Rubric with Standards/Outcomes

I. View Standards and Outcomes

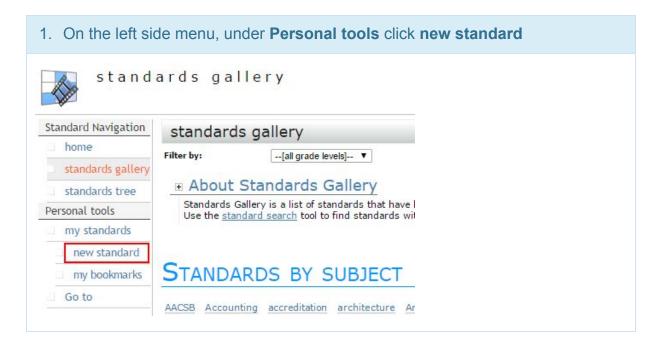




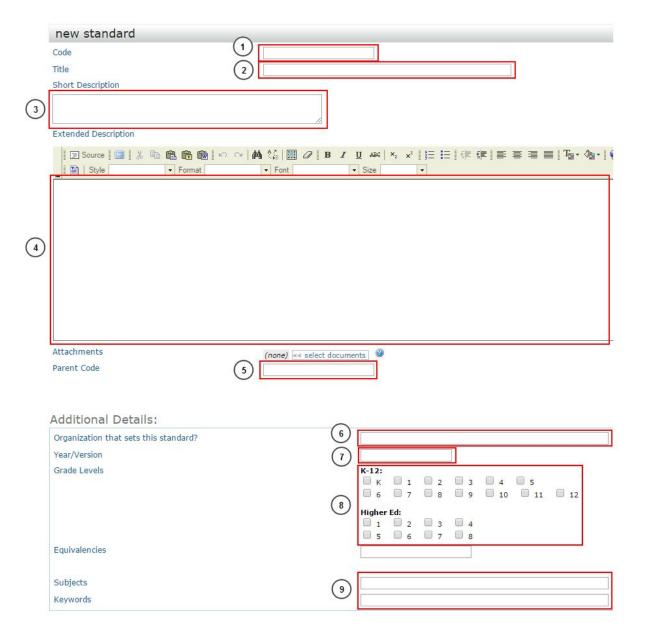
4. Click **standards tree** to see a list of standards displayed in a hierarchy **Note:** You can also find standards by **subject** or **keyword**



II. Manually Add Standards and Outcomes to the Repository



2. Enter standard/outcome data and press [save]



- 1. **Code:** Enter a unique code to identify the standard. Used when aligning with rubrics and running standards-based reports
- 2. Title: Full title of the standard or outcome
- 3. Short Description: brief description of the standard
- 4. Extended Description: detailed information of the standard
- 5. **Parent Code:** enter parent standard code. Also determines the position of the standard in the tree
- 6. Organization: name of the organization that set this standard
- 7. **Year/Version:** the date or version of the current standard
- 8. Grade Levels: grade level(s) that this standard applies to

| 9. | Subjects/Keywords: used to categorize this standard in the standards gallery |
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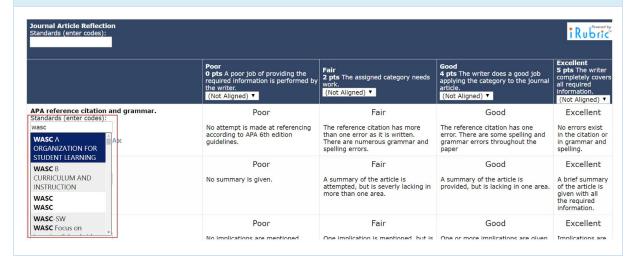
III. Align a Rubric with Standards/Outcomes



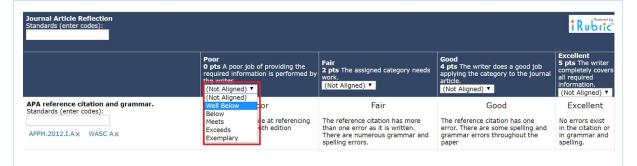




- 4. Align rubric criteria with the standard(s) by entering its code into the field.
 - Note: Standard code(s) must be entered in the rubric <u>row/criterion</u> to pull data for reports.



5. Align each level (column) of the rubric with the appropriate designation using the dropdown menu



6. At the bottom of the rubric, click save