

Odysseyware® NWEA™ User Guide

for Odysseyware® v2.39

Released 04/2018

Proud partner of the Northwest Evaluation Association™



NWEA™ User Guide for Odysseyware® v2.39

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Odysseyware®

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Chandler, AZ 85226

Helpful resources

Customer Support

- **Days/Time** - Monday - Friday 7 am - 11 pm (CT) and Saturday - Sunday 1 pm - 7pm (CT)
- Go to <http://www.odysseyware.com/support>.
- email - support@odysseyware.com

Odysseyware Knowledgebase

- Go directly to the Odysseyware Training Resources **Knowledgebase** page at: <https://www.odysseyware.com/training-resources>. The **Knowledgebase** page has a Search feature where you type a keyword to access resources containing that keyword. Or, use the top navigation bar tabs to access user guides, videos, and other helpful resources related to the selected tab.

Contents

What's New in This Release of Odysseyware® v2.39	3
Welcome	7
NWEA™ MAP® assessments and Odysseyware	7
NWEA™ MAP® assessment goals	7
About this guide	7
Other resources	8
View Student Assessment Profiles and Customize Learning Paths(LPs) .	9
View student assessment profiles	10
Preview Learning Path (LP) assignments to view goal and topic alignments	16
Customize Learning Paths (LPs) for students	19
Create and View Learning Path Enrollments (LPEs)	25
Create Learning Path enrollments (LPEs) for students	25
View alignment goals and topics for Learning Path assignments	30
View alignment goals and topics from the Gradebook	31
View alignment goals and topics from the Teacher Assignment view	34
How students view and access Learning Path (LP) assignments	35
Use the Assignments page to view and access LP assignments	35
Use the Courses page to view and access LPs	36
How Teachers view and manage Learning Paths (LPs) for students	37
View assignment status and students' progress in Learning Path Enrollments (LPEs) .	37
Manage Learning Path Enrollments (LPEs)	41
Edit settings of Learning Path enrollments (LPEs)	41
Change status of Learning Path enrollments (LPEs)	43
Change teacher of record for Learning Path enrollments (LPEs)	44
Reschedule Learning Path enrollments (LPEs)	45
Description of Terms	49
Index	51

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What's New in This Release of Odysseyware® v2.39

Odysseyware v2.39 contains a new feature and several improvements for the NWEA™ and Odysseyware assessment integration.

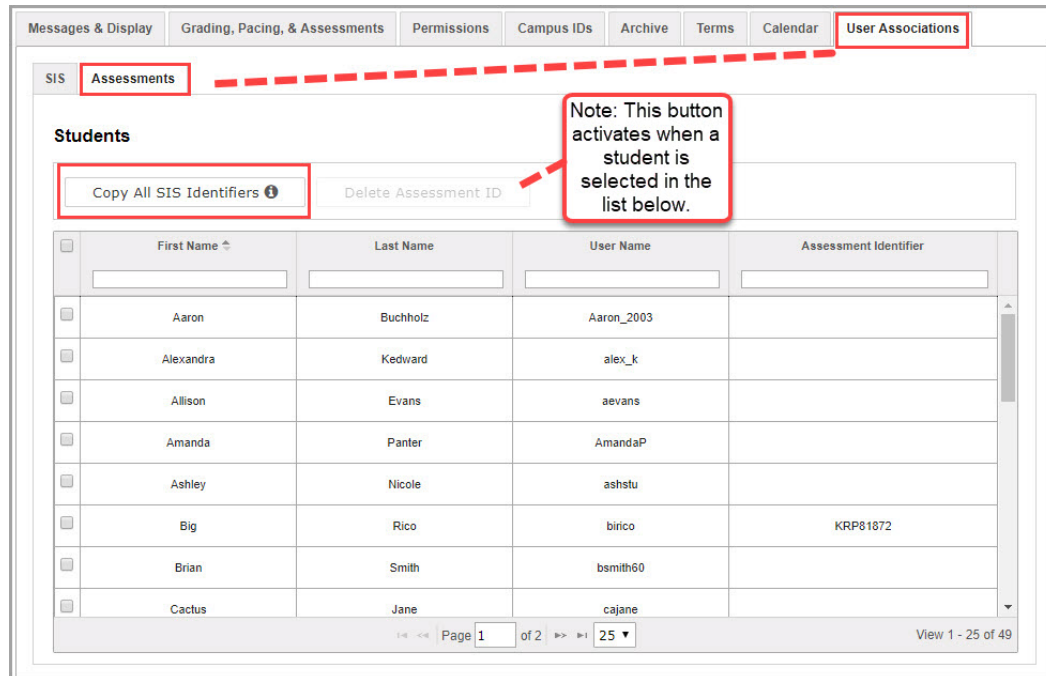


Note: Because the new feature and improvements apply to Admins only, instructions are included in the *NWEA™ Administrator Set Up Guide*.

New: To better handle input and management of Assessment Identifiers for students, a new Assessments sub-tab was added under the User Associations tab for a school

Previously, Assessment identifiers were managed by the school Admin on the **School Settings > User Associations > SIS** tab. Having to manage both SIS identifiers and Assessment identifiers on the same tab caused some confusion for school Admins and possible errors. While, in some cases, the SIS identifiers and Assessment identifiers may be the same value for students, Assessment Identifier values provide the "link" to uploading student MAP® test results into Odysseyware for creation of Learning Paths. This important functionality needed its own tab.

In this release, a new **Assessments** sub-tab was added to the **User Associations** tab and the functionality to copy all SIS identifiers as Assessment identifiers (when the values were the same for students) was removed from the **SIS** sub-tab and added to the new **Assessments** sub-tab. The **Delete Assessment ID** functionality was also moved to the **Assessments** sub-tab.



Improvement: Additional checking on uploaded CDF results for unsupported MAP® test disciplines and test types

When an Admin uploads CDF results into Odysseyware, a check was done by the system to look at the Test Name and, if supported, allow the results to be uploaded and Learning Paths to be created for students. If the Test Name was not supported, such as End of Course, the test was dimmed and not uploaded.

With this release, additional checking was implemented to look at Test Disciplines and Test Types in the CDF results and not allow the upload of tests with unsupported disciplines, such as Science, and unsupported test types, such Survey or Screening. Learning Paths cannot be created for students in test results with unsupported disciplines or test types. Those unsupported test results are also dimmed (not available) and have an indicator.

Upload New Assessment Results

We found the following tests on your file that include students with Assessment IDs. If there are any assessments you do not wish to upload, you can deselect them here. When you are done, click Next to continue.

! These MAPs do not contain the results necessary to create a learning path. These results will not be uploaded.

Selected	Discipline	Test Name	Test Term	School Name	Number of Records
<input type="checkbox"/>	Language Usage	! Growth: Language 2-12 GA 2015	Fall 2017-2018	Durango Charter School	1
<input checked="" type="checkbox"/>	Language Usage	Growth: Language 2-12 GA 2015	Fall 2017-2018	Durango Charter School	1
<input checked="" type="checkbox"/>	Science - General Science	Growth: Math 6+ GA 2015	Fall 2017-2018	Durango Charter School	3
<input checked="" type="checkbox"/>	Reading	Growth: Reading 6+ GA 2015	Fall 2017-2018	Durango Charter School	4
<input type="checkbox"/>	Mathematics	! Not: Good Test Name	Fall 2017-2018	Durango Charter School	1

Additional checking on Test Disciplines and Test Types in addition to Test Name

Page 1 of 1 | 25 | View 1 - 5 of 5

Close Next

Once a test's results are known to be unsupported, Teachers can then make decisions on how to remediate and accelerate students outside of Odysseyware.

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Welcome

Northwest Evaluation Association™ (NWEA™), offers a flexible, adaptive, criterion-referenced test, known as Measures of Academic Progress® (MAP®), which measures student performance in the disciplines of Mathematics, Reading, and Language Usage against an equal-interval RIT (Rasch unit) scale that represents a continuum of learning. Odysseyware® has developed the NWEA™ NWEA Assessment Integration feature which uses a student's MAP® test results, aligned with Odysseyware curriculum, to create an individualized learning path (LP) for the supported disciplines of Mathematics, Reading, and Language Usage. This feature allows Odysseyware schools who have purchased NWEA™ MAP® assessments to easily upload those Mathematics, Reading, and Language Usage test results into Odysseyware and generate LPs, customized to target student growth goals.

NWEA™ MAP® assessments and Odysseyware

For the NWEA™ and Odysseyware integration, supported MAP® assessments cover the disciplines of Mathematics, Reading, and Language Usage. Typically, MAP® assessments are purchased by a school/district as a package for a given set of standards. Students receive an overall RIT score for each assessment taken and multiple goal area RIT scores. The MAP® assessments information is created by NWEA™ for the school/district as a Comprehensive Data File (CDF) package which, at a minimum, contains two files: AssessmentResults.csv and StudentBySchool.csv. The AssessmentResults.csv is uploaded to Odysseyware for individual Learning Path creation.

NWEA™ MAP® assessment goals

The AssessmentResults.csv file currently reports up to eight (8) goal area RIT scores per test. Depending on the type of test, MAP® tests have a varying number of goal areas. The goal area RIT scores and the learning continuums (LCs)/items that score represents are used by Odysseyware to connect students to correlated content most appropriate to where they are ready to learn.

About this guide

This guide is for Odysseyware Admins and Teachers and it explains how to:

- View student profiles created from the MAP® assessment tests' results to determine which students require remediation or which students can be challenged.
- Preview Learning Paths (LPs) assignments to see goal and topic alignments.
- Customize LPs by removing topics and/or goals.
- Create Learning Path enrollments (LPEs) for students based on finalized LPs.

- Manage LPs to edit enrollment settings, reschedule to a different term, change the teacher of record, and more.
- View alignment goals and topics for LPE assignments.

Other resources

See the *NWEA™ Administrator Set Up Guide* for instructions on how to:

- Set up the NWEA™ NWEA Assessment Integration feature.
- View overall MAP® assessment test results by test and by student.
- Manage the volume of uploaded tests by archiving older tests.
- Manage the assessment identifiers for students.

View Student Assessment Profiles and Customize Learning Paths(LPs)

After a NWEA™ AssessmentResults.csv file is uploaded to Odysseyware, the assessment profile for a student can be viewed in the Gradebook so that the Admin or Teachers can make decisions on which students require remediation or which ones are excelling. Information shown in the student assessment profile includes the overall score for a selected test, the individual NWEA goal structures for the test as well as goal scores, and a norms-based grade level.





Note: In some situations, a student may not have TestPercentile data for their uploaded test results, so their grade level cannot be determined by Odysseyware. If this situation occurs, when viewing the student's profile, the **Grade level** displays **Grade N/A** and the **RIT range** indicator blue bar is not present. To establish a typical RIT range, the Teacher can select a mid-range grade from the **Grade level** list so that the appropriate RIT range indicator blue bar appears.

Also included with the goal structures are the topics and aligned Odysseyware assignments that make up the suggested Learning Path (LP) for the student. A Learning Path (LP) is a sequence of lessons designed to provide reinforcement and intervention, as well as enrichment, for students.






Additional tools for an assessment profile let an Admin or Teachers:

- Preview the Odysseyware assignments aligned to the goals and topics. See "[Preview Learning Path \(LP\) assignments to view goal and topic alignments](#)" on page 16.
- Customize the LP by omitting goals and/or topics to suit the student's needs. See "[Customize Learning Paths \(LPs\) for students](#)" on page 19.
- Create a Learning Path enrollment (LPE) based on the goals/topics in the LP. See "[Create Learning Path enrollments \(LPEs\) for students](#)" on page 25.



Note: When viewing students in the Gradebook, the **Assessment Profile**  button will be located to the right of the name of each student for whom there is an associated Assessment Identifier (assessment ID) and MAP score. If a student does not have an associated assessment identifier set up, the **Assessment Profile** button is missing, or if MAP results have not been uploaded for the student, the button appears disabled . If you know that a student took part in assessment testing, contact your Odysseyware Administrator to check the validity of the student's assessment ID and to verify that the **AssessmentResults.csv** file correctly uploaded.


View student assessment profiles

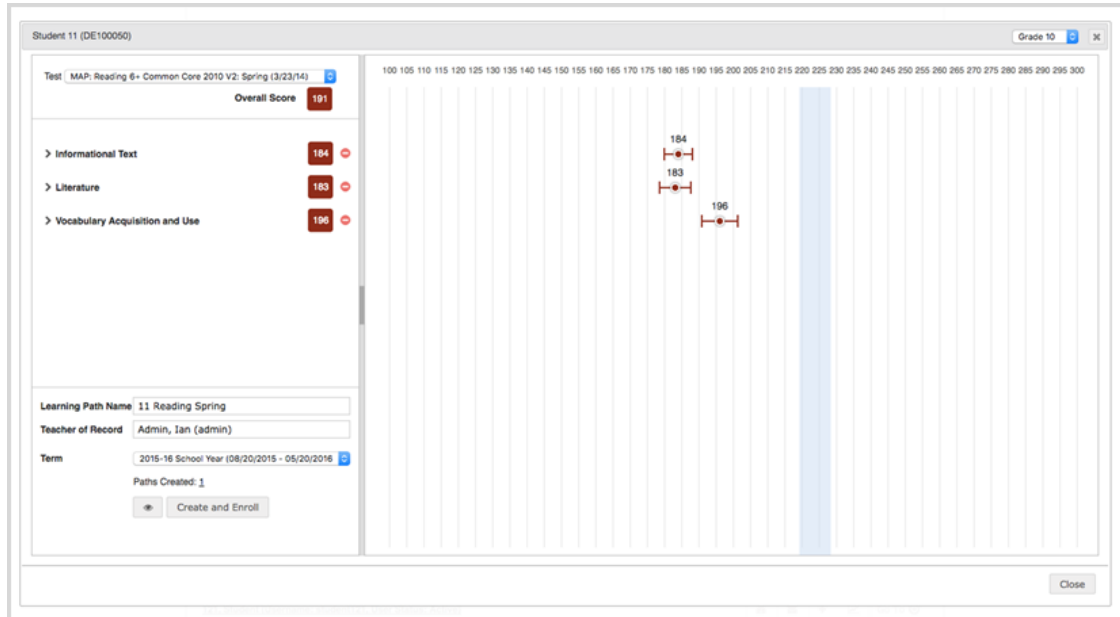
1. On the main nav bar, click **Gradebook**.
By default, the **Grading** tab is active.
2. If you are an Admin, you can do either step a, b, or c to open a student's assessment profile. If you are a Teacher, skip to step c.
 - a. Click the **Assessment Summary > Active Assessments** sub-tab. For an assessment, click the **View assessment results**  tool, and then for the student, click the **View assessment results**  tool.
 - b. Click the **Assessment Summary > Students** sub-tab, and then for the student, click the **View assessment results**  tool.
 - c. Search for the student, and then click the **Assessment Profile**  button. The **Assessment Profile**  button is located in the toolbar to the right of the student's name.



The student's assessment profile opens.



Note: If a student does not have an associated assessment identifier set up, the **Assessment Profile** button is missing, or if MAP results have not been uploaded for the student, the button appears disabled . If you know that a student took part in assessment testing, contact your Odysseyware Administrator to check the validity of the student's assessment ID and to verify that the **AssessmentResults.csv** file correctly uploaded.

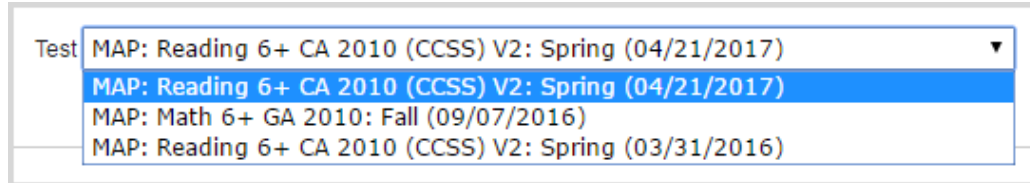


The student assessment profile page contains several sections of information and tools to allow Admins and Teachers to view and manage the information shown.

Student identification, test selector, and overall score section

Information shown at the top left section of the page (example A below) includes:

- Identification of student with the **Student name** and **Assessment ID** (#1).
- The **Test** field (#2 on Example A above), displays the most recent MAP: test by test name, test term (time of year when the test was taken), and date taken. This test naming is pulled directly from the AssessmentResults.csv file. If the student has taken multiple tests, click the down arrow to see all tests associated to the student's assessment ID. Tests appear in chronological order by date taken, and if multiple tests have the same date, those tests are shown in alphabetical order by discipline.

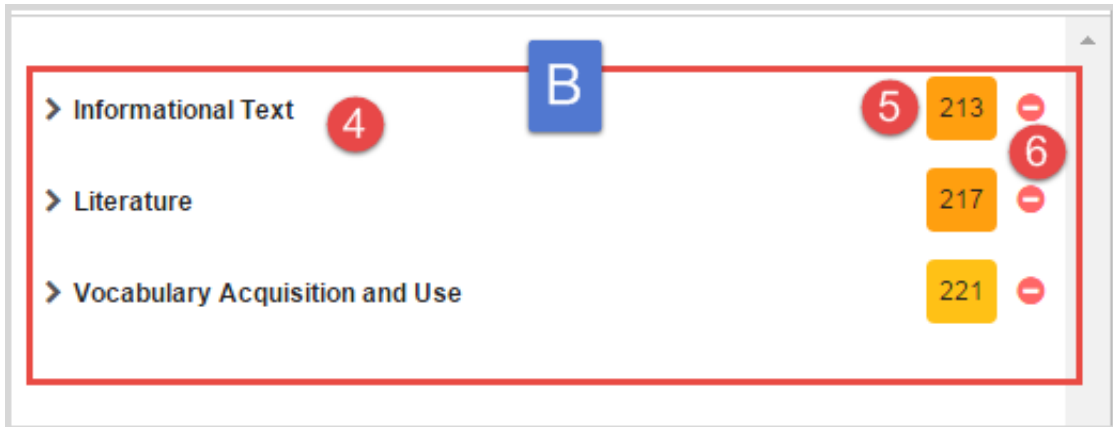


- **Overall score** (#3 above on Example A) for the selected test shown in the **Test** field. The Overall Score reflects the student's Test RIT from the uploaded AssessmentResults.csv file, with color-coded shading based on the student's score within the norms data for their grade. Hover over the score to see where the student ranks.

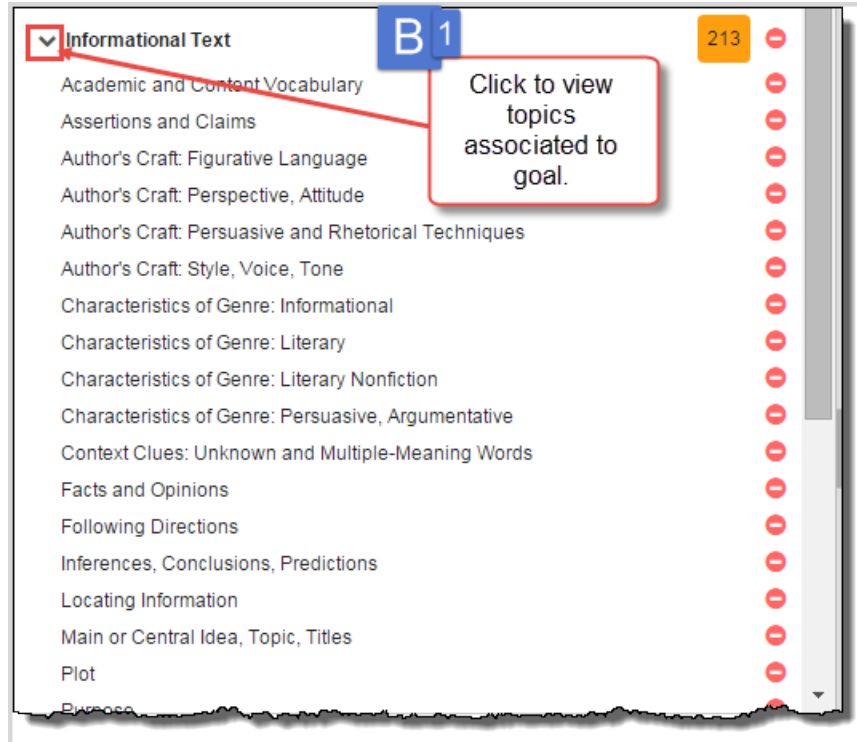
Shade	Color	Indicates	Rank
	Red	Student's score is in the 20th percentile or below.	Low
	Gold	Student's score is between the 21st and 40th percentile.	LowAvg
	Yellow	Student's score is between the 41st and 60th percentile.	Avg
	Green	Student's score is between the 61st and 80th percentile.	HiAvg
	Blue	Student's score is in the 80th percentile or above.	Hi

Learning Path (LP) section details and tools

The middle section of the page (example B below), also known as the Learning Path (LP), shows the goals the student was assessed on and the goal scores achieved for the selected test.



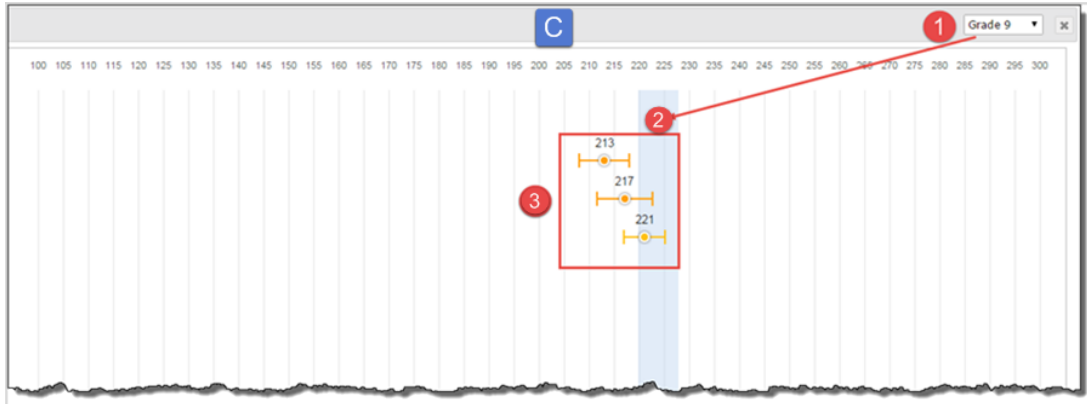
- **Goals** (#4 above on Example B) are based on NWEA™ goal structures that were assessed for the selected test. Click the goal to see the associated topics as shown in Example B1 below. Topics listed are those for which Odysseyware has associated assignments in curriculum for which your school is entitled to access. You can remove topics and/or goals to customize the LP. See "[Customize Learning Paths \(LPs\) for students](#)" on page 19.



- **Goal score** (#5 on Example B above) is the actual goal score achieved by the student for the selected test.
- **Omit tool** (#6 on Example B above). Click to omit an entire goal from a Learning Path. Click it again to add the goal back to the LP. See "[Customize Learning Paths \(LPs\) for students](#)" on page 19.

Score range section details and tools

The right-hand section of the page (example C below) shows a score range field numbered from 100 to 300 with five range intervals. Information shown includes:



- **Grade level** selector (#1 on Example C above). Defaults to the student's current grade derived by student's overall test score and their percentage placement on the norms data for the test. If the grade that appears is not correct for the student, use the down arrow to select the correct grade which moves the RIT range indicator.
- **RIT range** indicator (#2 on Example C), is tied to the Grade level selector. This blue bar indicates where the average percentile is for the grade. If you change the Grade level, the RIT range indicator will move.



Note: In some situations, a student may not have TestPercentile data for their uploaded test results, so their grade cannot be determined by Odysseyware. If this situation occurs, when viewing the student's profile, the **Grade level** displays **Grade N/A** and the **RIT range** indicator blue bar is not present. To establish a typical RIT range context, the Teacher can select a mid-range grade from the **Grade level** list and the typical RIT range indicator blue bar appears.

- **Standard error range** indicators (#3 above), also known as "Tie fighters". The student's goal score appears within the standard error range indicators. These "tie fighters" help you determine where the student's academic level is based on the grade level and RIT range indicator (blue bar).


[Learning Path enrollment \(LPE\) section details and tools](#)

Fields at the lower left section of the page (example D below) are used for creating Learning Path enrollments (LPEs):

- **Learning Path Name** field (#1 on Example D above). This is the suggested name for the LPE. Keep it or enter another name.
- **Teacher of Record** field (#2 on Example D). The logged in user's name appears here. Keep it or delete the text and enter another teacher's name for the LPE.
- **Term** field (#3 on Example D). The default school term name appears here. Keep it or select another term from the list for the LPE. If you select Custom Term, enter start and end dates.
- **Paths Created** number (#4 on Example D). Displays the number of LPEs for the student based on the selected test. You can create multiple LPEs for a student. Hover over the number to see details about the learning paths created for the selected test.

Learning Paths Created	
Davidson Mathematics Spring Sandoval, Denise	10/14/2015
Davidson Mathematics Spring1 Sandoval, Denise	10/14/2015
Davidson Mathematics Spring2 Sandoval, Denise	10/14/2015

Paths Created: **3**






- **Preview**  tool (#5 on Example D). Click it to preview the LP assignments for goal and topic alignments. See "[Preview Learning Path \(LP\) assignments to view goal and topic alignments](#)" on the next page.
 - **Create and Enroll** button (#6 on Example D). Click it to create the LPE for the student. See [Create Learning Path enrollments \(LPEs\) for students on page 25](#).
3. When finished viewing the assessment profile, click **Close**.

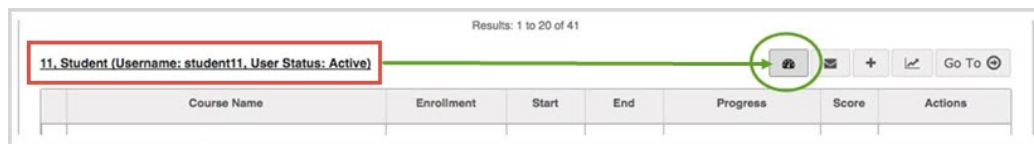
Preview Learning Path (LP) assignments to view goal and topic alignments

You can preview the assignments in Learning Paths (LPs) to see not only the contents of the assignments, but also the goal and topic alignments associated with the assignments. Assignments are contained in a single unit and are arranged sequentially based on an established educational sequence order.




Note: If all of the goals/topic alignments associated with an assignment are omitted, the assignment will not show in the preview. See "[Customize Learning Paths \(LPs\) for students](#)" on page 19.

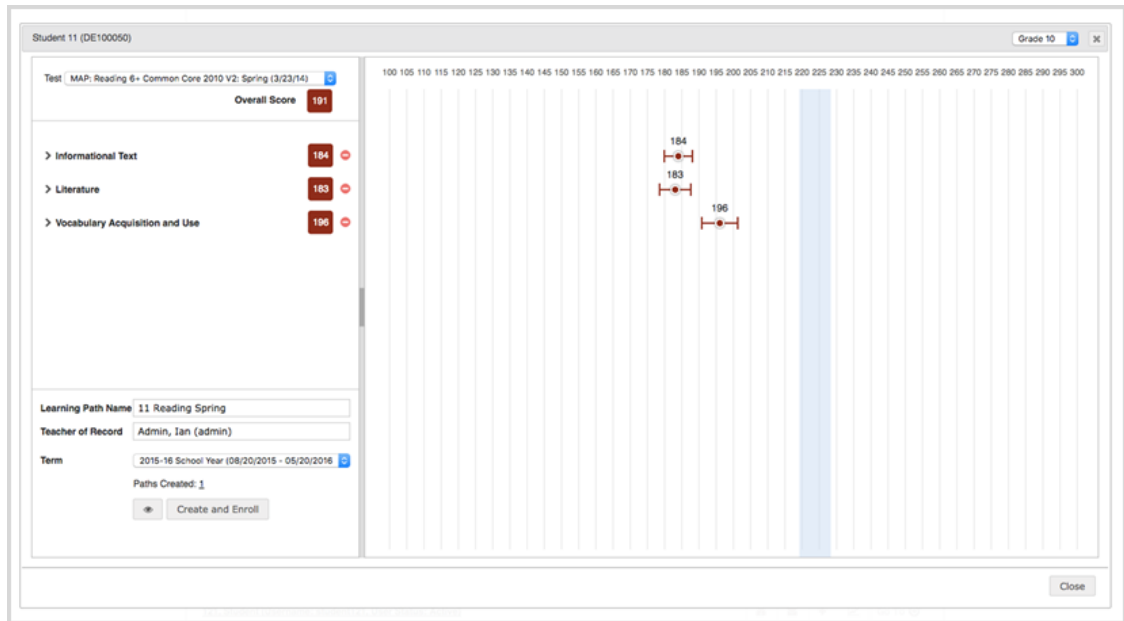
1. On the main nav bar, click **Gradebook**.
By default, the **Grading** tab is active.
2. If you are an Admin, you can do either step a, b, or c to open a student's assessment profile. If you are a Teacher, skip to step c.
 - a. Click the **Assessment Summary > Active Assessments** sub-tab. For an assessment, click the **View assessment results**  tool, and then for the student, click the **View assessment results**  tool.
 - b. Click the **Assessment Summary > Students** sub-tab, and then for the student, click the **View assessment results**  tool.
 - c. Search for the student, and then click the **Assessment Profile**  button. The **Assessment Profile**  button is located in the toolbar to the right of the student's name.



The student's assessment profile opens.

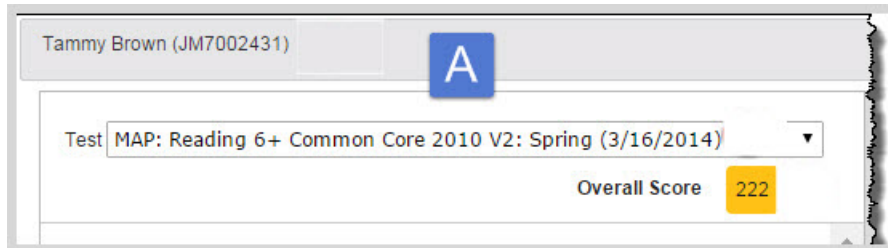


Note: If a student does not have an associated assessment identifier set up, the **Assessment Profile** button is missing, or if MAP results have not been uploaded for the student, the button appears disabled . If you know that a student took part in assessment testing, contact your Odysseyware Administrator to check the validity of the student's assessment ID and to verify that the **AssessmentResults.csv** file correctly uploaded.

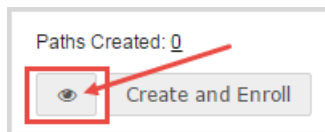


For more information about what the fields and information shown means, see [View student assessment profiles on page 10](#).

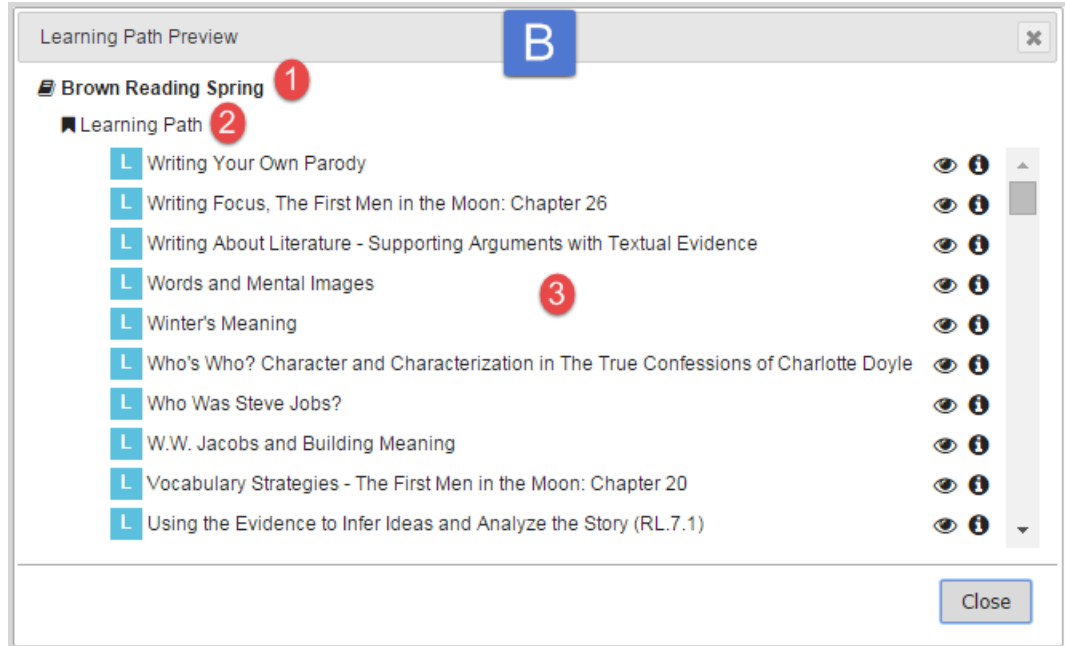
- By default, in the **Test** field (example A below), the most recent test taken by the student appears. If desired, and if the student has taken multiple tests, select a different test.




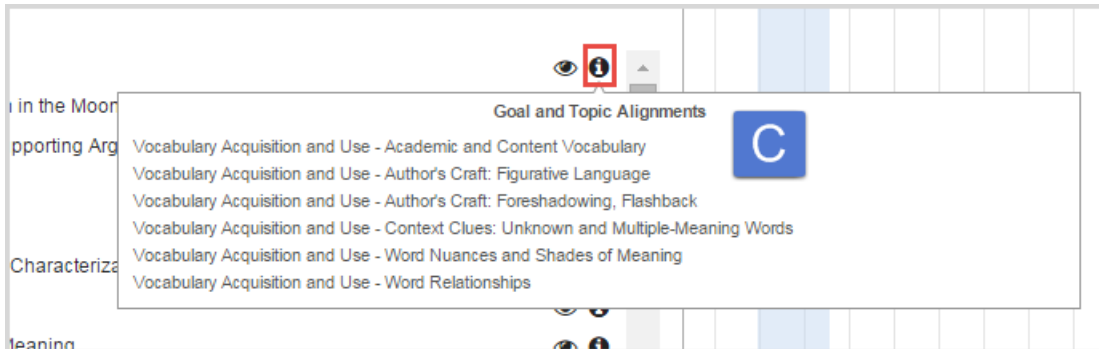
- At the bottom left section, under **Paths Created**, click the **Preview**  tool.




The **Learning Path Preview** window (example B below) opens and shows the Learning Path course name (#1), unit name (#2), and assignments(#3).



5. To view the goal and topic alignments associated with an assignment, hover over the **Info**  symbol for the assignment. The goal and topics display in a small window (example C below).



6. To preview the contents and materials that make up the assignment, click the **Preview**  tool for the assignment.
The Teacher Assignment view opens showing the assignment contents.
7. When finished, to exit the Teacher Assignment view, click **Close**.
8. Continue selecting assignments to view the goals and topics and preview contents.
9. When finished, to close the **Learning Path Preview** window, click **Close**.
10. If you are finished with the assessment profile, to close it, click **Close**. Or, if you are ready to create the Learning Path enrollment, click the **Create and Enroll** button. See [Create Learning Path enrollments \(LPEs\) for students on page 25](#).

Customize Learning Paths (LPs) for students






As stated previously, a Learning Path (LP) is a sequence of lessons designed to provide reinforcement and intervention, as well as enrichment, for students based on associated goal topics. If desired, you can customize an LP by omitting topics from goals. You may want to do this if you feel the student does not require work in that particular goal area based on where the student's goal score falls within their grade level and standard error range for a selected test. Omitting topics allows you to customize, or refine, an LP to meet the student's specific needs because omitting a topic may remove an associated Odysseyware assignment from the LP.

Example

You have a student with a Math test that is below their grade level in all goals. You want to break up the LP into two semesters. A Math LP may typically have four goals. You can omit the last two goals and create an LPE for the student for the first month of a semester with only the first two goals and their associated topic assignments. Then, while you are still on the student's profile, you can add back the last two goals, omit the first two goals, and create another LPE for the last month of the semester with the last two goals and their associated topic assignments.

If you omit all topics, the goal is automatically omitted as well. You can also omit an individual goal at the goal level. Once you have omitted topics and/or goals from an LP, it is a good idea to preview what the assignments would look like to see if the adjusted LP meets the student's needs. If desired, you can reverse the omit to add topics and goals back to an LP.

To customize an LP for a student:

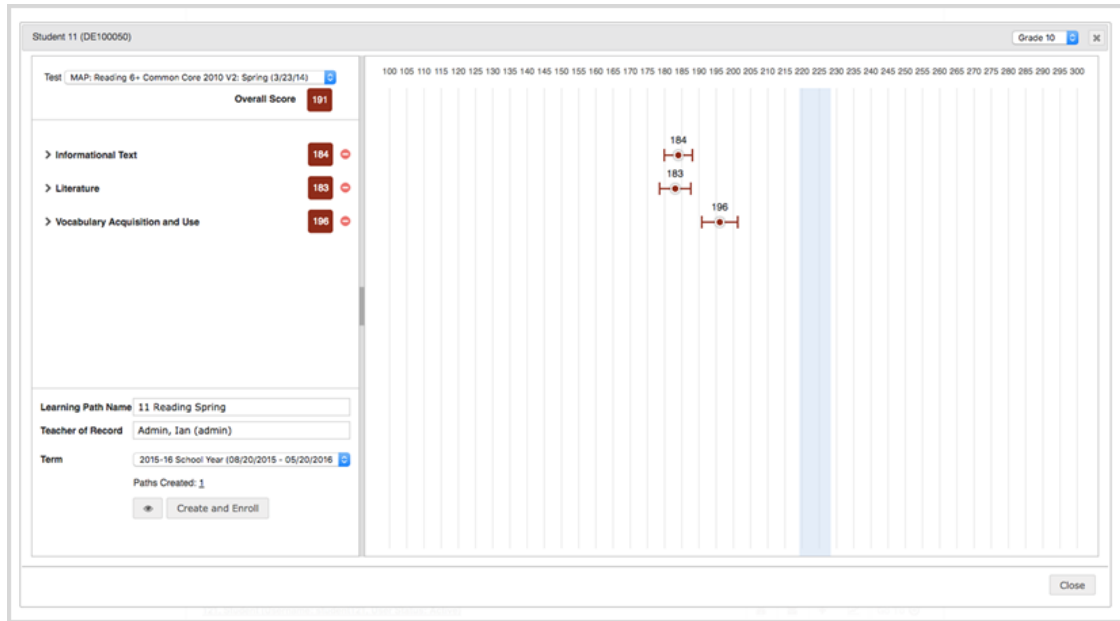
1. On the main nav bar, click **Gradebook**.
By default, the **Grading** tab is active.
2. If you are an Admin, you can do either step a, b, or c to open a student's assessment profile. If you are a Teacher, skip to step c.
 - a. Click the **Assessment Summary > Active Assessments** sub-tab. For an assessment, click the **View assessment results**  tool, and then for the student, click the **View assessment results**  tool.
 - b. Click the **Assessment Summary > Students** sub-tab, and then for the student, click the **View assessment results**  tool.
 - c. Search for the student, and then click the **Assessment Profile**  button. The **Assessment Profile**  button is located in the toolbar to the right of the student's name.



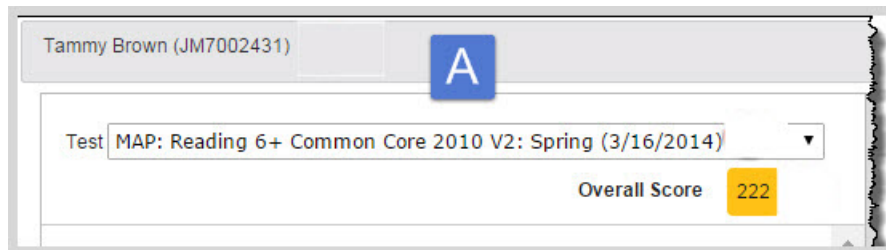
The student's assessment profile opens.



Note: If a student does not have an associated assessment identifier set up, the **Assessment Profile** button is missing, or if MAP results have not been uploaded for the student, the button appears disabled . If you know that a student took part in assessment testing, contact your Odysseyware Administrator to check the validity of the student's assessment ID and to verify that the **AssessmentResults.csv** file correctly uploaded.



- By default, the most recent test taken by the student appears. If desired, and if the student has multiple tests, from the **Test** field (example A below), click the arrow to select a different test.

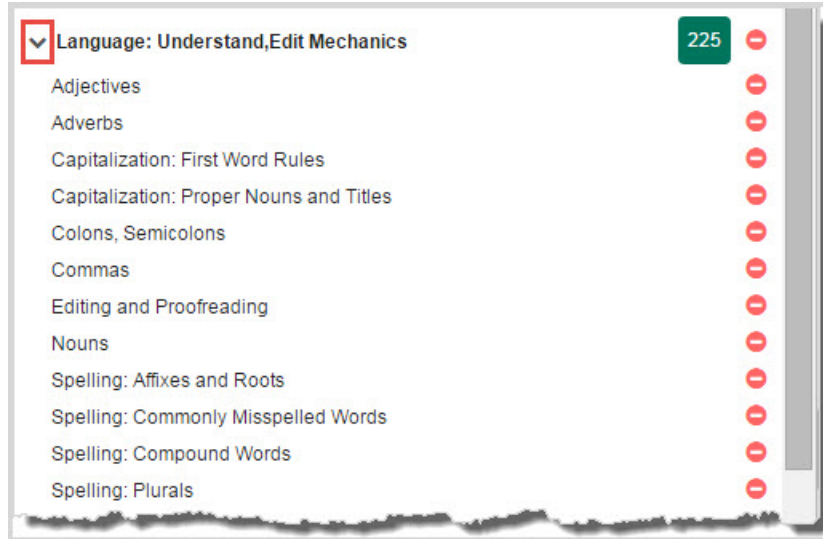


- Before you omit any goals or topics, take a look at the goal scores based on the RIT range indicator (blue bar) and standard error range indicators. Example B below shows a student in Grade level 7 with three goals for a MAP: Language test. Using this example, the student is falling within the percentile for their grade in the first and third goals (indicated by #1 and #3 below). So you may want to remove those goals from the LP and just keep the middle goal (indicated by #2) and topics for the LP. Changing the Grade level may also adjust the RIT range indicator (blue bar).

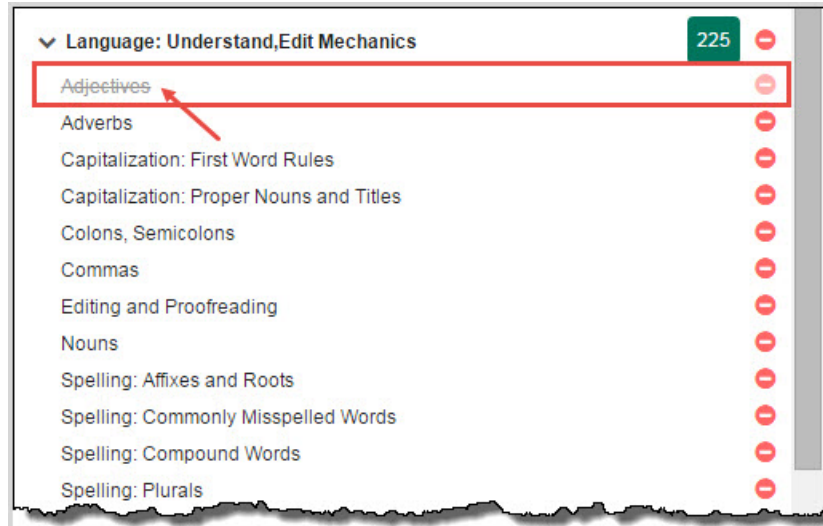


Note: In some situations, a student may not have TestPercentile data for their uploaded test results, so their grade cannot be determined by Odysseyware. If this situation occurs, when viewing the student's profile, the **Grade level** displays **Grade N/A** and the **RIT range indicator** blue bar is not present. To help establish a typical RIT range context for the student, the Teacher can select a mid-range grade from the **Grade level** list so that an appropriate RIT range indicator blue bar appears.



- To expand a goal to see the topics, click the goal name. The right arrow changes to a down arrow.




- To omit a single topic, click the topic name or the **Omit**  tool.



The topic now shows as disabled with a strikeout through it.

- To omit an entire goal, next to the goal score, click the **Omit**  tool.
- Important:** After omitting topics and/or goals, to see what the LP looks like with the omissions, under **Paths Created**, click the **Preview**  tool.

The Learning Path preview window appears.

- For an assignment, to view the goal and topic alignments associated with it, hover over the **Info**  tool for the assignment. The goal and topics display in a small window.
- When finished, click **Close**.

For more information, see [Preview Learning Path \(LP\) assignments to view goal and topic alignments on page 16](#).

9. If desired, create the LPE for the student. See [Create Learning Path enrollments \(LPEs\) for students on page 25](#).

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Create and View Learning Path Enrollments (LPEs)

Learning Path enrollments (LPEs) are enrolled asynchronously, just like standard enrollments in the regular Odysseyware enrollment process. This means that the Admin or Teacher can continue refining and customizing learning paths and creating the LPEs without waiting for the enrollment to be processed. The "**Paths Created**" number automatically increments when an LPE is created for a selected test. When the LPE is officially processed in Odysseyware, a message is then sent to the LP creator and teacher of record (if different than the creator).

Once an LPE has been processed by the system, it appears in the Gradebook of the teacher of record, just like a regular Odysseyware course. This means it can be viewed and managed like a regular course, such as blocking, grading, and reassigning assignments.

A special feature of LPEs is that an Admin or Teacher can view alignment goals and topics, and if your school has enabled Standards Documents, you can also see all educational standards addressed in the assignment and can drill in to see the actual standard text for LPE assignments. See [View alignment goals and topics for Learning Path assignments on page 30](#).






Create Learning Path enrollments (LPEs) for students

An Admin or a Teacher can create Learning Path enrollments (LPEs) for students. An LPE contains a single unit, typically named "Learning Path" to make the enrollment easily recognizable by the student and teacher of record. All assignments (lessons only) are contained in the single unit.



Permission(s) check: The "Assign Courses" permission is required for Teachers and Super Teachers to create LPEs. If you cannot create an LPE, contact your Odysseyware Administrator to add the permission to your user profile.


1. On the main nav bar, click **Gradebook**.
By default, the **Grading** tab is active.
2. If you are an Admin, you can do either step a, b, or c to open a student's assessment profile. If you are a Teacher, skip to step c.

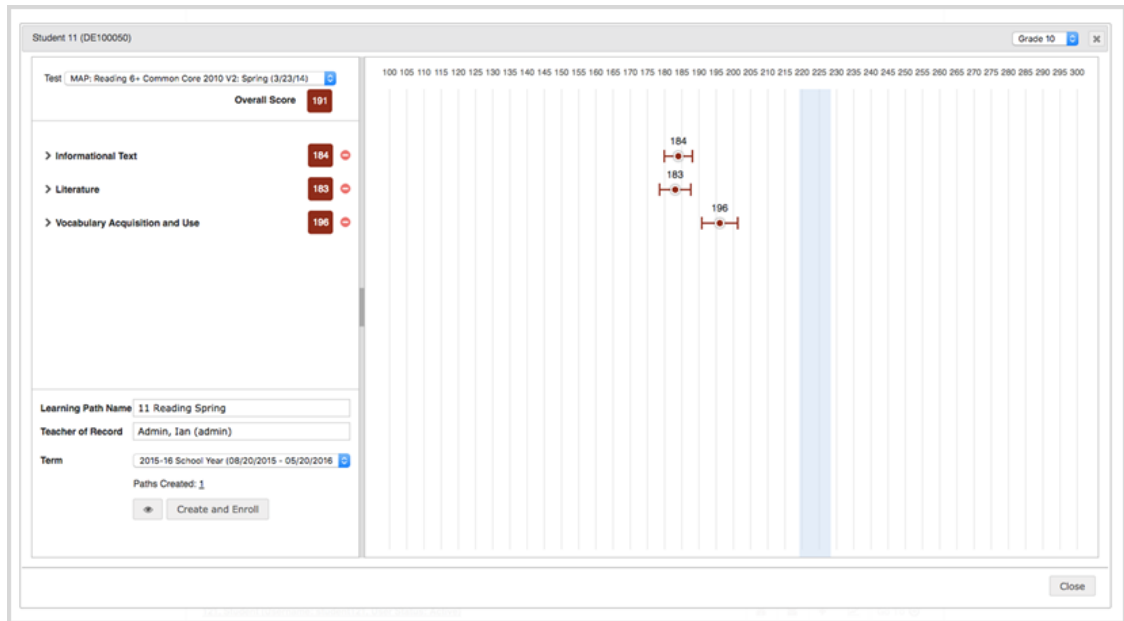
- a. Click the **Assessment Summary > Active Assessments** sub-tab. For an assessment, click the **View assessment results**  tool, and then for the student, click the **View assessment results**  tool.
- b. Click the **Assessment Summary > Students** sub-tab, and then for the student, click the **View assessment results**  tool.
- c. Search for the student, and then click the **Assessment Profile**  button. The **Assessment Profile**  button is located in the toolbar to the right of the student's name.



The student's assessment profile opens.

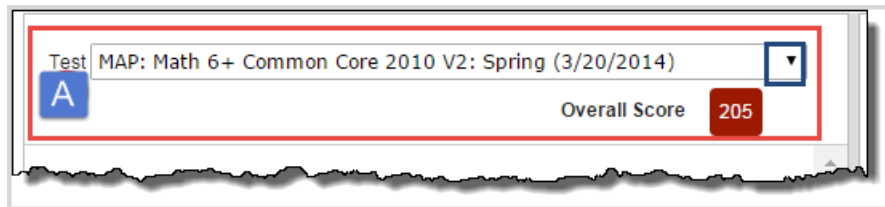


Note: If a student does not have an associated assessment identifier set up, the **Assessment Profile** button is missing, or if MAP results have not been uploaded for the student, the button appears disabled . If you know that a student took part in assessment testing, contact your Odysseyware Administrator to check the validity of the student's assessment ID and to verify that the **AssessmentResults.csv** file correctly uploaded.

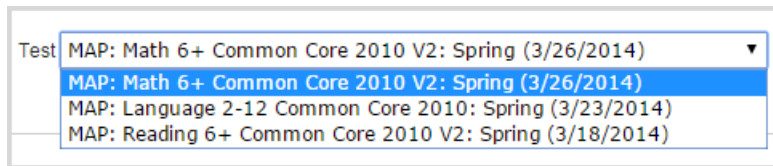


For more information about what the fields and information shown means, see [View student assessment profiles on page 10](#).

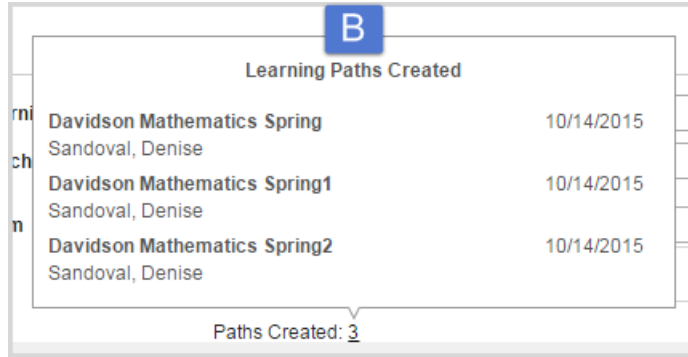
- By default, in the **Test** field (example A below), the most recent test taken by the student appears.



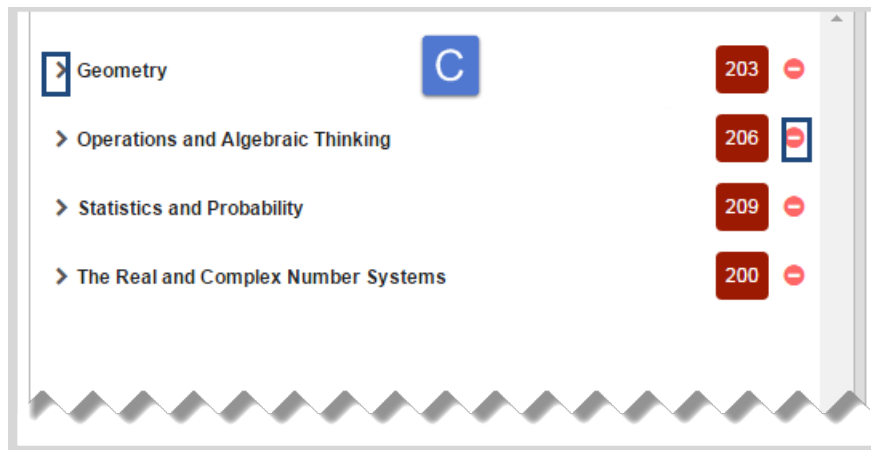
- If this test is not the assessment test that you want to create an LPE for, click the down arrow to see if other assessment tests have been uploaded for the student. Select the correct test.




- (Optional) To check if you have already created a Learning Path based on the selected test, hover over the **Paths Created** number (at the bottom left of the profile page) to see the LP details as shown in example B.



5. (Optional) Before you create the LPE, you can omit topics from goals (see example C below). You may want to do this if you feel the student does not require work in a particular goal area based on where the student's goal score falls within their grade level and standard error range. Or, perhaps you want to break up the Learning Path enrollment into two semesters or terms. Otherwise, all goal/topic assignments will be included in the Learning Path enrollment. See [Customize Learning Paths \(LPs\) for students on page 19](#).



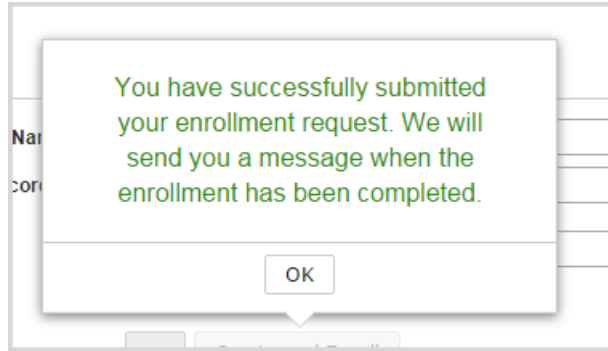
6. (Optional) You can preview the Odysseyware assignments that will make up the LPE. To do this, at the bottom left section, under **Paths Created**, click the **Preview**  tool. When finished, click **Close**.
7. If you are satisfied with the Learning Path structure and are ready to create the enrollment, in the bottom left section of the profile (example D below), do the following:

- a. In the **Learning Path Name** field (item a), the default name contains the student's last name, the discipline, and the term that the test was taken. Keep that name for the LPE or enter a different one. Learning Path names must be unique for a student.
- b. In the **Teacher of Record** field (item b), the logged-in user's name appears. Keep that name or delete it and enter another teacher's name.
- c. In the **Term** field (item c), the default school term appears. A Term sets the time frame or period of time for the LPE to be worked on by the student and sets the pacing of assignments. Keep it or select another school term. To use a custom term, select **Custom** and enter start and end dates.

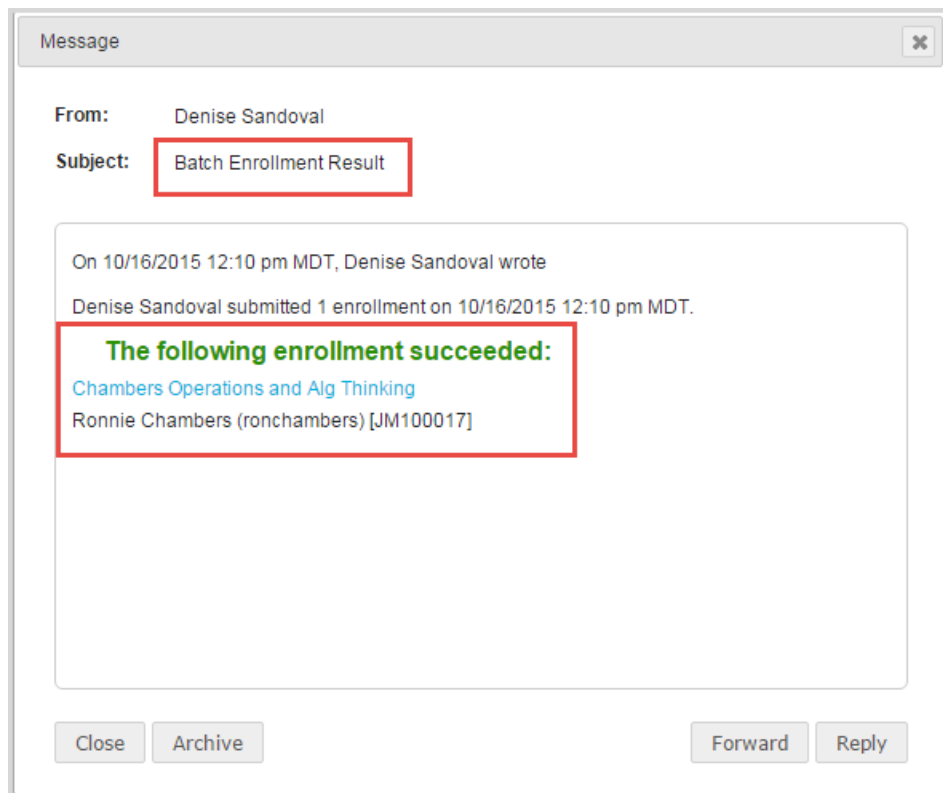
- d. If every field looks good, click the **Create and Enroll** button (item d).

Odysseyware checks to see if an LPE with the same name has already been created for this student.

- If the LPE name path is not unique, a message appears stating that you must change the name.
- If the LPE is unique, a message appears stating that the enrollment request was successful as shown in the example below. Click **OK** to close the message.



You can continue creating LPE's for selected tests for the student. You (as the enrollment creator) and the teacher of record (if different than the creator) receive a message in your Inbox with the subject of "Batch Enrollment Result" when the enrollment has been successfully completed as shown in the example below.



View alignment goals and topics for Learning Path assignments

Once a student has a Learning Path enrollment (LPE), you can easily see the goals and topics associated to assignments selected for student remediation. Additionally, if your school has enabled **Standards Documents**, you can see all standards addressed in the assignment and can drill in to see the actual standard text.



Note: In order to view assessed standards for assignments, your Admin must have selected **Standards Documents** for your school. If you do not see assessed standards for a selected assignment, it means the Standards Documents are not enabled or the assignment does not have mapped standards. Odysseyware provides several visual indicators for assignments that have mapped standards. For more information about Standards Documents, see the *Odysseyware Admin User Guide*.




Note: Assessed standards for assignments only appear for 2015 and newer version courses.

There are two ways to view alignment goals and topics, and if available, mapped standards for assignments in LPEs:

- From the **Gradebook**. See "[View alignment goals and topics from the Gradebook](#)" below.
- From the **Teacher Assignment** (course delivery) view. See "[View alignment goals and topics from the Teacher Assignment view](#)" on page 34.

View alignment goals and topics from the Gradebook

1. Do one of the following to access the LPE:
 - On the **Gradebook > Grading** tab, filter and search for the student.
 - On the **Course Enrollment** tab, filter and search for the student.
 - On the **Students > Registration** tab, filter and sort the list to locate the student. Then, under **Controls**, click **Go To** and from the shortcut menu, select **Course Enrollment**.

All enrollments appear for the student.
2. To drill into the LPE assignments, click the **expand +** symbol in the first column next to the **LP Course Name**.
The symbol changes to the **collapse -** symbol.
3. Continue expanding the Learning Path unit to display the assignments in the unit. Notice that you only see Lesson assignments for LPEs.
4. To see the goal - topic for an assignment, click the **Lesson**  symbol.
The goal - topic displays in a window on top of the course content as shown in example A.

View alignment goals and topics from the Gradebook

The screenshot shows a gradebook table for 'Brown Reading Spring (2015)'. The table has columns for Course Name, Enrollment, Start, End, Progress, Score, and Actions. A red box highlights the course name. Below it, a 'Learning Path' is shown with a red box around the first item. A popup window titled 'Goals - Topics' is open over the first lesson, showing a list of topics: 'Informational Text - Academic and Content Vocabulary'. A green arrow points to this topic. A blue box labeled 'A' is also present in the popup.

#	Unit Title	Skipped	Start	Complete	Progress	Score
1	Learning Path	<input type="checkbox"/>			0%	0

Type	Title	Status	Blocked	Due	Started	Complete	Attempts	Score
L	1. Using a Variety of Context Clues (RI.5.4)	Assigned	<input type="checkbox"/>	10/01/2015			0	0
L	2. S						0	0
L	3. S						0	0
L	4. R						0	0
L	5. Matching Evidence and Reasons to Points (RI.5.8)	Not Started	<input type="checkbox"/>	10/19/2015			0	0

If your school has enabled Standards Documents, in addition to the goals and topics, you can see the mapped standards for the assignment.


- To view the assessed standards aligned to an assignment, place the cursor on the **Lesson** symbol with a light blue background color. This color indicates the lesson has mapped standards as shown in example B.

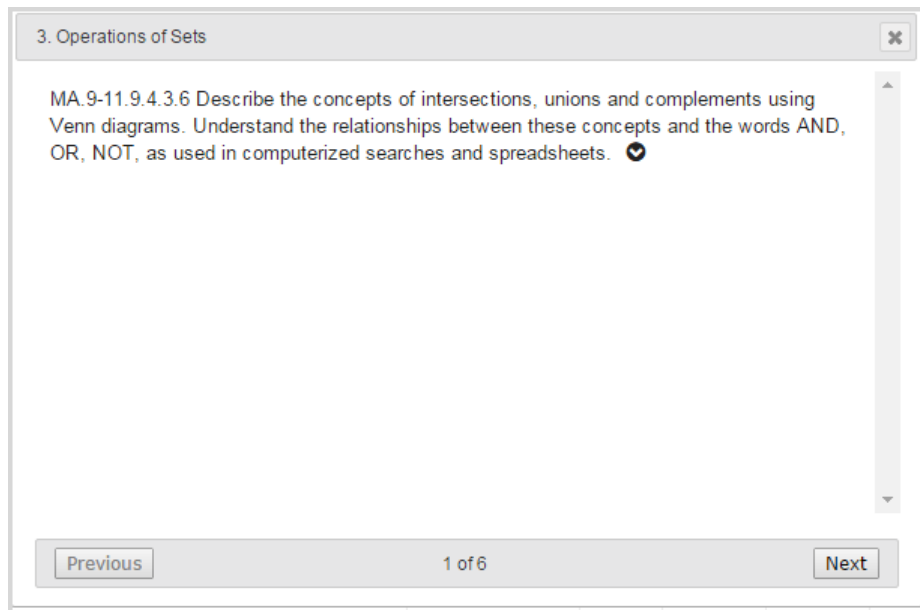
The screenshot shows a gradebook table for 'Learning Path'. A red box highlights the first lesson, '5. Spelling Lesson 4'. A popup window titled 'Goals - Topics' is open over this lesson, showing a list of standards: 'Language: Understand/Edit for Grammar/Usage - Spelling: Com...', 'ELA-Literacy.L.4.5c', 'LA.4.1.3.a', and 'LA.4.1.5.d'. A green arrow points to the 'Standards' section. A blue box labeled 'B' is also present in the popup.


#	Unit Title	Skipped	Start	Complete	Progress	Score
1	Learning Path	<input type="checkbox"/>			0%	0

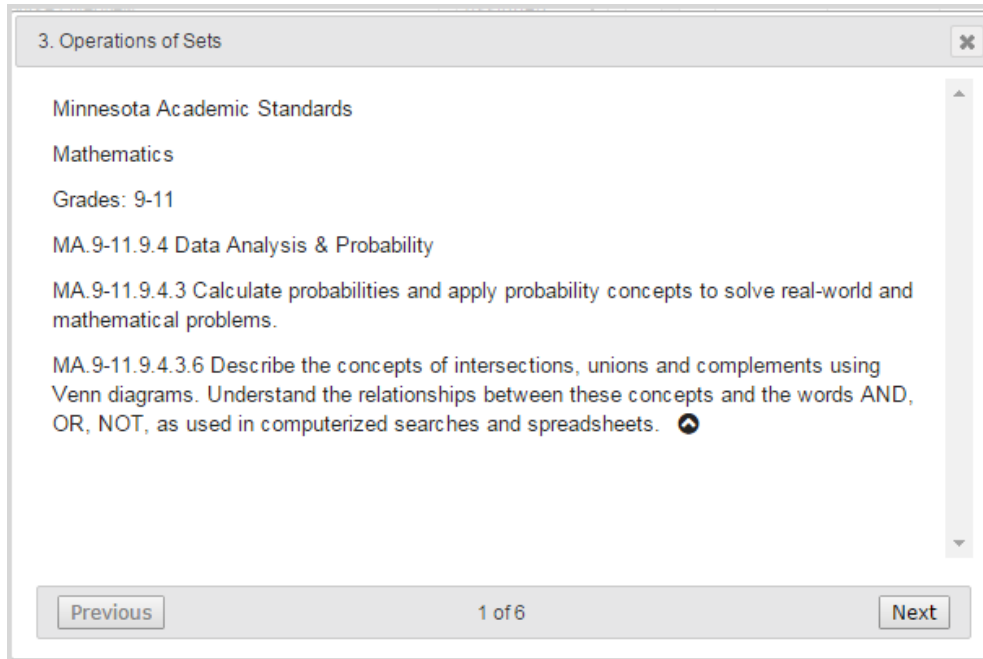
Type	Title	Status	Blocked	Due	Started	Complete	Attempts	Score
L	1. Dictionary Skills	Assigned	<input type="checkbox"/>	12/21/2015			0	0
L	2. Homonyms	Not Started	<input type="checkbox"/>	12/21/2015			0	0
L	5. Spelling Lesson 4		<input type="checkbox"/>	12/21/2015			0	0
L			<input type="checkbox"/>	12/21/2015			0	0
L			<input type="checkbox"/>	12/21/2015			0	0
L			<input type="checkbox"/>	12/21/2015			0	0
L			<input type="checkbox"/>	12/22/2015			0	0


The subject authority code, numbering, or title for all mapped standards for the selected assignment display below the goals - topics. The standards appear in alphabetical/numerical order based on your selected states. If the list is long, use the scroll bar to see all standards.

- a. To see the description for a listed standard, click the right arrow  tool. The information displays in its own window as shown in this example.



- b. Click the down arrow  to see a deeper level of information about the standard. You may see the applicable grade levels, subject, reporting authority, and more as shown in this example.




- c. Click the **Previous** or **Next** buttons to move forward or back through all applicable mapped standards. The number indicator (example 1 of 6) at the bottom of the standards window lets you know that more standards can be viewed.
 - d. Click the **Close [X]** to close the standards window.
5. Continue clicking each **Lesson**  symbol to see its associated goals - topics and, if available for your school, viewing mapped standards for those lessons with a **light blue** background color.
 6. When finished, click **OK** to close the goal-topic window.

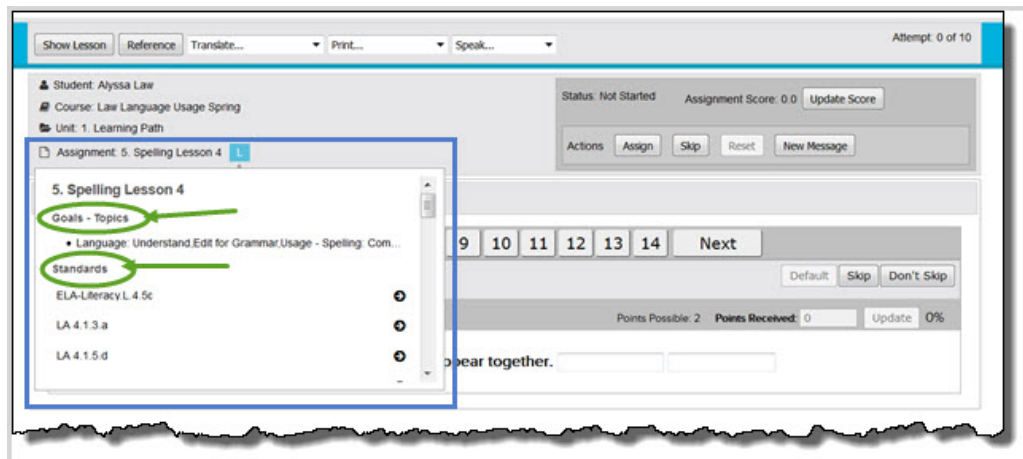
View alignment goals and topics from the Teacher Assignment view

You can view the alignment goals and topics, and if available, the mapped standards for an LPE assignment from the course deliver (Teacher Assignment) view.


1. Do one of the following to open and view an assignment:
 - On the **Home** page, in the **Assignment Alerts** list, in the **Title** field, click the **assignment title**.
 - On the main nav bar, click **Assignment Alerts**, and then in the **Title** field, click the **assignment title**.
 - On the **Gradebook > Grading** tab, search for a student or course. In the search results, expand the course to the assignment level, and then click the assignment title.
 - On the **Gradebook > Action Required** tab, in the **Assignment** field, click the **assignment title**.

The assignment opens in the Teacher Assignment view.

2. In the information section of the view, when you pause the cursor on the **Lesson**  symbol, if the cursor changes to the hand icon, this means you can click that symbol to view the goals and topics, and if available, the mapped standards for the assignment as shown in this example.



The goals - topics appear first and then, if any standards are mapped to the lesson, those standards appear below the goals - topics in alphabetical/numerical order based on your selected states.

- a. If the list is long, use the scroll bar to see all the standards.
 - b. To see the description for a listed standard, click the right arrow  tool.
 - c. Drill into the standards using the down arrow to see a deeper level of information.
 - d. Click the **Previous** or **Next** buttons to move forward or back through all applicable mapped standards. The number indicator (example 1 of 6) at the bottom of the standards window lets you know that more standards can be viewed.
 - e. Click the **Close [X]** to close the standards window.
3. If you are finished with the assignment, click **Go To**, and from the shortcut menu, select a page. This action closes the assignment.

How students view and access Learning Path (LP) assignments

Students can view and access their Learning Path (LP) assignments on their **Assignments** and **Courses** pages just like with their standard Odysseyware courses.



Note: The LP assignment must be in Assigned status to appear on a student's **Assignments** and **Courses** pages.

Use the Assignments page to view and access LP assignments

The **Assignments** page is the default page that a student sees when he/she logs in to Odysseyware. It shows all of their assigned Odysseyware subjects. Below the subject name you see the next few assignments due in that subject. This includes:

- Due date for the assignments. If the assignment is past the due date, you see an Overdue notification in a different color.
- Assignment type symbol. All LP assignments are Lessons, so the student sees the Lesson symbol.
- Assignment Title.
- Score, if you have attempted the assignment at least once already.
- Status of the assignment.

To open an LP assignment and start work on it, the student clicks the **Go To** arrow or clicks anywhere in the assignment bar.

Use the Courses page to view and access LPs

Due	Type	Title	Score	Status
10/13/2015 Overdue	L	Writing Your Own Parody	--	Assigned
10/13/2015 Overdue	L	Writing Focus, The First Men in the Moon: Chapter 26	--	Assigned

Use the Courses page to view and access LPs

The student clicks the **Courses** tab on the main nav bar to display the **Courses** page. On the **Courses** page, he/she sees a list showing each LP they are enrolled in as well as important details about each LP.

Title	Score	Progress	Info
Brown Reading Spring1	--	0%	<i>i</i> >
Brown Reading Spring2	--	0%	<i>i</i> >

An LPE course structure has one Unit which contains all the Lesson assignments.

Due	Type	Title	Score	Status
10/13/2015 Overdue	L	1. Writing Your Own Parody	--	Assigned
10/15/2015 Overdue	L	2. W.W. Jacobs and Building Meaning	--	Not Started
10/19/2015 Overdue	L	3. Using Context Clues (RI.6.4)	--	Not Started
10/21/2015	L	4. Theme, Icarus and Irony	--	Not Started
10/26/2015	L	5. Theme in "The Diamond Necklace"	--	Not Started
10/28/2015	L	6. The Secret Life of Walter Mitty" - Dialogue	--	Not Started

The student works on the LP lesson just like a regular lesson, where they read the sections, watch videos, learn the vocabulary, and answer the lesson questions. When finished with the lesson, they turn in the assignment. Depending on the type of questions, the lesson is automatically graded or the Teacher is notified that manual grading is required.

How Teachers view and manage Learning Paths (LPs) for students

Teachers (and Admins) can view and manage LP assignments just as they do regular Odysseyware course assignments.

- Use the **Home** page, **Assignment Alerts** list or the **Assignment Alerts** tab to see the status of an LP assignment.
- Use the **Gradebook > Grading** tab to search for students and view progress in their LP assignments.
- Use the **Gradebook > Action Required** tab to take action on an LP assignment, such as manually grading a question or reassigning a question or lesson to the student.
- Use the **Course Enrollments** tab to search for students to reschedule the LP course, place the course on hold, and more.

View assignment status and students' progress in Learning Path Enrollments (LPEs)

Once an LPE has been assigned to a student, you, as the Teacher of Record, can see the status of assignments and view the student's progress in the LPE.

- To see the status of an LPE assignment, on your **Home** page, in the **Assignment Alerts** list, you see the status of Graded, Re-Assigned, Overdue, or Blocked/Failed.

View assignment status and students' progress in Learning Path Enrollments (LPEs)

Assignment Alerts

Status indicators: Graded (checkmark), Re-Assigned (refresh), Overdue (warning), Blocked/Failed (no entry)

Type	Student	Course	Unit	Title	Date	Activity
L	Becker, Ashley	Becker Reading Spring	1	3. Finding and Explaining the Main Idea	01/18/2016 09:57 am	Re-Assigned
L	Becker, Ashley	Becker Reading Spring	1	2. Referring to Details and Examples	01/18/2016 09:52 am	Graded
L	Becker, Ashley	Becker Reading Spring	1	1. Explaining a Text Through Key Details	01/18/2016 09:50 am	Graded

- To see the status, number of attempts, and score of an LPE assignment, click **Assignment Alerts**.

Assignment Alerts

Show Progress for **today** and for **my students**

Status indicators: Graded (checkmark), Re-Assigned (refresh), Overdue (warning), Blocked/Failed (no entry)

Teacher	Student	Course	Unit	Title	Type	Campus	Activity	Date	Status	Attempts	Score
	Becker, Ashley	Becker Reading Spring	1	3. Finding and Explaining the Main Idea (RI.4.2)	Lesson	0071 152QA	Re-Assigned	01/18/2016 09:57 am	Assigned	1	60%
	Becker, Ashley	Becker Reading Spring	1	2. Referring to Details and Examples from the Text (RI.4.1)	Lesson	0071 152QA	Graded	01/18/2016 09:52 am	Graded	1	80%
	Becker, Ashley	Becker Reading Spring	1	1. Explaining a Text Through Key Details and Examples (RI.4.1)	Lesson	0071 152QA	Graded	01/18/2016 09:50 am	Graded	2	100%

- To see the progress and score of a Learning Path, on the **Gradebook > Grading** tab, search for the student. In the search results, at the LPE level, you see the progress % and cumulative score.

Results: 1 to 1 of 1

Becker, Ashley (Username: abecker, User Status: Active)

Course Name	Enrollment	Start	End	Progress	Score	Actions
+ Becker Reading Spring (2015)	Active	01/18/2016	01/30/2016	11%	90	Select

- Expand the LPE to the assignment level. You see the status of each assignment, due date, started and completed dates, number of attempts, and score.

View assignment status and students' progress in Learning Path Enrollments (LPEs)

Becker, Ashley (Username: abecker, User Status: Active)

Course Name	Enrollment	Start	End	Progress	Score	Actions
Becker Reading Spring (2015)	Active	01/18/2016	01/30/2016	11%	90	Select

#	Unit Title	Skipped	Start	Complete	Progress	Score
1	Learning Path	<input type="checkbox"/>	01/18/2016		11%	90

Type	Title	Status	Blocked	Due	Started	Complete	Attempts	Score
L	1. Explaining a Text Through Key Details and Examples (RI.4.1)	Graded	<input type="checkbox"/>	01/18/2016	01/18/2016	01/18/2016	2	100 ✓
L	2. Referring to Details and Examples from the Text (RI.4.1)	Graded	<input type="checkbox"/>	01/18/2016	01/18/2016	01/18/2016	1	80 ✓
L	3. Finding and Explaining the Main Idea (RI.4.2)	Assigned	<input type="checkbox"/>	01/19/2016	01/18/2016		1	60
L	4. Summarizing the Text (RI.4.2)	Not Started	<input type="checkbox"/>	01/19/2016			0	0
L	5. Identifying Events, Procedures, Ideas, or Concepts (RI.4.3)	Not Started	<input type="checkbox"/>	01/20/2016			0	0
L	6. Explaining from the Text What Happened and Why (RI.4.3)	Not Started	<input type="checkbox"/>	01/20/2016			0	0
L	7. Discovering Meaning for Words that Help Us Learn (RI.4.4)	Not Started	<input type="checkbox"/>	01/21/2016			0	0
L	8. Working Out Meaning for Words from Special Subjects (RI.4.4)	Not Started	<input type="checkbox"/>	01/21/2016			0	0

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Manage Learning Path Enrollments (LPEs)

Once an LPE has been processed by the system, it appears in the Gradebook of the teacher of record, just like a regular Odysseyware course. This means it can be managed like a regular course, such as:

- Editing several enrollment settings. See [Edit settings of Learning Path enrollments \(LPEs\) below](#).
- Changing the status to On Hold or Archived or back again to Active. See [Change status of Learning Path enrollments \(LPEs\) on page 43](#).
- Changing the teacher of record. See [Change teacher of record for Learning Path enrollments \(LPEs\) on page 44](#).
- Rescheduling to a different term or custom dates to accommodate the student's schedule. See [Reschedule Learning Path enrollments \(LPEs\) on page 45](#).

Edit settings of Learning Path enrollments (LPEs)

An Admin or Teacher can edit several enrollment settings, such as the Grading and Pacing Thresholds and Attempts values, for Learning Path enrollments (LPEs). Because an LPE only contains Lessons, you only see Grading and Pacing settings applicable to Lessons.



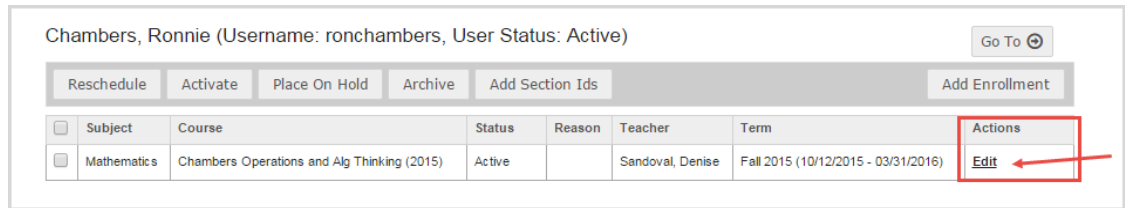
Permission(s) check: Teachers with the "Assign Courses" and "Change Grading, Pacing, and Assessments" permissions can edit settings of LPEs for students in which they are the teacher of record (TOR).
Super Teachers with the "Assign Courses" and "Change Grading, Pacing, and Assessments" permissions can edit all LPEs UNLESS the "Restrict to Campus" permission has also been enabled for their user profiles. Then, the Super Teacher is restricted to LPEs for students with the same Campus ID(s) as the Super Teacher and those in which the Super Teacher is the TOR.
Admins must have the the "Change Grading, Pacing, and Assessments" permission enabled for your user profile to personalize the grading, pacing, and weights for LPEs.

There are several ways to access an LPE for editing.

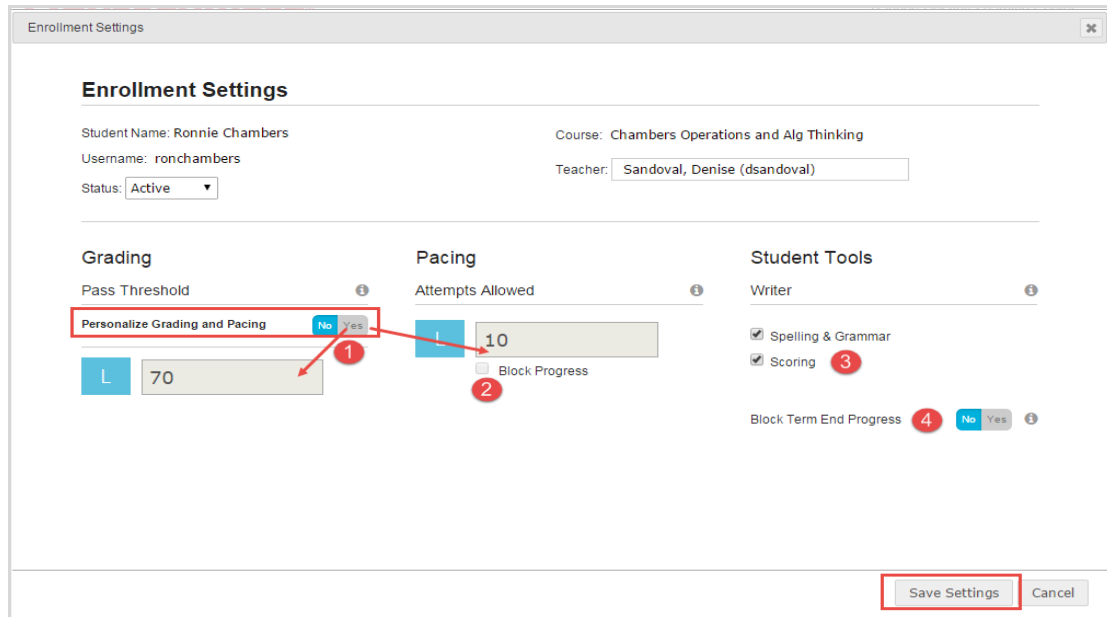
1. Do one of the following:
 - On the **Gradebook > Grading** tab, filter and search for the student.
 - On the **Course Enrollment** tab, filter and search for the student.

Edit settings of Learning Path enrollments (LPEs)

- On the **Students > Registration** tab, filter and sort the list to locate the student. Then, under **Controls**, click **Go To** and from the shortcut menu, select **Course Enrollment**.
- Depending on your LPE access point, under **Actions**, click **Edit**.



The **Enrollment Settings** page appears.



- If desired, make changes to the following enrollment fields:
 - To change the threshold and/or attempts values so that the LPE has personalized settings (and is not affected by changes to school Grading and Pacing settings), for **Personalize Grading and Pacing** (#1 above) click **Yes** and then enter new values in the applicable fields.
 - To block the student's progress in the unit so that the student must message you, select **Block Progress** (#2 above).
 - To enable or disable the **Writer** tools (#3 above), select or clear the check boxes.
 - To block the student's progress in the LPE after the term ends, for **Block Term End Progress** (#4), click **Yes**.
- Click **Save Settings**.

Change status of Learning Path enrollments (LPEs)

An Admin or Teacher can change the status of Learning Path enrollments (LPEs). For example, an LPE was created in error for a student, so the status for the LPE needs to be changed to "Archive" so that the student cannot work on it. Or, as another example, the Admin uploaded newer assessment results for the same test and term for a student. You would want to archive any LPEs created from the previous assessment results.



Permission(s) check: Teachers with the "Assign Courses" permission can change the status of LPEs in which they are the teacher of record (TOR). Additionally, Super Teachers with the "Assign Courses" permission can change the status of all LPEs UNLESS the "Restrict to Campus" permission has also been enabled for their user profiles. Then, the Super Teacher is restricted to LPEs for students with the same Campus ID(s) as the Super Teacher and those in which the Super Teacher is the TOR.



Note: Only an LPE in either "Active" or "On Hold" status can be modified.

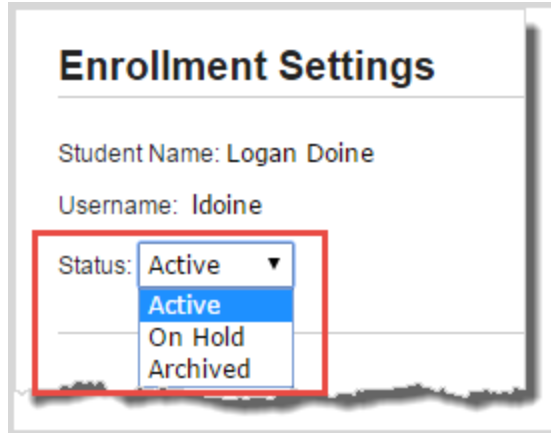
There are several ways to access an LPE to change its status.

1. Do one of the following:
 - On the **Gradebook > Grading** tab, filter and search for the student. If the LPE is currently in On Hold or Archived status, select the status from the **Enrollment Status** field before clicking **Search**.
 - On the **Course Enrollment** tab, filter and search for the student. If the LPE is currently in On Hold or Archived status, select the status from the **Enrollment Status** field before clicking **Search**.
 - On the **Students > Registration** tab, filter and sort the list to locate the student. Then, under **Controls**, click **Go To** and from the shortcut menu, select **Course Enrollment**. If the LPE is currently in On Hold or Archived status, select the status from the **Enrollment Status** field and click **Search**.
2. Depending on how you accessed the LPE, do one of the following:
 - If you accessed the LPE from the **Gradebook > Grading** tab, follow these steps:
 - a. From the **Actions** menu, select **Edit**.

Doine, Logan (Username: ldoine, User Status: Active)

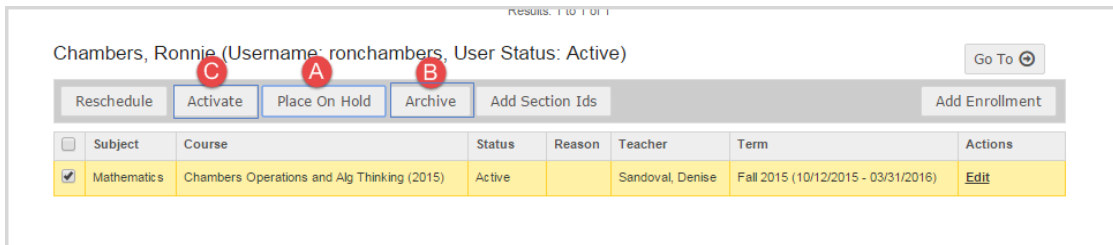
	Course Name	Enrollment	Start	End	Progress	Score	Actions	
+	Doine Reading Fall (2016)	Active	11/30/2016	12/01/2016	<input type="text"/>	0%	0	<div style="border: 1px solid red; padding: 2px;"> Select ▼ Select Edit Reschedule </div>

- a. On the **Enrollment Settings** page, in the **Status** field, select an option.



c. Click **Save Settings**.

- If you accessed the LPE from the **Course Enrollment** tab, select the LPE, and then do one of the following to change the status:



- To place the LPE in On Hold status, click the **Place on Hold** button (item A above). In the dialog box that appears, click **Place on Hold**. Click **OK**.
- To archive the LPE, click the **Archive** button (item B). In the dialog box that appears, select a **Reason**, and then click **Archive**. Click **OK**.
- To return an LPE to active status (as long as the archive period has not passed), click the **Activate** button (item C). Click **OK**.

Change teacher of record for Learning Path enrollments (LPEs)

An Admin or Teacher can change the teacher of record for LPEs. The new teacher of record receives a message in their Inbox that the enrollment has been assigned to them.



Permission(s) check: Teachers with the "Assign Courses" permission can edit LPEs in which they are the teacher of record (TOR) and Super Teachers with the "Assign Courses" permission can edit all LPEs UNLESS the "Restrict to Campus" permission has also been enabled for their user profiles. Then, the Super Teacher is restricted to LPEs for students with the same Campus ID(s) as the Super Teacher and those in which the Super Teacher is the TOR.

There are several ways to access an LPE.

- Do one of the following:
 - On the **Gradebook > Grading** tab, filter and search for the student.
 - On the **Course Enrollment** tab, filter and search for the student.
 - On the **Students > Registration** tab, filter and sort the list to locate the student. Then, under **Controls**, click **Go To** and from the shortcut menu, select **Course Enrollment**.
- Depending on your LPE access point, under **Actions**, click **Edit**.

Chambers, Ronnie (Username: ronchambers, User Status: Active) Go To

Reschedule Activate Place On Hold Archive Add Section Ids Add Enrollment

<input type="checkbox"/>	Subject	Course	Status	Reason	Teacher	Term	Actions
<input type="checkbox"/>	Mathematics	Chambers Operations and Alg Thinking (2015)	Active		Sandoval, Denise	Fall 2015 (10/12/2015 - 03/31/2016)	Edit

The **Enrollment Settings** page appears.

Enrollment Settings

Enrollment Settings

Student Name: Ronnie Chambers
 Username: ronchambers
 Status: Active

Course: Chambers Operations and Alg Thinking
 Teacher: Sandoval, Denise (dsandoval)

- In the **Teacher** field, delete the teacher's name and start entering the characters for another teacher. Select the new teacher from the list.
- Click **Save Settings**.

Reschedule Learning Path enrollments (LPEs)

An Admin or Teacher can reschedule Learning Path enrollments (LPEs). For example, an LPE was created for a student, but the student cannot start working on it because of a personal reason. Rescheduling the LPE lets an Admin or Teacher determine the new start date and end date to fit the student's availability.



Permission(s) check: Teachers with the "Assign Courses" permission can reschedule LPEs for students in which they are the teacher of record (TOR). Super Teachers with the "Assign Courses" permission can reschedule all LPEs UNLESS the "Restrict to Campus" permission has also been enabled for their user profiles. Then, the Super Teacher is restricted to LPEs for students with the same Campus ID(s) as the Super Teacher and those in which the Super Teacher is the TOR.

There are several ways to access an LPE.

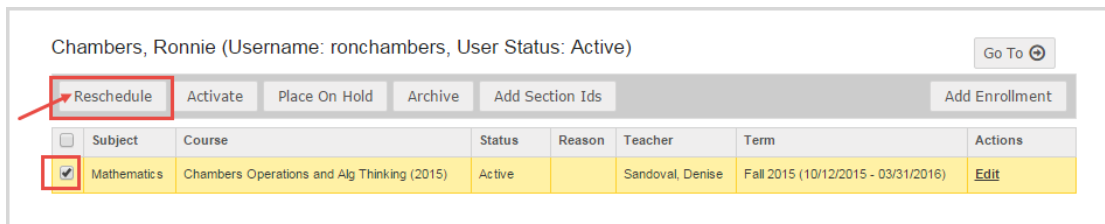
Reschedule Learning Path enrollments (LPEs)

1. Do one of the following:
 - On the **Gradebook > Grading** tab, filter and search for the student.
 - On the **Course Enrollment** tab, filter and search for the student.
 - On the **Students > Registration** tab, filter and sort the list to locate the student. Then, under **Controls**, click **Go To** and from the shortcut menu, select **Course Enrollment**.
2. Depending on how you accessed the LPE, do one of the following:
 - If you accessed the LPE from the **Gradebook > Grading** tab, from the **Actions** menu, select **Reschedule**.



	Course Name	Enrollment	Start	End	Progress	Score	Actions	
+	Panther Reading Spring (2016)	On Hold	11/07/2016	12/30/2016	<input type="text"/>	0%	0	<div style="border: 1px solid red; padding: 2px;">Select Select Edit Reschedule</div>

- If you accessed the LPE from the **Course Enrollment** tab, select the LPE, and then click the **Reschedule** button.

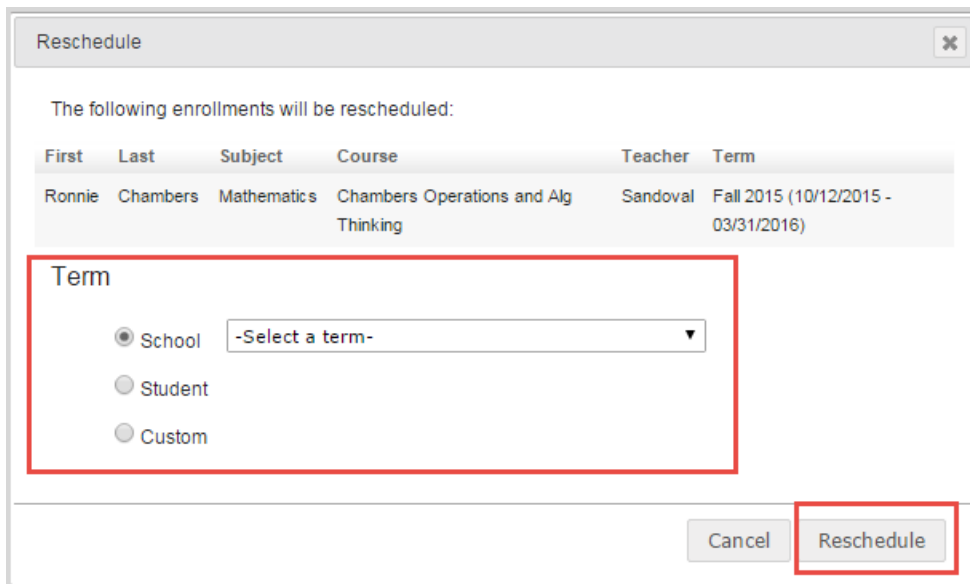


Chambers, Ronnie (Username: ronchambers, User Status: Active) Go To ☺

Reschedule Activate Place On Hold Archive Add Section Ids Add Enrollment

<input type="checkbox"/>	Subject	Course	Status	Reason	Teacher	Term	Actions
<input checked="" type="checkbox"/>	Mathematics	Chambers Operations and Alg Thinking (2015)	Active		Sandoval, Denise	Fall 2015 (10/12/2015 - 03/31/2016)	Edit

3. Under **Term**, by default, the **School** option is selected. Do one of the following:



Reschedule ✕

The following enrollments will be rescheduled:

First	Last	Subject	Course	Teacher	Term
Ronnie	Chambers	Mathematics	Chambers Operations and Alg Thinking	Sandoval	Fall 2015 (10/12/2015 - 03/31/2016)

Term

School

Student

Custom

Reschedule

- To select a school term, click the arrow to display a list of school terms. Select one.
 - To select a student term, click **Student**. Then, from the list, select a term.
 - To use a custom term, click **Custom**. Then, select Begin and End dates from the calendars.
4. Click **Reschedule**. Click **OK**.

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Description of Terms

This section explains some of the terms used in this guide.

Term	Description
Assessment Identifier (ID)	An assessment identifier (ID) is a label in Odysseyware used to refer to the identity of a student who has taken an assessment test and has assessment test results available for uploading to Odysseyware. This assessment ID is the same value as the Student ID in the StudentBySchool.csv and is the link to a school's MAP® assessments test results and matching those results to individual students in Odysseyware.
CDF	A Comprehensive Data File (CDF) package is created by NWEA™ for a school and it includes the following separate files, each containing specific student information: <ul style="list-style-type: none">• Basic student information in the StudentBySchool.csv file: The most basic student roster information at the school level, including student to school associations, sorted by Student ID. You use this file to match student names in Odysseyware when adding the Assessment IDs in Odysseyware.• MAP® test results are in the AssessmentResults.csv file: All valid assessment results for the specified term for students listed in the StudentBySchool data file. This is the file that is uploaded to Odysseyware.
Goal score	Scale score in a particular goal area. Goal and Sub Goal are part of the NWEA™ goal structure and are designed to correspond to national achievement and growth norms and state standards.
Grade level	In the student profile, the grade level is derived by using the norms data provided by NWEA™. The grade level for the student is based on the Test Percentile and RIT (see RIT) Score applied to the grade-level range.
IEP	Individualized Education Program. An IEP is a written statement of the educational program designed to meet a child's individual needs.
LC	Learning Continuum. A learning continuum is a sequence of skills that build in complexity from one level to the next.
LP	Learning Path. A learning path is a sequence of lessons designed to provide reinforcement and intervention, as well as enrichment, for students. An LP is constructed by the Odysseyware system based on the NWEA™ goal structure and aligned Odysseyware assignments.

Term	Description
LPE	Learning Path enrollment. An LPE is the actual enrollment containing the sequence of lessons designed to provide reinforcement and intervention for students. An LPE is just like a standard Odysseyware enrollment with a Teacher of Record and Term (see Term).
MAP®	Measures of Academic Progress® are K -12 interim assessments that measure growth and project proficiency in the disciplines of Mathematics, Reading, and Language Usage.
NWEA™	Northwest Evaluation Association™ is a global not-for-profit organization that provides assessments that accurately measure student growth and learning needs, as well as supported research of assessment validity and data interpretation.
Percentile rank	Percentage of students who had a RIT (see RIT) score less than or equal to this RIT score based on the most recent NWEA™ norms study.
RIT	Student MAP® testing results are reported in RIT scores (short for Rasch Unit). A RIT score is an estimation of a student's instructional level and also measures student progress or growth in school. The RIT scale is an equal-interval scale used to chart a child's academic growth from year to year. This type of score increases the value of the tests as a tool to improve student learning because it enables teachers to pinpoint what students have learned and what students are ready to learn.
Term	Term has two uses: <ul style="list-style-type: none"> • Time of year, such as Spring or Fall, when the MAP® test was taken. • Selected enrollment time frame or period of time for the Learning Path enrollment (LPE) to be worked on by the student.

Index

A

assessed standards	
LPEs	
viewing	32
Assessment Identifier (ID)	49
assessment profiles	
viewing	9-10
assignments	
opening	35
viewing	35
viewing progress of	37
Assignments page	35

B

Batch Enrollment Result message	30
---------------------------------------	----

C

CDF	7, 49
changing	
Learning Path enrollments	
status of	43
teacher of record	44
Comprehensive Data File	7, 49
Create and Enroll	15
creating	
Learning Path enrollments	25
customizing	
Learning Paths	19

E

editing	
Learning Path enrollments	
settings	41

G

goal and topic alignments	
Learning Path assignments	
previewing	16
Goal score	13, 49
goals and topics	
LPEs	
viewing	30
omitting	19
Grade level	49
Grade level selector	14
customizing LPs	21
Grade N/A	9, 14, 21
Gradebook Grading tab	
assignment progress	
viewing	37

I

Individualized Education Program	49
--	----

L

Learning Continuum	49
Learning Path assignments	
goal and topic alignments	
previewing	16
teachers	37
Learning Path enrollments	50
assessed standards	
viewing	32
changing	
status of	43
teacher of record	44
creating	25
editing	41
goals and topics	
viewing	30
messaging	30
rescheduling	45
thresholds and attempts	
personalizing	42
Learning Path Name	15, 29

Learning Paths 49

- breaking into semesters example . 19
- changing Grade levels 21
- changing RIT range indicator 21
- customizing 19
- goals and topics
 - omitting 19
- RIT range indicator visibility 21
- topics
 - viewing 13

LPEs

- assessed standards
 - viewing 32
- goals and topics
 - viewing 30

M

MAP® tests 50

- selecting 12, 17, 20, 27

O

omitting

- topics and goals
 - from Learning Paths 19

opening

- assignments 35

overall scores 12

P

Paths Created

- viewing 15

Percentile rank 50

personalizing

- thresholds and attempts values ... 42

Preview tool 15

previewing

- Learning Path assignments
 - goal and topic alignments 16
- Learning Path assignments after
 - customization 22

R

rescheduling

- Learning Path enrollments 45

RIT (score) 7, 50

RIT range indicator 14

- customizing LPs 21
- not visible for LPs 21

S

standard error range indicators 14

status

- Learning Path enrollments
 - changing 43

students

- assessment profiles
 - viewing9-10
- assignment progress
 - viewing 37
- Learning Path enrollments
 - creating 25

T

teacher of record

- Learning Path enrollments
 - changing 44

Teacher of Record15, 29

Term 15, 29, 50

Test 12

Test Term 12

topics

- viewing 13

V

viewing

- assessment profiles9-10
- assignments 35

LPEs

- assessed standards 32
- goals and topics 30
- topics 13