

Study Island Teacher Manual

2010 - 2011

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Study Island Program

Look for the  icon throughout our manual! The  indicates that a corresponding video tutorial is available on our Help Tab.

About the Program

Study Island is an online standards mastery and test preparation program available in all fifty states and is built from state standards. One of *District Administration's* Readers' Choice Top 100 Products of 2008, Study Island is used by over 10 million students in 22,000 schools and now has high school, reading intervention, K1, and GED products. Rooted in foundational and statistical research, the dynamic self-paced program allows teachers to customize instruction to students' needs while allowing students to study in standard test format, interactive game mode, or using interactive response systems. Study Island is currently compatible with eInstruction, Promethean, and TurningTech.

The program is divided into sections based on subject (math, reading, etc.). Each subject is made up of approximately 15-30 topics. Each topic corresponds to a standard (or multiple related standards) from your state curriculum. Topics consist of a lesson and a bank of practice questions with explanations. It is helpful to view the lesson before answering the questions in the topic. Please note that the program is not designed to teach the material, but rather to reinforce what has already been taught.

The goal of the program is to "pass" every topic. If a student passes every topic, he or she has demonstrated proficiency in all areas tested.

"Our math, English, and science teachers require students to earn a specific amount of ribbons each quarter that count toward their quarterly grade. Teachers incorporate Study Island in their weekly lesson plans and they assign Study Island as homework. Our student recognition programs are very effective in motivating students to use Study Island. It is a school-wide commitment."

-Marianne Bursi, Explorer Middle, AZ

Overview of Student Use

1. Log in to www.studyisland.com.
2. Click on a subject (math, reading, etc).
3. If this is the first time using the program, click "Pretest." **Students must complete at least 10 Pretest questions to unlock the rest of the content in the subject.** If there is no Pretest option, or if students have already taken the Pretest, they may move on to the other content topics.
4. Choose a Session Type. The default setting is Test Mode, however students may also select Printable Worksheet or Game Mode if permitted. See page 3 for more information.
5. Once the Pretest has been completed, students may work through the remainder of the topics in any order and must pass all topics before taking the Post Test.
6. To pass a topic, students must meet the passing requirements, which are based a minimum number of questions answered (usually 10) and a minimum percentage correct (around 70%). A blue ribbon icon  is displayed next to all passed topics. Note: high school students will receive a passport stamp  next to all passed topics.
7. Once students have passed all the topics, they must pass the Post Test to complete the subject. Ignore this step if the subject has no Post Test.
8. When students pass all topics in all subjects, they have completed the program.

Overview of Teacher Use

1. Log in to www.studyisland.com with the username and password your Study Island Admin has provided.
2. Distribute usernames and passwords from the Printable User List to the students.
3. Create classes using "Class Manager."
4. Create assignments, if desired.
5. Introduce Study Island to your classroom.
6. Track student progress using real-time reports from the School Stats page.

"My kids are having the time of their lives on Study Island. I have kids at school at 6:45am to get into the morning lab and get started. I have never seen them this excited about school and learning. I hope it continues with them and I can't wait to see our results on next year's FCAT after having a full year to work with it. It is great. Thanks for a great program." -Jim Brown, West Oaks Elementary, FL

High School Teachers: Study Island offers a new high school interface for our 9-12 students. “The Island” is a separate Study Island website with an updated interface designed specifically with our high school users in mind. Some of the key features of the high school site include new site organization and the addition of study forums, daily feeds, and a career readiness section. To access the high school website, The Island, students will go to <https://hs.studyisland.com>, enter their Study Island username and password, and click “Login.”

Career Planning - The career readiness section will allow students to build resumes, letters of recommendation, and cover letters. In addition, there is section dedicated to interview tips and informational videos covering different aspects of interviewing for a job and/or college.

Daily Feeds - Each main subject page (English, Social Studies, Math, Science) features a daily or weekly feed such as a word of the day, poem of the day, daily quotes, weekly brain teasers, and weekly weird science facts to generate student discussion.

Passport Stamps - A passport stamp  denotes topic mastery in “The Island” high school interface. The passport stamps are comparable to blue ribbons in the K-8 Study Island program. The Passport Stamps will only be seen when logged into the high school website; they will not replace the Blue Ribbons seen when logged into the Study Island website.

Session Types

(Study Modes)

Once a topic is selected, there are multiple study modes from which to choose. The choice of study mode does not affect the academic content you will see, only the mode in which it is presented. Students have the following options: Test Mode, Classroom Response System (CRS), Game Mode, and Printable Worksheet.

- **Test Mode** – Standard multiple choice or short answer format. By default, questions are in this mode. The number of questions will automatically default to the minimum number required to meet the passing parameter for that topic, but students have the ability to change the number of questions for a test session.
- **Classroom Response System**  - Teachers will be able to use their CRS classroom clickers with the Study Island program. Please note that your school will need to have already purchased a CRS system to be able to use this feature. You can find complete instructions and system requirements online by clicking Help, then Clickers.
- **Game Mode** – There are many different games that your students can play. Updated versions of Java and Flash are required to play the games, and are available online as free downloads. Game Mode questions contain the same content as other study modes.
Please note: Playing the games WILL affect the students’ scores just as if they were taking a regular test session. The student can choose games from three difficulty levels: Beginner, Intermediate, or Challenging. The difficulty level does not pertain to the questions, but rather to the level at which the game is played.

Remember: You have the option to control if or when students have access to game mode!

“The [printable] worksheets are also very helpful – especially as the teachers can make them into brief constructed response formatted questions which mirror what the written component of our state assessment looks like.”

-Debbie Firestone, Wheaton Woods Elementary, MD

- **Printable Worksheet** – Students can choose one or multiple topics by putting a check mark next to the topics they want to include on their worksheet. Answers are located at the bottom of a teacher copy; however students do not have access to the answers. Please note that questions taken in the Printable Worksheet mode cannot be entered into Study Island reports.
- **Flash Cards** - In addition, Study Island offers flash cards for select topics. Users will see a flash card icon next to the available topic title. Upon clicking the icon, users may choose between interactive digital or printable flash cards. Please note that flash cards must be enabled by the admin on a school-wide basis for teachers and students to have access to them.

Teacher Page

The new Teacher Page is a dashboard featuring quick access links to commonly used teacher features. The Teacher Page consists of “My Class” and “My Assignment” sections, which include direct links to features available in the Class Manager. Teachers can also find a list of the reports they have automatically emailed and a snap shot of the top five blue ribbon earners, under “My Emailed Reports” and “Blue Ribbon Snapshot,” respectively. Finally, located under “Teachers’ Lounge” and “Announcements,” the teacher will find direct links to Implementation Ideas, Power User Information, Study Island Social Networking and exciting new Study Island Announcements.

Hello, John!
Customize

My Classes

- Class Manager
- Live View
- Parent Notifications
- Printable User List
- Adjust Student Difficulty

My Assignments

- Create Practice & Instruction Assignment
- Create Writing Assignment
- Create Custom Assessment
- Create Your Own Topic
- Custom Material

My Emailed Reports

You currently don't have any emailed reports scheduled.

To set up your emailed reports:

1. Go to School Stats.
2. Generate a report.
3. Click "Automatically Email Report."

Blue Ribbon Snapshot

Class: Mrs. Logan's 4th Period Top 5 / Bottom 5

OQuinn, Sheri	28	Bowers, Gail	2
Jones, Lemoine	25	Ray, Melissa	3
Airey, Vicki	23	Berry, Charlotte	10
Pazdziora, Patrick	18	Pryor, Josh	15
Pryor, Josh	15	Pazdziora, Patrick	18

Teachers' Lounge

- Tips for using Study Island
- Subscribe to Newsletter
- Become a Power User
- High School Forum

Announcements

Fall 2010 Contest: Art for the Archipelago!

Click here for details on how to enter!

Class Manager

- Create assignments for an individual student
- Easily view student progress
- See class averages
- Send messages to all students in your class
- Make a class page and class assignments
- Send automatic emails to parents
- View student activity in real-time

Study Island enables teachers to group students into specific classes. Classes are simply groupings. A student can be in more than one class at a time, and there is no limit to the number of classes you can create. Classes can also include students from more than one grade level. The “Class Page” and creation of classes is an optional feature and IS NOT required to use the Study Island program.

To Create a Class:

1. Click "Class Manager" on the left hand side of the screen **OR** under "My Classes" on your teacher page.
2. Enter a title for your new class and click "Next."
(**OPTIONAL:** Teachers may choose to "Override School Preferences" if allowed by the school admin. Here, teachers may control game features, remedial topics, and timer visibility.)
3. Click the maroon arrow by the preferred grade level, then check off the students you wish to add to the class. If you wish to add all students in a grade level, check "Select All."
4. Click "Save" at the bottom of the screen.

Tip: To edit an existing class, click the "Edit Class" icon on the Class Manager page. To **add** a student to the class, repeat steps 3 and 4. To **remove** a student from the class uncheck the box by the student's name and click "Save."

Class Properties | Class Page & Assignments | Parent Notifications

Title: 4th Period - Mrs. Foster

Owner: Foster, Lynn (Lynn.Foster@kellytrial)
(The owner account, along with the administrator account, will be able to edit this class and add assignments and class notes.)

Preferences: Use School Preferences
(Allows teachers to set the games on/off preferences, timer on/off preferences, etc. for their class.)

Select Students:

Students Selected: 3

- ▶ Kindergarten
- ▶ 1st Grade
- ▶ 2nd Grade
- ▶ 3rd Grade
- ▶ 4th Grade
- ▶ 5th Grade
- ▼ 7th Grade
 - Select All
 - Jones, Holly (Holly.Jones1@kellytrial)
 - Smart, Tim (Tim.Smart1@kellytrial)
 - Walker, Sue (Sue.Walker1@kellytrial)
- ▶ 8th Grade
- ▶ 9th Grade
- ▶ 10th Grade
- ▶ 11th Grade
- ▶ 12th Grade

[Save](#) [Back to Class Manager](#)

To Create a Practice and Instruction Assignment:

1. Click "Class Manager" and locate the class to which you want to add an assignment **OR** click "Create Practice & Instruction Assignment" under "My Assignments" on your teacher page (for this method, skip to number 5).
2. Click the "Class Page and Assignments" icon on the far right.
3. Click "Add Assignment."
4. Select the Assignment Type.
5. Select the date assigned and the date due by clicking in the boxes for each. Note that this sets your expectations for the students, but does not automatically set your assignment to expire at the end of the time period.
6. Enter an Assignment Title.
7. Type instructions or any relevant information in the "Additional Info" box (optional).
8. Use the "Preferences" dropdown menu to adjust the preferences for your assignment. If the admin allows, teachers may choose "Override School Preferences" (optional).

Create a Practice and Instruction Assignment

Assignment Information

Assigned: Jul 18 09 Due: Jul 18 09 at End Of Day

Assignment Title *(*required)*:
Chapter 3

Additional Info (optional):
Please take 10 questions.

There are 2975 characters remaining for additional information.

Use School Preferences

(Sets the games preferences, etc. for this assignment.)

Choose A. Assigning to a Class **OR B.** Assigning to Individual Students:

A. Assigning to a Class(es):

1. Check the box(es) that corresponds to the class you would like to add.

B. Assigning to Individual Students:

1. Click the maroon arrow next to the class that corresponds to the student(s) you would like to add to the assignment.

2. Check the students you want to add to the assignment.

➤ NOTE: If you wish to assign to only selected students, be sure the "Select All" box is unchecked.

Select Assignees

Classes Selected: 2	Students Selected: 5
▶ 1st period - Mr. Channing's Class	
▶ 4th Period - Mrs. Foster	
▶ 9th grade Science	
▶ Awesometown Tests	
▶ Brandy's Class	

C. Add Topics to the Assignment:

1. Choose a grade and subject under "Select Topics."

2. Click "Get Topic List."

3. Select the topics.

4. Select "Activated" from the drop down menu at the bottom of the screen. To keep it deactivated, select "Deactivated".

NOTE: When you keep an assignment deactivated, the students are unable to see it. This can be a great option for teachers who want to plan ahead!

5. Click "Save Assignment."

Select Topics (*required)

Topics Selected: 1

5th Grade - TEKS
Program: Mastery and TAKS
Preparation
Subject: Math [Change Subject](#)

Title	Passing Goal	Items:Score	View
Math			
1. <input type="checkbox"/> Pretest - Math		10 : N.A.	
2. Numbers, Operations & Problem Solving (TAKS OBJ. 1 & 6)			
a. <input checked="" type="checkbox"/> Place Value	20 : 77%		
b. <input type="checkbox"/> Compare & Order Numbers	10 : 68%		
c. <input type="checkbox"/> Comparing Fractions	20 : 67%		
d. <input type="checkbox"/> Fractional & Decimal Models	10 : 70%		
e. <input type="checkbox"/> Fraction Simplification	20 : 70%		
f. <input type="checkbox"/> Improper Fractions & Mixed Numbers	10 : 66%		
g. <input type="checkbox"/> Addition & Subtraction	15 : 70%		

Creating a Class Page:

Once a class is created, a Class Page can be made for that class. A Class Page can only be made by the school's admin or the owner of the class. The Class Page must be activated in order for students to access assignments.

1. Click "Class Manager" on the left side of the screen **OR** under "My Classes" on your teacher page.
2. Click the "Class Page and Assignments" icon to the right of the class name.
3. Choose "Yes" from the dropdown box by Class Page Activated. There must be a note or assignment created before the Class Page can be activated.

Class Pages can include the following:

- Class Assignments – instruct students to complete a specific Study Island topic(s)
- Class Schedule – post class events
- Class Notes – post class notes
- Class Links – post class links to other Web sites

Additional options that appear once the Class Page is activated:

- **Default for Students** – When "Yes" is selected, students will see the Class Page upon login. When "No" is selected, students will need to click "My Class" on the left.
- **Block Other Material** – When "Yes" is selected, students will only be able to access Study Island topics assigned on the Class Page(s). They will not be able to navigate to other topics via the navigation bar on the left. **Caution:** If you share students with another teacher, be sure to discuss whether this feature will work for you. When you select "Block Other Material," ALL subjects will be blocked. In order for students to access other teachers' material, those teachers will need to create assignments as well.

LiveView

LiveView is a real-time monitoring system that allows teachers to observe students' progress as they work. LiveView displays which students in your class are logged in, the assignment and/or topic(s) on which they are working, and the number questions correct out of the number attempted. You can sort any of the columns in the Current Activities section. LiveView also offers an individual student Summary Report, a Weekly Class Performance/Usage Chart, and a Blue Ribbon chart. Please note that LiveView requires Adobe Flash 8 to operate. To return to your Class Manager Page, click "Return" at the top of your screen.

Teachers can easily monitor student progress from their own desks!

Mrs. Logan's 4th Period Refresh Now Return Nov 12, 2009 3:12 PM

Kelly Trial School

Current Activities

Student	Currently	Time	Program (Assignment)	Topics
Bader, Luke	Active: Test session	3:12:12 PM	8th Grade - TEKS Mastery and TAKS Prepara	Pretest - Science (0/1) 0.0% Science
Aguilar, Kelly	Active: Test session	3:09:12 PM	8th Grade - TEKS Mastery and TAKS Prepara	Pretest - Science (0/1) 0.0% Science
Smith, Emmanuel	Active: Test session	3:11:12 PM	(Lab Safety)	Laboratory Safety Procedures
Baker, Danielle	Active: Test session	3:11:12 PM	8th Grade - TEKS Mastery and TAKS Prepara	Pretest - Math (0/3) 0.0% Math
Arclesi, Brooke	Not Active			
Armstrong, Candance	Not Active			
Andra, Marcus	Not Active			
Allen, Harrison	Not Active			
Davis, Victoria	Not Active			
Dodd, Cameron	Not Active			
Mathews, Arelly	Not Active			
Bailey, Marquese	Not Active			

Kelly Aguilar
(Kelly A-CES)
Grade: 8
Last Login: Nov 12, 2009 3:08 PM

Summary Report
8th Grade - TEKS Mastery and TAKS Preparation

Subject	Sessions	Correct	Grade
Math	0	0%	
Reading	0	0%	
Social Stuc	0	0%	
Science	0	0%	

Class Info Charts (click chart to enlarge) Chart/User Program Data: 8th Grade - TEKS Mastery and TAKS Preparati

Weekly Class Performance/Usage

Blue Ribbons

How to Use LiveView:

1. Click "Class Manager" on the left side of the screen **OR** click "Live View" under "My Classes" on your teacher page and skip to step 3. Be sure you have already created your class. If not, please see page 3 for instructions on creating a class.
2. Click "LiveView" located above the list of classes.
3. Click on your class title on the left side of the screen.
4. (Optional) To view an Individual Student Summary Report, click on a student's name. The Summary Report will appear at the bottom left of the screen.

How to View Class Info Charts:

1. Select the program in the dropdown box next to "Chart/User Program Data."
2. To enlarge the chart, click on the chart itself.

Tip: LiveView is designed to update every 10 seconds, however, some servers may take longer to automatically update. Manual updates are available by clicking the "Refresh Now" button located at the top of the screen.

Parent Notifications

Parent Notifications are automatic emails designed to keep parent(s) involved in their student(s) education process and to promote better communication between parents and teachers. With this feature, a teacher can keep parents informed of their students(s) progress in the program by creating any of several types of Parent Notification Requests. It is recommended that teachers enter valid email addresses under "My Attributes" prior to creating new Notifications for this feature to work properly. **Please note that the admin or teacher must set up "Parents" and "Parent Groups" before a new Notification can be created.**

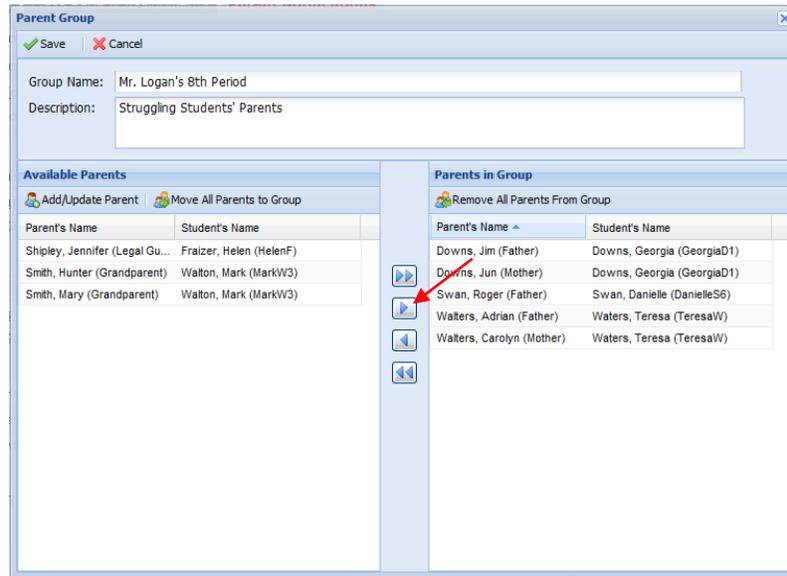
“Parents can see and understand what their kids should be learning.”
-Gary Grothke, Madison Elementary, CA

To Create a Parent for Parent Notifications:

1. Click “Class Manager” on the left hand side of the screen **OR** click “Parent Notifications” under “My Classes” on your teacher page and skip to step 3.
2. Locate the Class Title and click on the Parent Notification icon on the right side of the screen.
3. Click “Add a Parent.”
4. Select a student using the dropdown box by “Student.”
5. Click “Add New Parent.”
6. Enter a Parent First Name, Last Name, Email Address and Type from the dropdown box by “Type.”
7. Click “Save” after adding each parent.

To Create a Parent Group:

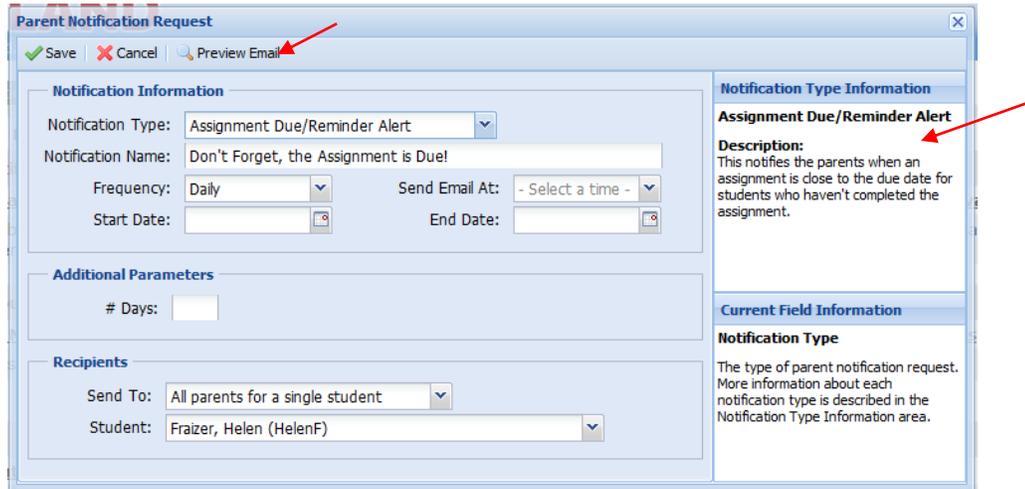
1. Click “Class Manager” on the left hand side of the screen **OR** click “Parent Notifications” under “My Classes” on your teacher page.
2. Locate the Class Title and click on the Parent Notification icon on the right side of the screen.
3. Click “Create Parent Group.”
4. Enter a name and description for the Parent Group.
5. Click each Parent Name on the left side of the box under “Available Parents” and use the arrows to add the selected Parents to the group on the right side of the screen under “Parents in Group.” Also, you can click on “Move All Parents to Group” to move all the “Available Parents” to the “Parents in Group” section on the right.
6. Click “Save” after setting up each Parent Group.



To Create a Parent Notification:

1. Click “Class Manager” on the left hand side of the screen **OR** click “Parent Notifications” under “My Classes” on your teacher page and skip to step 3.
2. Locate the Class Title and click on the Parent Notification icon on the right side of the screen.
3. Click “Create a Parent Notification.”
4. Select the type of Notification. There are several options available including Assignment Due/Reminder Alert and Low Score Warning. See chart on the next page.

5. Enter a Notification Name.
6. Select the Frequency, Time, Start and End Dates, and Program and Subject from the dropdown boxes. Please note that options here may vary depending on answer choices.
7. Select the Recipients from the dropdown box by "Send To."
8. Click "Save."
9. (Optional) Click "Preview Email" to see how the email will appear to selected recipient(s).



Tip: Look on the right side of the Notification box for explanations!

Notification Types Available:

Notification	Description
Assignment Creation Alert	This notifies the parents when a new assignment has been assigned to students in this class.
Assignment Due/Reminder Alert	This notifies the parents when an assignment is close to the due date for students who haven't completed the assignment.
Assignment Overdue/Late Alert	This notifies the parents when an assignment has passed the due date for students who haven't completed the assignment.
Blue Ribbon Alert	This notifies the parents when a student achieves a Blue Ribbon in a subject. An email is sent with the name of program and subject where the student earned the Blue Ribbon. If no Blue Ribbons were earned for a student during the notification period, then no email will be sent to the student's parents.
General Email	This is a general email that can be sent to the student's parents. The body of the email is free-form and can be used to communicate Study Island or non-Study Island information to the parents.
Individual Student Report	This sends an email with a link to the existing Individual Student Report based on the program and subject(s) specified.
Low Score Warning	This notifies the parents when their student's correct percentage falls below the percentage specified for a specific subject within a program.
Suggested Topics	This sends an email with a link to the existing Suggested Topics Report based on the program and subject specified.

Writing Assignment

The Writing Assignment feature is a streamlined, paperless way to develop students' writing skills. Teachers can choose from a selection of grade-specific writing prompts or create their own writing assignments. Students can use online graphic organizers to plan written responses, then create and submit compositions electronically. After viewing submitted assignments online, teachers will be able to leave comments and grade and/or send the composition back to students for revisions. Note: A student will see "Writing Portfolio" as an option on the left side of the screen only once that student has turned in his or her first composition. If a student saves a composition for later, he or she will access the saved composition through the portfolio.

Create a Writing Assignment

Assignment Information

Assigned: Nov 25 09 Due: Nov 30 09 at End Of Day

Assignment Title *(*required)*:
Thanksgiving Break Essay

Additional Information (optional):
Please write at least 300 words.

There are 2968 characters remaining for additional information.

Select Assignees

Classes Selected: 1 Students Selected: 0

- ▶ 1 Rory and Lorelai
- ▶ 1st period - Mr. Channing's Class
- ▶ 4th Period - Mrs. Foster
- ▶ 9th grade Science
- ▶ Awesometown Tests
- ▶ Brandy
- ▶ Brandy's science

Writing Assignment Options

Writing Prompt *(*required)*:
Create My Own Writing Prompt

Custom Writing Prompt *(*required)*:
Explain a Thanksgiving tradition in your family. Where did it come from? How long has the tradition lasted?

There are 2889 characters remaining for the custom writing prompt.

Graphic Organizer:
- Select -

Disable Spellcheck:
Yes

Writing Rubric *(*required)*:
Not Applicable - Set Scoring Manually

Assignment Scoring Method: Numeric Percentage

Assignment Minimum Score: 0 Assignment Maximum Score: 4

Activate and Save Assignment

ACTIVATED

To Create a Writing Assignment:

1. Click "Class Manager" on the left side of the screen **OR** click "Writing Assignment" under "My Assignments" on your teacher page and skip to step 5.
2. Click on the Class Page and Assignment icon to the right of the class title. Note: if you have not yet created a class, please see page 5 for instructions.
3. Click "Add Assignment."
4. Click "Create Writing Assignment."
5. Select the date assigned and the date due by clicking in the box for each. Note that this sets your expectation for the students, but does not automatically set your assignment to expire at the end of the time period.
6. Enter an Assignment Title and type instructions or any relevant information in the "Additional Info" box (optional).
7. Click the class that corresponds to the student(s) you would like to add to the assignment.

8. Check "Select All" or the individual students you want to add to the assignment.
9. Select a Writing Prompt, Graphic Organizer (optional), and Writing Rubric under "Writing Assignment Options."
10. Select "Activated" from the dropdown menu at the bottom of the screen. To keep it deactivated, select "Deactivated."
NOTE: When you keep an assignment deactivated, students are unable to see it. This can be a great option for teachers who want to plan ahead!
11. Click "Save Assignment."

Tip: Teachers can access compositions by clicking the View and Grade Assignments icon under "Class Page and Assignments." If the writing assignment has been deleted, the teacher can log in as the student and click "Writing Portfolio" to access the composition.

To Review/Grade a Writing Assignment (Composition):

1. Click "Class Manager" on the left side of the screen, then click on the Class Page and Assignment icon to the right of the class title.
2. Click the View and Grade Assignments icon to the right of the assignment title.
3. Click "Grade" next to the submitted composition. Here you will be able to view the submitted assignment online, leave comments, and grade and/or return the compositions to students for revisions.
4. Click "Mark as Completed" when you are finished grading the assignment.

Students can access current and previous writing compositions by clicking "Writing Portfolio" on the left side of the page after a composition has been submitted.

To Delete a Composition:

1. Click "Schools Stats" on the left side of the screen.
2. Choose Assignment Report from the dropdown box by "Report Type."
3. Select the Class and Assignment and click "View Report."
4. To the right of the student's name, click the number under the "# Versions" column.
5. Check off the appropriate composition and click "Remove Checked Records."

Custom Assessment Builder

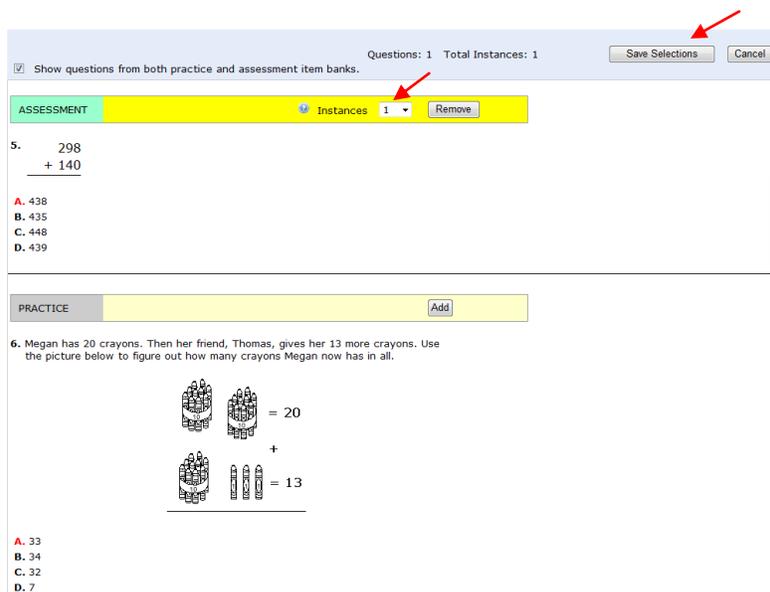
The Custom Assessment Builder (CAB) allows teachers to create their own customized assessments to measure student proficiency and progress. Teachers can choose questions from either the standard Study Island question bank or from a new question bank designed specifically for the Custom Assessment Builder. CAB is available for all grades and subjects. Please note that not all subjects and topics have unique question banks available. See the new Custom Assessment Report to view student CAB stats!

To Create a Custom Assessment:

1. Click "Class Manager" on the left side of the screen **OR** "Create Custom Assessment" under "My Assignments" on your teacher page and skip to step 4.
2. Click the "Class Page and Assignments" icon to the right of the class name, then click "Add Assignment" for either a class or individual student.
3. Select "Create Custom Assessment."
4. Select the date assigned and the due date, then enter an assignment title.
5. Type instructions or any relevant information in the "Additional Info" box (optional).

"Not only do I enjoy reading students' writing assignments on the computer, but I can get their assignments back to them in a more timely manner." -Patrick Heath, Frank Long Elementary, GA

6. Choose a grade and subject under “Select Questions,” then click “Get Topic List.”
7. Click the “Select Questions” icon to the right of the desired topic.
8. Choose the number of “instances” for each question stem. An instance is the number of times that specific question stem will appear on the assessment. While the question stem will remain the same, the actual values included in the question will vary for each instance. Please note that standard Study Island practice questions do not have instances.
9. Click “Add” to add the question to the assessment; the question will turn yellow. After a question has been added, you may click “Remove” to remove it.
10. Scroll to the top of the page and click “Save Selections.”
11. Select “Activated” from the drop down menu at the bottom of the screen. To keep it deactivated, select “Deactivated.”
NOTE: When you keep an assignment deactivated, the students are unable to see it.
12. Click “Save Assignment.”



School Stats Page

The “School Stats” page is used to generate reports on student progress. You can access this page through the “School Stats” link on the left side of the screen. Both the administrator and teachers have access to this page; students do not. (See the Help tab for a description of the various reports.)

Emailed Report Manager

Teachers can choose to set up Study Island reports to be automatically emailed each week.

To set up an automatic email:

- Click “School Stats” on the left side of the screen.
- Pull the report of your choice.
- Click “Automatically Email Report,” if available, within the report you generated to sign up to receive it periodically via email.

Printable User List ?

The Printable User List feature gives you a printer friendly version of the login information for all users in your school. You can view the entire school roster or view the roster by class by clicking on the dropdown box in the upper right corner. This is an easy way to look up students' or teachers' passwords if they forget. Please note that teachers do not have access to other teachers' passwords. The Printable User List may also be accessed by clicking "Printable User List" under "My Classes" on your teacher page.

Adjust Difficulty Level ?

In order to complete the program, students must "pass" each topic within a subject. This feature allows you to adjust the percentage that the student needs to meet in order to pass that topic. It may also be accessed by clicking "Adjust Student Difficulty" under "My Classes" on your teacher page.

Option 1 – Adjust Passing Parameters: The "Adjust Passing Parameters" feature enables you to adjust the percentage that a student needs to achieve in order pass the topics. Adjusting the passing parameters does not affect the difficulty level of the questions; it only affects the percentage a student must achieve to pass a topic.

- Check the boxes to the left of the names you want to change.
- In the box adjacent to "Subject to Change," select which subject you would like to change.
- Then next to "Passing Level," select the preferred percentage.

Adjust Passing Parameters

Program: **8th Grade - TEKS Mastery and TAKS Preparation**
 School: **Kelly Trial School**
 Class: **1st period - Mr. Channing's Class**

Operations Below Are Performed On Checked Users ?

Start Date: Jul 28, 09 [Set Start Date](#)

Subject To Change: Reading [Set Passing Level](#)

Passing Level: Met Standard

[Check All](#)

Name	Start Date	Math Passing Level	Reading Passing Level	Social Studies Passing Level	Science Passing Level
<input type="checkbox"/> 1. Allen, Harrison (HarrisonA-CES)	06/17/09	Met Standard	Met Standard	Met Standard	Met Standard
<input checked="" type="checkbox"/> 2. Andra, Marcus (MarcusA-CES)	06/17/09	Met Standard	Met Standard + 6%	Met Standard	Met Standard
<input type="checkbox"/> 3. Armstrong, Candance (CandanceA-CES)	06/17/09	Met Standard	Met Standard	Met Standard	Met Standard
<input type="checkbox"/> 4. Baker, Danielle (DanielleB-CES)	06/17/09	Met Standard	Met Standard	Met Standard	Met Standard
<input type="checkbox"/> 5. Dodd, Cameron (CameronD-CES)	06/17/09	Met Standard	Met Standard	Met Standard	Met Standard
<input type="checkbox"/> 6. Smith, Emmanuel (EmmanuelS-CES)	06/17/09	Met Standard	Met Standard	Met Standard	Met Standard

"Start Date:"

Resetting the "Start Date" clears out the student's stats (without deleting them) and forces him or her to start fresh; however, teachers may still access old stats by using the filter feature on the reports. Reports will only include statistics from sessions performed after the new "Start Date."

To reset the "Start Date," check the box next to the name of the student you want to reset, then scroll up to the top of the page. Select the new "Start Date" from the dropdown boxes and click on "Set Start Date."

Operations Below Are Performed On Checked Users ?

Start Date: Jul 28, 09 [Set Start Date](#)

Subject To Change: - [Set Passing Level](#)

Passing Level: Met Standard

[Check All](#)

Name	Start Date	Math Passing Level	Reading Passing Level	Social Studies Passing Level	Science Passing Level
<input type="checkbox"/> 1. Allen, Harrison (HarrisonA-CES)	06/17/09	Met Standard	Met Standard	Met Standard	Met Standard
<input checked="" type="checkbox"/> 2. Andra, Marcus (MarcusA-CES)	07/28/09	Met Standard	Met Standard + 6%	Met Standard	Met Standard

Option 2 - Restrict Students to Easier or Harder Material: With this option, teachers can limit students to working on lower or higher grade-level material. Select the Class the student is in and click “Next.” Check off the name of the student and then select the grade to which you want to restrict access. Check the box for “Hide Grade Level From User” if you wish and click on “Restrict Users To This Level.”

Operations Below Are Performed On Checked Users ?

Grade Level: 8th Grade - TEKS Mastery and TAKS Preparation

Hide Grade Level From User

Restrict User(s) To This Level

Remove Grade Level Restriction

Check All

Name	Grade Level Restriction	Grade Level Hidden
<input type="checkbox"/> 1. Allen, Harrison (HarrisonA-CES)	No Restrictions	No
<input checked="" type="checkbox"/> 2. Andra, Marcus (MarcusA-CES)	Grade 8	No

Option 3 – Enable/Disable Special Needs Support: Under this option, administrators will be able to enable and disable special needs support for the necessary students. There are two features located here: text-to-speech and limited answer choices. Text-to-Speech refers to the ability to play text as spoken words and is now available in all grade levels. The sound can be heard through speakers or headphones. Text-to-Speech is designed for and most beneficial to beginning readers, special needs students, and auditory learners. Note: Admins must allow teachers to enable Text-to-Speech by going to the admin page and checking the box by “Allow teachers to adjust the difficulty for students.” under School Preferences. Limiting the number of answer choices reduces the number of answer choices shown in tests, games, and printable worksheets to three.

To Enable Text-to-Speech or Limited Number of Answer Choices:

1. Click “Adjust Student Difficulty” under School Preferences on the admin page.
2. Select the class or grade from the dropdown box under Option 3 and click “Next.”
3. Select the appropriate student(s) by placing a check in the appropriate column next to their name or by choosing “Check All.”
4. Click “Save Settings.”
5. Click OK if you are sure you want to change the setting for the selected users.

To Use Text-to-Speech:

1. Use the mouse to select the text you wish to have read aloud.
2. Click the “Play” icon.

Enable/Disable Special Needs Support

School: Kelly Trial School

Class: Mrs. Logan's 4th Period

Special Needs Support Options ?

Save Settings

Your changes will take effect the next time your users log in.

Name	Text-to-Speech Setting	Limit to 3 Answer Choices
1. Airey, Vicki (vicki.kelly)	<input type="checkbox"/>	<input checked="" type="checkbox"/>
2. Berry, Charlotte (charlotte.kelly)	<input type="checkbox"/>	<input type="checkbox"/>

Reports ?

The "School Stats" page is used to generate reports on student progress. You can access this page through the "School Stats" link on the left side of the screen. Both the administrator and teachers have access to this page; students do not. Here, the teachers are able to run reports on their students and also view a copy of the "Printable User List." (See the Help tab for a description of the various reports.)

Delete Individual Test Sessions

Teachers can delete individual test sessions by going to the School Stats page and pulling an Individual Student Report. You can also delete entire topics by checking the box to the left of the topic title and then clicking "Remove Checked Records."

1. Click the number of sessions that corresponds with the topic in question (under the Sessions column).
2. Check the session you wish to delete.
3. Click "Remove Checked Sessions."

There are several report formats to choose from (see chart on next page). Choose your favorite! Tip: Viewing data is easier if students are organized into classes using Class Manager.

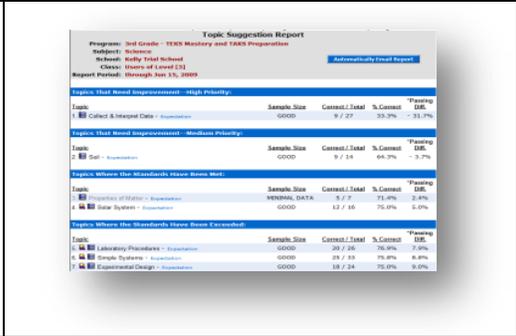
"Teachers can look at the Study Island reports and see where students are doing well and where they're coming up short. This allows teachers to adapt their instruction and spend more time on the skills students actually need to work on." -James Sonju, Lincoln K-8 Choice School, MN

IF YOU WANT TO:

TRY THIS:

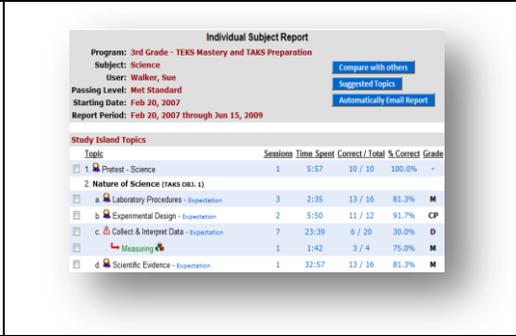
Find the strengths/weaknesses of the class

Select **Class Summary Report**.
Select "By Subject." Click "Suggested Topics" or "Performance Level Breakdown."



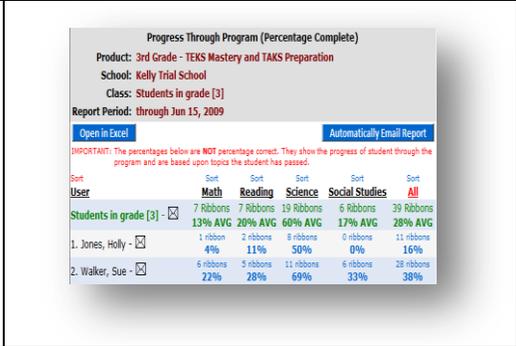
View individual statistics for a student's progress

Select **Individual Student Report**.
Choose the student you'd like to view.
Choose "All Students" to view and print your entire class.



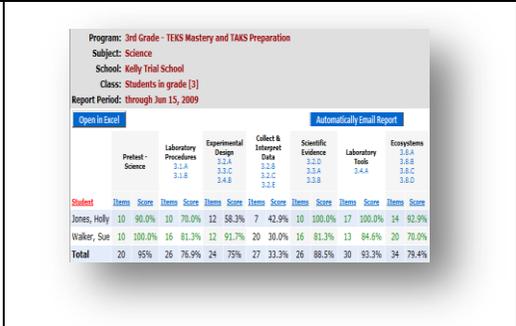
Find the percentage of the program that has been completed with Blue Ribbons

Select **Blue Ribbon Report**.
Select the class and program you wish to view.



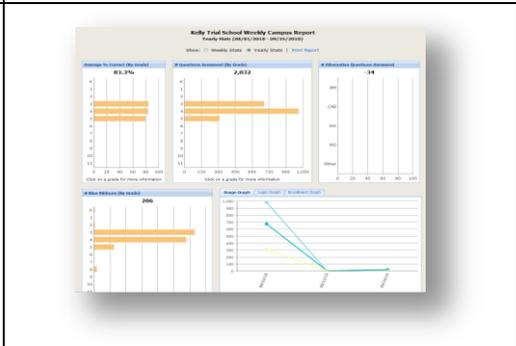
View a breakdown of all students and their progress within a subject and topic

Select **Class Gradebook Report**.
Choose "By Subject Broken Down By Topic."



View a snapshot of educator and student usage with tips on how to optimize implementation within your school

Select **Weekly Campus Report**.
Select the week.

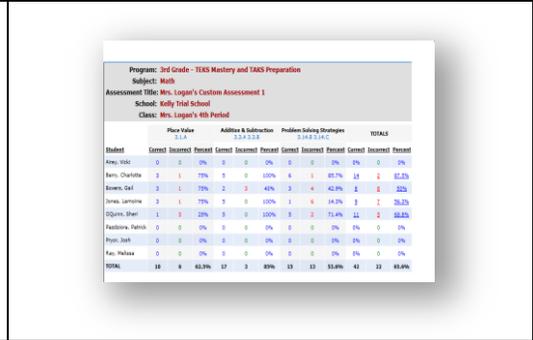


IF YOU WANT TO:

TRY THIS:

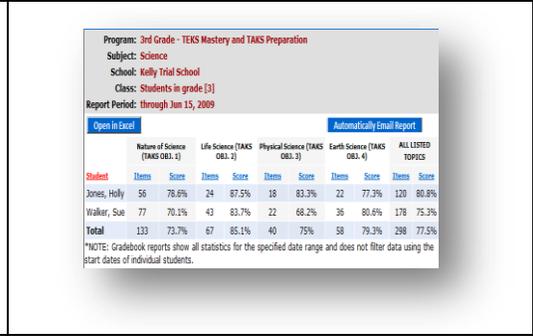
View the results of a Custom Assessment

Select **Custom Assessment Report**.
Choose the class and assessment.



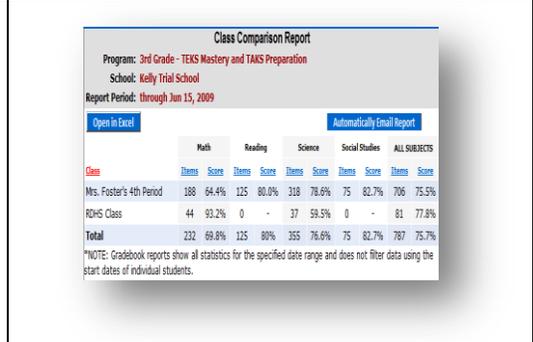
View student statistics based on state assessment reporting categories

Select **Class Gradebook Report**.
Select "Subject Broken Down by Reporting Category."



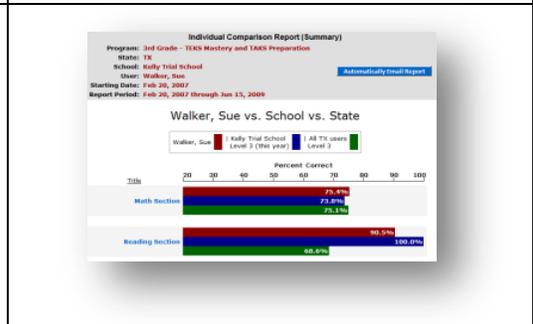
Compare usage and performance between classes and/or grade levels

Select **Class Comparison Report**.
Select "By Program Broken Down By Subject."
Choose the classes and program you'd like to view.



Compare students with other Study Island users in the state

Select **Class Summary Report** or **Individual Student Report**.
Choose the class or individual student (if running the Individual Student Report).
Click "Compare with Others."



View results for an assignment created in Class Manager

Select **Assignment Report**.
Select the class and assignment.



Additional Features and Information

My Attributes

The “My Attributes” page allows users to change their user information, including username, password, and other attributes. Please note that the admin can block attribute changes from the admin page.

My High Scores

“My High Scores” allows users to see the highest game scores that they have received while playing the games.

“I love the ability to email my students and encourage and give praise.”

-Irene Faller, Geneva Kent Elementary, WV

Message Center

Study Island offers a messaging center where users can message the administrator, teachers, and students. This message feature is helpful in assigning homework or simply allowing the student to ask a question without embarrassment. There are envelope icons (✉) next to the usernames in several of the reports that can be clicked to send users a message. The admin for your school can turn the Message Center off if desired.

Remedial Topics (Building Block Topics)

If a student is having difficulty passing a topic, a hazard symbol (⚠) will appear next to the topic, and often an additional topic will appear below. The remedial topic that appears is also referred to as a **Building Block Topic**. It has a lower difficulty level than the topic in which the student was having trouble. The student can no longer attempt the original topic until he or she has passed the Building Block Topic. Passing the Building Block Topic is represented by a **white ribbon** (🎀). Once the building block topic is passed, the student will need to go back and pass (get a blue ribbon) the on-grade-level topic as well.

Custom Material (Custom Tests)

Teachers have the ability to create custom topics in the Study Island program which can include a lesson along with assessment questions and explanations. Once a teacher creates a custom topic, students can log in to Study Island and attempt the topics the same way they attempt the other Study Island topics. Students will click on the “Custom Material” link to access topics created by teachers. To get started creating a custom topic, log in as a teacher and click the “Create New Topic” link on the left side of the page. Follow the instructions on the screen to fill in the topic details including your custom questions and answers. Detailed instructions for creating custom material can be found online in the help section of the site. Just click on the “Help” link in the top right hand corner of the screen while logged into the program, then click “How To: The Manual and More,” then “How to Create Custom Material” under For Teachers.

Professional Development

The Professional Development Toolbox is designed as a teacher resource and includes math and reading lesson plans, demonstration videos, activities for instruction, and digital and supplemental resources. Each lesson plan contains a pre-assessment, guided practice activities, and differentiated activities for on-level, struggling, and advanced learners. The video, if available, corresponds to the lesson plan and covers the pre-assessment, introduction of new material, and guided practice activities. Please note that Professional Development features are not available in all topics.

To access the Professional Development Toolbox:

1. Click a grade level under Programs on the left hand side of the screen.
2. Click a subject.
3. Click the green checkmark (✓) to the right of the topic for which you would like to view the Professional Development Toolbox.
4. Click the tab you wish to view (Videos, Lesson Plans, or Digital Resources). Please note that not all Professional Development Toolboxes contain all toolbox features.

Browser Compatibility

Browser Support for New Features

Beginning January 15th, 2009, Study Island began developing new features which require browsers that support the latest JavaScript frameworks to display and operate properly.

Windows / OSX	Features		
Browser	Test Mode	Games	Custom Material Creation
Internet Explorer 6.0 and up*	Y	Y	Y
Firefox 1.5 and up**	Y	Y	Y
Safari 3.0 and up***	Y	Y	Y
*Requires Windows 98 and newer			
**Requires Windows 98 and newer or Mac OS X 10.2 and newer			
***Requires Windows XP and newer or Mac OS X 10.4.11 and newer			

Browser Support for Legacy Features

Beginning January 15th, 2009, Study Island features that existed prior to that date will continue to exist and operate. Revised versions of these features may require you to use one of the above browsers to utilize its enhanced functionality.

MS Windows	Features		
Browser	Test Mode	Games	Custom Material Creation
Internet Explorer 4.0 - 5.5	Y	Y	Y
Netscape 4.0 and up	Y	Y	Y
Firefox 1.0	Y	Y	Y

Mac OS X	Features		
Browser	Test Mode	Games	Custom Material Creation
Safari 1.2 - 2.0	Y	Y	Y
Safari 1.0 - 1.1	Y	N	N
Firefox 1.0	Y	N*	Y
Netscape 7.02	Y	Y	Y
Netscape 7.1 - 7.2	Y	N*	Y
Internet Explorer 4.0 - 5.2	Y	N	Y
*Java games will function if the Java Embedding Plugin (JEP) is installed			

Mac OS 9.2 and below	Features		
Browser	Test Mode	Games	Custom Material Creation
Netscape 4.0 - 4.8*	Y	Y	N
Netscape 7.02	Y	Y	Y
Internet Explorer 4.0 and up	Y	N	N
* suggested for student computers, as it is pre-installed on Mac 9.x			
Upgrading to 7.02 is only suggested for a teacher computer creating custom material			

Browser Support for Non-Mainstream Browsers

Browsers such as Chrome or SeaMonkey may operate correctly with Study Island. These browsers, however, are not officially supported by Study Island at this time.

Implementing Study Island at Your School

Study Island’s versatility is virtually boundless, but to get you started here are a few ideas for use in the home, lab, and classroom. Remember: the Help tab contains video tutorials and additional information to assist with implementing Study Island on your campus.

Lab Time

Ensure Efficiency: Create assignments in the “Class Manager” section. This way, even if teachers can’t be present in a computer lab, their students will know what material to complete.

Spark Interest: Mix things up with activities like “X Marks the Spot.” Place X’s around your lab. Coordinate different prizes or incentives for students to “unlock” after achieving a specified number of Blue Ribbons. Write the student’s name and the date “unlocked” under the X’s.



Meet with the Chief: Working with struggling learners? Take this idea from Truman Elementary, MO: While in the computer lab, review a Study Island Lesson with the class. After working through 3-5 problems as a group, students can work independently. After about 10 minutes, gather a small group of students to “Meet with the Chief.” Review the students’ results on the material they’ve completed, and differentiate instruction accordingly during their “Meeting.”

Home Time

Assign Study Island as Homework: Parents can take part in Study Island with their child. Not all of your students have home computers? No need to worry; create Printable Worksheets for them to take home and study.

Email Reports to Parents: When viewing the Individual Student Report, click on “Automatically Email Report,” and add parents’ email addresses. This increases home-school communication. An alternative idea to this would be to teach parents that they can view reports by logging in under their child’s login name and clicking on My Reports.

Certificate of Completion: Send a certificate home at the end of the school year telling parents that their student completed the program. You can find an example certificate by clicking “Help” in the upper right corner.

Class Time

Printable Worksheets: Select this session type for a Study Island topic. Group your students and give each a different set of questions. Upon completion, have each group present their solutions to the class.

Warm Up/Conclusion Activity: Using a classroom projector device, display questions in the program for the students to answer independently at their desks. Do this either at the beginning or end of your class.

Sailing through the Study Island Year: Create a bulletin board to look like the sea. On one side, place “Study Island” and on the other, place several construction paper boats. On each boat, place the name of a group—e.g. class or grade level. As the students work through the program, move the ships along the sea to various checkpoints. Customize the points to meet your needs. (Examples: “50 Ribbon Island”, or “5,000 Question Cove.”)



Contact the Implementation Department: The Implementation team is happy to provide additional resources/assistance—we’re here to help. Also if you’d like to share how Study Island is used on your campus, we’re always looking for new ideas! Contact us via email: implementation@studyisland.com or call 1.800.419.3191 and we’ll happily assist you.

Parent Letter

Dear Parent or Guardian,

Our school has purchased a subscription to a research-based standards mastery program called Study Island. During our subscription, your child can access Study Island free of charge anywhere that Internet access is available! Study Island has site-wide security features in place to provide greater peace of mind.

We are excited about the benefits this program can bring to our students, and we encourage you to take advantage of this opportunity. Please feel free to contact Study Island at 800-419-3191 or support@studyisland.com if you have any questions.

Sincerely,

Principal

Using Study Island from Home

Study Island is completely Web-based, which allows students to access the program from any computer with an Internet connection and a standard Web browser. Study session results are automatically recorded for teacher review, including results from sessions completed outside of school.

The program is divided into sections based on subject (math, reading, etc.). Each section is made up of 15 to 30 topics, with each topic containing about 20 to 30 questions. Topics are accompanied by a lesson, which contains a brief overview of the material covered in that topic.

Follow the instructions below to use the program:

1. Go to www.studyisland.com.
2. Enter your username and password at the upper left side of the screen, and click "Submit." Students will receive a username and password from their school.
3. Click on a subject (math, reading, etc).
4. If this is the first time using the program, click "Pretest." **You must complete 10 Pretest questions to unlock the rest of the content in that subject.** If there is no Pretest option, or if you have already taken the Pretest, you may move on to the other content topics.
5. Choose a Session Type. The default setting is Test mode, however students may also select Printable Worksheet or Game mode if permitted by the school.
6. To pass a topic, you must meet the passing requirements, which are based on a minimum number of questions answered (usually 10) and a minimum percentage correct (around 70%). A blue ribbon icon (🏆) is displayed next to all passed topics.
7. Once you have completed the Pretest, you may work through the remainder of the topics in any order. You must pass all topics before taking the Post Test.
8. Once you have passed all the topics, you must pass the Post Test to complete the subject. Ignore this step if the subject has no Post Test.
9. When you pass all topics in all subjects, you have completed the program.

To Access Reports:

Select a subject under Reports from the left-hand side of the screen to access your reports.

"We have developed an incentive program and the students that reach the blue ribbon status in a predetermined number of skills are invited to a luau with the principal." -Randy Boggs, Bendorf Elementary, NV

Estimados Padres o Tutores:

Nuestra escuela ha comprado una suscripción a un programa de dominio de estándares basado en investigación, este programa se llama Study Island. ¡Durante el período de suscripción su hijo puede acceder a Study Island de manera gratuita en cualquier lugar que tenga acceso a Internet! En todo el sitio de Study Island existen sistemas de seguridad internos para brindarle una mayor tranquilidad.

Estamos muy entusiasmados con los beneficios que este programa puede brindar a nuestros alumnos, nosotros queremos que usted saque provecho de esta oportunidad. Si tiene alguna duda o comentario, por favor no dude en ponerse en contacto con Study Island al teléfono 800-419-3191 o al correo electrónico support@studyisland.com.

Sinceramente,

El Director

Utilizando Study Island en la Casa

Study Island es un programa que está completamente basado en Internet, esto permite a los alumnos tener acceso al programa desde cualquier computadora que tenga una conexión a Internet y un buscador de internet estándar. Los resultados de las sesiones de Study Island se registran automáticamente para que los profesores puedan revisarlos, esto incluye los resultados de las sesiones que se realizan fuera de la escuela.

El programa está dividido en secciones basadas por las materias (Matemáticas, Lectura, etc.). Cada sección se compone de 15 a 30 temas, cada tema se compone de 20 a 30 preguntas. Los temas están acompañados de una lección, la cual contiene una breve descripción del material cubierto en el tema.

Siga las Sigüientes Instrucciones para Usar el Programa:

1. Vaya al sitio www.studyisland.com
2. Ingrese el nombre del usuario "*username*" y la contraseña "*password*" en la parte izquierda superior. Después haga clic en el botón "*Submit*". Los estudiantes recibirán el nombre del usuario y la contraseña en la escuela.
3. Haga clic en una materia (Matemáticas, Lectura, etc.).
4. Si está utilizando el programa por primera vez haga clic en el botón "*pretest*" examen preliminar. **Usted deberá de completar 10 preguntas del examen preliminar para tener acceso al contenido restante de la materia.** Si no hay una opción de "*pretest*" examen preliminar o si ya la tomó, usted puede acceder a los otros temas.
5. Elija un tipo de sesión. El tipo de sesión que aparece como regla, es el modo de prueba, no obstante los estudiantes pueden seleccionar otros modos como el de impresión de hoja de trabajo o juegos, en caso de que estén permitidos en la escuela.
6. Para aprobar un tema, usted debe de cumplir con los requisitos para aprobar. Estos requisitos se basa en el número de preguntas contestadas (generalmente 10) y un porcentaje mínimo de respuestas correctas (70%). Un icono de un listón azul (🏆) aparecerá junto a todos los temas que sean aprobados.
7. Una vez que haya completado el examen preliminar, usted podrá acceder el resto de los temas en el orden que usted desee. Usted debe de aprobar todos los temas antes de tomar el Post Test.
8. Una vez que usted haya aprobado todos los temas, usted será capaz de aprobar el Post Test. Usted debe de aprobar el Post Test para completar la materia. En caso que la materia no tenga Post Test, ignore este paso.
9. Una vez que haya aprobado todos los temas de todas las materias, usted habrá terminado el programa.

Como Acceder a los Reportes:

Seleccione una materia en lado izquierdo de la pantalla para tener acceso a los informes

Troubleshooting

Problem:	Possible Solution:
I signed up for Study Island, but I haven't received any software or materials.	Study Island is completely Web-based, so no software or materials will be shipped. When a school signs up, we will email the admin a username and password, along with an instruction manual containing directions on how to start using the Study Island program.
I tried to log on with my username and password, and it says that my information is invalid.	Verify that you have entered your login information exactly as provided. The login information is not case sensitive, but please make sure you are entering the EXACT username and password, including spacing and/or punctuation.
Nothing happens when I click a topic to start studying.	All students must take a pretest of at least ten questions before they are allowed to access topics in that subject. There is no passing requirement for the pretest.
Is there a problem with Study Island scoring? A student received a 0% on his or her first practice session. On the second attempt he or she received a 100%, but the score says 75%.	75% is the final cumulative score. The system takes the total number of correct answers and divides that by the total number of attempted questions.
A student received a score of 100% on his or her last session, but did not receive a blue ribbon for that particular topic.	Study Island uses cumulative scores to measure student progress. Students must receive a cumulative score that is equal to or greater than the percentage listed in the "Passing Goal" column of the main page for that subject; as well as complete the required number of questions. So, if the percentage needed is 70%, students must have a <i>cumulative</i> score of at least 70% to receive a blue ribbon for that topic.
Can a teacher clear test sessions that are holding a student's average down?	Yes. For instructions see page 16.
As I was working with a student today, I noticed that the student was struggling to pass a topic. Can I delete sessions from my student's login screen instead of having to login as a teacher?	Yes. When students are viewing their own session stats, there are check boxes next to each session and a "Remove Checked Sessions" button at the top. When users try to remove sessions from a student login, they are prompted to enter a teacher username and password. A message will be sent to the teacher's Message Center when a session is deleted.
There is a red "X" in the corner where an image should appear.	The images may load by right-clicking (or holding the button down if using a Mac) where the image should appear and selecting to show the image on the resulting menu.
I think I found an error in a question. How do I report this?	Click "Comment on Question" in the upper right-hand corner. This allows our content editors to find the specific question and make changes, if necessary.
I'm having difficulty using/viewing the games.	Go to http://www.studyisland.com/gametest.cfm to help diagnose the problem.

Appendix A: Glossary

Adjust Student Difficulty - feature found on the School Stats page that allows admins and teachers (if allowed) to adjust the percentage correct required to achieve the blue ribbon (🏆) and force students into lower or higher grade level material

Administrator – person from your school or district designated to register students and teachers, update the roster as needed, and set global preferences for the program

Advance Grade - to promote students to a higher grade level

Assignment - topic(s) chosen by the teacher for the students to complete; created on the Class Manager Page and accessed through the Class Page. See 'Completed Assignment'

Attributes – individual data for each user, such as grade level, username, password, and demographics

Block Other Material - feature that allows you to designate the material to which your students have access. Students will only be able to access Study Island topics assigned on the Class Page(s).

Blue Ribbon – the designation of topic mastery

Building Block – remedial material automatically generated when a student does not meet certain passing requirements

Class – a group or grouping of students created on the Class Manager Page

Class Manager – Study Island page where teachers can manage classes and create/edit assignments and class pages

Class Page – informational page created by teachers in Class Manager containing assignments, notes, etc. for students

Class Properties – settings chosen for each class by the teacher (e.g. game access, timer visibility, and remedial topic availability)

Create New Topic - editor with which Custom Material can be created

Classroom Response Systems (CRS) – interactive handheld classroom devices which work in conjunction with the Study Island program

Completed Assignment - assignment in which students have earned a Blue Ribbon in each included topic

Custom Material – questions created by teachers added into the Study Island program

Database File - school-generated file containing student information used to register users in Study Island

Default Password - school-chosen password given to all users upon registration if unique password is not specified

High Score Table - record of high game scores achieved in game mode

Homeroom - optional field used during registration to automatically place students in a class

Import - method of registering users by uploading a database file containing user information

Items - number of questions

Lesson - brief topic overview

Live View - a real-time monitoring system that allows teachers to observe students' progress as they work

Mapping Fields - process of matching your database fields to recognized Study Island fields

Not Trusted - setting designated by Admin that limits teacher functions and access to student data

Off Grade Level - see 'Building Block'

Owner - teacher or Admin in control of class

Parent Notification - an automatic notification process designed to communicate student progress to parents via email

Pass Topic - to pass a topic, a student must achieve a specified percentage correct while having attempted a minimum number of questions

Passing Parameters - requirements to designate topic mastery; consists of minimum percentage and minimum number of questions

Passport Stamp – Designation of topic mastery in My Island, the high school program

Post Test – non-diagnostic topic designed to determine subject mastery

Pretest – non-diagnostic topic designed to introduce users to the Study Island program

Printable User List - roster of users' usernames and passwords

Printable Worksheet - session type that allows users to print questions from a Study Island topic

Register - to add users to the program manually or via a database file

Remedial Topic - see 'Building Block'

Report - Study Island statistical data organized in a viewable format

School Identifier - suffix added to a username to prevent a high number of duplicates (e.g.: school name, initials, or mascot)

Session - duration of time in which a user participates in a Test, Game, Classroom Response System, or Printable Worksheet within the Study Island program

Session Type - see 'Study Mode'

SIS Primary Key - identification number that can be added when registering users to identify users in our system

Start Date - the day the user was created and/or the date from which stats are shown

Study Mode - method in which students can work through Study Island topics; options include Test, Game, Classroom Response System and Printable Worksheet

Suffix - see 'School Identifier'

Topics - individual segments within a subject

Trusted - setting designated by the admin that allows teacher functions and access to student data

White Ribbon - designation of Building Block mastery

Icon Glossary

	Text Highlighter - Used for highlighting text in a question
	Font Size Changer - Used for changing the font size of a question
	Text to Speech - Roll over to hear audio of question
	Envelope - Link to Message Center
	Building Block - Remedial material automatically generated when a student does not meet certain passing requirements
	Hazard Triangle - Denotes student is struggling in topic
	Blue Ribbon - Designation of topic mastery
	Passport Stamp – Designation of topic mastery in My Island, the high school program
	White Ribbon - Designation of topic mastery for a Building Block topic
	Preview Class Page – Default
	Preview Class Page – Not Default
	Edit Class or Edit Assignment
	Class Page and Assignments
	Remove Class or Assignment
	Deactivate Assignment
	Activate Assignment
	Assignment Results
	Locked Assignment
	View Lesson
	View Questions
	View Expectation
	View Standards Map