





Study Island Teacher Manual

2009-2010

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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 built from state standards and available in all fifty states. One of *District Administration's* Readers' Choice Top 100 Products of 2008, Study Island is used by over 9 million students in 19,000 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 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.
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

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. Students have the ability to choose the number of questions for that 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 compatible 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 difficulty level does not pertain to the questions, but rather to the level at which the game is played.
- Printable Worksheet – Students can choose one or more 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.**

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

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

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.
2. Enter a title for your new class and click "Next."
(**OPTIONAL:** Teachers may choose to "Override School Preferences." 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 the box next to that grade level.
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:

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

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

Select Students:

Students Selected: 4

- ☐ Kindergarten
- ☐ 1st Grade
- ☐ 2nd Grade
- ☐ 3rd Grade
- ☐ 4th Grade
- ☒ 5th Grade
 - ☐ Grove, Mara
 - ☒ Lusted, Greg
 - ☒ Ressep, Allison
 - ☒ Roberts, Bobby
 - ☒ Ross, Becky
- ☐ 6th Grade
- ☐ 7th Grade
- ☐ 8th Grade
- ☐ 9th Grade
- ☐ 10th Grade
- ☐ 11th Grade
- ☐ 12th Grade

To Create an Assignment:

1. Click "Class Manager" and locate the class to which you want to add an assignment.
2. Click the "Class Page and Assignments" icon on the far right.
3. Click "Add Assignment."
4. 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.
5. Enter an Assignment Title.
6. Type instructions or any relevant information in the "Additional Info" box (optional).
7. 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.)

A. Assigning to a Class(es):

1. Check the box(es) that correspond(s) 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 box for the class as a whole is unchecked.

Select Assignees

Classes Selected: 1
Students Selected: 2

☐ ▶ Math (custom material)
☒ ▶ Mr. Smith's 4th Period Class
☐ ▶ Mrs. Peters homeroom
☐ ▶ RDHS Class
☐ ▶ Rory and Lorelai

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 dropdown 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

Passing Goal

Title	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.
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.

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.)

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

Emailed Report Manager

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

To set up an automatic email:

1. Click "School Stats" on the left side of the screen.
2. Pull the report of your choice.
3. Click "Automatically Email Report" within the report you generated to sign up to receive it periodically via email.

Tip: You can generate Individual Student Reports and add the parent's e-mail so the parent receives the report via e-mail periodically. Please note that no other reports should be sent to parents as they contain information on students other than their own.

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.

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.

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.

1. Check the boxes to the left of the names you want to change.
2. In the box adjacent to "Subject to Change," select which subject you would like to change.
3. Next to "Passing Level," select the preferred percentage and click "Set Passing Level."

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" unless filtered.

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 "Set Start Date."

Operations Below Are Performed On Checked Users ?

Start Date: Jul 28, 09 **Set Start Date**

Subject To Change: -

Passing Level: Met Standard **Set Passing Level**

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, administrators can limit students to working on lower or higher grade-level material.

Select the Class the student is in and click "Next." Check 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 "Restrict Users To This Level."

Operations Below Are Performed On Checked Users ?

Grade Level: 8th Grade - TEKS Mastery and TAKS Preparation **Restrict User(s) To This Level**

☒ Hide Grade Level From User

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

Reports ?

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

Delete Individual Test Sessions

Teachers can delete individual test sessions by going to the School Stats page and pulling an Individual Student Report.

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."

You can also delete entire topics by checking off the box to the left of the topic title and then clicking "Remove Checked Records."

TRY THIS:

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

[illegible]

Select **Individual Student Report**.
Choose the student you'd like to view.

Individual Subject Report

Program: 3rd Grade - TIES Mastery and TIES Preparation

Subject: Science

Teacher: Walker, S.

Comparison: [Compare with others](#)

Pacing Level: Met Standard

Starting Date: Feb 20, 2017

Report Period: Feb 20, 2017 through Jun 15, 2019

Annotations: [Suggested Topics](#) [Automatically Email Report](#)

Study Index Topics					
Topic		Sessions	Time Spent	Correct/Total	% Correct
1	1 Printout - Science	1	5:57	10 / 10	100.0%
2	Nature of Science (TMS ORL 1)				
a	1 Laboratory Procedures - Experiments	3	2:35	12 / 16	81.2%
b	1 Experimental Design - Experiments	2	5:50	11 / 12	91.7%
c	1 Collect & Interpret Data - Experiments	2	2:39	6 / 20	30.0%
d	1 Mapping	1	1:42	3 / 4	75.0%
e	1 Scientific Evidence - Experiments	3	32:57	19 / 26	83.3%

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

Progress Through Program (Percentage Complete)						
Product: 3rd Grade - TEKS Mastery and TAKS Preparation						
School: Kailash Trial School						
Class: Students in grade [3]						
Report Period: through Jun 15, 2009						
Open in Excel			Automatically Email Report			
<p>IMPORTANT: The percentages below are BEST percentages computed. They show the progress of student through the program and are based on what the student has completed.</p>						
User	Sort Math	Sort Reading	Sort Science	Sort Social Studies	Sort All	
Students in grade [3] <input checked="" type="checkbox"/>	7th 13% AVG	8th 20% AVG	9th 60% AVG	6th 12% AVG	39 28% AVG	
1. Jones, Jody <input type="checkbox"/>	7th 13%	8th 20%	9th 60%	6th 12%	39 28%	
2. Walker, Sue <input type="checkbox"/>	4th 11%	5th 14%	50%	0%	16%	
	7th 22%	8th 28%	60%	33%	20%	

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

Program: 3rd Grade - TAKS Mastery and TAKS Preparation

Subject: Science

School: Kelly Little School

Class: Students in grade [3]

Report Period: through Jun 13, 2009

Open in Excel					Mathematically Eloquent Report									
Practise - Science		Laboratory Practices		Experimental	Collected & Interpreted		Scientific Evidence	Laboratory Tools	Experiments					
Student	Items	Score	Items	Score	Items	Score	Items	Score	Items	Score				
James, Holly	13	90.0%	10	70.0%	12	58.3%	7	42.9%	10	100.0%	17	100.0%	14	82.9%
Walker, Sue	13	100.0%	16	81.3%	12	59.2%	20	75.0%	13	84.6%	20	70.0%	19	78.9%
Total	26	95.6%	26	76.9%	24	75%	27	73.3%	23	88.5%	37	93.3%	34	84.9%

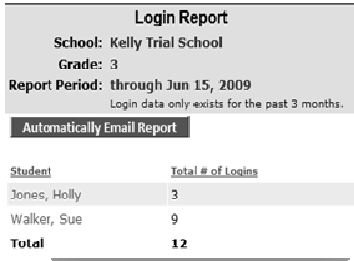
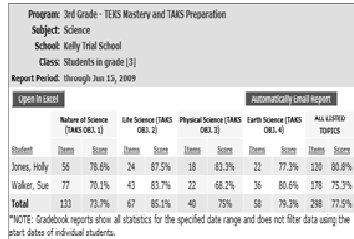
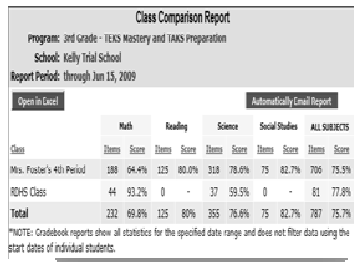
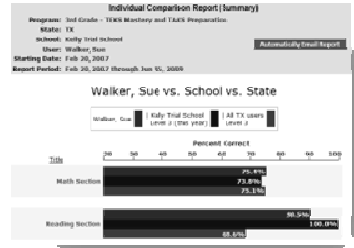
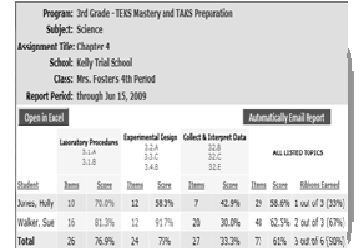
Select **Individual Student Report** and view the report.

Click on the session number for the topic you'd like to view. Click "View Missed" to see the missed questions.

List Of Sessions					
Topic: Simple Systems					
User: Walker, Sue					
Passing Goal: 10 Items and 47% correct					
Starting Date: Feb 20, 2007					
Report Period: Feb 20, 2007 through Jun 15, 2009					
<input checked="" type="button" value="Remove Checked Sessions"/> <input type="button" value="Uncheck All"/>					
Date	Session Type	Time	Questions	% Correct	
<input type="checkbox"/> 02/19/09 - 1:47 PM CST	Home Run Derby	2:19	2	50.0%	View Missed
<input type="checkbox"/> 03/20/09 - 1:42 PM CST	Space Game	2:14	5	20.0%	View Missed
<input type="checkbox"/> 03/20/09 - 1:54 PM CST	Basketball Game	7:21	10	80.0%	View Missed
<input type="checkbox"/> 03/20/09 - 2:02 PM CST	Maxx Game	2:40	5	100.0%	
<input checked="" type="checkbox"/> Overall	All Questions	49:34	22	68.2%	

IF YOU WANT TO:

TRY THIS:

View the dates and times of student logins	Select Login Report . Use the filter function to see specific dates and times within the previous three months.	
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 scores that they have received while playing the games.


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.

c.  Fractional Parts of Objects - lesson	10 : 40.0%	10 : 75%	D	Expectation
 Fractions - lesson	0 : -	10 : 75%	-	

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 (earn 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 "Features" then "Custom Material."

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 as they have. 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 children. 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."

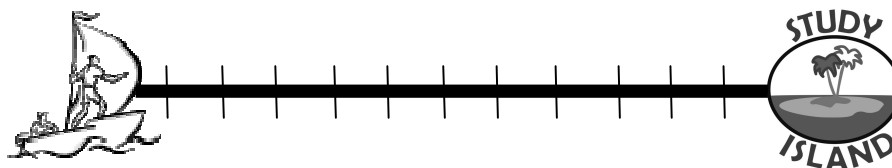
Certificate of Completion: Send a certificate home at the end of the school year telling parents that their student completed the program. There is an example of a certificate on page 17 of this manual.

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 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 Siguietes Instrucciones para Usar el Programa:

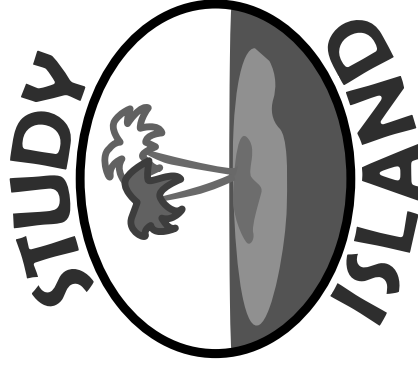
1. Vaya al sitio www.studyisland.com
2. Ingrese el nombre del usuario "*username*" y la contraseña "*password*" en la parte izquierda superior. Después haga clic en el botón "*Submit*". Los estudiantes recibirán el nombre del usuario y la contraseña en la escuela.
3. Haga clic en una materia (Matemáticas, 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 the average down?	Yes. For instructions see page 8.
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 log in 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.



This certifies that


has successfully mastered all levels of

Study Island - 2009-2010.

Teacher

Principal

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 - 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

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

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

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 *Audio available for K-1 only
	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
	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

		Students with Stats (not ALL students)	Filter by Date Inside Report	Has Histogram /Graph	Automatically Email Report	Open in Excel	Sort	Send Message	Click Name for Details	Click Stats for Details	Building Block Stats
Class Gradebook Report	By Program Broken Down by Subject				X	X	X		X	X	
	By Subject Broken Down by Topic				X	X	X		X	X	
	By Subject Broken Down by Reporting Category					X	X		X	X	
	By Topic	X	X	X	X		X	X	X	X	
	By Subject	X	X	X	X		X	X	X		
	By Program	X	X	X	X		X	X	X		
	All Activity	X	X	X	X		X	X			X
Blue Ribbon Report					X	X	X	X		X	
Individual Student Report	All Subjects		X		X						
	By Subject		X		X					X	X
Class Summary Report	All Subjects		X		X					X	
	By Subject		X		X						
Class Comparison Report	By Program Broken Down by Subject				X	X	X		X	X	
	By Subject Broken Down by Topic				X	X	X		X	X	
	By Subject Broken Down by Reporting Category					X	X		X	X	
	By Topic		X	X	X		X		X		
	By Subject		X	X	X		X		X		
	By Program		X	X	X		X		X		
	All Activity		X	X	X		X		X		
Assignment Report					X	X	X		X	X	
Benchmarking Report	Gradebook Format					X	X		X	X	
	* Item Analysis	X					X			X	
	Class Summary Format	X		X						X	
	Class Comparison Format					X	X			X	
	Individual Student Format										
	Executive Summary Format			X						X	
Trend Report	Usage Graph				X						
	Cumulative Performance Graph				X						
	Performance Graph				X						
Weekly Report		X									X
High Score Report							X		X	X	
Login Report							X		X		

Compare with Others	Suggested Topics	Item Analysis	Disaggregate View	Blue Ribbons	Time Spent	Grade (proficient, below basic, etc)	
				X	X	X	Class Gradebook Report
					X	X	
					X	X	
					X		
							Blue Ribbon Report
X					X	X	Individual Student Report
X	X			X	X	X	
X			X		X		Class Summary Report
X	X			X	X	X	
					X	X	Class Comparison Report
					X	X	
					X	X	
					X		
							Assignment Report
		X				X	Benchmarking Report
		X	X			X	
		X				X	
						X	
			X			X	Trend Report
							Weekly Report
							High Score Report
							Login Report

	Class Gradebook							Blue Ribbon	Individual Student		Class Summary		Class Comparison							
	Program by Subject	Subject by Topic	Subject by Reporting	By Topic	By Subject	By Program	All Activity		All Subjects	By Subject	All Subjects	By Subject	Program by Subject	Subject by Topic	Subject by Reporting	By Topic	By Subject	By Program	All Activity	
Students with stats (not ALL students)	X X X X																			
Filter by date	X X X X								X	X	X	X	X X X X							
Histogram / graph	X X X X												X X X X							
Automatically Email Report	X	X	X X		X	X	X	X	X	X	X	X	X	X	X X		X	X	X	
Open in Excel	X	X	X					X					X	X	X					
Sort	X	X	X	X	X	X	X	X					X	X	X	X	X	X	X	
Send message to student from report	X X X X							X												
Click on name to get more details	X	X	X	X	X	X							X	X	X	X	X	X	X	
Click on stats to get more details	X	X	X	X				X	X		X			X	X	X				
Building Block stats	X								X											
Compare with others									X	X	X	X								
Suggested topics									X		X									
Item analysis													X							
Disaggregate view											X									
Shows blue ribbons	X								X		X									
Time spent	X X X X								X	X	X	X	X X X X							
Grade (proficient, below basic, etc.)	X X X								X	X	X		X X X							

Assignment	Benchmarking						Trend Report			Weekly	High Score	Login	
	Gradebook	* Item Analysis	Class Summary	Class Comparison	Individual Student	Executive Summary	Usage Graph	Cumulative Performance	Performance				
			X	X						X	X		Students with stats (not ALL students)
													Filter by date
				X		X							Histogram / graph
X							X	X	X				Automatically Email Report
X	X			X									Open in Excel
X	X	X		X							X	X	Sort
													Send message to student from report
X	X										X	X	Click on name to get more details
	X	X	X	X	X		X				X		Click on stats to get more details
										X			Building Block stats
													Compare with others
													Suggested topics
X	X												Item analysis
X			X										Disaggregate view
													Shows blue ribbons
													Time spent
	X		X	X	X	X							Grade (proficient, below basic, etc.)