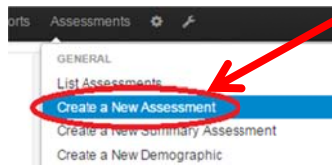
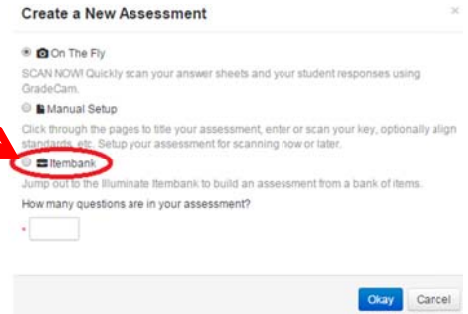


CREATING A TEST USING ITEMS FROM THE BANK

1. There are two most common ways in navigating to the itembank for the purpose of creating a test. If an itembank account has already been created, from Illuminate, users may use the “Create a New Assessment” option under the “Assessments” tab:



2. Use the “Itembank” option then click Okay on the next screen:

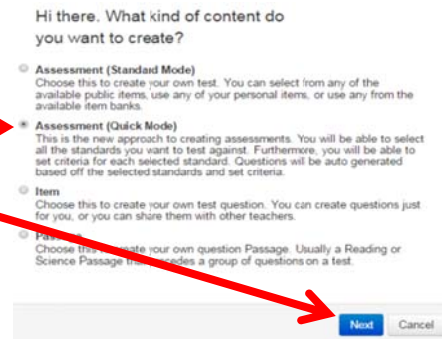
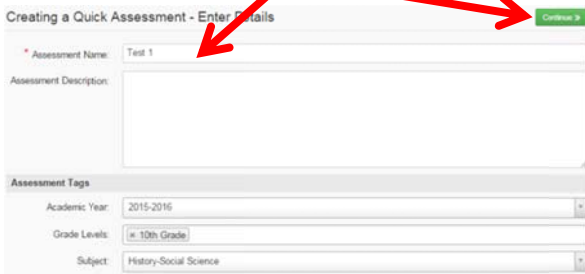


Four options are presented on the screen that follows. The first two options are used to create a test, on which items would be placed. These are the recommended options if the desire is to create a test using pre-existing items. The last two options are used to create your own item or passage, and these will not be attached to any test until the user manually attaches them sometime in the future.

CREATING AN ASSESSMENT IN “QUICK MODE”

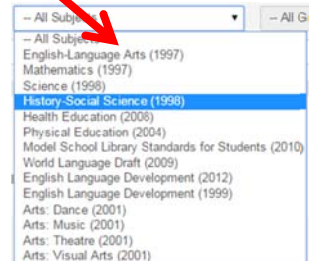
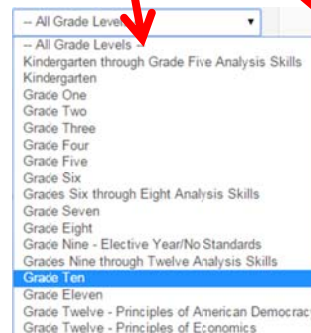
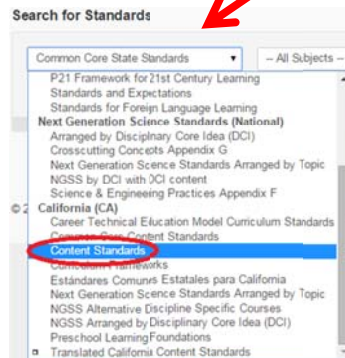
3. Select “Quick Mode” and click the “Next” button.

4. Creating a title is mandatory, and selecting the academic year, grade levels and subject area are optional, but could help users in searching for the test. Click the “Continue” button:



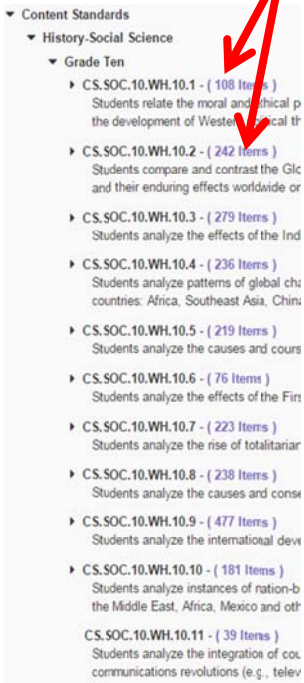
5. Select the standard type, the subject area, and the grade level from the three dropdown fields provided. The list of types are divided into four categories: Common Core (National), National (National), Next Generation Science Standards (National), and California (CA). Subject areas include ELA, Math, Science, History, Health, PE, etc. The grade level selection will depend on the subject area selected.

- Common Core (National)
 - Common Core State Standards
 - Dynamic Learning Maps
- National (National)
 - Advance Placement Standards
 - National Health Education Standards
 - National Standards for Students
 - P21 Framework for 21st Century Learning Standards and Expectations
 - Standards for Foreign Language Learning
- Next Generation Science Standards (National)
 - Arranged by Disciplinary Core Idea (DCI)
 - Crosscutting Concepts Appendix 6
 - Next Generation Science Standards Arranged by Topic
 - NGSS by DCI with DCI content
 - Science & Engineering Practices Appendix F
- California (CA)
 - Career Technical Education Model Curriculum Standards
 - Common Core Content Standards
 - Content Standards
 - Curriculum Frameworks
 - Estandares Comunes Estatales para California
 - Next Generation Science Standards Arranged by Topic
 - NGSS Alternative Discipline Specific Courses
 - NGSS Arranged by Disciplinary Core Idea (DCI)
 - Preschool Learning Foundations
 - Translated California Content Standards

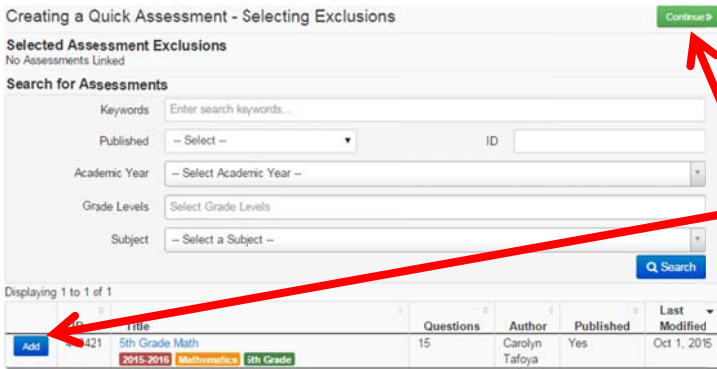
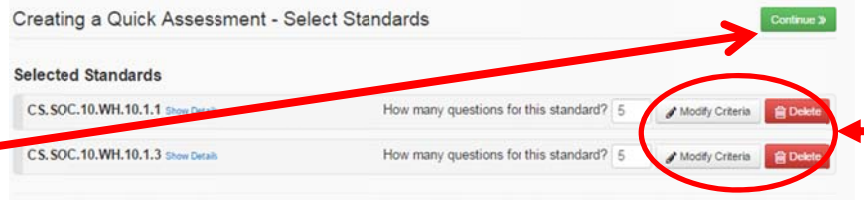


The number of available items that fall into each standard group appears below the selection criteria:

Use the “expand” button to view the nested structure of the standards if desired.



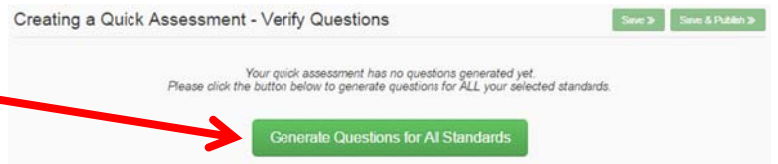
6. **Click on the desired standard(s)** to be included on the test itself. This causes the standard to appear in a section above the selection criteria area, along with default criteria that includes the number of items per standard, and other criteria that can be modified, including which item bank to draw from (my own bank, a public bank, Edu Think, INSPECT, etc.), the type of item to include (non-traditional multiple choice, evidence based, multi-part, etc.), and other attributes (difficulty, claim, target, Blooms Taxonomy, etc.). For the purpose of this example, all is left as a default by not selecting any other criteria, and **clicking the “continue” button.**



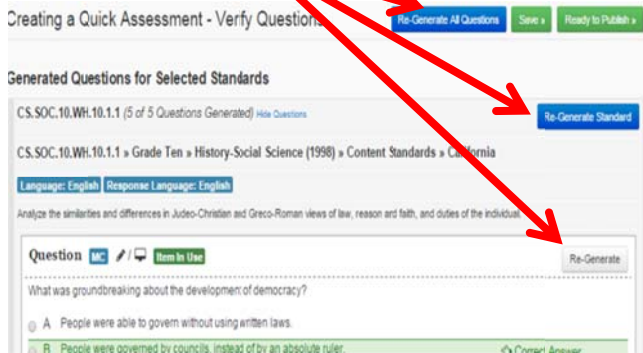
7. The next screen is used to exclude previously used items if desired. If creating a test for the very first time, no assessments should appear in the list below. However, if any tests were created in the past, they may appear in the list. If tests do appear, clicking the “Add” button would exclude any items from those tests from appearing on the current test being created. If not worrying about any exclusion, **Click the “Continue” button.**

8. Click the **Generate Questions** on the next screen.

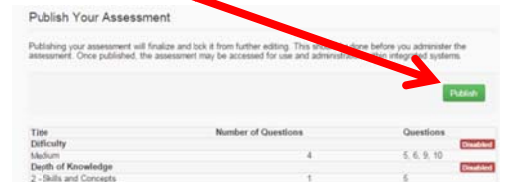
Review the items below, or “regenerate” questions to randomly select others:



9. If ready, **click the “Ready to Publish” button.**



10. **Click “Publish”** on the following screen as your final step which will place this test into the Illuminate side, where the test can be assigned to students.



Title	Difficulty	Number of Questions	Questions	Created
Medium	4	5, 6, 9, 10	Created	
Depth of Knowledge	2 - Skills and Concepts	1	5	Created