

TEKS RS Series: Administrator Overview

Everything you need to help your district and campus use
TEKS RS to its full potential!



Objectives

- Participants will learn to navigate and use the System Management Tools for Content Administrators in TEKS RS.
- Participants will learn how to access the TEKS RS Tools available to all users.
- Participants will learn how to add users to ITRS.



Audience

Please note that this session is for users who have district or campus level administrative rights.

Only administrators can add and remove permissions for other users. TEKS RS consultants cannot add or remove roles and permission for district users.

TEKS RS users with administrative rights are typically the superintendents, directors, instructional coaches, principals, vice principals, department chairs and coordinators.

[Save](#) [Cancel](#)

Roles and Permissions:

- User
- ESC Admin
- ePlanner
- ESC Content Admin

Grade Levels: (click here to select all that apply)

Subjects: (click here to select all that apply)

Courses: (click here to select all that apply)

Disk Usage and Login History:

Number of logins: 654	Last login was on: 5/30/2023	Create Date: 4/4/2017
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System Management

- Account Administration
- TEKS RS Assessment Access
- TEKS RS District Content
- TEKS RS Content Access
- TEKS RS Tools Administration
- TEKS RS District Resources
- TEKS RS Reporting



Account Administration

Manage user accounts within your region, district, or campus.



TEKS RS Content Access

Manage access to TEKS RS content for your district or campus.



TEKS RS Assessment Access

Manage access to the Assessments tool for your district or campus.



TEKS RS Tools Administration

Manage access to TEKS Resource System tools for your district.



TEKS RS District Content

Create and manage customized district versions of TEKS RS components.



TEKS RS District Resources

Create and manage supplemental district resources.



System Management

The System Management drop down gives you access to all the administrative links needed to provide access to TEKS RS users in your district. Not all users have access to all the options.

The screenshot shows the TCMPC System Management dashboard. At the top, there is a navigation bar with the TCMPC logo, the text 'Region 19 ESC - Demo District', and a search bar. Below the navigation bar, there are four main menu items: 'Standards', 'Components', 'Tools', and 'Support'. A red box highlights the 'System Management' dropdown menu, which contains the following options: 'System Management Home', 'Account Administration', 'TEKS RS District Content', 'TEKS RS Content Access', 'TEKS RS Assessment Access', 'TEKS RS Tools Administration', 'TEKS RS District Resources', and 'TEKS RS Reporting'. Below the navigation bar, the main content area is titled 'System Management' and includes a breadcrumb trail 'Home / System Management'. There are four main content cards: 'Account Administration' (Manage user accounts within your region, district, or campus.), 'TEKS RS Assessment Access' (Manage access to the Assessments tool for...), 'TEKS RS Tools Administration' (Manage access to TEKS Resource System), and 'TEKS RS Reporting'.

System Management

- **Account Administration**
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- TEKS RS Reporting



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TEKS RS District Resources

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Account Administration

Add and edit users from this page.

- The search box (*Keyword Search*) allows users to search for existing users. Search can be done using name or email address.
- To edit existing users' information or permissions, click the *Options* button and select *Edit*.
- To reset a user's password, click *Options* and select *Reset Password* from the drop-down menu.
- To disable a user, click the *Options* button and select *Disable*. Users no longer with the district should be disabled immediately.

Note: If you enter a name or email address in the keyword search box, your results will include both enabled and disabled users.

TCMPC
TEXAS CURRICULUM MANAGEMENT PROGRAM COOPERATIVE

Hello, Linda!

Standards ▾ Components ▾ Tools ▾ Support ▾ System Management ▾

Region 19 ESC - Demo District

[Edit Users](#) [Add User](#) [Bulk Upload](#) [Bulk Update](#) [Change Requests](#)

Account Administration - Edit Users

Use the search box below to search for existing users. You may search by name or email address. To edit existing users' information or permissions, click the Options button and select Edit. To reset a user's password, click Options and select Reset Password from the drop-down menu. To disable a user, click the Options button and select Disable. Please Note: If you enter a name or email address in the keyword search box, your results will include both enabled and disabled users.

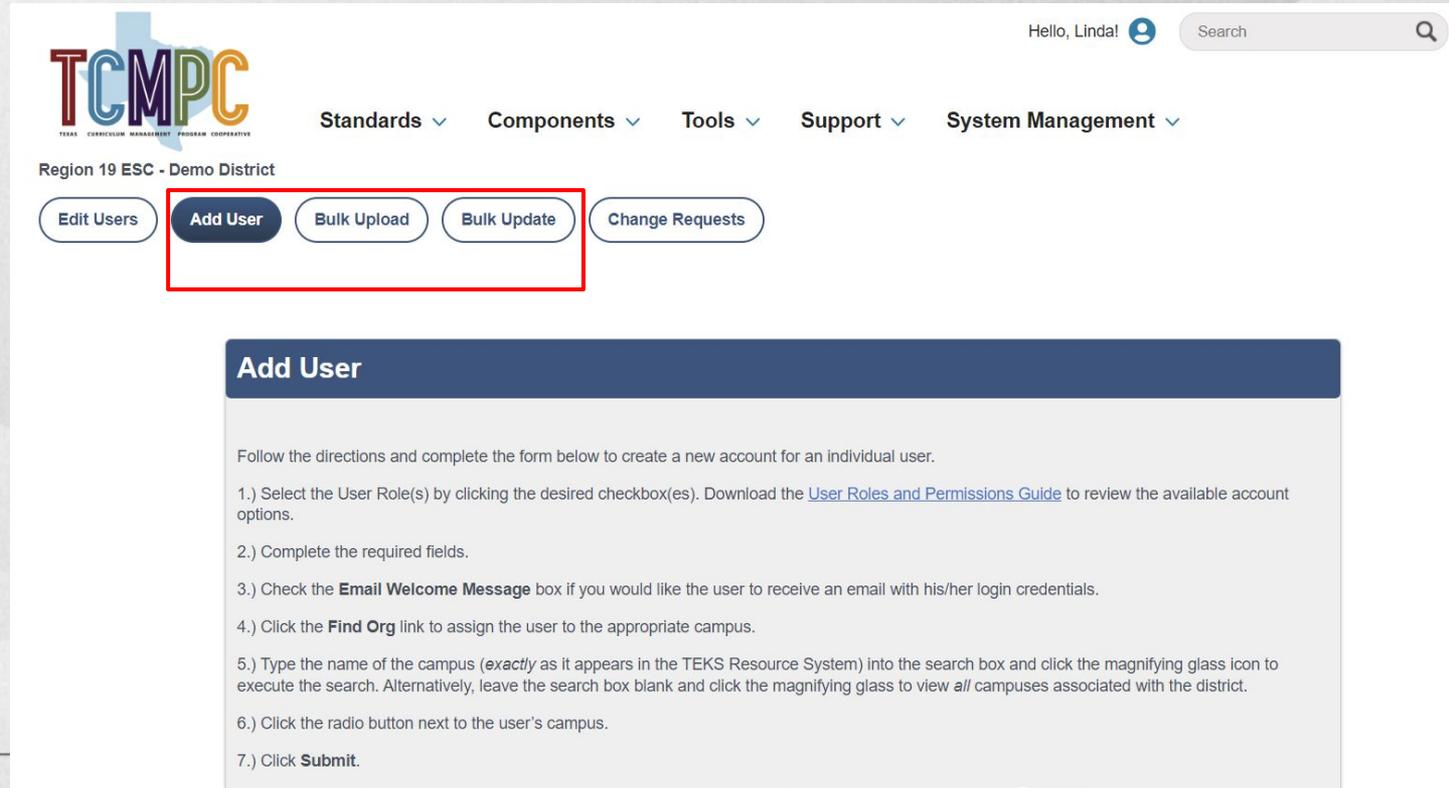
Hide Disabled Users

[Search](#) [Reset](#)

ID	RA	Name	Email Address	Date Created	Options
854353		Jeneth Leticia Acevedo	jlacevedo@esc19.net	2/3/2022 5:43:00 PM	

Adding User(s)

Users can be added individually or in bulk by using a XLSX file. Template for bulk files is linked on the *Bulk Update/Upload* page.



The screenshot shows the TCMPC (Texas Curriculum Management Program Cooperative) user management interface. The top navigation bar includes the TCMPC logo, a user profile for 'Hello, Linda!', and a search bar. The main navigation menu contains 'Standards', 'Components', 'Tools', 'Support', and 'System Management'. The current page is 'Region 19 ESC - Demo District'. A row of buttons includes 'Edit Users', 'Add User', 'Bulk Upload', 'Bulk Update', and 'Change Requests'. The 'Add User' button is highlighted with a red box. Below this row is a dark blue header for the 'Add User' section, followed by instructions for creating a new user account.

TCMPC
TEXAS CURRICULUM MANAGEMENT PROGRAM COOPERATIVE

Hello, Linda!  Search 

Standards ▾ Components ▾ Tools ▾ Support ▾ System Management ▾

Region 19 ESC - Demo District

Edit Users Add User Bulk Upload Bulk Update Change Requests

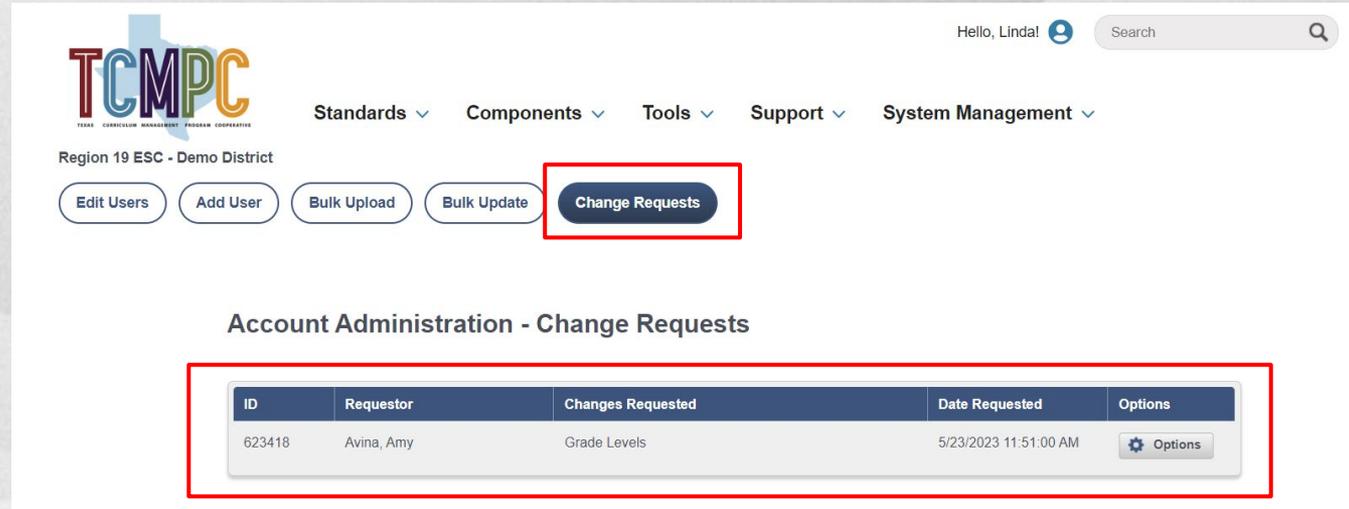
Add User

Follow the directions and complete the form below to create a new account for an individual user.

- 1.) Select the User Role(s) by clicking the desired checkbox(es). Download the [User Roles and Permissions Guide](#) to review the available account options.
- 2.) Complete the required fields.
- 3.) Check the **Email Welcome Message** box if you would like the user to receive an email with his/her login credentials.
- 4.) Click the **Find Org** link to assign the user to the appropriate campus.
- 5.) Type the name of the campus (*exactly* as it appears in the TEKS Resource System) into the search box and click the magnifying glass icon to execute the search. Alternatively, leave the search box blank and click the magnifying glass to view *all* campuses associated with the district.
- 6.) Click the radio button next to the user's campus.
- 7.) Click **Submit**.

Change Requests

You will receive an email when a change request is submitted. Request by users can be made by going to *Tools* then *My Profile*. *Change Requests* enables administrator to accept or ignore request.



The screenshot displays the TCMPC (Texas Curriculum Management Program Cooperative) web application interface. The user is logged in as 'Linda'. The navigation menu includes 'Standards', 'Components', 'Tools', 'Support', and 'System Management'. The current page is 'Region 19 ESC - Demo District' and the 'Change Requests' button is highlighted with a red box. Below the navigation, the page title is 'Account Administration - Change Requests'. A table of requests is shown, with one request highlighted by a red box:

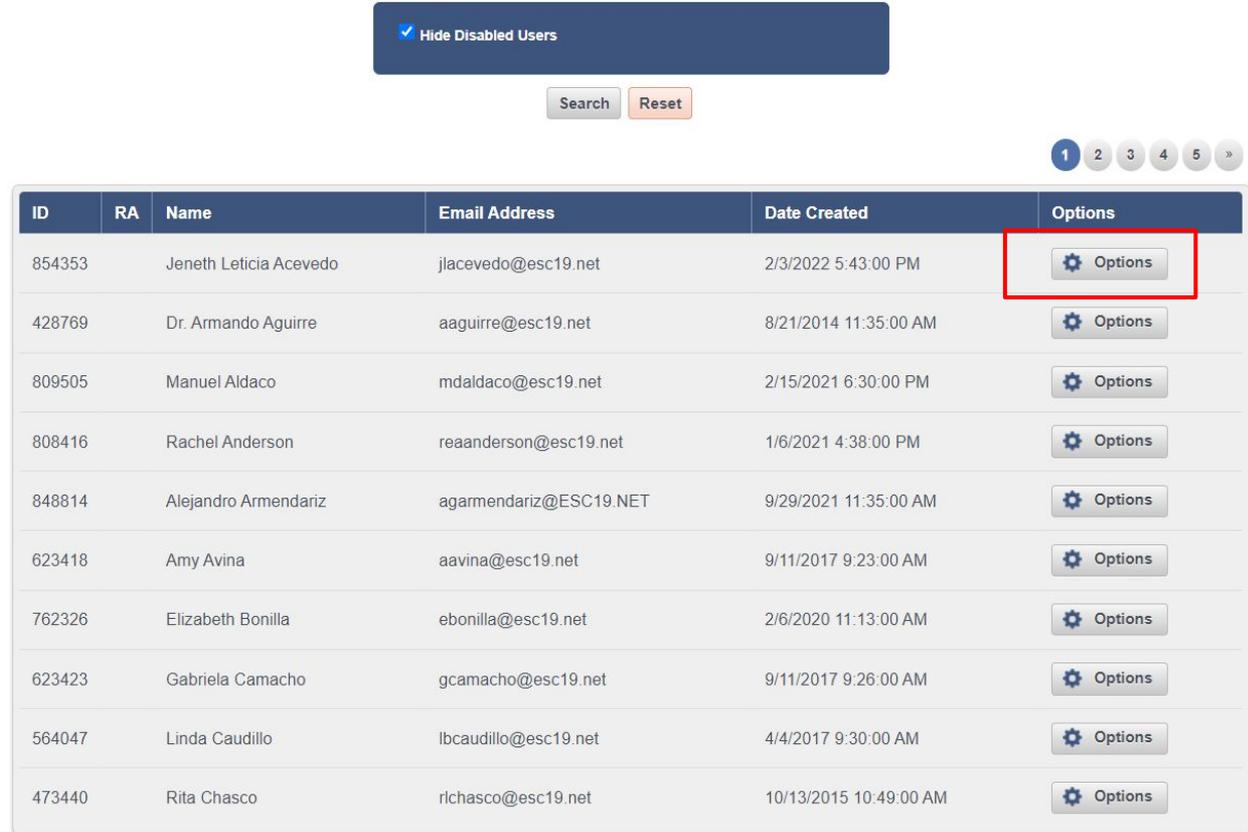
ID	Requestor	Changes Requested	Date Requested	Options
623418	Avina, Amy	Grade Levels	5/23/2023 11:51:00 AM	Options



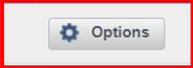
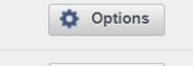
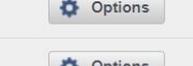
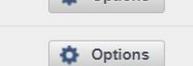
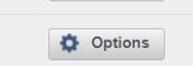
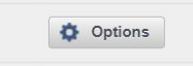
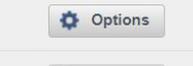
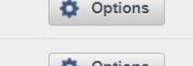
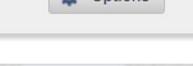
Options for Individual User

Function allows user to:

- Edit user profile
- Reset Password
- Send welcome email
- Disable User



The screenshot shows a user management interface. At the top, there is a dark blue bar with a checked checkbox labeled "Hide Disabled Users". Below this are "Search" and "Reset" buttons. On the right side, there are pagination controls showing pages 1 through 5, with page 1 selected. The main content is a table with the following columns: ID, RA, Name, Email Address, Date Created, and Options. The first row of the table is highlighted, and the "Options" button in that row is enclosed in a red box. The "Options" button is a gear icon followed by the text "Options".

ID	RA	Name	Email Address	Date Created	Options
854353		Jeneth Leticia Acevedo	jlacevedo@esc19.net	2/3/2022 5:43:00 PM	
428769		Dr. Armando Aguirre	aaguirre@esc19.net	8/21/2014 11:35:00 AM	
809505		Manuel Aldaco	mdaldaco@esc19.net	2/15/2021 6:30:00 PM	
808416		Rachel Anderson	reaanderson@esc19.net	1/6/2021 4:38:00 PM	
848814		Alejandro Armendariz	agarmendariz@ESC19.NET	9/29/2021 11:35:00 AM	
623418		Amy Avina	aavina@esc19.net	9/11/2017 9:23:00 AM	
762326		Elizabeth Bonilla	ebonilla@esc19.net	2/6/2020 11:13:00 AM	
623423		Gabriela Camacho	gcamacho@esc19.net	9/11/2017 9:26:00 AM	
564047		Linda Caudillo	lbcaudillo@esc19.net	4/4/2017 9:30:00 AM	
473440		Rita Chasco	rchasco@esc19.net	10/13/2015 10:49:00 AM	

Edit User

Enables user to:

- Edit roles and permissions
- Edit grade levels, subjects and courses
- See quick data such as usage

Edit Account
Save Cancel

First name:

Last name:

Email:

Email Verified Date:
Organization:
REGION 19 EDUCATION SERVICE CENTER
[Change](#)

Employee ID:

Roles and Permissions:
 User ESC Admin ePlanner
 ESC Content Admin

Grade Levels: (click here to select all that apply)

Subjects: (click here to select all that apply)

Courses: (click here to select all that apply)

Disk Usage and Login History:

Number of logins: 649	Last login was on: 5/23/2023	Create Date: 4/4/2017
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Disable User

To disable a user, click *Options, Disable User*.

Users can only be disabled one at a time.

The screenshot shows a web browser window with the URL `teksresourcesystem.net/module/admin/account/finduser.aspx`. A confirmation dialog box is displayed, asking "Are you sure you would like to disable this account?" with "OK" and "Cancel" buttons. Below the dialog, there are "Search" and "Reset" buttons. The main content area displays a table of users with columns for ID, RA, Name, Email Address, Date Created, and Options. The "Options" column for the user with ID 704418 (Anabel Tanabe) is expanded, showing a menu with "Edit", "Reset Password", "Welcome Email", and "Disable" options. The "Disable" option is highlighted with a red dashed border.

ID	RA	Name	Email Address	Date Created	Options
849304		Claudia Perez	cvperez@esc19.net	10/7/2021 11:28:00 AM	Options
850514		Ana Rosas	agrosas@ESC19.NET	10/28/2021 9:40:00 AM	Options
476631		Eliza Simental	esimental@esc19.net	12/11/2015 11:30:00 AM	Options
704418		Anabel Tanabe	amtanabe@esc19.net	5/2/2019 12:13:00 PM	Edit Reset Password Welcome Email Disable
424740		Efren Tarango	etarango@esc19.net	8/14/2014 4:52:00 PM	Options
855145		Rodrigo Tovias	rtovias@esc19.net	3/2/2022 4:12:00 PM	Options
428766		Nellie Ugarte	nugarte@esc19.net	8/21/2014 11:33:00 AM	Options
855124		Paola Vasquez	pivasquez@esc19.net	3/1/2022 5:20:00 PM	Options
364108		Jose Velazquez	javelazquez@esc19.net	9/6/2012 4:24:00 PM	Options
184172		Ana Walsh	awmondragon@esc19.net	6/30/2012 3:31:00 PM	Options

System Management

- Account Administration
- **TEKS RS Assessment Access**
- TEKS RS District Content
- TEKS RS Content Access
- TEKS RS Tools Administration
- TEKS RS District Resources
- TEKS RS Reporting



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TEKS RS District Content

Create and manage customized district versions of TEKS RS components.



TEKS RS District Resources

Create and manage supplemental district resources.



TEKS RS Assessment Access Management

Content Administrators can limit or designate access to the Assessment Center. There are 2 major settings:

- Assessment Settings
- Assessment Item Settings

TEKS RS Assessment Access Management

Content Administrators can alter the settings on this page to designate the *Assessment Center* features that basic district users should have access to. A checked box means the associated category is turned ON, while an unchecked box means it is turned OFF. The *District Settings* tables act as master switches that control all campuses, but individual campus settings can be altered to create distinct setups (if desired). By turning on *Create My Version*, users will be able to save their own versions of the given item(s) and make desired edits. However, the new versions will **not** receive any TCMPC updates.

For further information, including support materials for managing access to assessments and assessment items, please visit the [Support Library](#).

Assessment Settings

Assessment Item Settings

Restricted Access (Optional)

Click the desired *Restricted* checkbox(es) if you wish to limit access to assessment items and/or district-created assessments by the grade(s), subject(s), and/or course(s) identified in users' account profiles. Download your organization's latest [Access Management Spreadsheet](#) to determine which items and assessments each user should be able to access. In order to update user profile settings, make the desired changes to the spreadsheet and upload it using the *Upload Spreadsheet* button below.

Upload Spreadsheet

Assessment Settings

Limits access to assessment items and/or district-created assessments by grade(s), subject(s), and/or course(s).

- **District Level Settings:**

- My (teacher) Assessment- Collaborate, Check for Understanding, Submit for Review
- District-Created Assessments- Viewable, Create My Version, Auto Publish

- **Campus Level Settings:**

- My (Teacher) Assessments- Collaborate, Check for Understanding, Submit for Review
- District-Created Assessments- Viewable, Create My Version, Restricted

Region 19 ESC - Demo District - Assessment Settings (District-Wide)
^

My (Teacher) Assessments	<input checked="" type="checkbox"/> Collaborate	<input checked="" type="checkbox"/> Check For Understanding	<input type="checkbox"/> Submit for Review
District-Created Assessments	<input checked="" type="checkbox"/> Viewable	<input checked="" type="checkbox"/> Create My Version	<input checked="" type="checkbox"/> Auto Publish <input type="checkbox"/> Restricted

Region 19 ESC - Demo Campus - Assessment Settings
^

My (Teacher) Assessments	<input checked="" type="checkbox"/> Collaborate	<input checked="" type="checkbox"/> Check For Understanding	<input type="checkbox"/> Submit for Review
District-Created Assessments	<input checked="" type="checkbox"/> Viewable	<input checked="" type="checkbox"/> Create My Version	Campus Off <input type="checkbox"/> Restricted

Assessment Item Settings

Limits access to assessment items and/or district-created assessments by grade(s), subject(s), and/or course(s).

- **District Level Settings:**

- TEKS RS Collection/District Collection-
 - Unit Assessment Items- Viewable, Create My Version
 - Formative Items- Viewable, Create My Version
- My (teacher) Collection- Submit For District Review

- **Campus Level Settings:**

- TEKS RS Collection/District Collection-
 - Unit Assessment Items- Viewable, Create My Version
 - Formative Items- Viewable, Create My Version
- My (teacher) Collection- Submit For District Review

Region 19 ESC - Demo District - Assessment Item Settings (District-Wide) Restricted

Item Collection	Unit Assessment Items		Formative Items	
TEKS RS Collection	<input checked="" type="checkbox"/> Viewable	<input checked="" type="checkbox"/> Create My Version	<input checked="" type="checkbox"/> Viewable	<input checked="" type="checkbox"/> Create My Version
District Collection	<input checked="" type="checkbox"/> Viewable	<input checked="" type="checkbox"/> Create My Version	<input checked="" type="checkbox"/> Viewable	<input checked="" type="checkbox"/> Create My Version
Item Collection				
My (Teacher) Collection	<input type="checkbox"/> Submit For District Review			

Region 19 ESC - Demo Campus - Assessment Item Settings Restricted

Item Collection	Unit Assessment Items		Formative Items	
TEKS RS Collection	<input checked="" type="checkbox"/> Viewable	<input checked="" type="checkbox"/> Create My Version	<input checked="" type="checkbox"/> Viewable	<input checked="" type="checkbox"/> Create My Version
District Collection	<input checked="" type="checkbox"/> Viewable	<input checked="" type="checkbox"/> Create My Version	<input checked="" type="checkbox"/> Viewable	<input checked="" type="checkbox"/> Create My Version
Item Collection				
My (Teacher) Collection	<input type="checkbox"/> Submit For District Review			

System Management

- Account Administration
- TEKS RS Assessment Access
- **TEKS RS District Content**
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- TEKS RS Tools Administration
- TEKS RS District Resources
- TEKS RS Reporting



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Hello, Amy! 

Search

Standards ▾

Components ▾

Tools ▾

Support ▾

System Management ▾

Region 19 ESC - Demo District

District Plan

District IFD

District IFD Review

District YAG

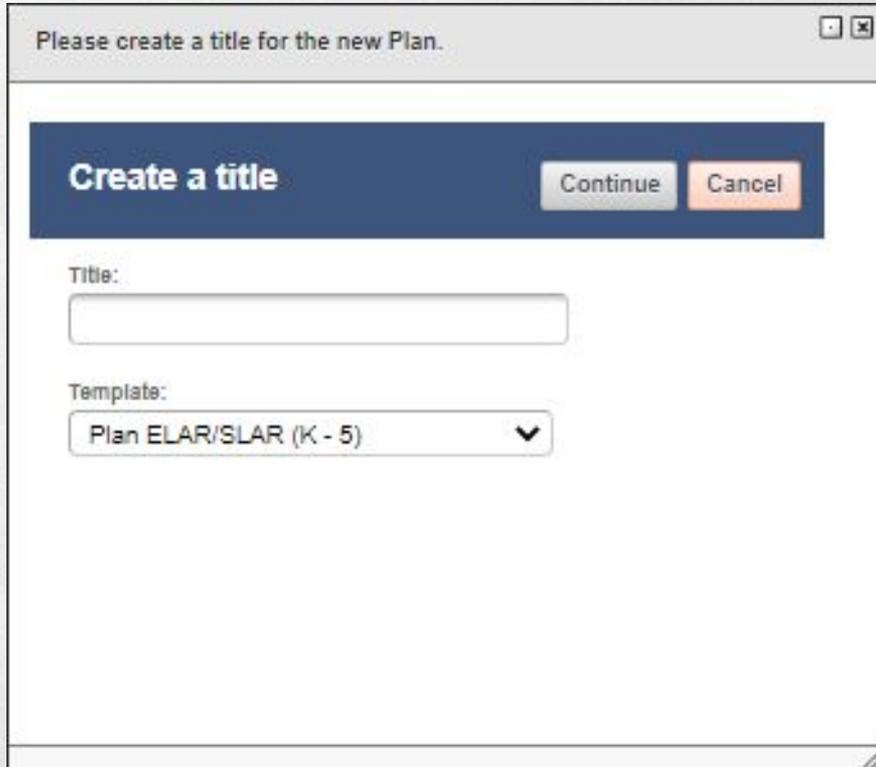
District YAG Review

District Assessment Center

- **District Plan**
- District IFD
- District IFD Overview
- District YAG
- District YAG Review
- District Assessment Center



District Plan



Please create a title for the new Plan.

Create a title

Title:

Template:
Plan ELAR/SLAR (K - 5) ▼

- To create a plan that is accessible to entire district by:
 - Going into *Create New Plan*
 - Creating title
 - Selecting template
- Once this is all selected, user will need to fill out the desired information for the district.
- This will create a customized plan specifically designed to fit the needs of your district.





Hello, Amy! 

Search

Standards ▾

Components ▾

Tools ▾

Support ▾

System Management ▾

Region 19 ESC - Demo District

District Plan

District IFD

District IFD Review

District YAG

District YAG Review

District Assessment Center

- District Plan
- **District IFD**
- District IFD Overview
- District YAG
- District YAG Review
- District Assessment Center



District IFD

- User can create/modify IFD's that align with district specifications
- Allows districts to modify:
 - Unit Overview
 - Overarching Understanding and Questions
 - Misconceptions / Underdeveloped Concepts
 - Unit Vocabulary
 - Unit Assessment Items
 - System Resources
 - Other Resources
 - Instructional Components/Instruction/Formative Assessment Examples
 - College Readiness Statement
 - SLAR ELPS Statement
 - Unit Level Taught Directly TEKS
 - Unit Level Taught Developing TEKS

Manage District Instructional Focus Documents

Create New IFD

Keyword Search (optional)
Keyword Search (Optional) Show Archived

Grade Level
Select one or more

Subject Area
Select one or more

Course
Select one or more

Version
Select one or more

[Reset Search](#)

 - Updated Resources

1 2 3





Hello, Amy! 

Search

Standards ▾

Components ▾

Tools ▾

Support ▾

System Management ▾

Region 19 ESC - Demo District

District Plan

District IFD

District IFD Review

District YAG

District YAG Review

District Assessment Center

- District Plan
- District IFD
- **District IFD Review**
- District YAG
- District YAG Review
- District Assessment Center



District IFD Review

Keyword Search (optional)

Grade Level

(all) ▼

Subject Area

1 item selected ▼

Course

Select one or more ▼

Version

Select one or more ▼

[Reset Search](#) [Search →](#)

This allows users to search all district created IFDs by:

- Grade level
- Course
- Subject
- Labeled Version





Hello, Amy! 

Search

Standards ▾

Components ▾

Tools ▾

Support ▾

System Management ▾

Region 19 ESC - Demo District

District Plan

District IFD

District IFD Review

District YAG

District YAG Review

District Assessment Center

- District Plan
- District IFD
- District IFD Overview
- **District YAG**
- District YAG Review
- District Assessment Center



District Plan

District IFD

District IFD Review

District YAG

District YAG Review

District Assessment Center

Manage District Year at a Glance

6 Week View

Change View

6 Week View

Create New Year at a Glance

Here districts can create their own personalized YAG.

Options include:

- 6 week view
- 9 week view



Manage District Year At A Glance

- Choose the grade level and content.
- Select the content for each of the 6/9 week periods.
- Preview the YAG to ensure accuracy
- When ready, click *YES* on *Publish to live site?*

happy times	6/19/2023 10:34:00 AM	Live	Options <input type="button" value="Publish to live site?"/> <input checked="" type="button" value="Yes"/> <input type="button" value="No"/>
Mathematics Grade 6 YAG – 6 weeks - Patricia Juarez - Region 19 ESC - Demo District	6/15/2016 5:23:00 PM	Work in Progress	Options <input type="button" value="Publish to live site?"/> <input type="button" value="Yes"/> <input type="button" value="No"/>
Mathematics Grade 7 YAG – 6 weeks - District Demo Region19 - Region 19 ESC - Demo District	6/27/2016 11:26:00 AM	Work in Progress	Options <input type="button" value="Publish to live site?"/> <input type="button" value="Yes"/> <input type="button" value="No"/>

	Unit 05A: Focusing on Characteristics of Informational Text (10 days for the entire unit) 1.1B, 1.2B, 1.2B.iii, 1.2B.iv, 1.2B.vi, 1.2C, 1.2C.i, 1.2C.iii, 1.2C.iv, 1.2E, 1.3A, 1.6A, 1.6B, 1.6C, 1.6E, 1.6F, 1.6G, 1.6H, 1.7B, 1.7C, 1.7D, 1.7E, 1.9D, 1.9D.i, 1.9D.ii, 1.9D.iii, 1.9F, 1.10A, 1.10B, 1.10C, 1.11A, 1.11B, 1.11B.i, 1.11B.ii, 1.11C, 1.11D, 1.11D.i, 1.11D.v, 1.11D.vii, 1.11D.x, 1.12B, 1.13A, 1.13C, 1.13D
2nd Six Weeks	5th Six Weeks
Unit 05: Understanding What We Read and Write: Inferences (15 days for the entire unit) 1.1A, 1.1C, 1.1D, 1.2A, 1.2A.iv, 1.2A.vi, 1.2B, 1.2B.ii, 1.2B.iii, 1.2B.v, 1.2B.vi, 1.2C, 1.2C.i, 1.2C.ii, 1.2C.iii, 1.2C.iv, 1.2F, 1.3B, 1.3C, 1.3D, 1.4A, 1.5A, 1.6F, 1.6I, 1.7C, 1.7D, 1.7E, 1.11A, 1.11B, 1.11B.ii, 1.11C, 1.11D, 1.11D.i, 1.11D.iii, 1.11D.iv, 1.11D.vii	Unit 06: Understanding What We Read and Write: Important Details and Synthesis (10 days for the entire unit) 1.1A, 1.1C, 1.1D, 1.2B, 1.2B.ii, 1.2B.iii, 1.2B.iv, 1.2B.vi, 1.2C, 1.2C.i, 1.2C.ii, 1.2C.iii, 1.2C.iv, 1.2F, 1.3D, 1.4A, 1.5A, 1.6G, 1.6H, 1.6I, 1.7C, 1.7D, 1.7E, 1.11A, 1.11B, 1.11B.ii, 1.11C, 1.11D, 1.11D.i, 1.11D.iii, 1.11D.vi, 1.11D.vii





Hello, Amy! 

Search

Standards ▾

Components ▾

Tools ▾

Support ▾

System Management ▾

Region 19 ESC - Demo District

District Plan

District IFD

District IFD Review

District YAG

District YAG Review

District Assessment Center

- District Plan
- District IFD
- District IFD Overview
- District YAG
- **District YAG Review**
- District Assessment Center





Hello, Amy!

Search



[Logout](#)

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Region 19 ESC - Demo District

[District Plan](#)

[District IFD](#)

[District IFD Review](#)

[District YAG](#)

[District YAG Review](#)

[District Assessment Center](#)

District Year at a Glance Review

Keyword Search (optional)



Grade Level

Select one or more



Subject Area

Select one or more



Course

Select one or more



Version

Select one or more



[Reset Search](#)

Search →

Districts may search and view previously created Year at a Glance (YAG) documents.

[Tutorial available](#)

TCMPC TEKS RESOURCE SYSTEM



Hello, Amy!

Search

Standards ▾

Components ▾

Tools ▾

Support ▾

System Management ▾

Region 19 ESC - Demo District

District Plan

District IFD

District IFD Review

District YAG

District YAG Review

District Assessment Center

- District Plan
- District IFD
- District IFD Overview
- District YAG
- District YAG Review
- **District Assessment Center**



Assessment Center

A District may:

- [Create assessments](#)
- [Review assessments](#)
- [Edit previous assessments](#)

District Assessment Center

[Home](#) / [System Management](#) / District Assessment Center

Create and print your own customized assessments using sample unit assessment items, formative items, or create your own items. Available items can be searched by grade, subject, course, unit number, or standard. For further assistance navigating this section, please visit the [Support Library](#).

Assessments

[Search/Edit](#) [+ Create](#) [Review](#)

Assessment Items

[Search/Edit](#) [+ Create](#) [Review](#)

System Management

- Account Administration
- TEKS RS Assessment Access
- TEKS RS District Content
- **TEKS RS Content Access**
- TEKS RS Tools Administration
- TEKS RS District Resources
- TEKS RS Reporting



Account Administration

Manage user accounts within your region, district, or campus.



TEKS RS Content Access

Manage access to TEKS RS content for your district or campus.



TEKS RS Assessment Access

Manage access to the Assessments tool for your district or campus.



TEKS RS Tools Administration

Manage access to TEKS Resource System tools for your district.



TEKS RS District Content

Create and manage customized district versions of TEKS RS components.



TEKS RS District Resources

Create and manage supplemental district resources.

TEKS RS Content Management

Content Administrators can provide/restrict access to TEKS RS materials by subject and grade level under the **Content Access** tab. This can be done at the District and Campus level.

Content Administrators can provide/restrict access to Year at a Glance (YAG) and Instructional Focus Document (IFD) by District and Campus under **Content Settings**.

Create My Version allows users to save their own version of the item. These items will no longer receive TCMPC Updates.



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District Tools Administration

Region 19 ESC - Demo District	
WebsiteBuilder	Turn Tool On? <input checked="" type="checkbox"/> On <input type="checkbox"/> Off
District Resources *	Turn Tool On? <input checked="" type="checkbox"/> On <input type="checkbox"/> Off

Note: This will restrict access to the *My Content* and *District Resources Tools* within the *Tools* section (navigation drop down). It will also hide the *District Content* filter on the *Search All Components* page, thus preventing district users from accessing published district-customized content.



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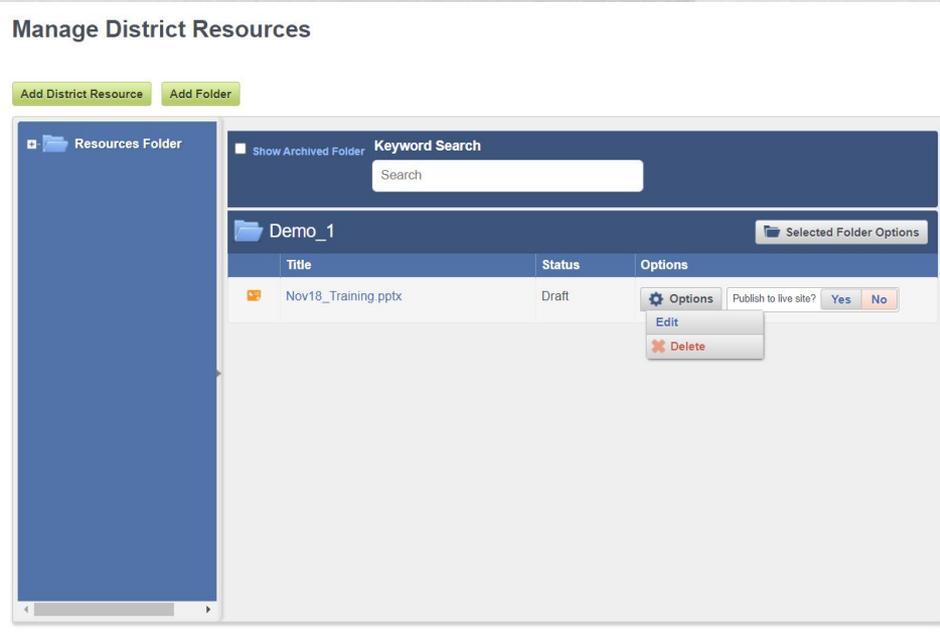
TEKS RS District Resources

Create and manage supplemental district resources.

Manage District Resources

This feature allows Content Administrators to create and manage supplemental district resources.

- Add resources for entire district by clicking *Add District Resources* and choosing the file from computer. Choose to publish but toggling *Yes* on *Publish to live site?*
- Remove access by toggling option to *No*.
- Delete resource by choosing *Delete* under *Options*.
- Organize the resources by adding folder (*Add Folder*) button or using *Edit* function to choose the folder and rename the file. Find resources easily by added keywords under *Edit* for each file.



The screenshot displays the 'Manage District Resources' interface. At the top, there are two buttons: 'Add District Resource' and 'Add Folder'. Below these is a search bar labeled 'Keyword Search' with a 'Search' input field. A folder named 'Demo_1' is selected, and its options are visible. The main content area shows a table with columns for 'Title', 'Status', and 'Options'. A file named 'Nov18_Training.pptx' is listed with a status of 'Draft'. An 'Options' menu is open for this file, showing 'Options', 'Edit', and 'Delete' buttons. The 'Options' menu also includes a 'Publish to live site?' toggle with 'Yes' and 'No' buttons.

Title	Status	Options
Nov18_Training.pptx	Draft	<input type="button" value="Options"/> Publish to live site? <input type="button" value="Yes"/> <input type="button" value="No"/> <input type="button" value="Edit"/> <input type="button" value="Delete"/>

System Management

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 - TEKS RS District Content
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 - TEKS RS District Resources
 - **TEKS RS Reporting**
-



TEKS RS Assessment Access

Manage access to the Assessments tool for your district or campus.



TEKS RS Tools Administration

Manage access to TEKS Resource System tools for your district.



TEKS RS District Content

Create and manage customized district versions of TEKS RS components.



TEKS RS District Resources

Create and manage supplemental district resources.



TEKS RS Reporting

View and manage site reports.



TEKS RS Reporting

TEKS RS Reports allows user to view usage reports for:

- My Calendar Tool
- Design Templates
- Number of Logins

Generate Report by Clicking *Report*, selecting *Organization* and *Role* from drop down menu, then clicking *View Report*. An Excel document will be generated.

Additional options could be to add a *Role* or choosing date range for report.

Please note that district users will not see TCMPC Organizations Report

Reports

Click on the 'View Report' button to take you to the report page to execute and view the reporting information.

My Calendar Tool Report

My Calendar Tool Report

View Report

Number of Logins Report

Number of Logins Report

View Report

Design Templates Report

Design Templates Report

View Report

TCMPC Organizations

TCMPC Organizations

View Report

TEKS RS Tools

The TEKS RS Tools are available to all users.

Tools

[Home](#) / Tools



TEKS RS District Resources

Access additional district-uploaded resources.



My TEKS RS Content

Manage your custom content, including lesson plans, Instructional Focus Documents, and Year at a Glance.



My TEKS RS Favorites

Bookmark frequently referenced components and sites outside of the system. Users can also upload personalized resources.



My Profile

Manage your account information, including name, email address, and professional interests.



TEKS RS Tools

[TEKS RS District Resources](#)

- Users can access additional district-uploaded resources

[My TEKS RS Content](#)

- Users can manage their customized content (i.e. lesson plans, IFDs, YAGs)

[My TEKS RS Favorites](#)

- Users can quickly access bookmarked resources and upload personalized documents

[My Profile](#)

- Users can manage acct information (i.e. name, email, address, and professional interests).

[My TEKS RS Calendar](#)

- Users can create personalized calendars with various content, notes and recurring events

[TEKS RS Walkthrough Tool](#)

- Administrators and Coaches can quickly access the IFD associated with the YAG for a particular grade and content. Tool includes checklist of look-fors.

[TEKS RS Website Builder](#)

- Users are able to create a website for announcements, assignments and blogs.
-

ITRS

ITRS is provided free of charge
to all TEKS RS users.



IMPLEMENTING
TEKS
RESOURCE SYSTEM

Adding Users to ITRS

Adding users to ITRS can be done by emailing the name, email address and campus of the new user to lbcaudillo@esc19.net or aavina@esc19.net. Please allow 3-4 days for users to be added to the system.



System Updates



TEKS Resource System at a Glance Components by Subject Area

New Content

Revised/Enhanced Content (published and live unless noted as "in development" which means revised content is being published by grade level on a monthly basis)

	LANGUAGE ARTS (ELAR/SLAR)	MATHEMATICS (Matemáticas)	SCIENCE (Ciencias)	SOCIAL STUDIES (Estudios Sociales)
C U R R I C U L U M	<p>Year at a Glance (YAG) 3rd - 5th only*</p> <p>Vertical Alignment Document (VAD)</p> <p>Instructional Focus Document (IFD)</p> <p>TEKS Verification Document (TVD) 3rd - 5th only*</p> <p>TEKS Clarification Document (TCD)</p> <p>* STAAR Redesign and testing window changes</p>	<p>Year at a Glance (YAG)</p> <p>Vertical Alignment Document (VAD)*</p> <p>Instructional Focus Document (IFD)*</p> <p>TEKS Verification Document (TVD)</p> <p>TEKS Clarification Document (TCD)*</p> <p>Enhanced TEKS Clarification Document (ETCD)*</p> <p>*additional vertical building blocks</p>	<p>Year at a Glance (YAG)</p> <p>Vertical Alignment Document (VAD)</p> <p>Instructional Focus Document (IFD)</p> <p>TEKS Verification Document (TVD)</p> <p>TEKS Clarification Document (TCD)</p>	<p>Year at a Glance (YAG)</p> <p>Conceptual Vertical Alignment Document (VAD)</p> <p>Instructional Focus Document (IFD)</p> <p>TEKS Verification Document (TVD)</p> <p>TEKS Clarification Document (TCD)</p> <p>New Course - PFLE</p>
A S S E S	<p>Performance Assessments (PA)* 3rd-E4 in development</p> <p>Unit Assessment Items* 3rd-E4 in development</p> <p>Formative Assessment Items</p>	<p>Performance Assessments (PA)</p> <p>Unit Assessment Items*</p> <p>Formative Assessment Items</p>	<p>Performance Assessments (PA)</p> <p>Unit Assessment Items*</p> <p>Formative Assessment Items</p>	<p>Performance Assessments (PA)</p> <p>Unit Assessment Items*</p> <p>Formative Assessment Items</p>

Professional Development Opportunities

Join one of several free Professional Development sessions created for you, the users. All sessions are free to TEKS RS subscribers.

bit.ly/TEKSRS23-24



ESC 19
EDUCATION SERVICE CENTER
REGION 19 • EL PASO, TX

6611 Boeing Dr, El Paso, TX 79925
Phone: (915) 780-1919 | www.esc19.net

esc19.net



2023-2024
TEKS RS
Professional Development Catalog



TEKS
RESOURCE ★ SYSTEM

TEKS RS Leadership Team

Please reach out if you have any questions or would like more information on any of the previous information.



**ACADEMIC
INSTRUCTION &
SCHOOL SUPPORT
DEPARTMENT**

Amy Aviña

aavina@esc19.net

915-780-5312

Linda Caudillo

lbcaudillo@esc19.net

915-780-5062

