



## Scantron Corporation K-12 Professional Development Course Offerings

### **PERFORMANCE SERIES Offerings:**

#### **Introduction to Performance Series – Location Controllers**

A 3-hour or 1-day training class devoted to developing an understanding of the program and the ways building sites are to be set up and organized for back end reporting. Hands on opportunity will be provided for participants to learn the process of creating locations within their district site.

#### **Introduction to Performance Series – Proctoring**

A 3-hour or 1-day training class devoted to helping participants understand the importance of the Proctor's role and the appropriate procedures to implement prior to testing.

#### **Introduction to Performance Series – Teachers**

A 3-hour training class developed to help Teachers understand the CAT model of assessment. In addition, participants will learn how to view reports, based upon the setup preparation completed by the Location Controller.

#### **Introduction to Performance Series – Teachers w/Proctoring**

A class combining the content of the 2 classes summarized above.

#### **Introduction to Performance Series – Administrators**

A professional development course for district and building level administrators. Participants will develop an understanding of the Performance Series and the CAT model of assessment. In addition, participants will review proper procedures for Location Controller site set-up at each building and within the district.

#### **Introduction to Performance Series – Technical Staff**

A training class for district and site IT staff. The participants will develop an understanding of the requirements for site preparation for testing and for computer lab certification.

#### **Performance Series Data Interpretation – Administrators**

A 3-hour or 1-day professional development seminar for district and building level administrators. Participants will develop a further understanding of the CAT assessment model and will study and discuss district, building and teacher (classroom) reports related to student performance.

#### **Introduction to Classroom Data – Teachers**

A 3-hour or 1 day professional development seminar for classroom teachers and building principals. Participants will learn how to access test results, review classroom and grade level reports and interpret student and group test data for classroom applications.

## **ACHIEVEMENT SERIES Offerings:**

### **Achievement Series Three Consecutive Day Training Package - Onsite**

This comprehensive 3 day session includes training for all aspects of the program. The sessions cover site set up, test deployment and test delivery.

### **Achievement Series Open Enrollment – Offsite in Irvine, CA**

This comprehensive 3 day session includes training for all aspects of the program. The sessions cover site set up, test deployment and test delivery.

### **Introduction to Achievement Series Site Based Planning**

A 1 day session designed for upper level district management. Discussions will focus around the district's assessment program and the plan required to implement the Achievement Series product within the district.

### **Achievement Series – Introduction for Location Controllers**

A 1 day training class devoted to developing an understanding of the program and the ways building sites are to be set up and organized for back end reporting.

### **Achievement Series – Introduction for Technical Staff**

A 1 day training class for district and site IT staff. The participants will develop an understanding of the requirements for site preparation for testing and for computer lab setup.

### **Achievement Series – Proctoring & Scanning Tests**

A 1 day session to focus on Proctoring rules/recommendations and OMR scanning processes. Participants will discuss what constitutes a good test environment.

### **Achievement Series – Item Bank Management**

Participants in this 1 day session will learn how to access and create item banks in Achievement Series. Participants will learn the process for entering test items, while creating and entering items specific to their content areas/district.

### **Achievement Series - Test Management**

This 1 day session will provide participants with the information necessary to create, schedule and deploy test sessions both online and through the use of scannable forms.

### **Achievement Series – Reports and Data Interp.**

This 6 hour class is designed for district level administrators who are responsible for the assessment program. All aspects of reporting and data will be addressed.

### **Achievement Series - Item Development Training**

A 1 day training developed to guide the item development process, including instruction on the important points of skillful question writing to ensure that tests contain quality items that assess state standards. (Delivered by our highly qualified Scantron content specialists)