



ISBE-ISA

ISBE-Teach Walkthrough



System Components

ISBE Teach	Administrators: Manage districts, schools, classes, students and users
ISBE Learn	Students: Take online tests

Users

Organization Administrators
Test Administrators

Note: New this year, the Org Admin role includes Test Administrator functions, so only one account is needed.



Dashboard: Org Admin

(District Level)

ISBE | ISBE TEACH Profile

ISBE UAT District A Org Admin UAT DISTRICT A

Dashboard ? Collapse/Expand

+ 3 Schools	+ 32 Users	 76 Students
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To manage students, classes, and tests please press the button below

[ISBE Management](#)

- Summary count of schools, users, and students in the district
- Link to the ISBE Management tool



Dashboard: Org Admin

(School Level)

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Dashboard

Students

Users

Tests

Help

School Org Admin

ISBE School Demo

Dashboard ?

+ 3 Users	 28 Students	 83 Assigned Tests
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To manage students, classes, and tests please press the button below

ISBE Management

- Summary count of users, students, and test assignments at the school
- Link to the ISBE Management tool



Dashboard: Test Admin

The screenshot shows the ISBE TEACH interface for a Test Administrator. The header includes the ISBE logo and the text 'ISBE TEACH'. A user profile icon is in the top right. The main content area is titled 'ISBE Test Admin' and 'BT School'. Below this is a 'Dashboard' section with a help icon and a collapse/expand icon. Two summary cards are displayed: 'Students' with a count of 79 and 'Assigned Tests' with a count of 266. A sidebar on the left contains navigation icons for Dashboard, Students, Tests, and Help.

Category	Count
Students	79
Assigned Tests	266

- Summary count of students and test assignments to which the test administrator has access



Page Navigation

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BT School Students **Page Name** **Organization Name** BT District

+ Add Single Student **Page Buttons**

BT School All Students **Org Filters**

Search

State identifier	First name	Middle name	Last name	Grade	Operations
3259561545218	Jennifer	Lee	Freeman	9	Generate access code

- **Page Name** – Displays the name of the page.
- **Organization Name** – Displays the name of the highest organization (State, District, School) to which a user is assigned. If you belong to multiple orgs of that same level, this field will show a drop down filter.
- **Org Filters** – Use the drop down filters to select the District, School, Class information displayed in the table. The filters shown will vary based on your organization permission level
- **Page Buttons** – Select buttons to initiate the described action.
- **Operations** – Select from the buttons on each row to take action on a specific user, student or assignment.
- **Search List; Sortable Columns; Page Navigation**



Schools Page

ISBE | ISBE TEACH UAT DISTRICT A

Schools

Show entries Search

School ID	School	Code	Classrooms	Users	Students
15	UAT School A.1	UATA1	4	22	61
16	UAT School A.2	UATA2	3	3	15

Showing 1 to 2 of 2 entries Previous **1** Next

- List of all the schools in the district
- The Schools page is only visible to Org Admins with District permissions



Users Page

The screenshot shows the ISBE TEACH interface for the 'UAT DISTRICT A Users' page. The header includes the ISBE logo and 'ISBE TEACH' on the left, and a user profile icon on the right. The main content area features the title 'UAT DISTRICT A Users' and a dropdown menu for selecting a school. Below this are buttons for 'Assign to Class' and 'Upload Users'. A 'Show' dropdown is set to '25' entries. A search bar is located on the right. The main table lists three users, all with the role of 'organization administrator' and an 'edit' button in the 'Operations' column.

<input type="checkbox"/>	Full name	E-mail	Role	Operations
<input type="checkbox"/>	ISBE UAT District A Org Admin	uat_district7_admin@example.com	organization administrator	<input type="button" value="edit"/>
<input type="checkbox"/>	ISBE UAT District A Org Admin	uat_district8_admin@example.com	organization administrator	<input type="button" value="edit"/>
<input type="checkbox"/>	ISBE UAT District A Org Admin	uat_district1_admin@example.com	organization administrator	<input type="button" value="edit"/>

- List of users for a district or school
- District-level Org Admins can view / edit district and school users
- School-level Org Admins can view / edit school users only



Edit Users

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Dashboard
Schools
Students
Users
Tests
Help

ISBE Test Admin

View Edit Administer classes

Account Organization

E-mail address *

isbe_testAicha2_admin@example.com

A valid e-mail address. All e-mails from the system will be sent to this address. The e-mail address must be unique to the user.

Password

Password compliance:

Confirm password

To change the current user password, enter the new password in both fields.

Passwords must meet the following requirements:

- Password cannot match 3 past passwords.
- Password must not contain their username.
- Password must have at least 5 character(s).

Status

Org Admins can:

- Change a user's name, email address, and password
- Change a user's role
- Change a user's account status



Assign Test Admins to Classes

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Organization Name BT District

BT School Org Filters

Assign to Class Upload Users

Show 25 entries

	Full name	E-mail	Role	Operations
<input type="checkbox"/>	ab School Org Admin	ab_school_admin@example.com	organization administrator	edit
<input type="checkbox"/>	ISBE School org admin	new_user1@example.com	organization administrator	edit
<input type="checkbox"/>	ISBE Test Admin	new_user@example.com	test administrator	edit View Classes

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BT School Users

BT School

Select classes to assign the following user:

- ISBE Test Admin

Show 10 entries

	Class name
Grade 5	
<input checked="" type="checkbox"/>	Aicha QA Class
<input type="checkbox"/>	Aicha QA Class
<input type="checkbox"/>	Class GFQ
<input type="checkbox"/>	GR 5
<input type="checkbox"/>	Lynn Class
Grade 8	
<input type="checkbox"/>	Aicha Class
<input type="checkbox"/>	Class GKS
<input type="checkbox"/>	Class HDS
<input type="checkbox"/>	Class KVV
<input type="checkbox"/>	Class SWM

Showing 1 to 10 of 16 entries

Next Cancel

- Improvements to make it easier for Org Admins to view a Test Administrator's class assignments



Students Page

ISBE | ISBE TEACH User Profile

Aicha School Students a District

[+ Add Single Student](#)

Aicha School | All Students

Search

State identifier	First name	Middle name	Last name	Grade	Operations
1284474	Sebastian		Trevis	8	Generate access code
147960	Aicha		Bellani	8	Generate access code
147961	Anais		Bellagio	8	Generate access code

- Test Admins have access to students in their classes
- Org Admins now have access to all students in all classes within their permitted organization



Test Page - Overview

ISBE | ISBE TEACH User Profile

BT District

Tests

Tests Overview | Test Assignments

BT School | Aicha Class 1 - Grade 9 - AB123 (14)

Search

Test Name	Grade	Subject	Number of Assignments	Operations
Demo - Illinois Science Assessment - Grade 8	8	Science	4	Generate Access Codes

- Org Admins and Test Admins can generate test access codes for the class

Class Name: GR 2 Default - Grade 2 - GR2
Test Name: Grade 2 Publishing Check

Last Name, First Name	Student ID	Access Code
Rostered, Student	1001	HCSMDEBHVJ
Rostered, Student	1012	DIGFKSXZDP
Rostered, Student	1017	FGIPNSOCWX
Rostered, Student	1019	HIUOJYPYEA



Test Page - Assignments

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UAT DISTRICT A

Test Assignments

Tests Overview | Test Assignments

UAT School A.1 - GR 2 Default - Grade 2 - GR2 (45) -

Search

Test Name	Student	Test Status	Operations
Grade 2 Publishing Check Grade 2 Science	Student Rostered 1001	Scheduled	Reset Student Login Cancel Test
Grade 2 Test - ISBE-121 - Non-Secure Grade 2 Science	Student Rostered 1011	Scheduled	Reset Student Login Cancel Test
Grade 2 Publishing Check Grade 2 Science	Student Rostered 1012	Scheduled	Reset Student Login Cancel Test

- Users can view the student’s test status, and can perform operations on a student’s test.
- The Reset Student Login and Cancel Test operations are only available to Organization Admins. Test Admins do not have permissions to these operations