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)

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

Dashboard: Org Admin

(School Level)

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

Dashboard: Test Admin

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

Page Navigation

- **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

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

Users Page

- 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

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

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

Students Page

- 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

- 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

- 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