

PEARSON
SYSTEM OF COURSES



Pearson System of Courses

User Guide for Grades K-1 on iOS

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Get Started

The Pearson System of Courses is a vertically and horizontally aligned system that supports student learning, motivation, and engagement by integrating:

- A coherent curriculum in K-1, with course objectives and outcomes that closely mirror the vertical progression of the Common Core State Standards.
- Effective and engaging teaching, based on years of research on how people learn. This teaching happens within a classroom design that leverages social collaboration and pushes students to increasingly take responsibility for their own learning.
- A unique digital design created expressly to make use of digital tablets and the latest mobile and digital technologies that students use every day.

Students benefit from a rich interactive experience. Teachers receive the learning materials and tools they need to unlock the potential of the Common Core State Standards.

The Pearson System of Courses app is available for iPad users. Using Pearson System of Courses on a device is easy and fun. The Pearson System of Courses is designed for touching and interacting with the screen. You can use common screen interactions such as tap and swipe (to uncover menus).

Technical Support and Requirements

The Pearson System of Courses curriculum content can be accessed offline. However, the following features do require an internet connection:

- Downloading curriculum content
- Sharing content between users
- Backing up user content to the Cloud
- Downloading user content to the device
- Starting an assessment and submitting an assessment for scoring

- Displaying reporting data

Before using Pearson System of Courses, make sure your device is charged or plugged in.

Tips and Techniques

- Currently only Common Core Standards are used. For California adoption customers, they have access to California standards.
- Media Library: If Media Library content is not displaying for a downloaded unit, return to the Unit Selection screen and tap on the specific unit to manually activate its content and user data. A strong Wi-Fi connection is required to complete this action.
- Notebook
 - If Notebook content is not displaying for a downloaded unit you would like to access, return to the Unit Selection screen and tap on the specific unit to manually activate its content / user data for the Notebook browser. A strong Wi-Fi connection is required to complete this action.
 - Interactives or annotated readings added to the Notebook will be added to the last used page.
 - To save Notebook work, use the Hand icon on the upper left. This also works as a close button.
- Book Builder
 - To save Book Builder work, use the Hand icon on the upper left. This also works as a close button.
- eReader
 - Books and poems are stored in an optimized mode to save space on the device. Launching these files can take a few moments to display.
- Audio
 - Audio recorded and played does not currently have a pause/resume state.
 - When an audio recording is stopped while playing and restarted, it plays from the beginning instead of resuming from that point.
- Syncing
 - There can be a brief wait when the application syncs data from the server to the device.
 - The sun loader will display if that happens.
 - During of the syncing of the Inbox and Book Builder, the links on the System Tray Menu turn gray. The sun loader displays in the rest of the areas of the app.
 - Ongoing performance optimization of the application should reduce any loading lags in future releases.

Overview

This guide is intended to outline how teachers can use the features in the Pearson System of Courses K-1 iOS app using ELA and Math courses. Intended readers include anyone who wishes to familiarize themselves with the app.

This guide also provides an overview of how learners and their teachers can use the Pearson System of Courses Assessments and Reports to enhance learning. The system offers a rigorous curriculum for ELA with embedded assessments tied to defined outcomes. These formative and summative assessments are mapped to the Common Core Standards and provide actionable data in a comprehensive set of reports. The reporting system gathers data to enable teachers to monitor proficiency, improve performance, guide instruction and help educators focus on reducing learning gaps.

Pearson System of Courses assessments provide teachers with on-going information about what students are learning from what they have been taught. These curriculum embedded assessments are part of regular classroom activities that are integrated and native to the curriculum, not just add-ons.

Literacy Assessments

All lessons provide opportunities for teachers to assess student learning through conversation and observation. Teachers can ask students to submit any work done in the app's Notebook to formatively assess their progress throughout each unit, selecting those assignments that are most relevant for their students' needs. Rather than the traditional form of assessment of learning, Pearson System of Courses views assessment *as* learning (formative and diagnostic assessments), assessment *for* learning (activity or task to record student's level of achievement towards certain learning expectations), and assessment *learning* (use of assessment to further student learning – like self-assessments).

Assessment of students' progress and needs happens continuously throughout each lesson. Sometimes this is a formal event, but on most days it is less formal, conducted through conversation and observation.

For grades K-1, assessments within Pearson System of Courses provide distinct measurements of student progress:

- Growth assessments that measure student progress year after year, using cold reads to gauge students' improvement in reading comprehension. Students read a text they have never seen, then answer questions about the text.
- Diagnostic assessments for formatively guiding instruction, these include running records and developmental checklists.

Embedded assessments:

- Embedded assessments are opportunities for teachers to observe and gather data about the learning behaviors students demonstrate during instruction. Some embedded assessments require the teacher to watch and listen to students as they engage in learning or talk about their thinking. These embedded assessments give teachers an opportunity to use data to inform instruction throughout the course of the year, are found in the lessons within each unit of study, and enable teachers to learn more about their students' strengths and needs.
- The curriculum-embedded assessments deliberately blur lines between formative and summative distinctions. Information allows inferences about how much students have learned, and helps teachers tailor instruction to meet student needs daily.
- Assessments can be conducted in different ways. The teacher can act as an observer, watching students in action while gleaning information about them from partner or group discussions; the teacher can be directly involved with students, gathering information from one-on-one conferences, guided reading or writing groups or whole class discussions; or the teacher can analyze a finished product or presentation against a set of expectations. All these activities or embedded assessments give teachers a clear understanding of where their students are in the learning process so they can tailor their instruction to teach students more effectively.
- For Grades K-1, ELA Embedded Assessments include:
 - Unit Observation checklists which are grade and unit specific and organized by strand designed to help teachers monitor student progress
 - Early Reading and Writing Assessments such as Reading and Writing Behaviors, Concepts of Print, Alphabet, Spelling, Vocabulary, and Retelling.
 - Reading Assessments such as Reading Conferences that are one-to-one discussions between the teacher and student, Reading Progress Assessment that may include tools such as Guided Reading Performances, and Fluency Assessment and Monitoring.
 - Writing Assessments such as Cold Writes, Writing Conferences, and the Writing Portfolio which contains finished student work that has been edited and published so that students develop an awareness of what constitutes good writing and learn to reflect on their work throughout the year.

- Speaking and Listening such as Learning Observations where opportunities for student engagement and participation in learning are embedded in the context of almost every learning activity.
- Additional embedded assessment types also include:
 - Unit Accomplishment Performance Tasks, which are the major objectives students complete in a given unit. These tasks can include: a written piece (narrative, opinion, informational), a presentation (visual and/or oral), or a research project. Each task has an assigned rubric, which teachers can use to assess student work. This information can then be used to inform instruction for students.
 - Reading Assessments such as Cold Reads are administered to students three times a year. Reading Conferences enable teachers to learn about their students as readers and can be conducted throughout the year. These ongoing assessments allow teachers to work with individual students to support their learning.
 - Writing Assessments such as Cold Writes are administered to students between six and nine times a year. Writing Conferences, like Reading Conferences, enable teachers to learn about their students as writers and can be conducted throughout the year. Students can select writing pieces to include in their portfolio and share them with their teacher at any time."
 - Vocabulary Assessments are embedded in K-2 units on a weekly basis. They can assign and encourage students to get additional practice with words in the vocabulary game, Blob Busters, in More to Explore. Teachers may choose to establish a routine for periodic assessment of vocabulary words introduced in a unit or episode.
 - Speaking and Listening Assessment include engagement and participation observations and are assessed with the Learning Observation Forms.

Prerequisites

- Your user name and password is required to log into the Pearson System of Courses.

Set up and Log into the System

The following shows how you set up your students into the system. You should have your students follow along so they learn their color, captain, and fruit avatars. Then, have them practice logging in.

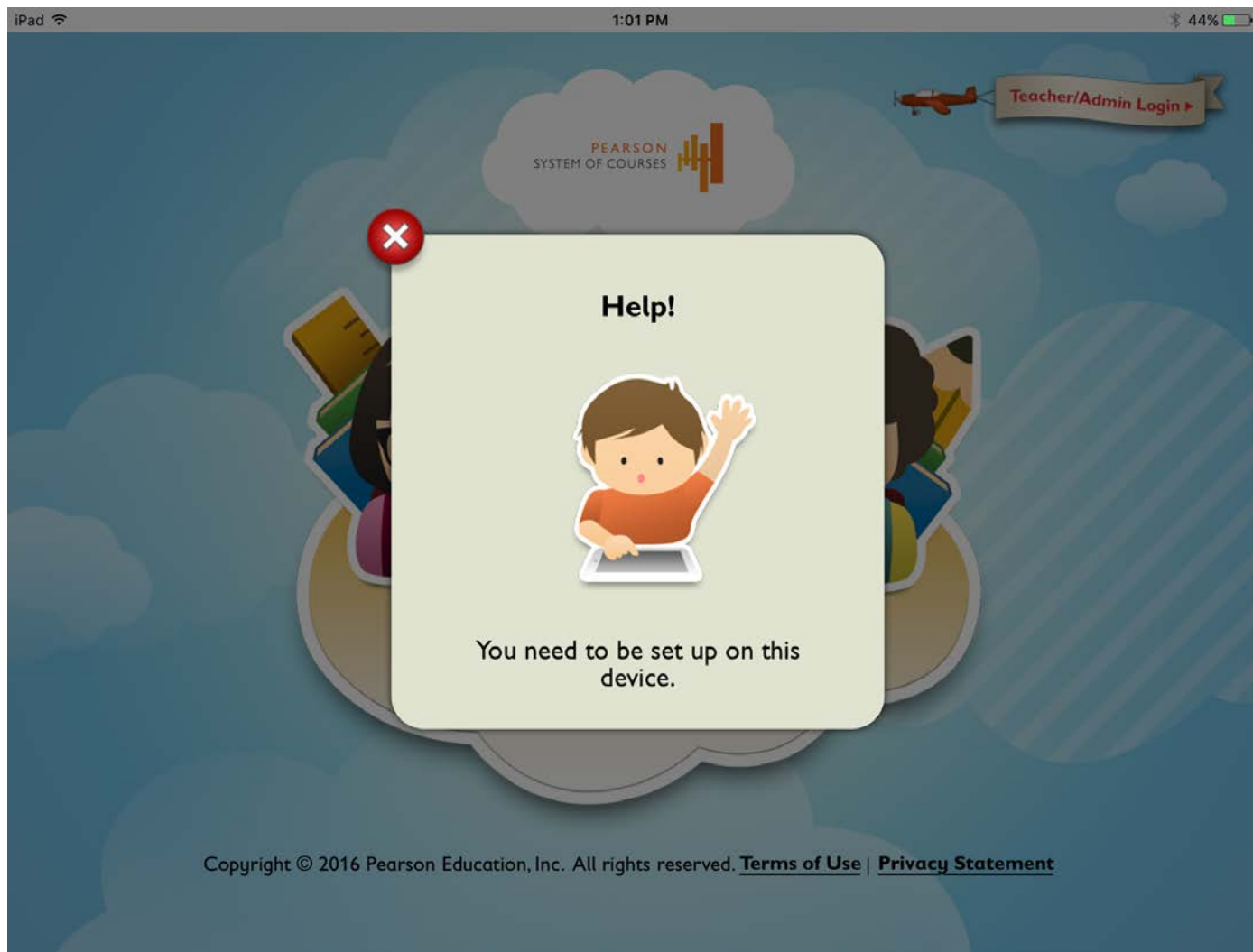
To set up students and log into the system:



1. Tap the Pearson System of Courses app on your device.



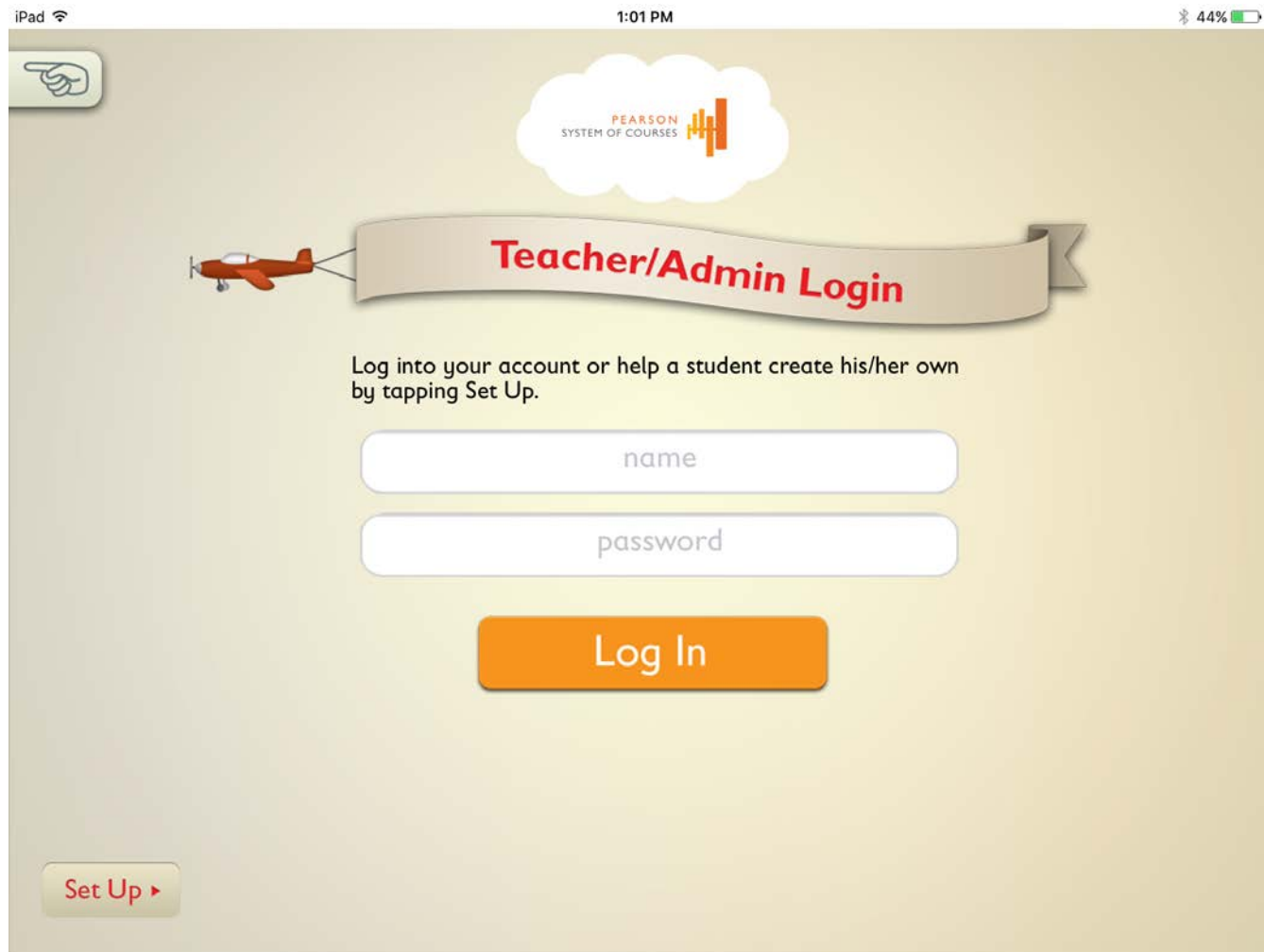
2. You may get a message to set up your student.



3. Tap **Set Up**.

4. Enter your student's name and password in the fields.

iPad 1:01 PM 44%



The screenshot shows the 'Teacher/Admin Login' screen on an iPad. At the top, there is a status bar with 'iPad', signal strength, time '1:01 PM', and battery level '44%'. The main content area has a light beige background. At the top center, there is a cloud-shaped logo for 'PEARSON SYSTEM OF COURSES'. Below this, a red banner with a ribbon effect contains the text 'Teacher/Admin Login' in red. To the left of the banner is a small orange airplane icon. Below the banner, there is a text prompt: 'Log into your account or help a student create his/her own by tapping Set Up.' Underneath the prompt are two white input fields with rounded corners. The first field is labeled 'name' and the second is labeled 'password'. Below these fields is a large orange button with the text 'Log In'. In the bottom left corner, there is a small button labeled 'Set Up >'.

PEARSON
SYSTEM OF COURSES

Teacher/Admin Login

Log into your account or help a student create his/her own by tapping Set Up.

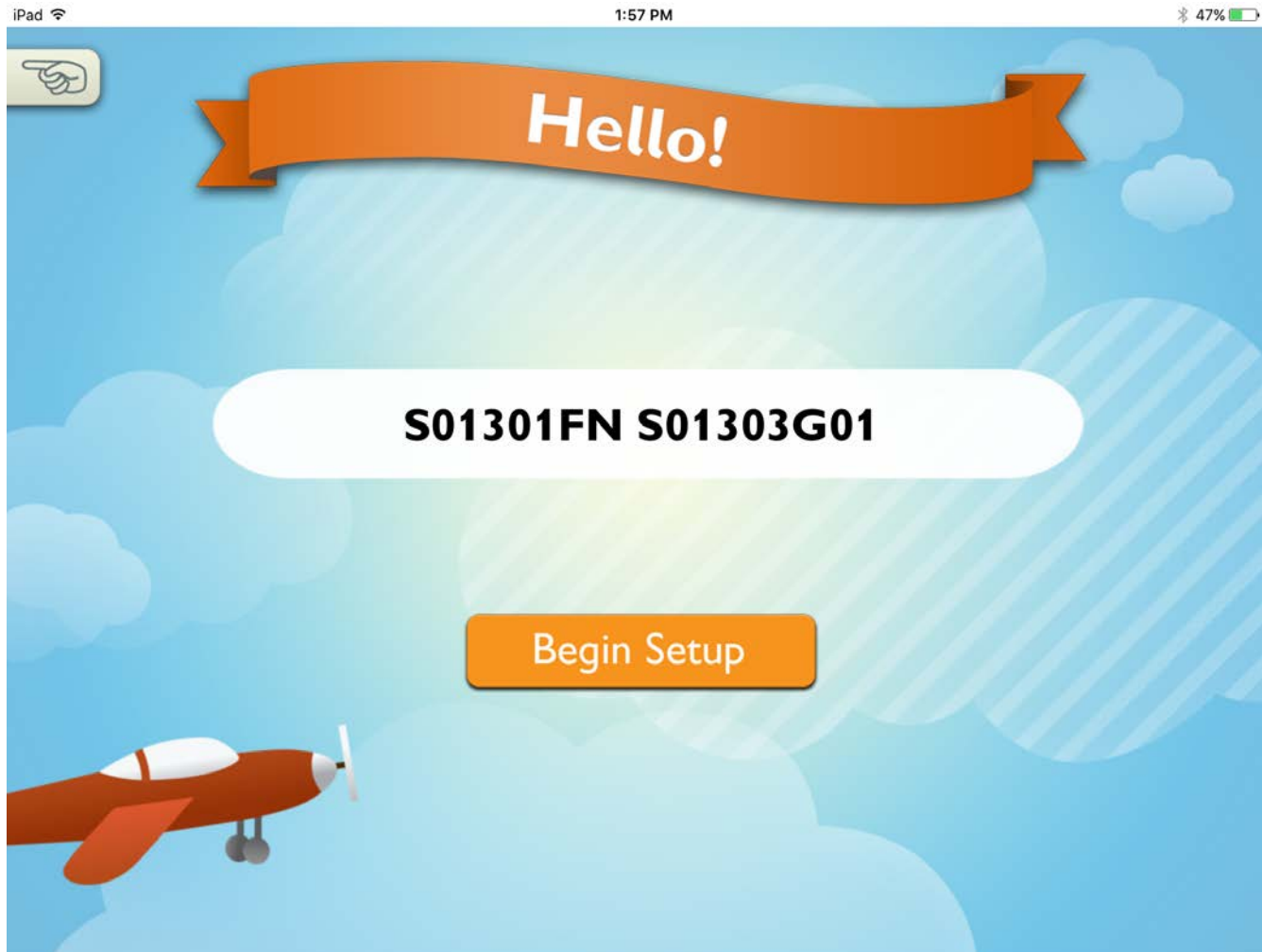
name

password

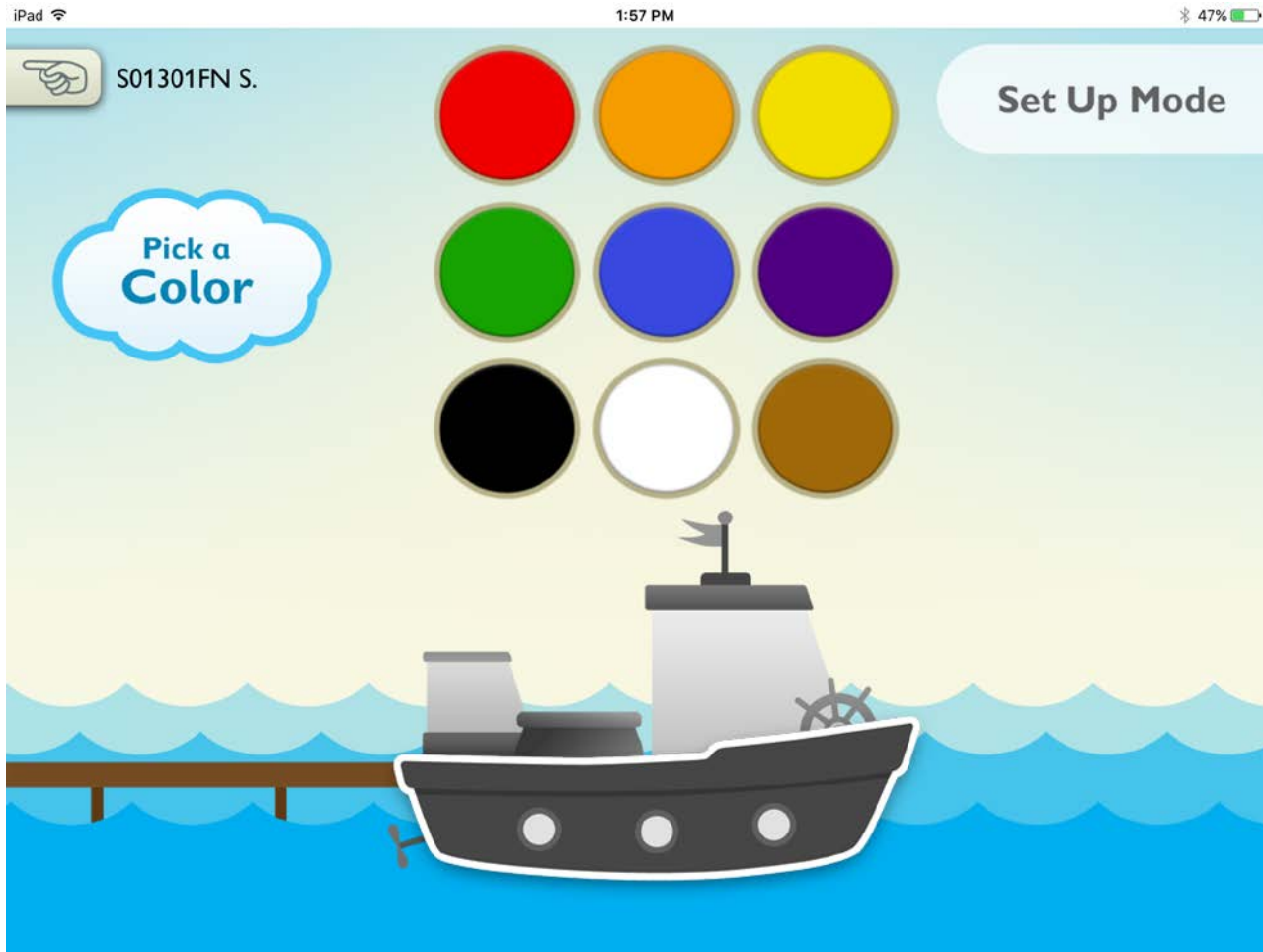
Log In

Set Up >

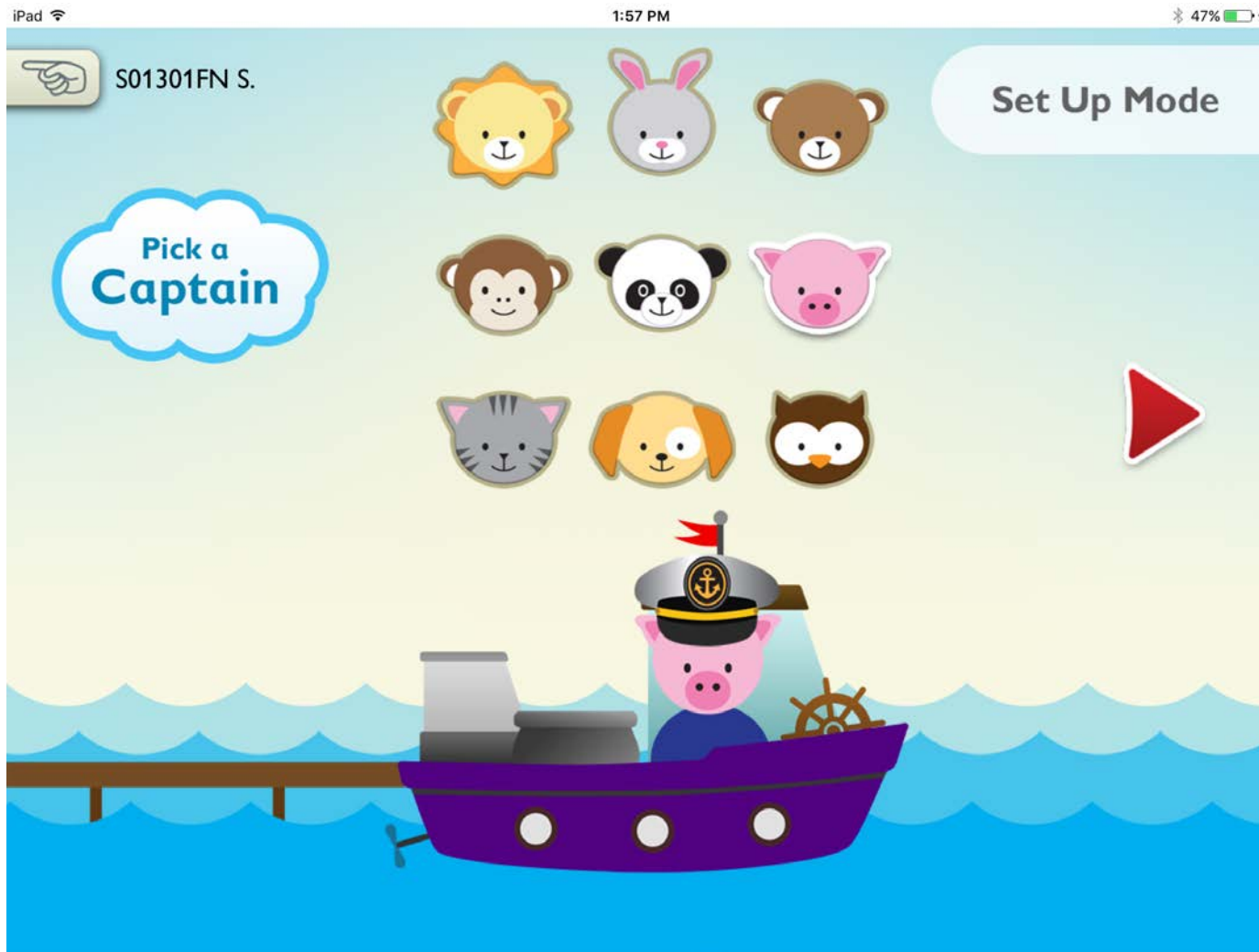
5. Tap **Begin Setup**. Once students are set up, you will not repeat these steps.



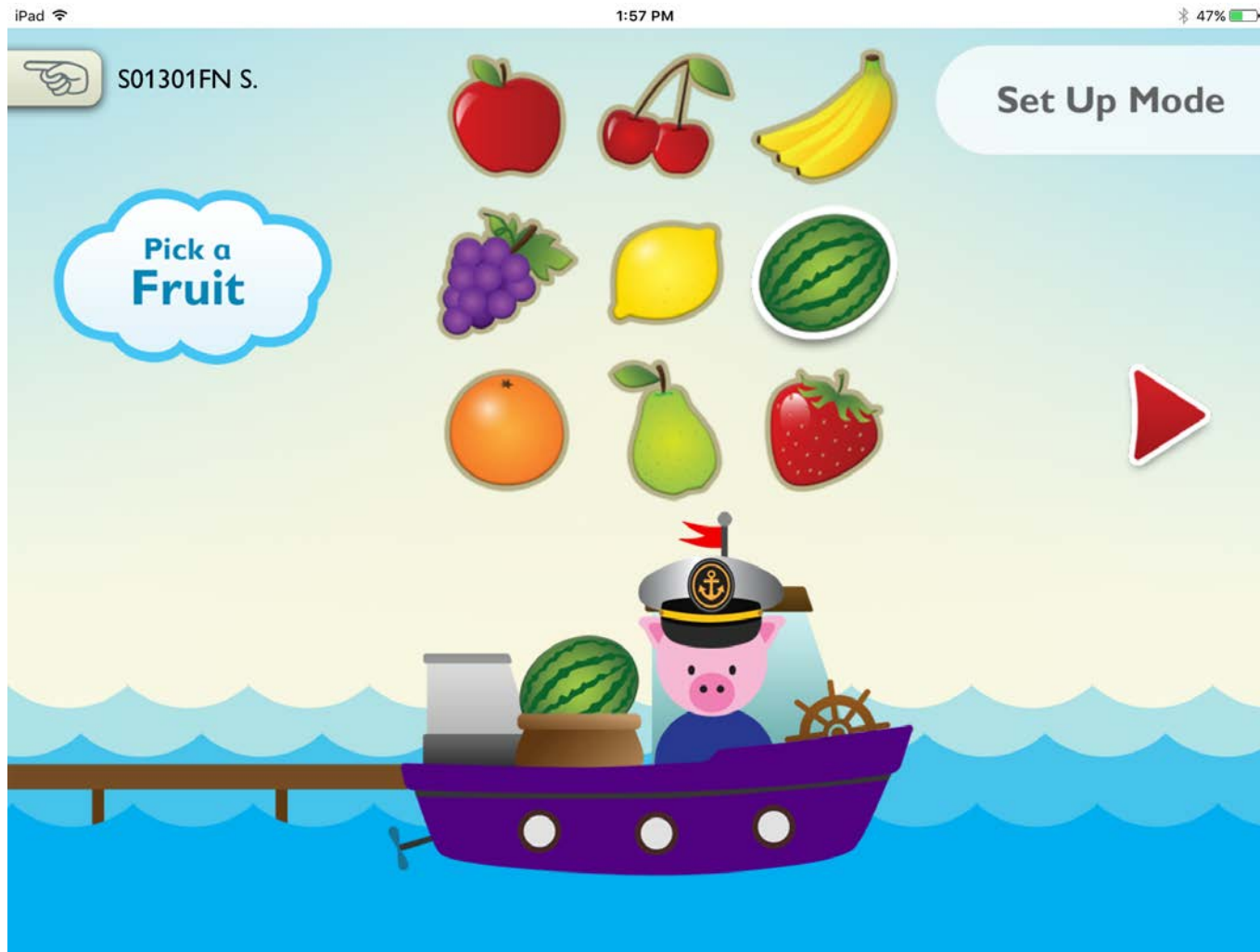
6. To set up a visual password for your student, tap a color.



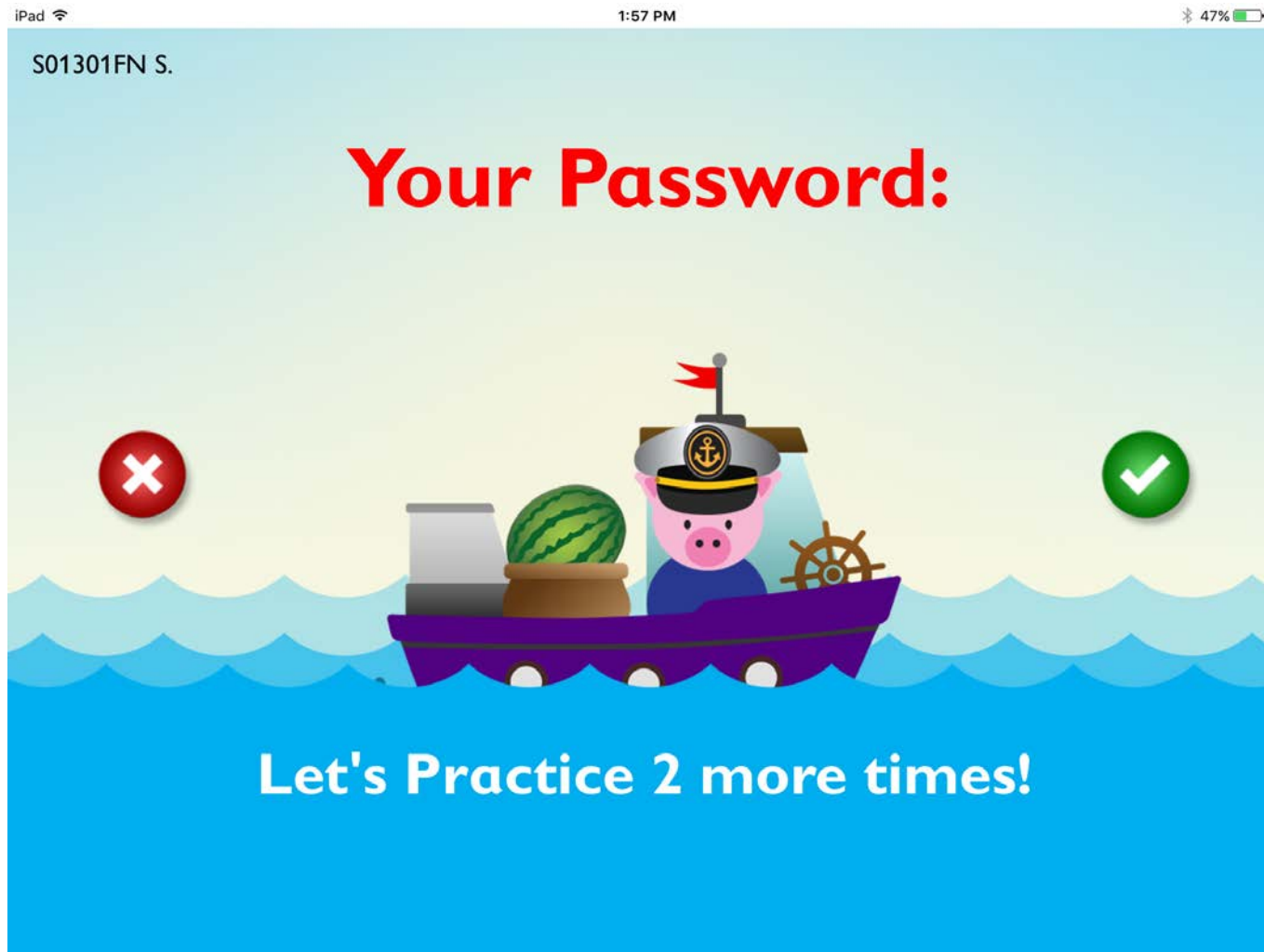
7. Tap a captain.



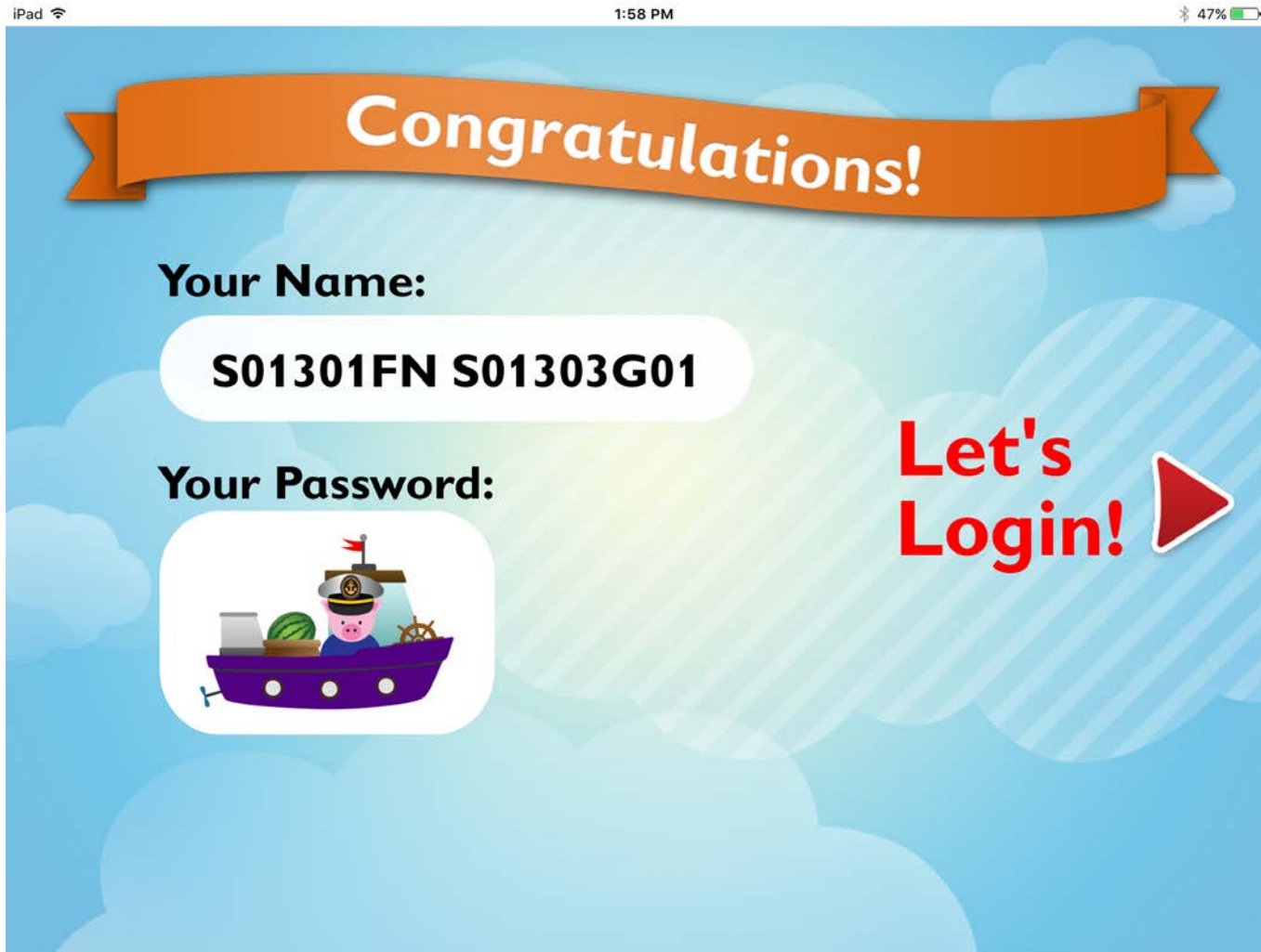
8. Tap a fruit.



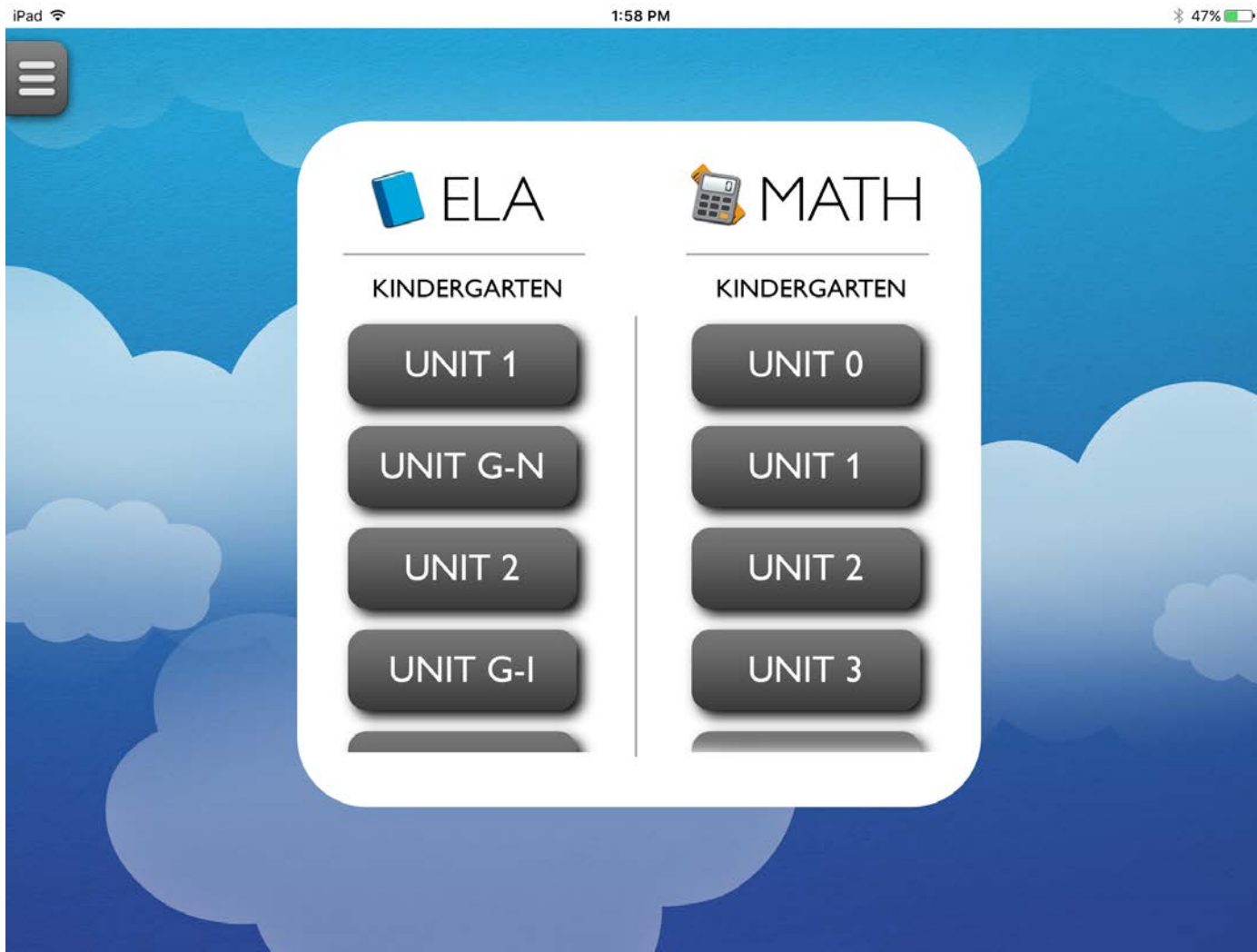
9. Once established, have your student practice twice before logging in.



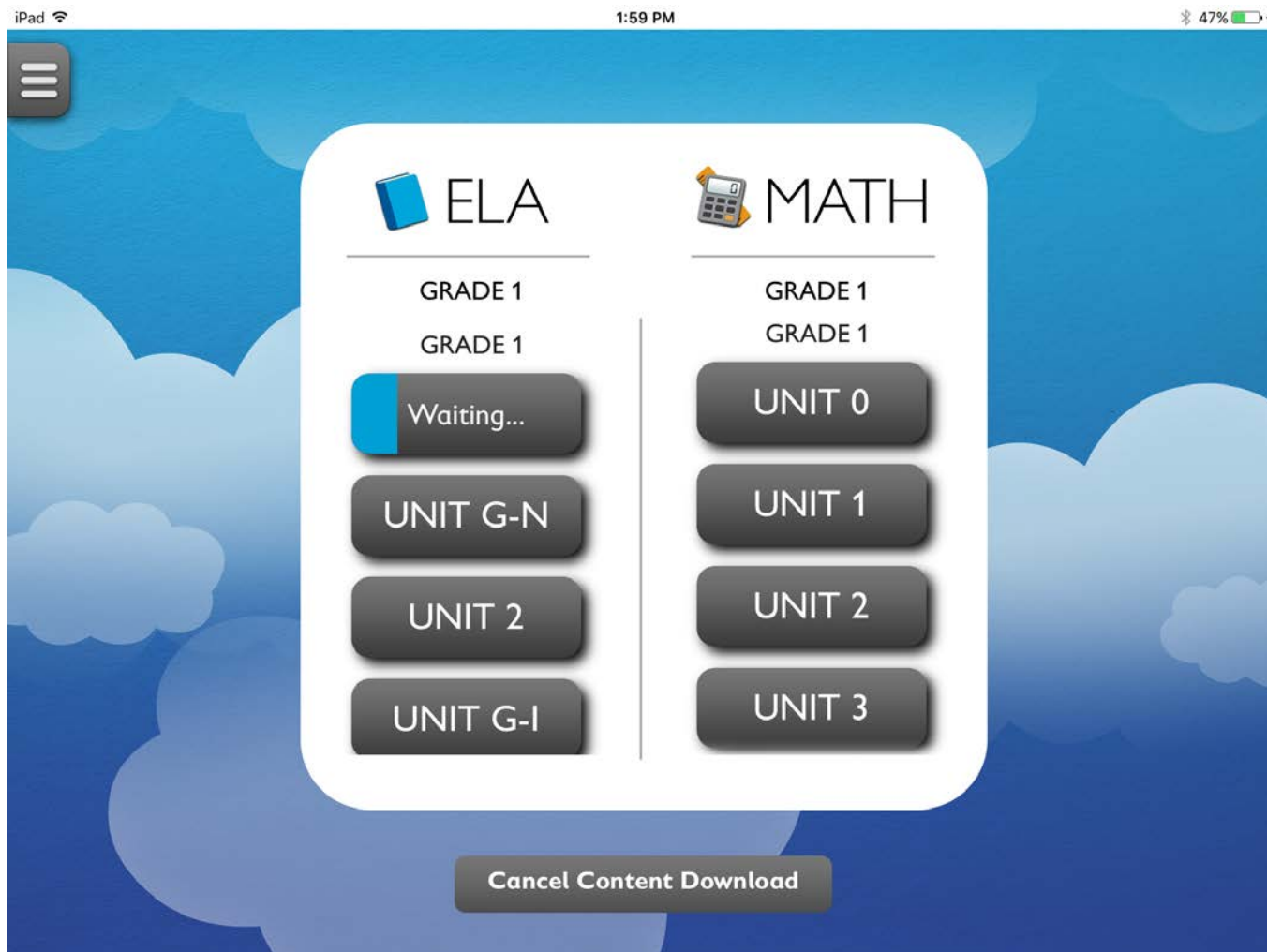
10. Once established and practiced, your student is ready to log in.



11. As a student, tap **Let's Login** to open the Unit Selection screen.



12. As a student, tap the correct unit under the appropriate grade to begin downloading content if it has not been already downloaded. Once the content is downloaded the unit button will be colored blue for ELA units or green for Math units.

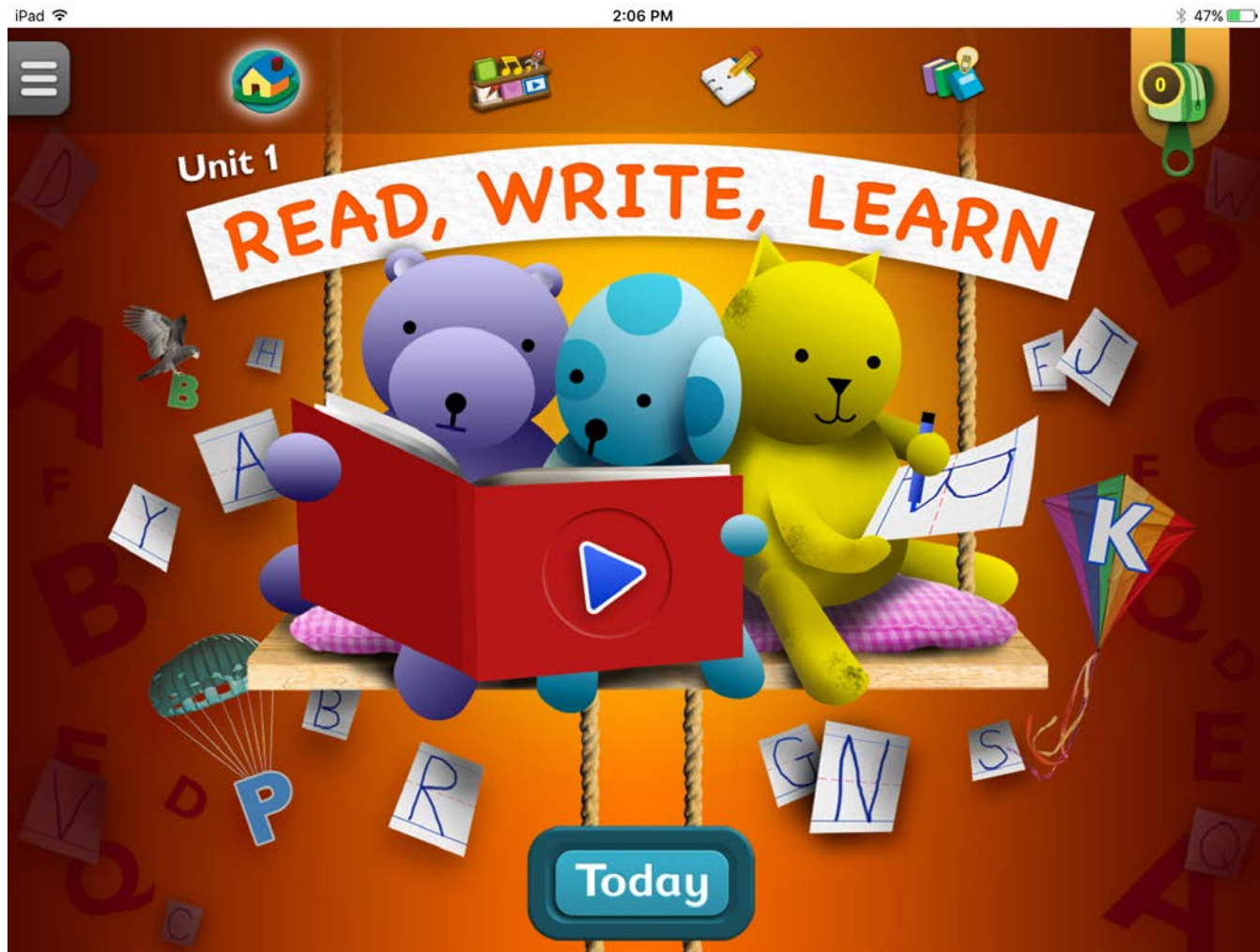


13. As a student, tap the appropriate unit.

14. The dashboard opens.

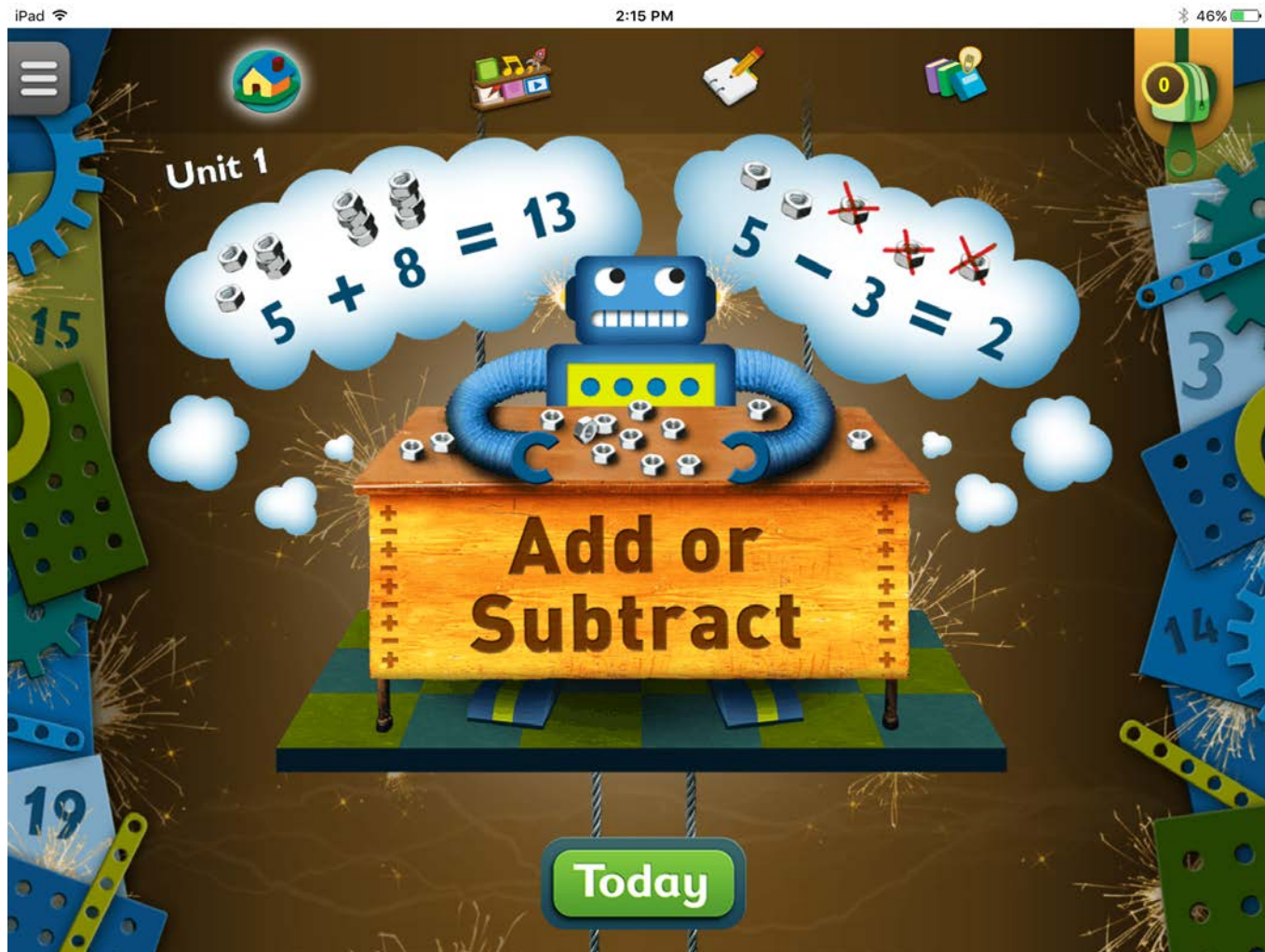
Dashboard

The Dashboard is where you and your students will primarily work.



1. Tap Today to open the Today screen.





2. Scroll horizontally to access activities for the lesson. Tap the right or left arrows to move between lessons.
3. Tap the home button to return home.
4. Tap the bookcase link to open the bookcase.



5. Tap the Notebook link to open the Notebook

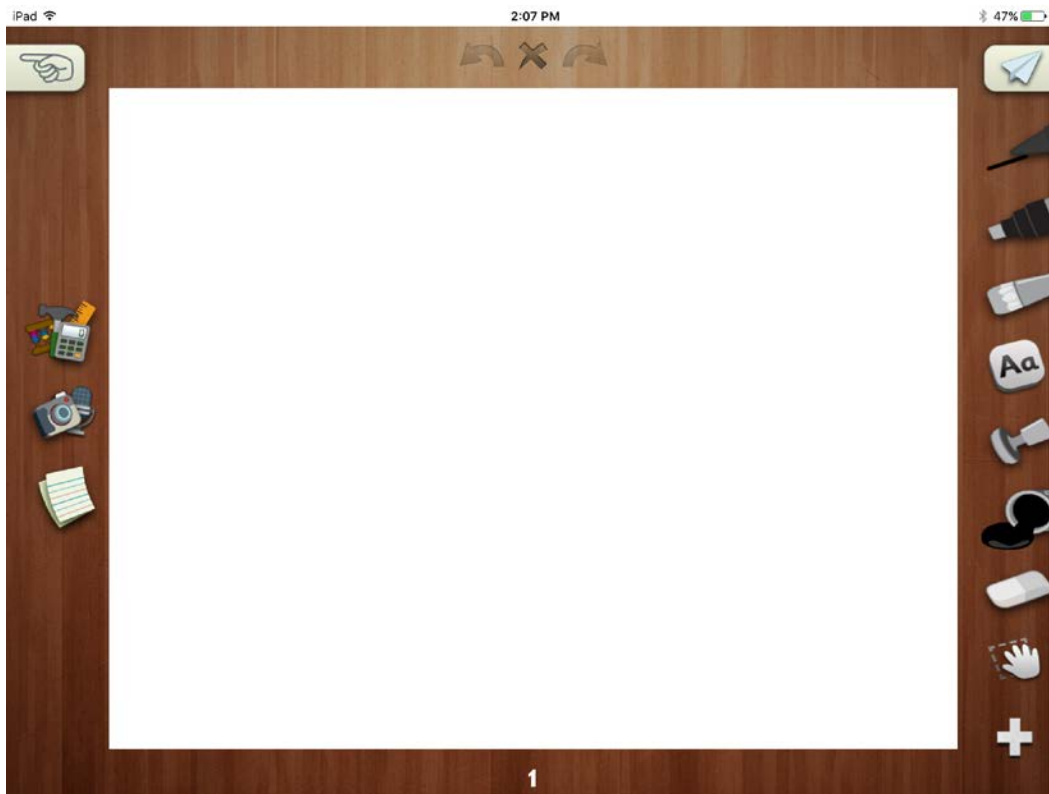


Tools and Resources

Pearson System of Courses offers students and teachers a wide range of tools and resources including Notebook, eReader, Book Builder, Teacher Guide, and supplementary web content for ELA and Math.

Notebook

The Notebook has been designed with special features to support the Pearson System of Courses pedagogy. You can easily access Notebooks from lessons and from the Notebook Browser. It is used to complete Math and ELA assignments. Student work is saved contextually by unit, lesson, and task name.

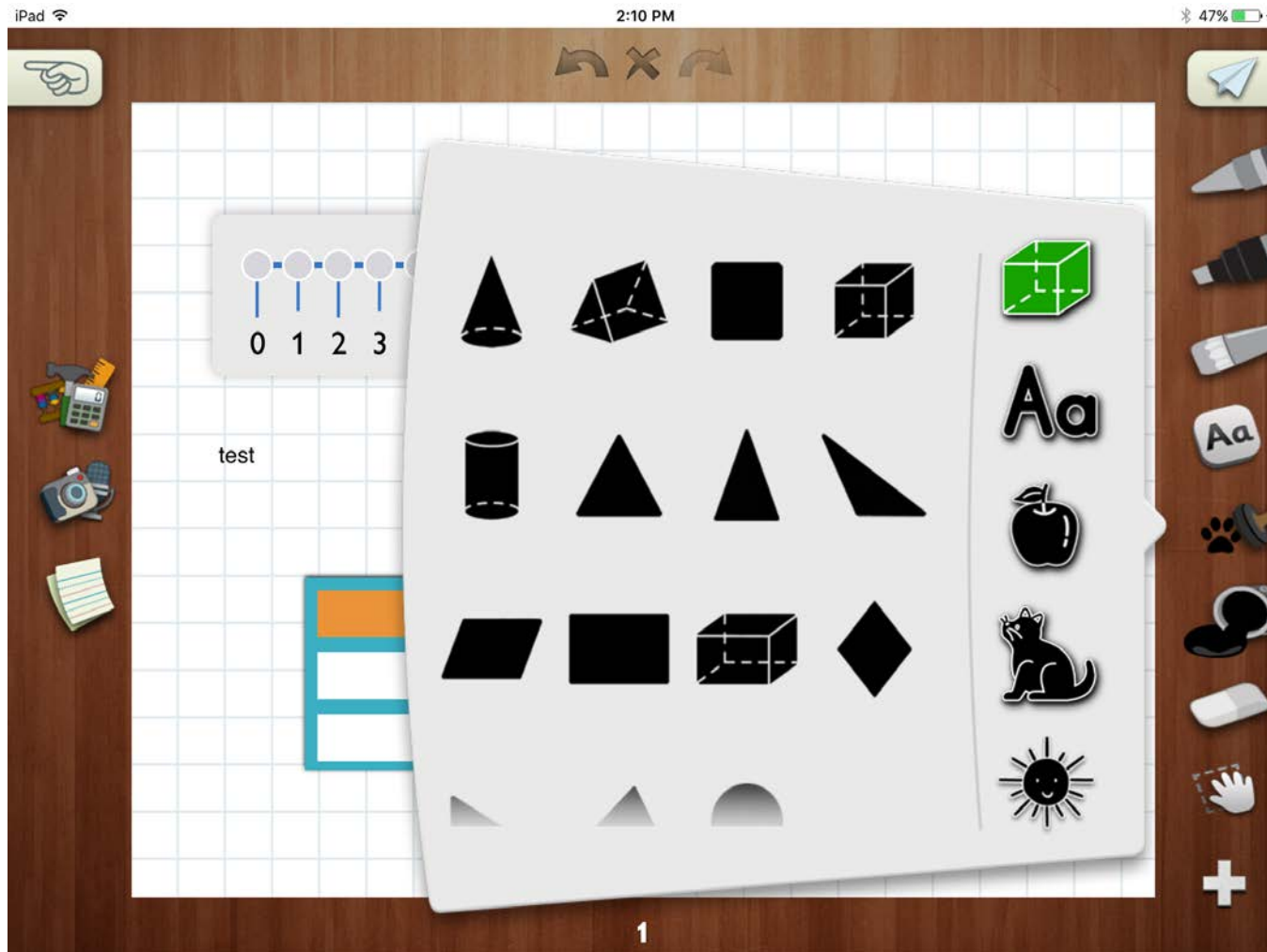


Use the Notebook features to add text, drawings, photos, stamps, audio messages, and more to student Notebooks.

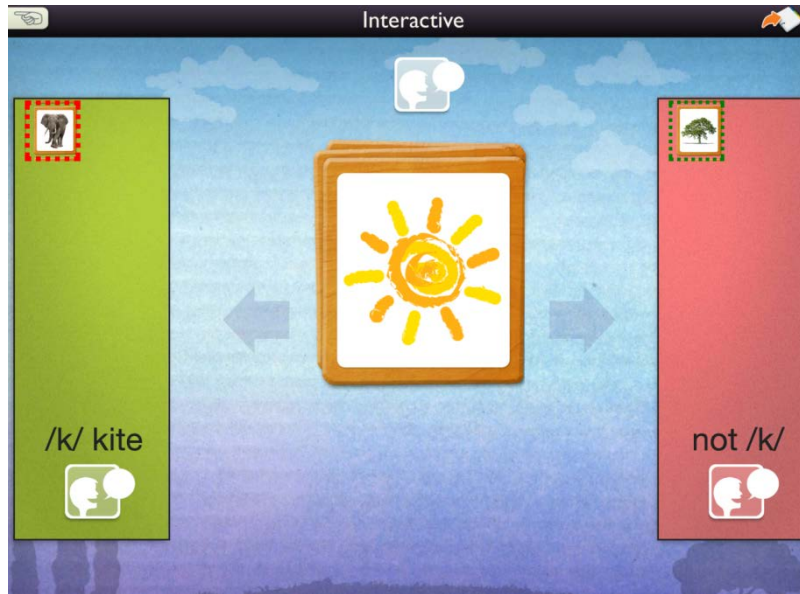
- Backgrounds for writing practice
- Add and delete text regions
- Type in multiple colors
- Rich text and formatting
- Draw in multiple colors and multiple pen sizes
- Eraser
- Add images
- Add audio
- Move text regions, images with hand mode
- Add and remove pages
- Clear and Undo/Redo

Stamp Tool

- Students can use the Stamp Tool to add images, shapes, animals, numerals, the alphabet, and more.



Save Games to Notebook

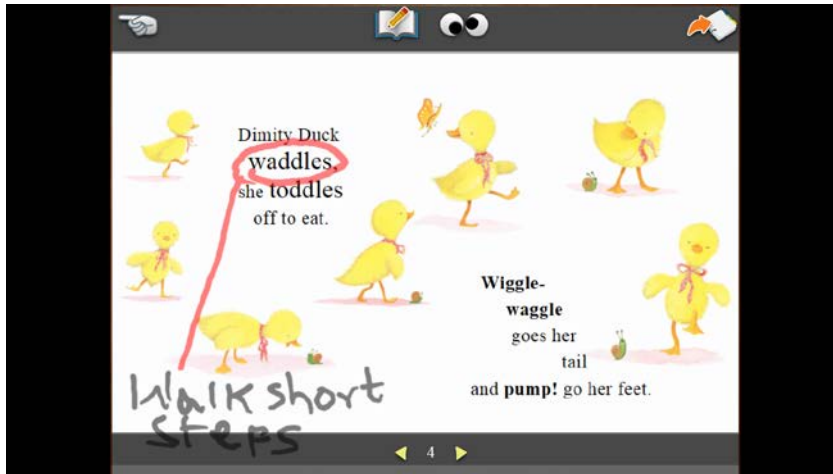


- Students and teachers can add an interactive activity or game to a notebook page using the “Add to Notebook Page” button at the top right.
- The state of the interactive is automatically saved when added to the notebook so the most recent changes to the game can be viewed in the notebook.
- Students can add the game, open it and manipulate it then share the Notebook page with the teacher.
- Games opened from the Today Shelf in a lesson or the Media Library are reset for each use. This new feature allows students to save their work by adding to the Notebook.
- Multiple instances of the same interactive can be added to a single notebook.

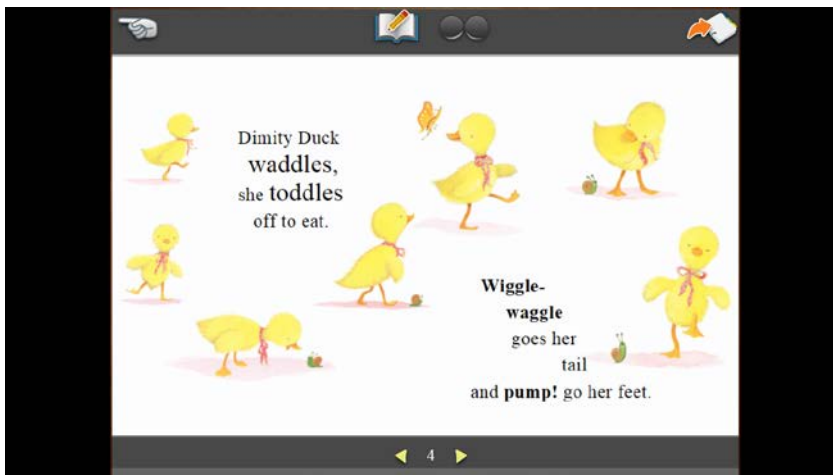


- Added Games appear as thumbnail images on the Notebook Page.
- Teachers and students can tap on a thumbnail to open the Game.

eReader

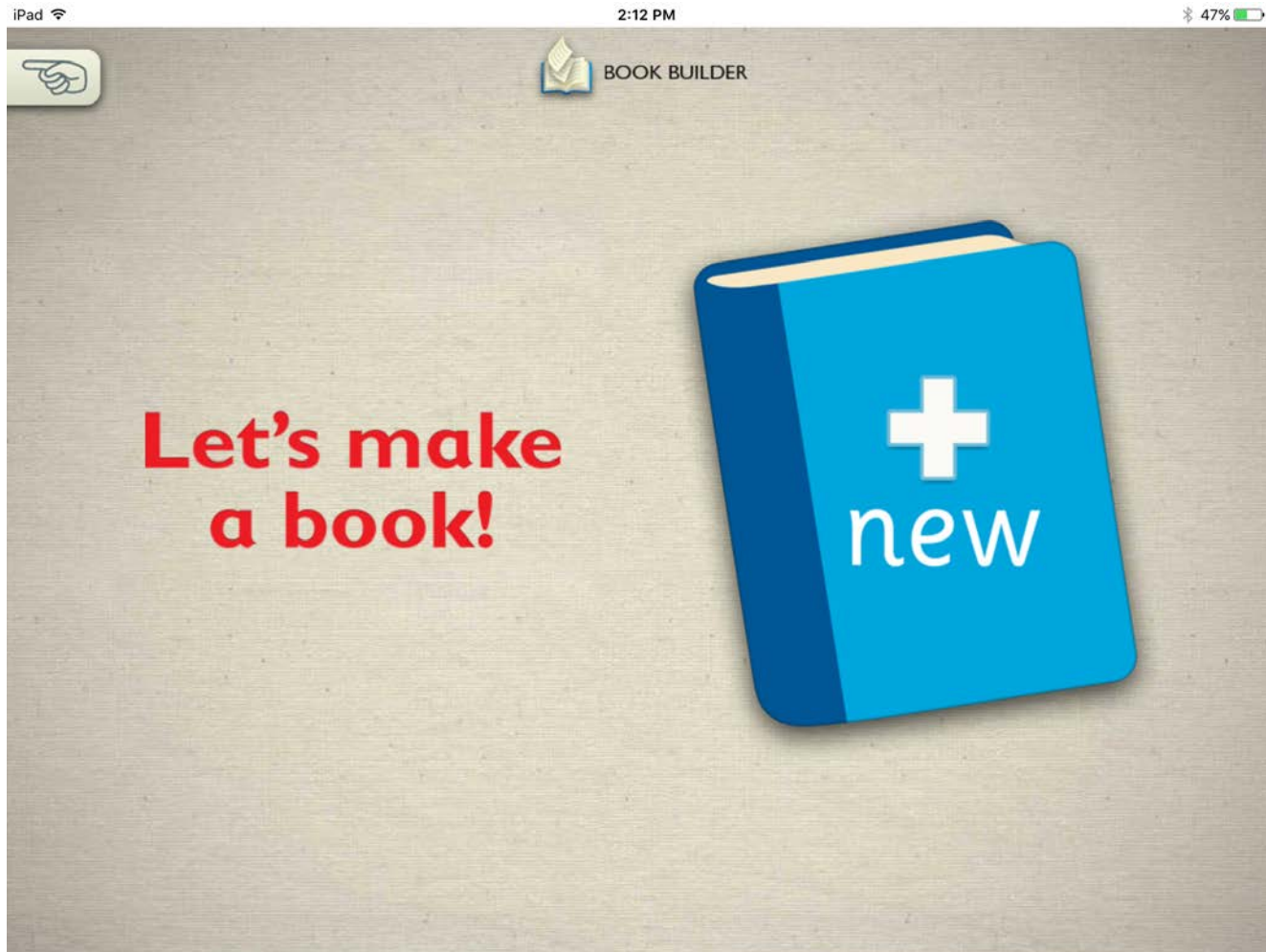


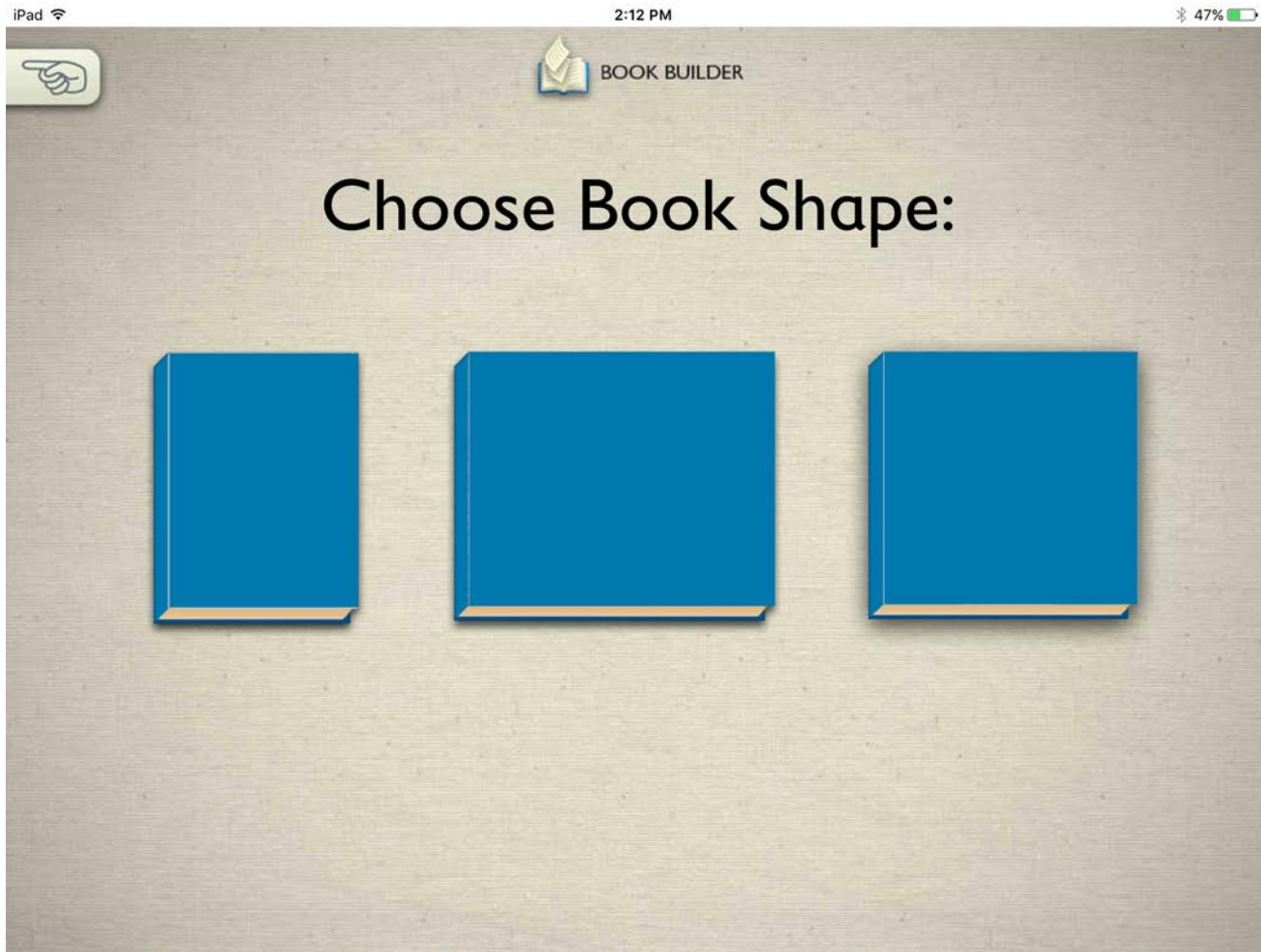
- Students can annotate their reading selections.
- Editing tools include 3 pen sizes and multiple color choices.
- Annotations can be hidden using the googly eyes.
- Work is saved when the eReader is closed using the hand button on the upper left.

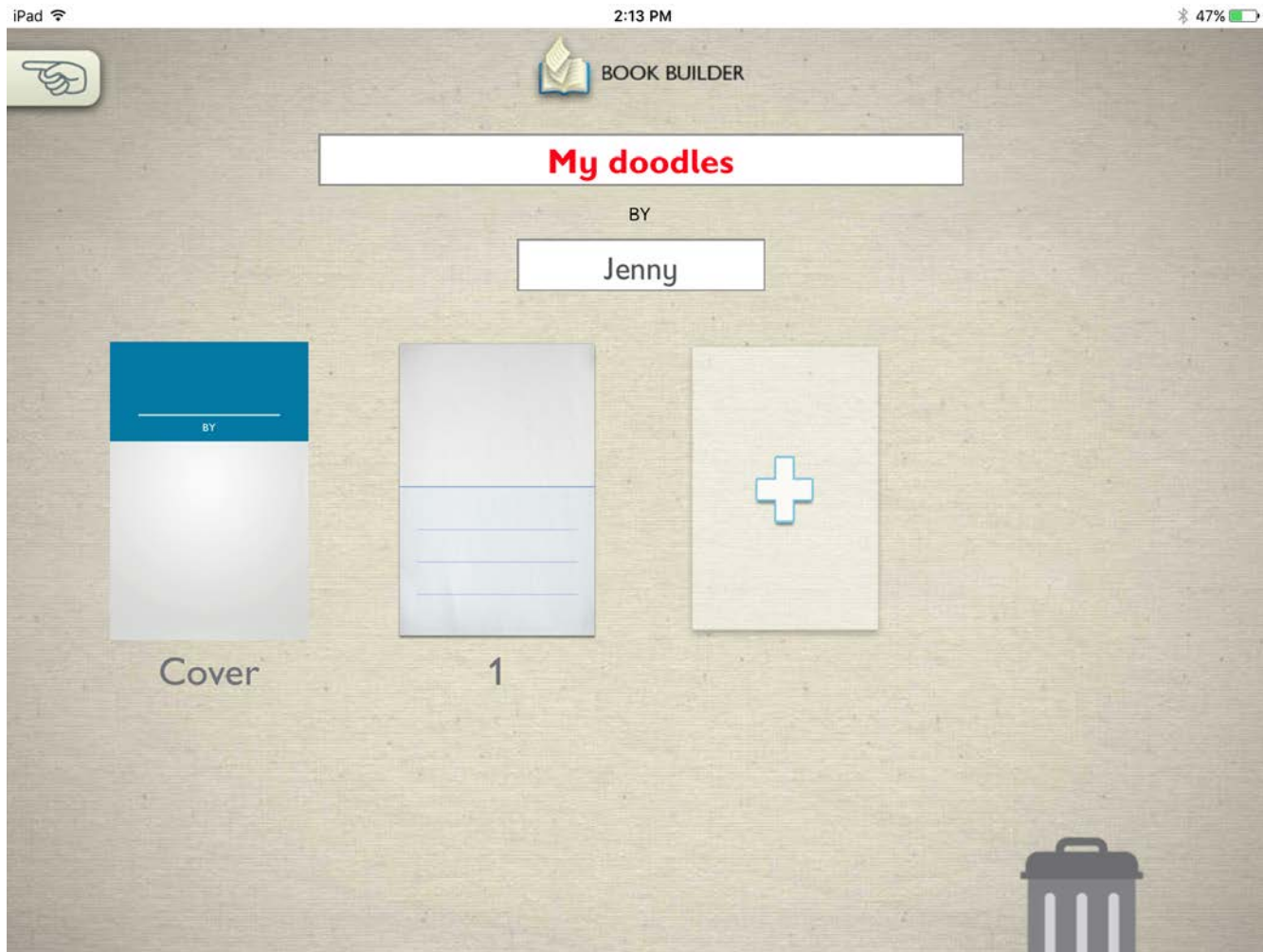


Book Builder

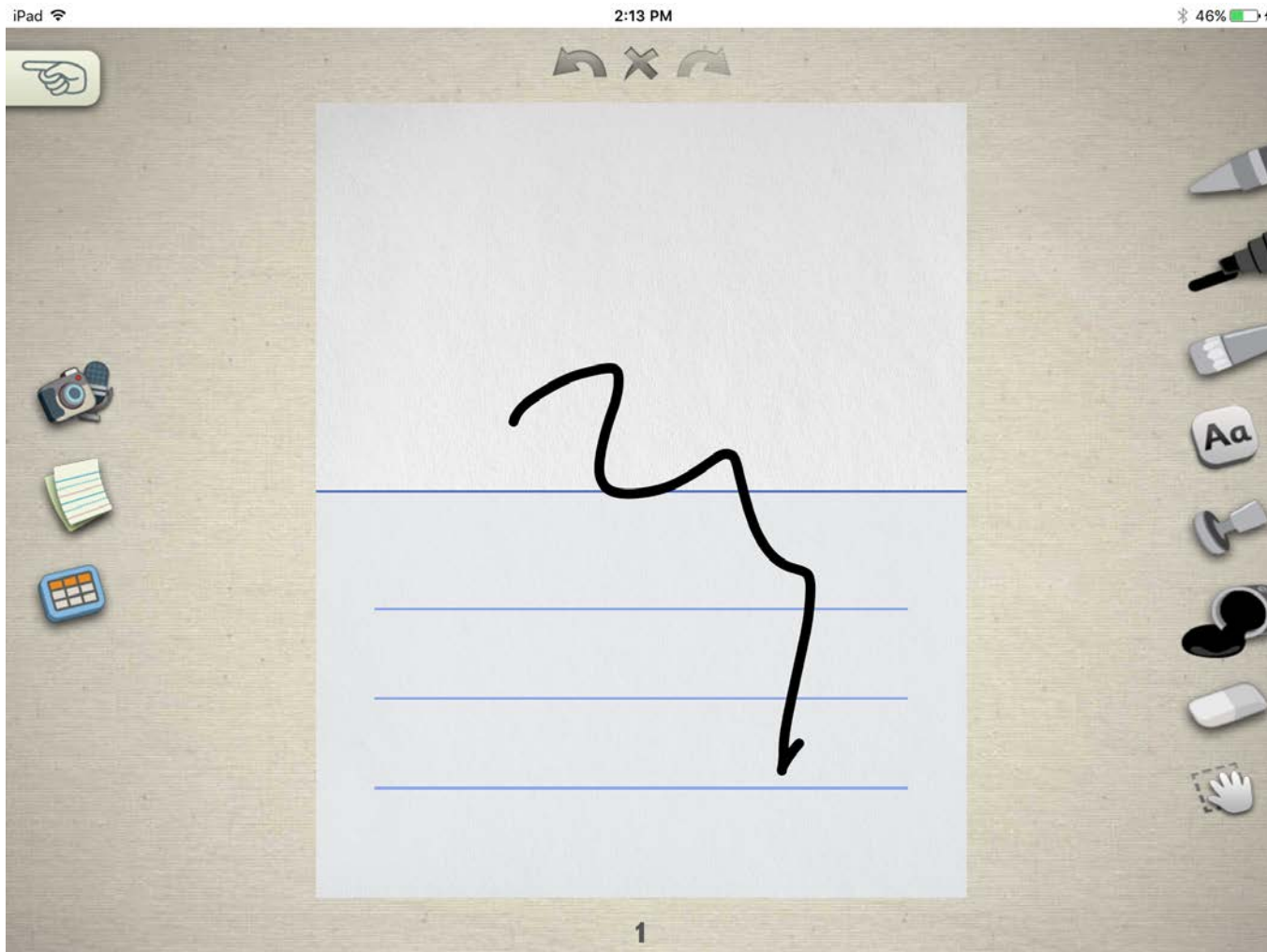
Students can create books as part of their lessons. The Book Builder editing tools are similar to the Notebook so the interface and is easy to use. The Book Builder editing tools are similar to the Notebook so the interface is easy to use.

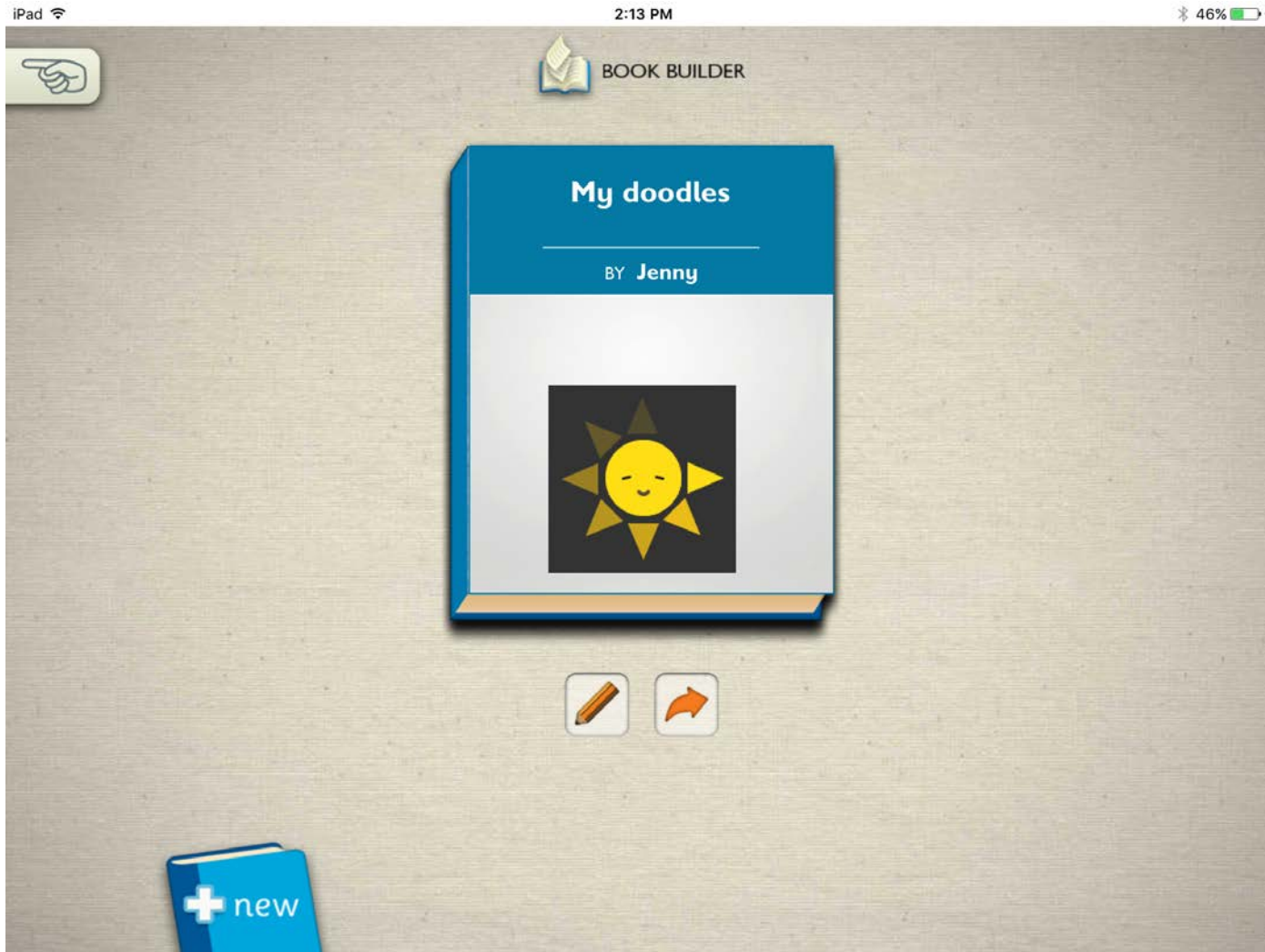






Students can add and edit multiple pages.





Supplementary Content

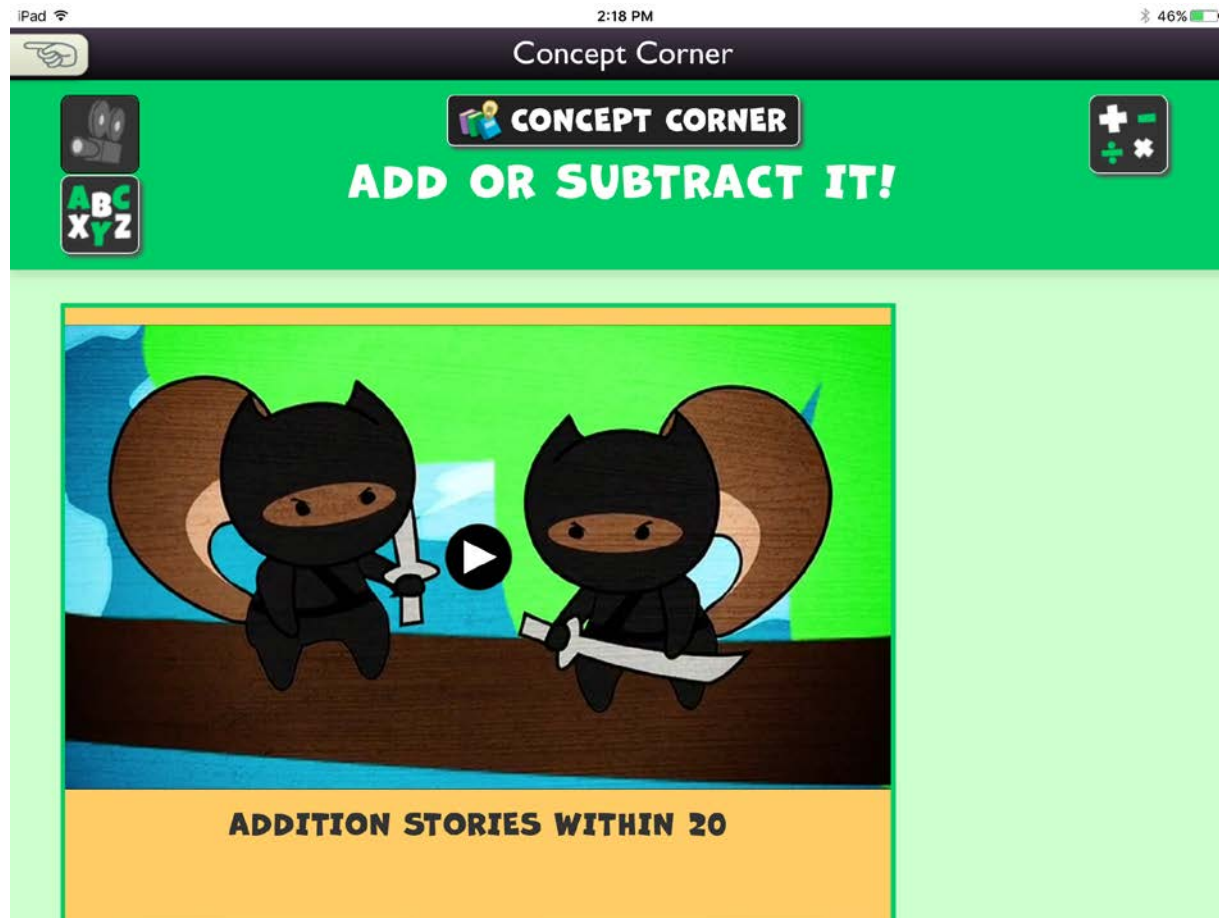
More to Explore and Concept Corner

Students can access supplementary web content that add to the core curriculum for ELA with More to Explore and for Math with Concept Corner.

More to Explore can be visited by opening any ELA unit and tapping on the **More to Explore** icon on the Global Navigation Bar.



Concept Corner can be visited by opening any Math unit and tapping on the **Concept Corner** icon.



- Both external sites can be accessed by tapping on the same icon on the Global Navigation Bar from the Unit Home Page, Today Shelf, Media Library, or Notebook Browser.
- A new view is opened in the application in which the web page is opened.
- The Application automatically logs the user into these sites and using metadata such as lesson and unit, the More to Explore or Concept Corner page opens to a page that is relevant to the unit or lesson that the page was opened from.

- To Close More to Explore or Concept Corner, tap on the **Back** button at the top left of the page.
- To open and use the More to Explore or Concept Corner websites, the device must be connected to the internet.

Teacher Guide



iPad

2:14 PM

46%



ELA



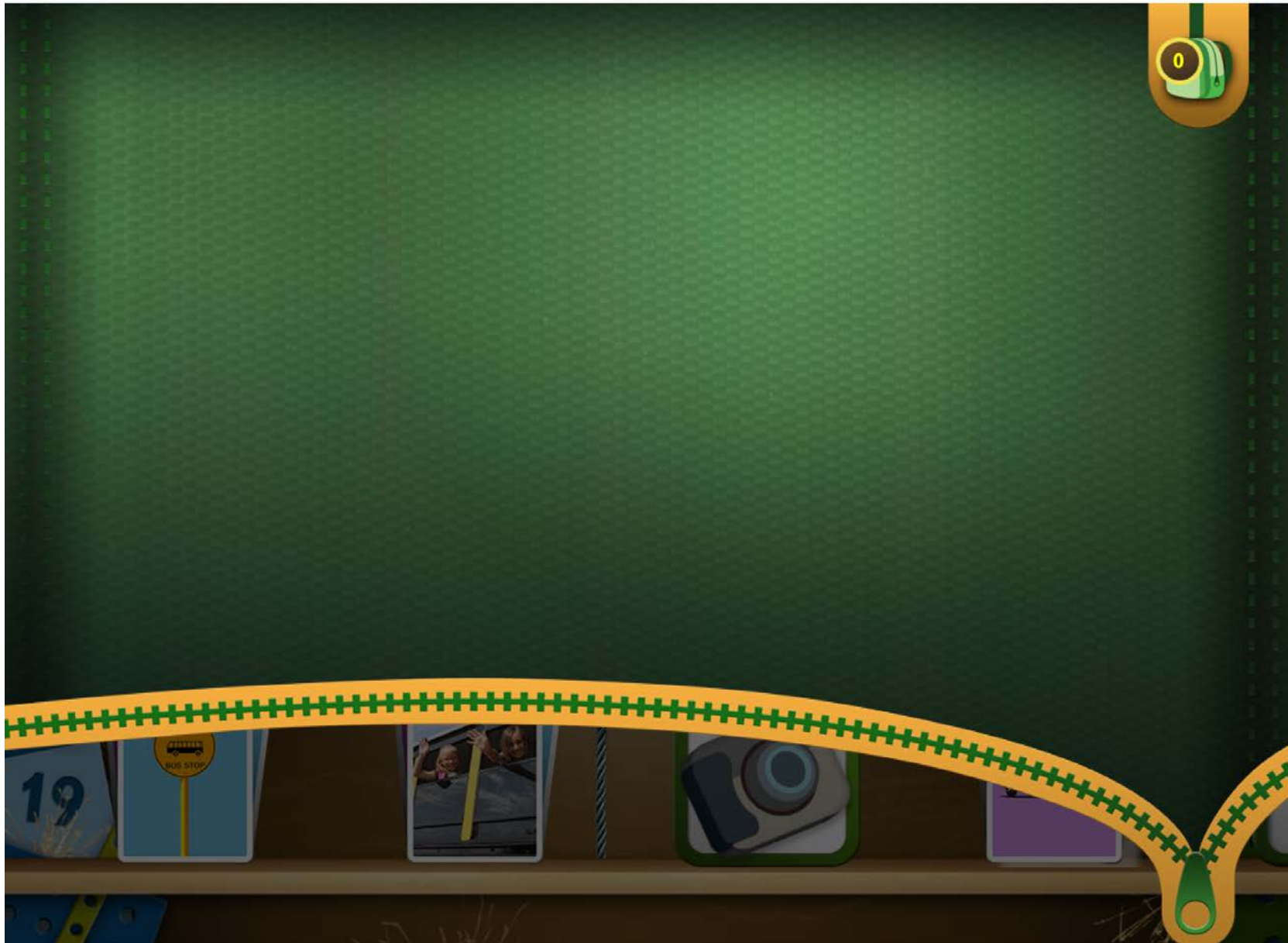
Math

No ELA Inbox items available.

iPad

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46%



iPad

2:16 PM

46%



Settings

Update Content

App Version: 2.1.3

Configuration Code: 4mvreviewv2

Caching Server: Not Available

Content Changes from September 6, 2016

ELA

Added - [Grade 1 Unit 1 Read, Write, Learn](#)

MATH

Added - [Grade 1 Unit 1 Add or Subtract](#)



R Reading

RL Literature

Integration of Knowledge and Ideas

- RL.7 Use illustrations and details in a story to describe its characters, setting, or events.

Range of Reading and Level of Text Complexity

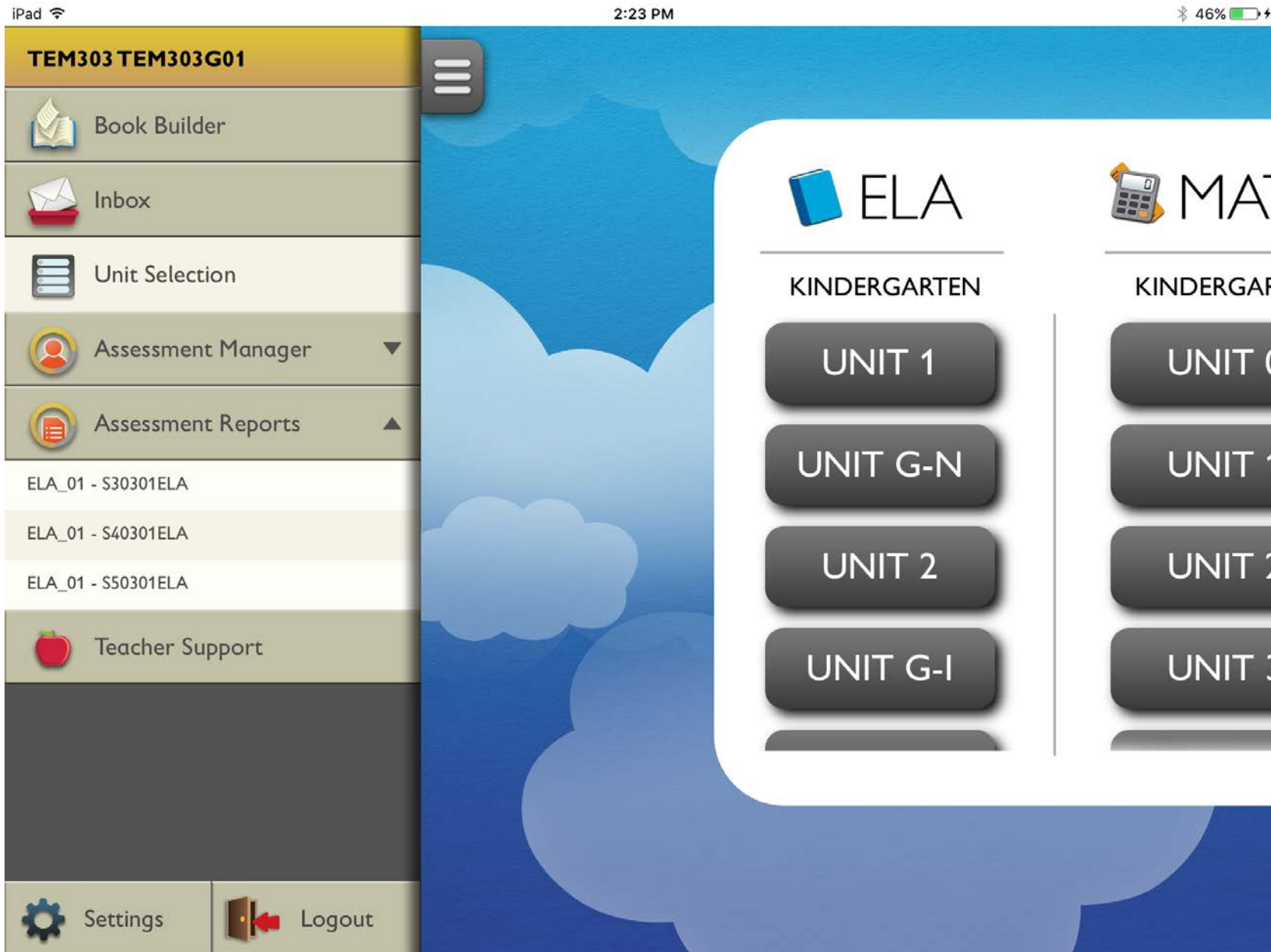
- RL.10 With prompting and support, read prose and poetry of appropriate complexity for grade 1.
 - RL.10.a Activate prior knowledge related to the information and events in a text.
 - RL.10.b Confirm predictions about what will happen next in a text.

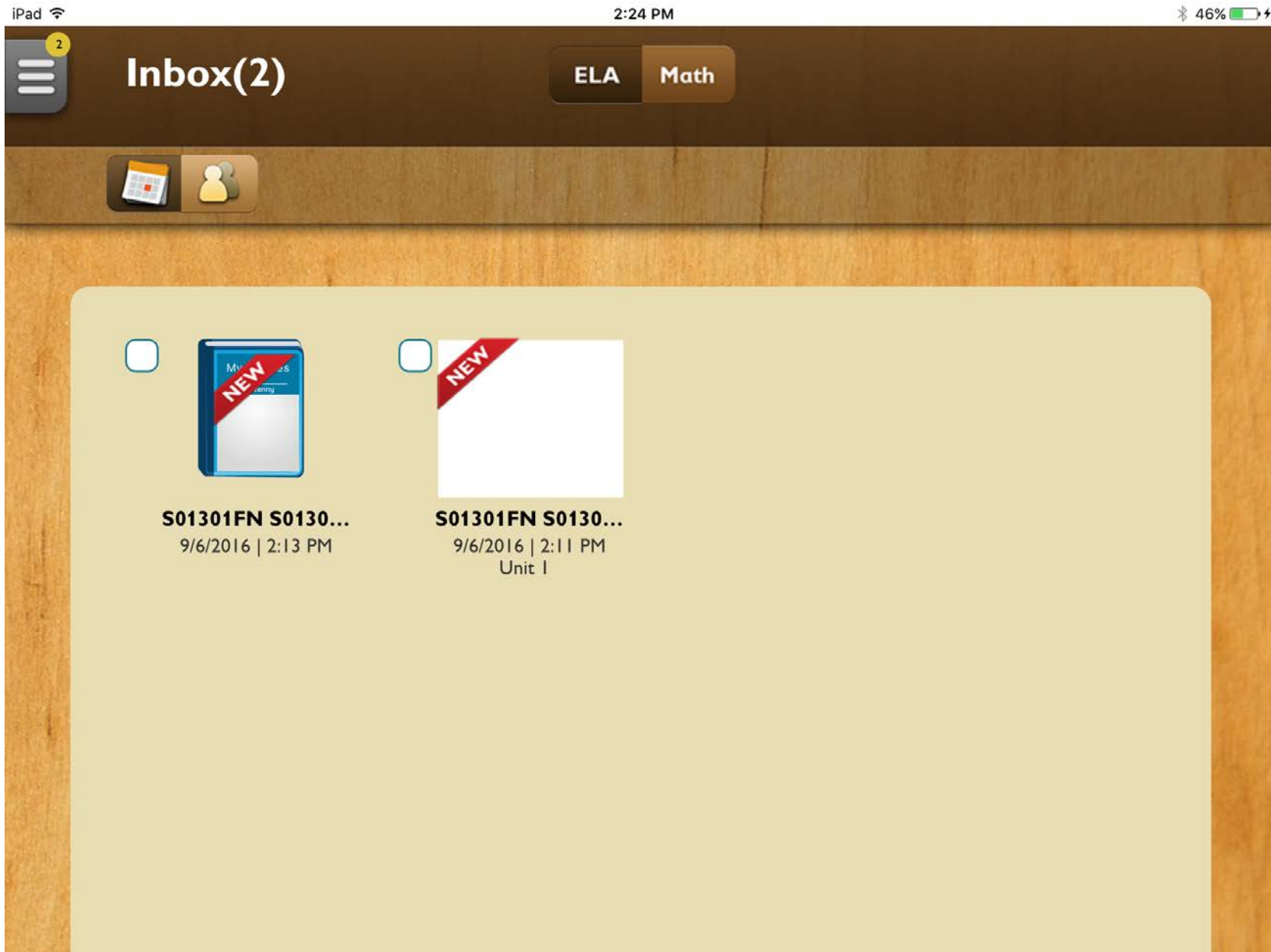
RF Foundational Skills

Fluency

- RF.4 Read with sufficient accuracy and fluency to support comprehension.
 - RF.4.a Read on-level text with purpose and understanding.
 - RF.4.b Read on-level text orally with accuracy, appropriate rate, and expression on successive readings.

W Writing





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Assessment Manager

Unit I: Read, Write, Learn Last Updated: 9/6/16 at 2:24 PM

Fixed Assessments

Unit I Lesson 15 Cold Write	Pending	Started: 0/4	>
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Ongoing Assessments

Unit I Observation Checklist	Pending	>

Back

Section Performance Report

Last updated: 

Section Overview

Overall, how are my students doing in so far?

Assessed Units:

[View Unit Performance >](#)


Assessments

[View Assessment List >](#)


How did my students do by Area of Focus?

How did each of my students perform?


[View Full Roster >](#)

 No students

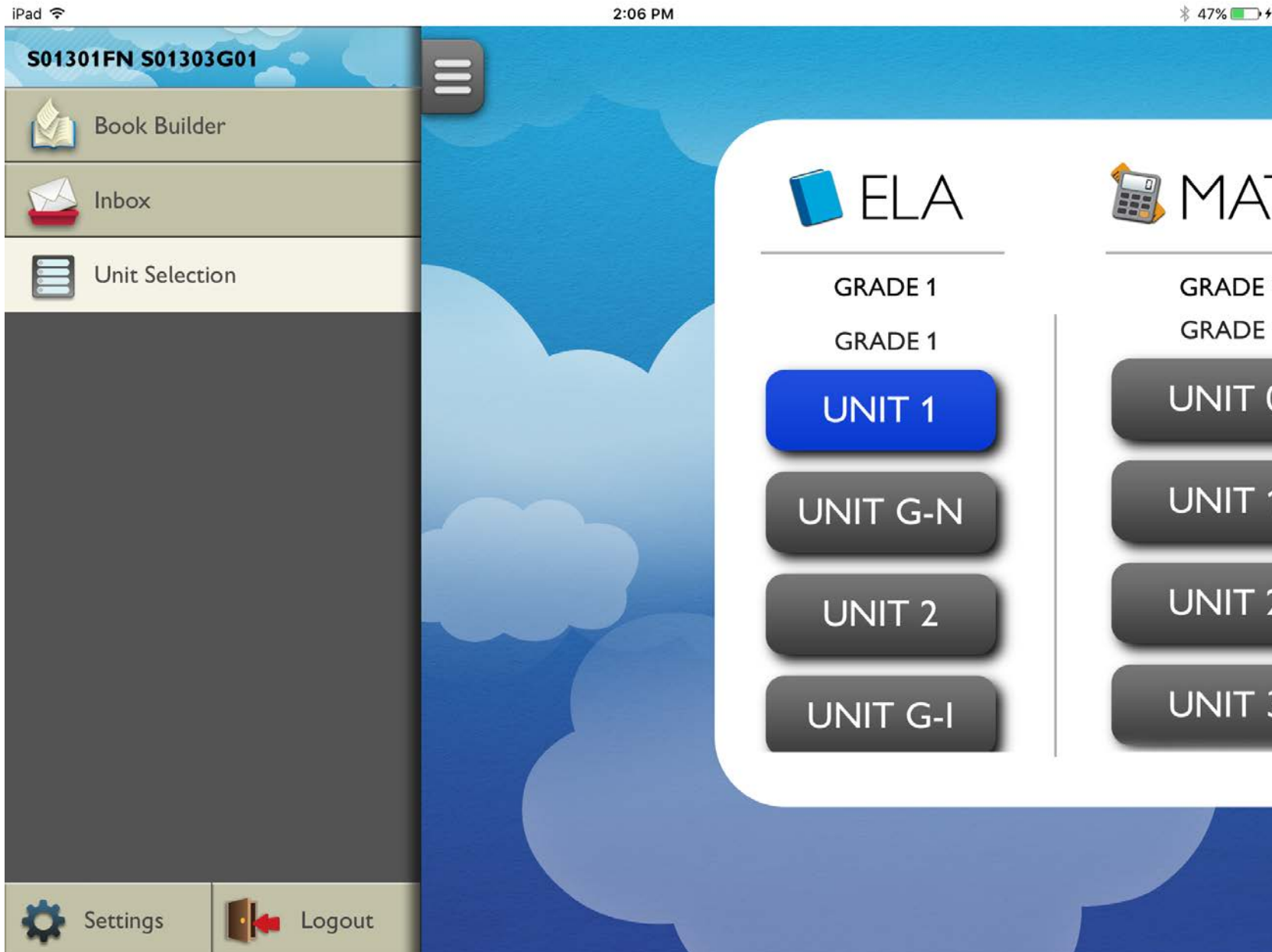
Not Proficient

 No students

At Risk

 No students

Proficient

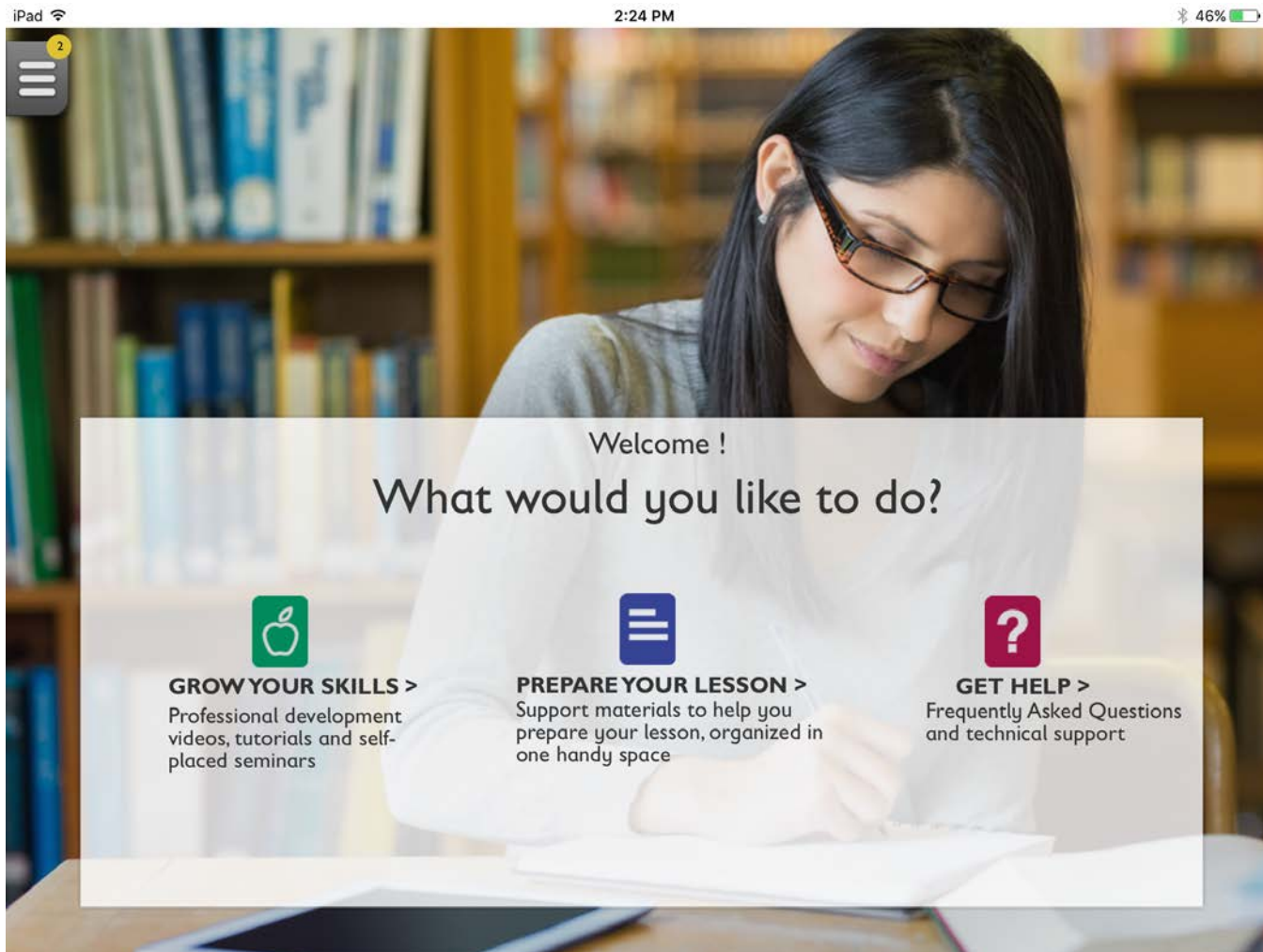




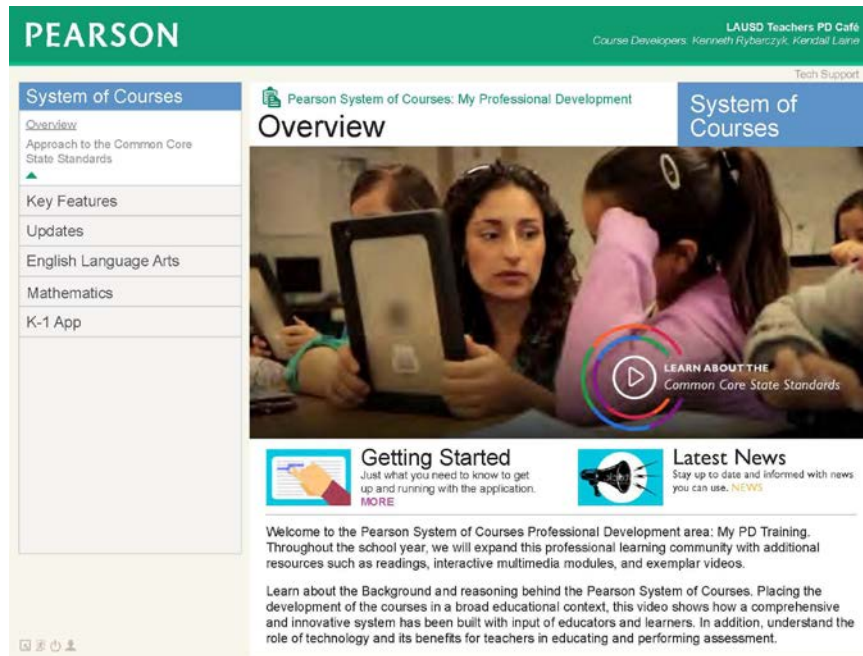
- Teachers can tap on the clipboard icon to view notes about the unit, lessons, and tasks.
- They can also view the class roster.
- These notes only display for teachers.

Professional Development

The new Teacher Support area can be accessed from the System Tray Menu. It enables teachers to quickly access Help, Professional Development, and Planning so they can grow their skills, prepare their lessons and get help.



- Single-sign-on to the Professional Development (PD Café) website has been added.
- Teachers can enter the site from the Pearson System of Courses app without having to sign in separately.
- Teachers can get quick access by tapping on “Teacher Support” on the System Tray Menu and then tapping “Grow Your Skills.”



PEARSON LAUSD Teachers PD Cafe
Course Developers: Kenneth Rybarczyk, Kerisla Lane

Teach Support

Pearson System of Courses: My Professional Development

System of Courses

Overview

System of Courses

Overview
Approach to the Common Core State Standards

Key Features

Updates

English Language Arts

Mathematics

K-1 App

LEARN ABOUT THE Common Core State Standards

Getting Started
Just what you need to know to get up and running with the application.
[MORE](#)

Latest News
Stay up to date and informed with news you can use. [NEWS](#)

Welcome to the Pearson System of Courses Professional Development area: My PD Training. Throughout the school year, we will expand this professional learning community with additional resources such as readings, interactive multimedia modules, and exemplar videos.

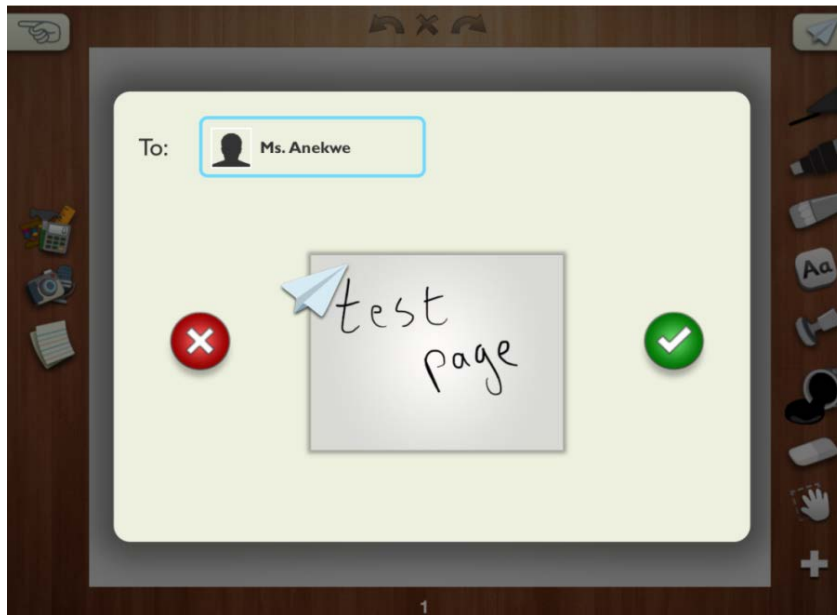
Learn about the Background and reasoning behind the Pearson System of Courses. Placing the development of the courses in a broad educational context, this video shows how a comprehensive and innovative system has been built with input of educators and learners. In addition, understand the role of technology and its benefits for teachers in educating and performing assessment.

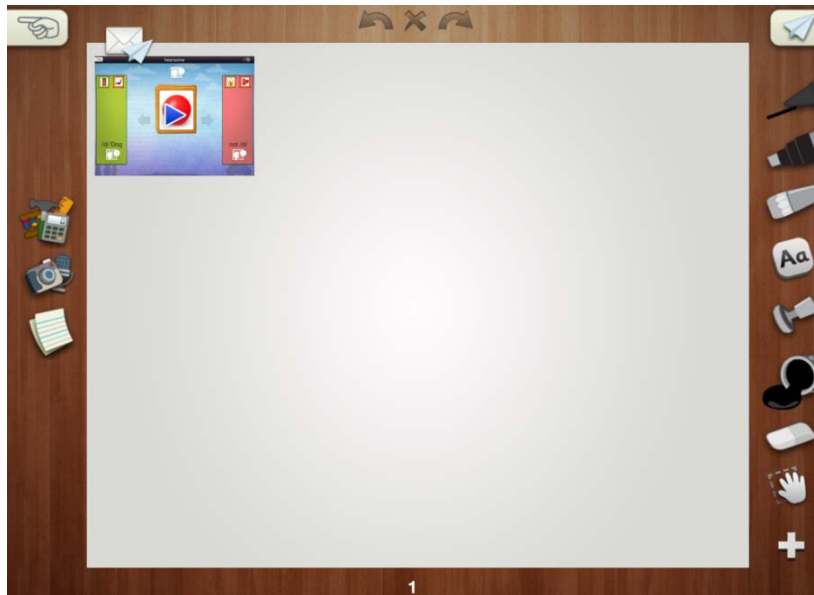
Classwork Management

Sharing

The K-1 app features sharing functionality. This enables students to share work with their teacher who can then review and send feedback. In order to send and receive work, an Internet connection is needed.

Share Notebook Pages



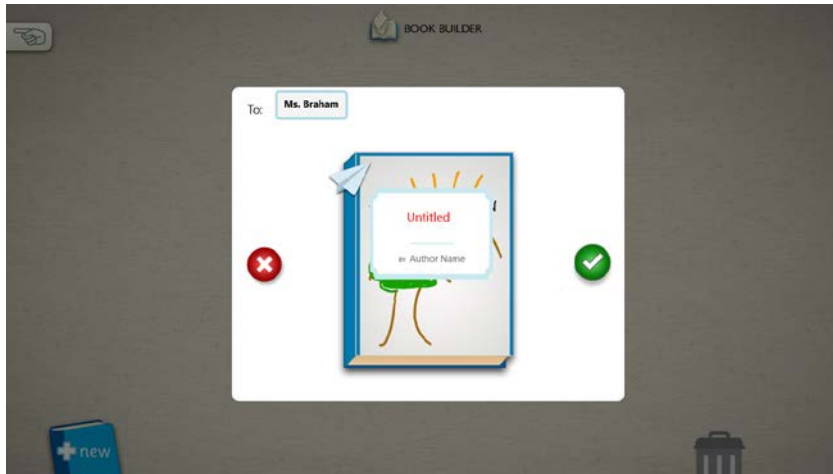


- Students can share any notebook page with the teacher by tapping on the paper airplane icon and selecting the name of the teacher then tapping on the green check.
- When the confirmation dialogue appears, a copy of the Notebook Page has been sent to the teacher.
- Any feedback sent back by the teacher on the shared copy can be accessed from the original Notebook Page.
- An Internet connection is required to share. If there is no Wi-Fi connection the paper airplane icon is disabled.
- If network connection is lost after initiating sharing, a message displays to retry with Wi-Fi.
- The shared Notebook Page displays an image that indicates the page has been shared with the teacher. The paper airplane and envelope are simple icons for students.
- In order for the Share Operation to be successful end-to-end, then the student and teacher devices need a network connection.
- If the student device does not have a network connection, a message displays to retry when there is a Wi-Fi. The application does not currently queue operations that are performed when offline.

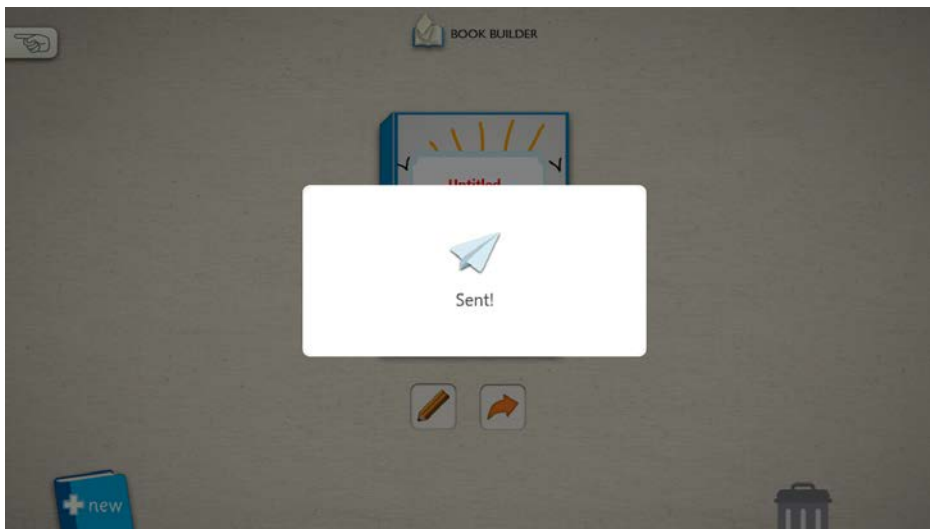


- Students can access the teacher’s feedback by tapping on a review from the drop down, or tapping on the status icon when there is only one review for the page.
- Student Notebook Page displays Share status Icon at top left.
- This indicates that there are unread teacher reviews for this already shared page
- For students, a drop down menu displays when there is more than 1 teacher review for a Notebook page.
- The list is scrollable.

Share Book Builder Project

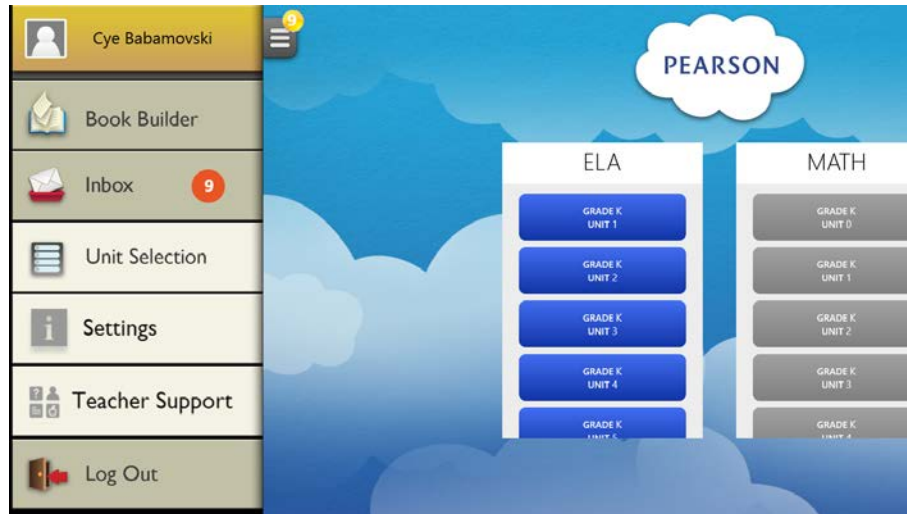


- Book Builder Projects can be shared by students with the teacher. A copy of the book is shared, allowing the student to continue working on the book.
- Students tap on the Share Icon, select their teacher's name and then tap on the Green Check to confirm the share.



- A confirmation is displayed, indicating that the Book has been shared successfully.
- These books can be accessed by the teacher from the Inbox.
- Sending and downloading received Book projects does require an Internet connection.

Notifications



- Teachers and students can easily see the number of unread shared items in their Inbox via the yellow alert bubble that displays on the System Tray Menu.
- The Notification bubble does not appear if there are zero unread items in the Inbox
- In cases when there are a large number of Inbox items (~200+), and the device is being used for the first time by this user, then the app might take a while to download all the inbox items in the background. During this time, the Inbox button in the System Tray Menu is disabled. When tapped in this state, a message is displayed at the bottom of the screen and disappears after one second.
- The device must be connected to the Internet to download received items.
- Upon tapping the Inbox button on the System Tray Menu, the Inbox is opened.

Inbox and Review Mode

- Teachers and students both have Inboxes for easy access to shared work. The teacher and student Inboxes have different design and functionality. The student Inbox has a playful design with a simpler set of functions while the teacher version offers a more advanced feature set to enable classwork management. Teachers and students can open shared work from their Inbox and review. A confirmation is displayed, indicating that the Book has been shared successfully.

Teacher Inbox



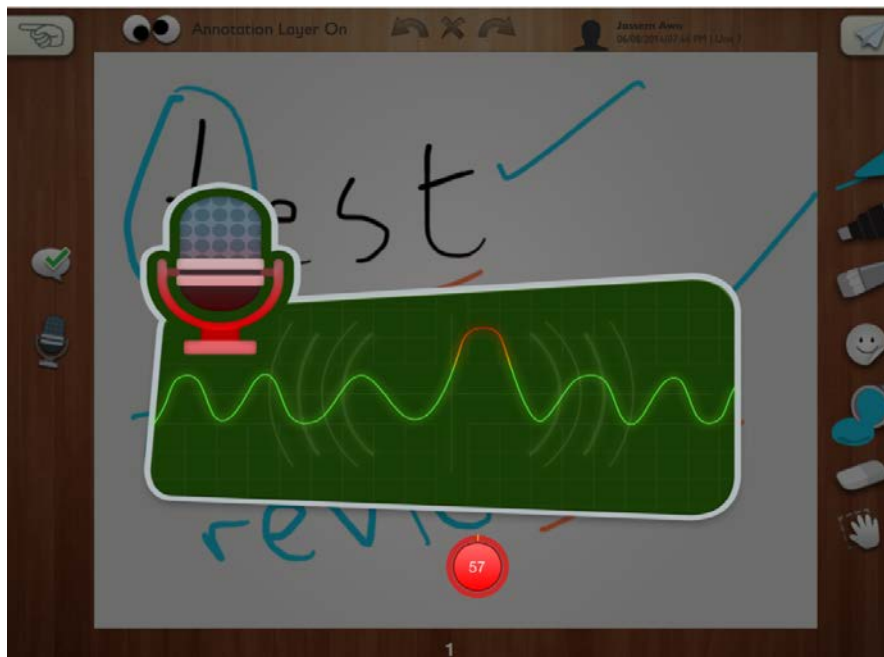
- The Inbox is designed to be efficient while handling a large number of items and also allow the teacher to execute a range of classwork management functions.
- From the Inbox, the teacher can:
 - Review Notebook Pages and send the review back to the student
 - Add Notebook Pages to a Class Notebook.

- View shared Book Builder Projects
- Filter by ELA and Math
- Filter to view in a time-wise sorted list or sorted by Students
- Shared items include relevant information including student's name, unit number, date, time, and a thumbnail of the work
- Stacks are presented when the same Notebook Page has been shared at different times.
- Teachers can tap on the Student View Button to order items by student.
- By tapping on a thumbnail, teachers can open a shared item to review.



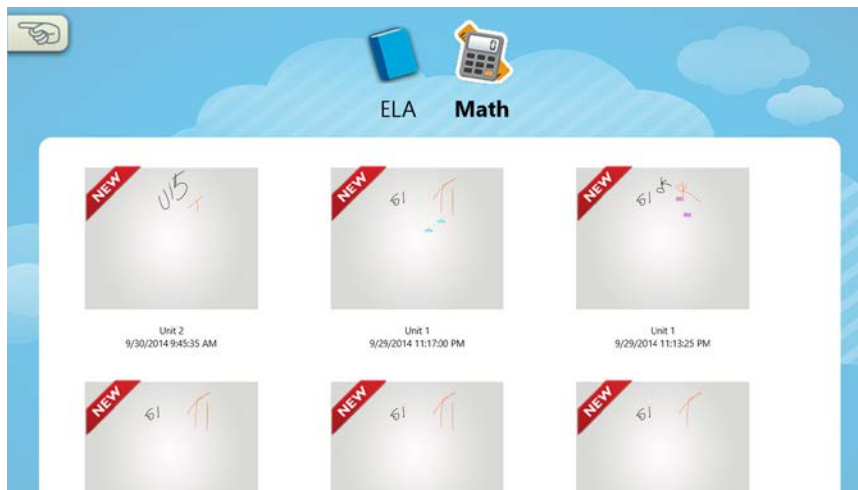
- Student-shared Notebook pages can be reviewed using a range of tools.
- Review Notes tools include:

- Drawing in 4 colors
- Text Comment
- Audio Note
- Stickers
- Additionally, the teacher can:
 - View/Hide the review notes
 - Open and Play Embedded Audio
 - Open and Play Embedded Games (cannot save changes)
 - Clear All reviews



- From the review mode, teachers can tap on the Share button to bring up the confirmation dialogue with a snapshot of the student shared page in its original state with an overlay of the teacher's review notes.
- The teacher can add an Audio Note or Text Comment which appear above the snapshot.
- The teacher can also add stickers.
- Once the feedback is complete, the teacher can tap on Send to send the reviewed page back to the student
- When the confirmation message is shown, this indicates that the share was successful.

Student Inbox



- Students can access the Inbox by tapping on the button in the System Tray Menu.
- All teacher shared items can be found in the Student Inbox.
- From the Inbox, the student can:
 - Open and view teacher review on their shared Notebook pages
 - Sort the Inbox by ELA or Math
 - Tap on an individual Notebook page

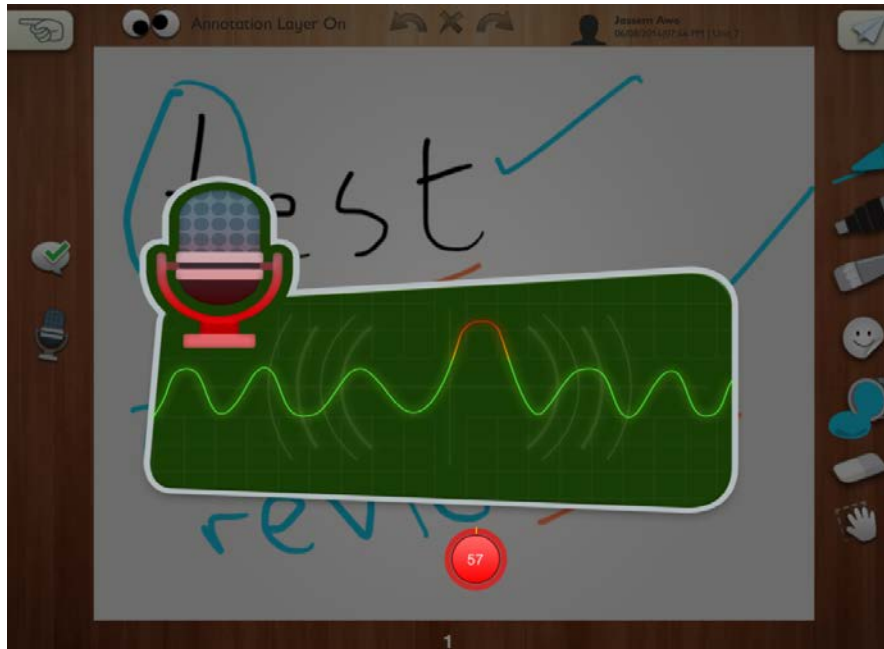
- View an overlay showing a snapshot of the originally shared notebook page with the teacher review
- Access text comments and listen to audio notes which are shown above the snapshot.
- Tap on the “Jump to Notebook” button to go to the originally shared page. Note that changes may have been made by the student on this page.
- The Inbox opens by default to ELA or Math based on which subject contains the most recent notification
- The Inbox is also set by default to show the items sorted by time

Teacher Review Mode

- Student-shared Notebook pages can be reviewed using a range of tools.
- Review Notes tools include:
 - Drawing in 4 colors
 - Text Comment
 - Audio Note
 - Stickers
- Additionally, the teacher can:
 - View/Hide the review notes
 - Open and Play Embedded Audio
 - Open and Play Embedded Games (cannot save changes)
 - Clear All reviews
 - Undo/Redo drawings
- From the review mode, teachers can tap on the Share button to bring up the confirmation dialogue with a snapshot of the student shared page in its original state with an overlay of the teacher’s review notes.
- The teacher can add an Audio Note or Text Comment which appear above the snapshot.

- The teacher can also add stickers.
- Once the feedback is complete, the teacher can tap on Send to send the reviewed page back to the student
- When the confirmation message is shown, this indicates that the share was successful.

Reviewed Work



- Students can view the teacher's review notes on an individual Notebook page as an overlay.
- If the teacher has added a text comment and/or an audio note, it is shown above the snapshot.
- Students can tap on the "Jump to Notebook" button to go to the originally shared page.
- When in the Notebook page, an icon near the top left indicates the state of the Notebook page, the states can be:
 - Not shared: in which case there is no icon
 - Shared but there is no review

- Shared and there is an unread review
- Shared and all reviews are read
- Any student work in the original page is left unchanged, no matter what operation is executed by the teacher.
- Students can only access shared work from the teacher if they have a network connection.

Notebook Browser



- Students can access their unit notebooks in the Notebook Browser.
- A unit needs to be opened before the Notebook for that unit can be used.
- Each student has one Notebook per unit.
- Notebook pages can be deleted, but not the notebook itself.
- For any work on the notebook to be backed up to server, the device should be connected to network.
- It is recommended that students and teachers log out at the end of each session with a strong network connection. This initiates a backup of their data to the Cloud.

Backpack

Favorite Content and Classwork



- Students can drag their favorite readings, games and activities to their Backpack.
- The number badge on the Backpack indicates the number of items it currently contains.
- Tap and hold on top of the notebook page until it detaches as a ghost and attaches to fingertip.
- Without releasing the finger, drag the ghost onto the backpack
- When the backpack icon changes into an open backpack icon, release the finger
- The ghost is added to the backpack and the number of backpack items should increase by one.
- The added notebook is always available from the student's backpack, wherever it is available
- The backpack is synced for that user, hence its contents are always available to the student regardless of which device they use.

Content Delivery and System Performance

Content Updates and Management

Unit Selection

- The Unit Selection screen provides a graphical update of the download progress.
- All math units are green, ELA units are blue, before and after download.
- Downloaded units appear fully colored (green for Math and blue for ELA).
- Units that are partially downloaded, are partially colored.
- Units for which the download has not at all started are completely gray.
- Tapping on a unit opens that unit (if it is completely downloaded) or begins download of content for that unit.

Content Download Experience and Operations Optimized

- Content packages are optimized for smaller and faster downloads
- When a student or teacher accesses a unit, the application checks if there is an update for that unit.
- If the update exists, the application prompts the user to download the new content.
- Multiple units can be queued up for download.
- The current download can be stopped by using the "Pause Download" button at the bottom of the screen. The download can be resumed by tapping on the unit button.
- If multiple units are queued up, only the currently downloaded unit will finish downloading, when app is minimized. For the next unit to be picked up for download, app has to be brought to foreground.

App Access

To access the application, students and teachers need authenticated login names and passwords.

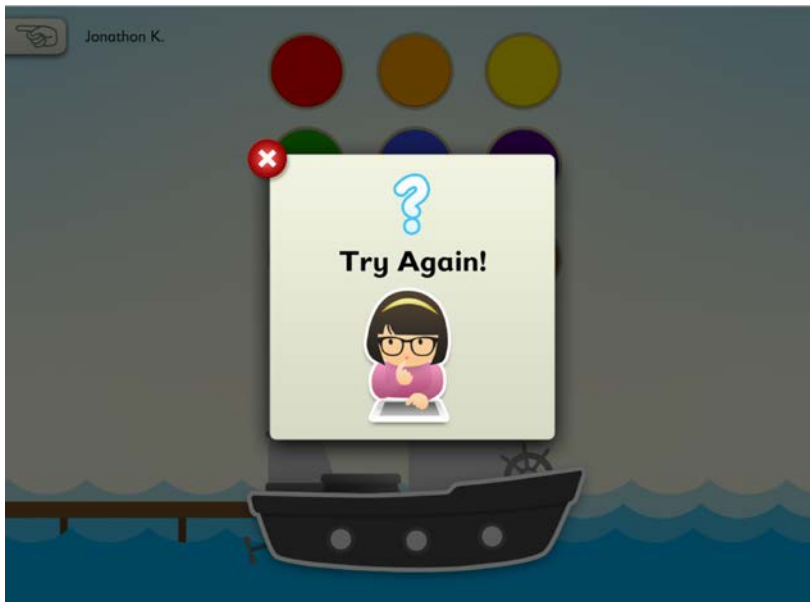
- App landing page with gated login that allows users to select their role – either as a student or as a teacher/admin. Based on this selection the user is led to different experiences.

Teacher Login

- Enables teachers to login or setup the picture passwords for their students.
- Every device in the school is required to go through the setup screen at least once so the school and district information is integrated by the app. If a user is already setup elsewhere then they are led to login directly.
- The student's school system credentials are entered as the first step of the password setup process.
- Upon successful authentication, the student's name displays.

Password Help

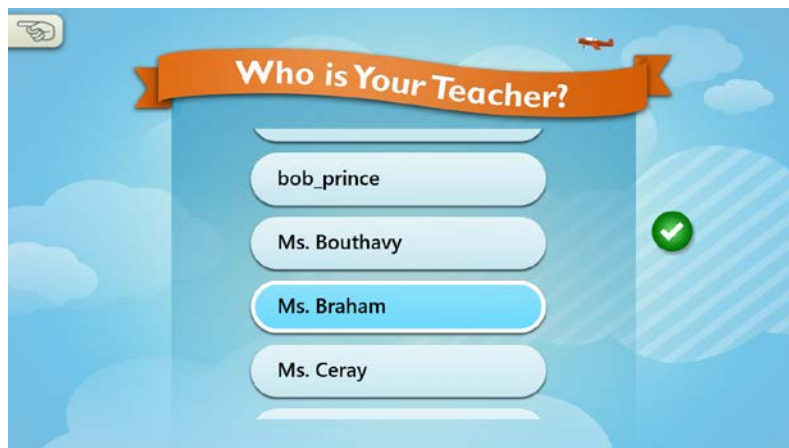
- If a student fails to enter the correct password after three tries, child-friendly error messages display.



- Students are not locked out but the message does suggest getting help from the teacher.



Alternate Login for Shared Devices



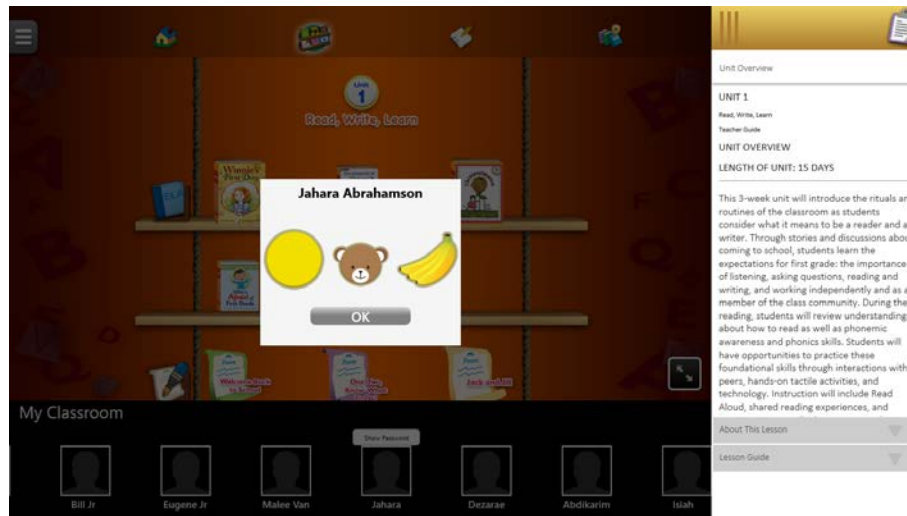
- If the device changes hands frequently between classrooms, then an alternate flow for login can be used.
- If the student sees another name after launching the app, she can select "Not this user."

- She can then select her Teacher (listed in alphabetical order) and then herself.
- The student is then presented with the same login flow as above.



Teacher Retrieval of Student Password

- Teachers can easily access their students' passwords by pulling up their class roster.



- If the student has not yet been setup, the teacher will be prompted to do so.

Content Access

System Tray Menu

- Students and teachers can easily navigate and access content using the **System Tray Menu**.
- The System Tray Menu can be opened by tapping on the global icon on the upper left.
- The links are different for teachers and students to accommodate their needs.
- For teachers, the System Tray Menu displays quick links to the Book Builder, Inbox, Unit Selection, Teacher Support, and Log Out.
- For students, the System Tray Menu displays quick links to the Book Builder, Inbox, Unit Selection, and Log Out.

Today Screen

The Today screen displays the content for a unit and lessons.



Media Shelf

Students can also access their books, games, and activities on their Media Shelf.



Lessons

Begin or Complete a Lesson

Students can start lessons in Pearson System of Courses by creating and sharing a notebook with their teachers.

To start a lesson (as a student):

1. From the unit library, have the student click the appropriate unit.



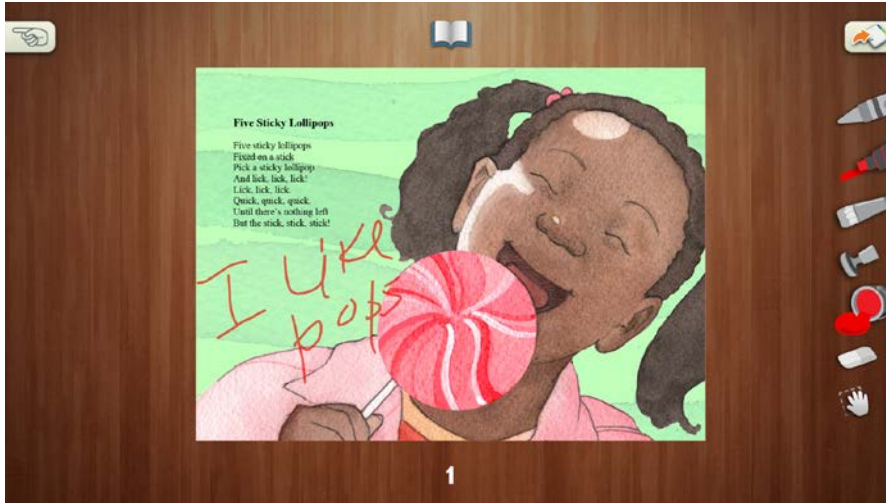
2. From the unit, a student can play the unit introduction video to know what will be covered. The student can tap to view the Today's shelf, and by click on the arrow can navigate between lessons.



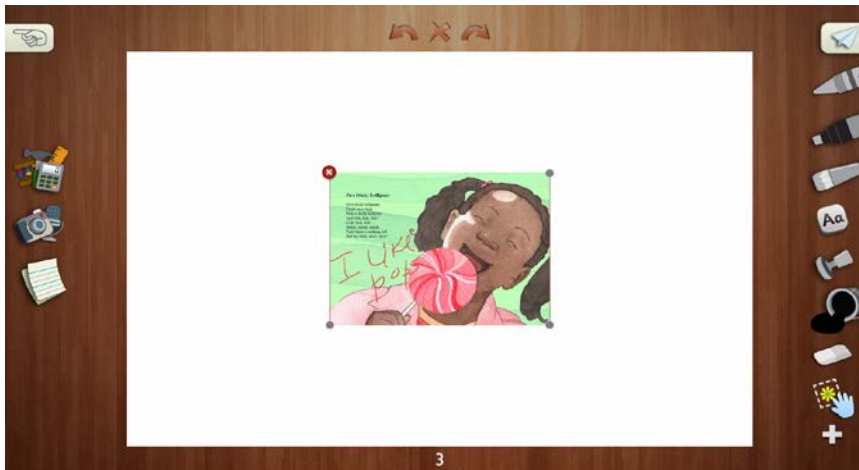
3. Have the student tap the **Today** button to view the lesson and all its activities. By swiping, the student can browse items on the shelf.
4. Have the student tap on a selection in the lesson.



5. Have the student tap on **Open Notebook** and draw on the annotation layer. The student can use the selection of drawing tools to add an annotation.

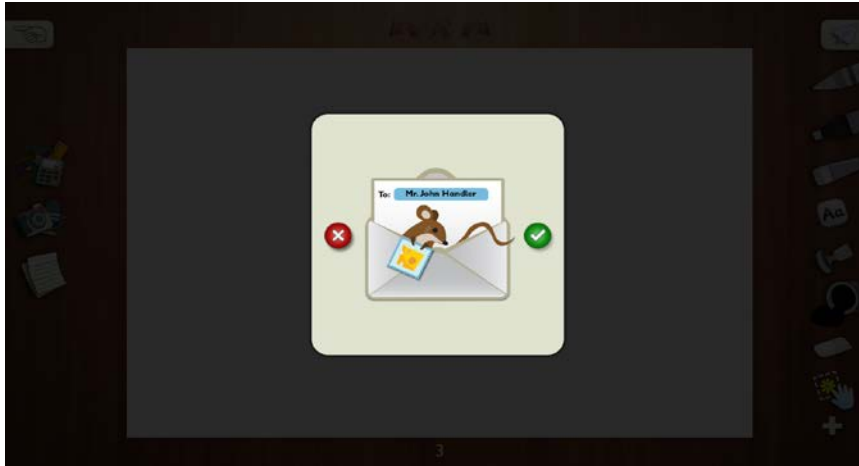


6. Have the student tap on **Open Notebook** and draw on the annotation layer. The student can use the selection of drawing tools to add an annotation.

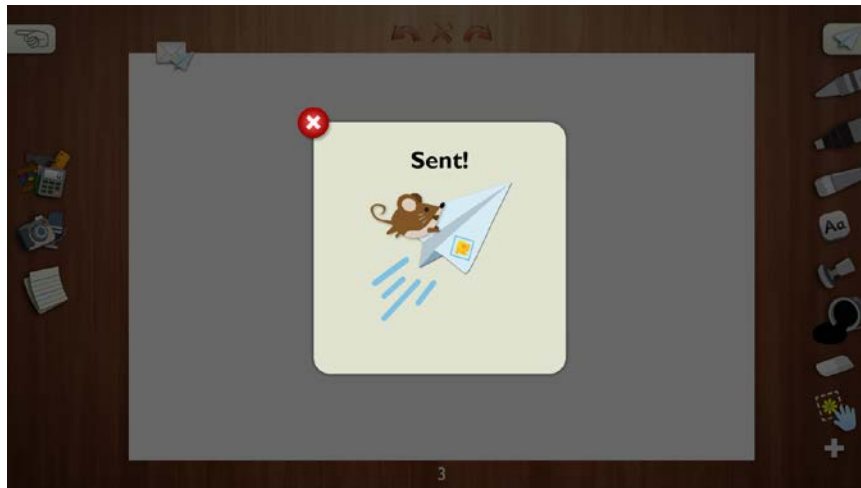



7. Have the student tap on the **add to notebook** icon  , to create a snapshot of the page of the student's notebook so that it can be sent to you.


8. Have the student tap the **Share**  icon.



9. Have the student tap on the **checkmark** icon.



10. Have the student tap on the **X** to close then tap the **back arrow**  twice.


11. Have the student tap the **System Tray Menu**  icon and tap **Unit Selection** to get back. You may want to guide your students through this step.

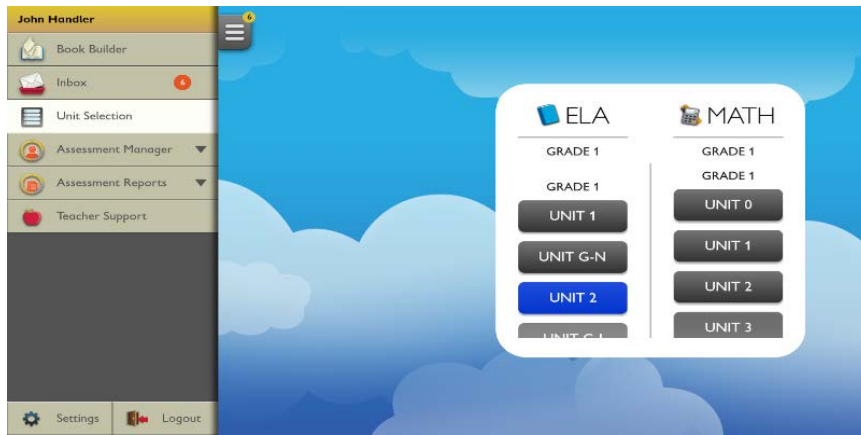
K-1 Unit Accomplishment assessments have no student workflow. For these assessments, teachers must go into Pearson System of Courses and submit scores while observing students.

Add Notes and Feedback to a Lesson

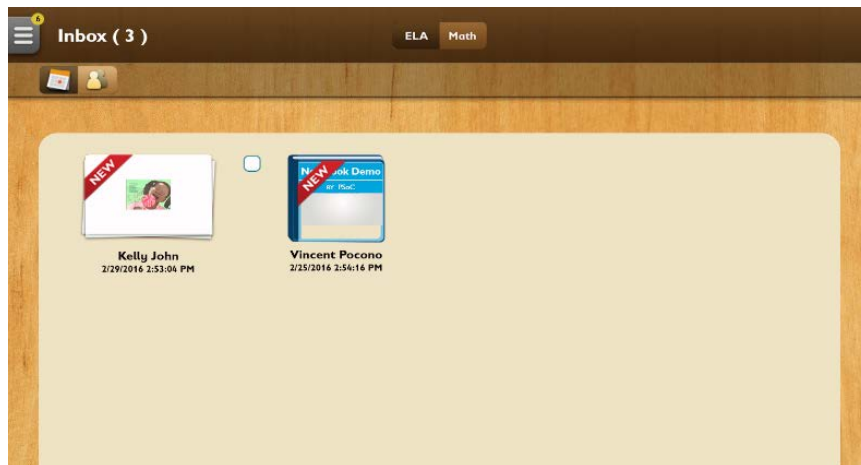
Before assessing a lesson, you can provide feedback to the student.

To add notes and feedback to a lesson:

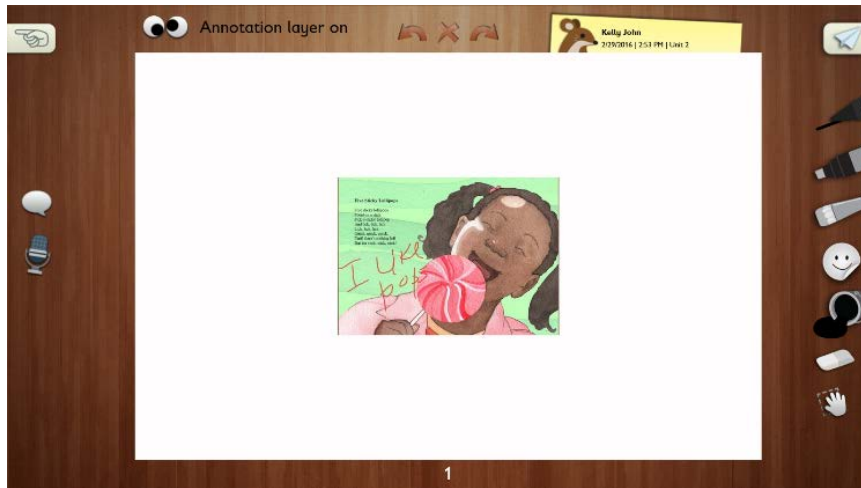
1. Tap the **System Tray Menu**  icon to access Assessment & Reporting tools.




2. Tap Inbox and then Unit Selection.

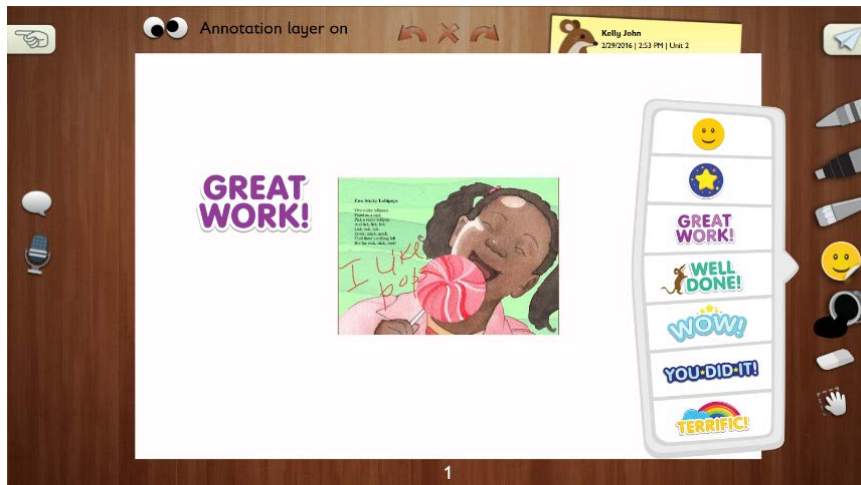


3. Tap on the received Notebook page to view it in preview mode.



Note: The Teacher Inbox defaults to a shared view showing only received items. Tapping the Math button displays those shared items).

4. Tap on the Stamp Tool  icon and choose an available stamp to provide feedback to the student.



5. Tap on the stamp tool icon and choose an available stamp to provide feedback to the student. You can use the tools to write, add encouraging stamps, and audio messages to your student.
6. To access instructional support for the current unit, you can tap the Teacher Guide icon and then tap the Unit Overview option.
7. Tap on the white border space below the lesson content while Teacher Guide Mode is active to add notes.

Assessments and Reporting

Assessment Types

Pearson System of Courses has assessment content of many different types that fit into two categories:

- Ongoing assessments have no deadline and include diagnostic and growth-type assessments. These can be worked on throughout a term.
- Fixed assessments are set for a fixed time and have a deadline and encompass mastery assessments.

The following table describes all the different types and properties of assessments available in the Pearson System of Courses K-1 app:

Assessment Type	Subject	Found In	Assessment Type	Teacher or System Scored	Timed?	Ability to exit without submitting?
Cold Write	ELA	Tasks within a lesson	Fixed	Teacher scored	No	No
Unit Accomplishment	ELA	Tasks within a lesson	Ongoing	Teacher scored	No	Yes

Assessment Overview

The following items need to be kept in mind regarding assessments.

- Assessments for teachers
 - Teacher workflow requires tests to be released to students
 - Once student submits an assessment, it is locked again and can only be viewed by the teacher
- Assessments for students
 - Students can't access assessments until they are released by teachers. Teachers can release individually to students or to all.

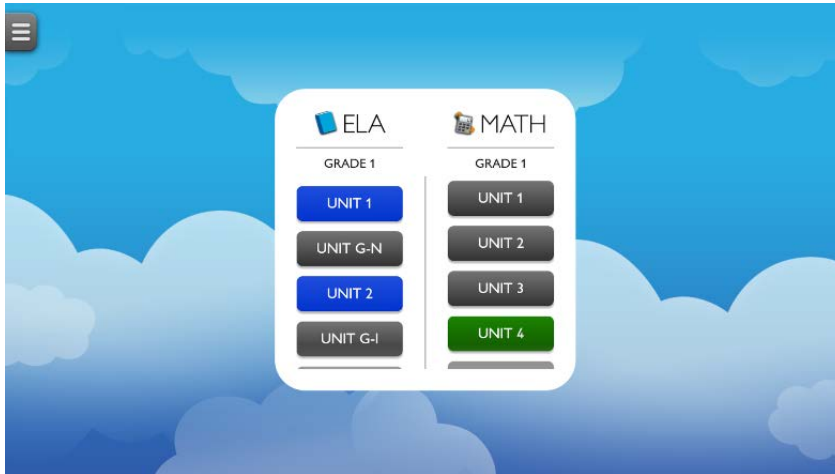
- Students don't need to remove test items that are flagged in order to submit them to the teacher.
- Scoring
 - Within the system both manual (non-multiple choice) and machine scoring exist.
 - Students can view scoring rubric for test items.

Complete an Assessment

Students use the same notebook for assessments as they do for lessons.

To complete an assessment (as a student):

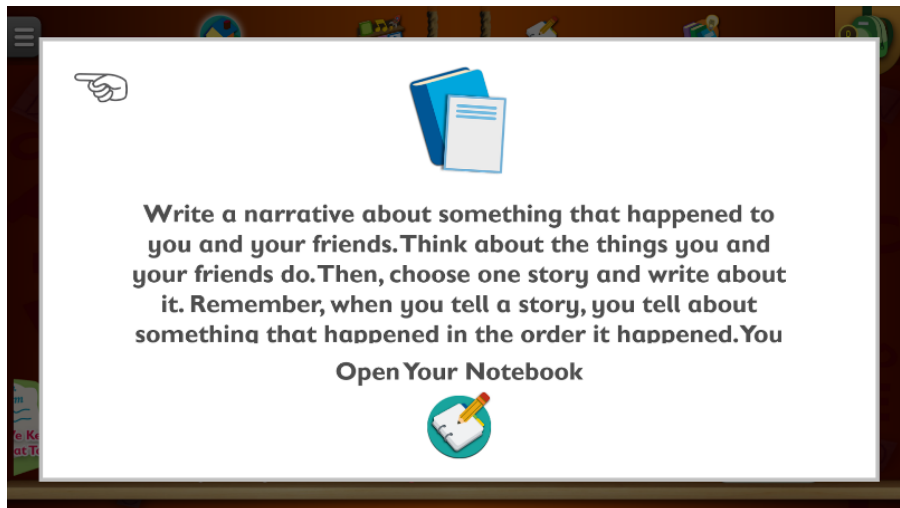
1. From the unit library, have the student click the appropriate unit.




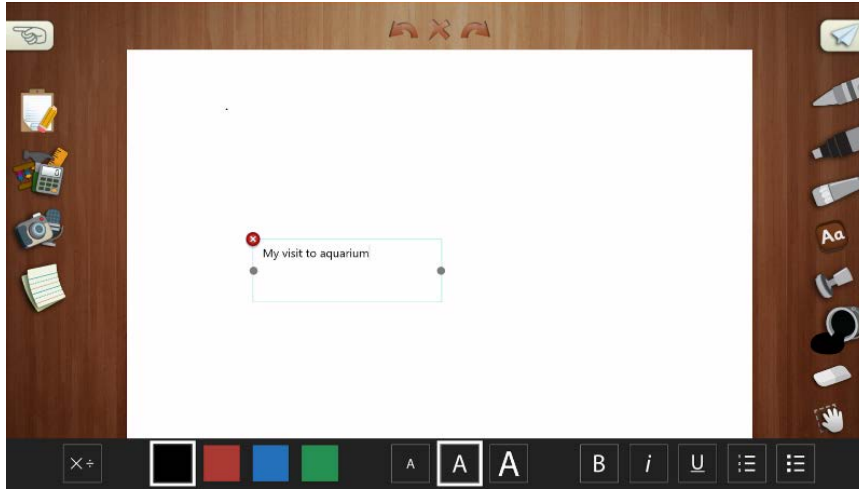
2. Have the student start on Today's shelf.



3. Have the student tap the **Pad and Paper**  icon.

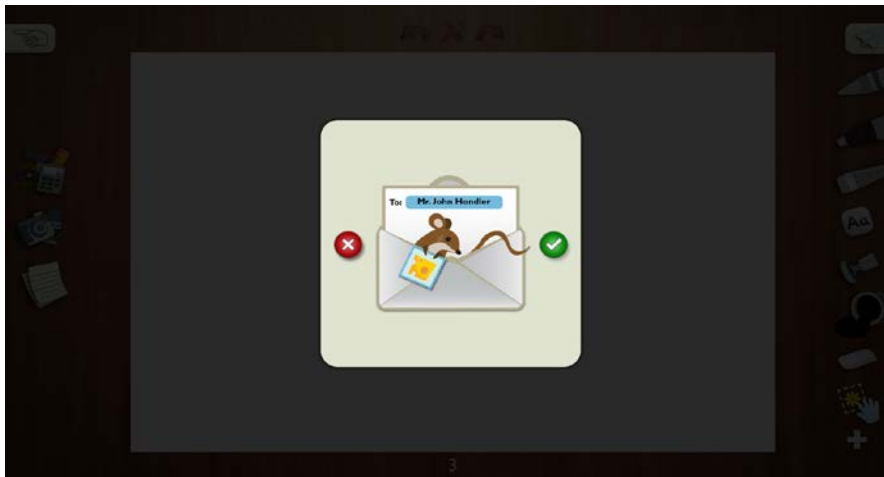


4. Have the student tap the **Notebook**  icon.

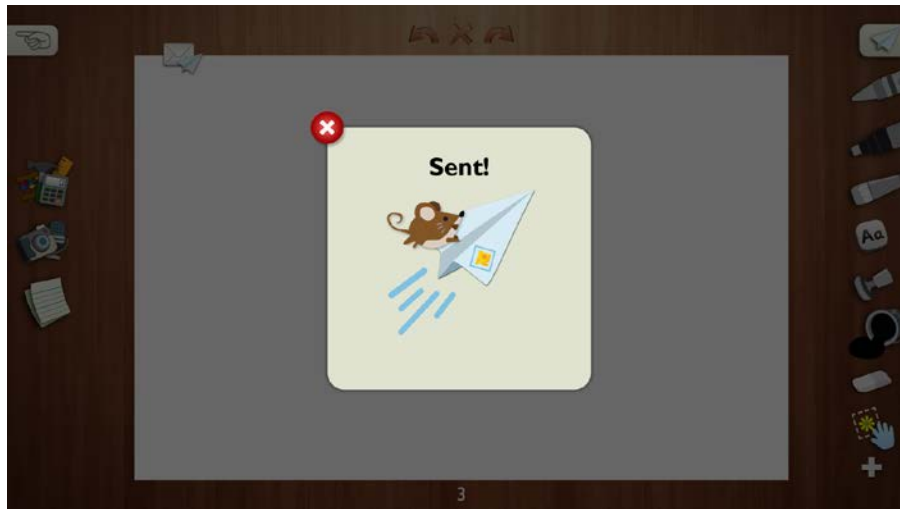



5. Have the student tap the text/paint tools and complete the assessment.

6. Have the student tap the **Share**  icon.



7. Have the student tap on the **checkmark** icon.



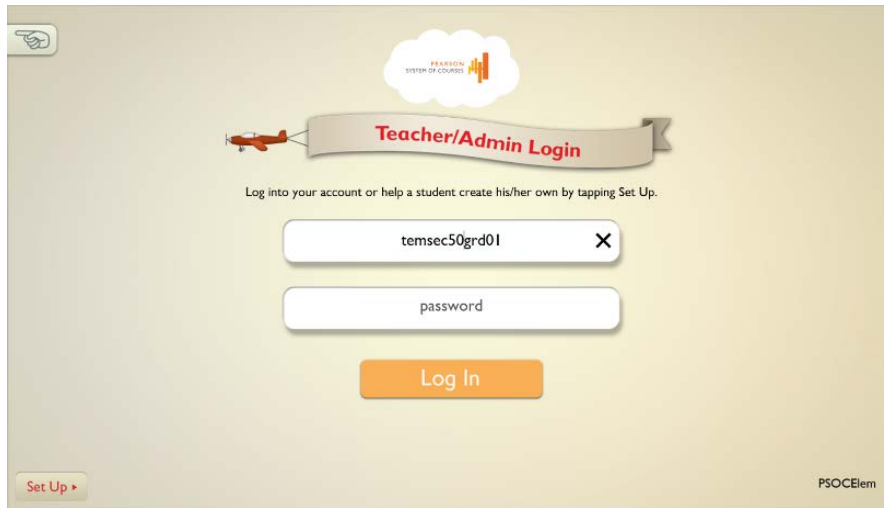
8. Have the student tap on the **X** to close then tap the **back arrow**  twice.


Score an Assessment

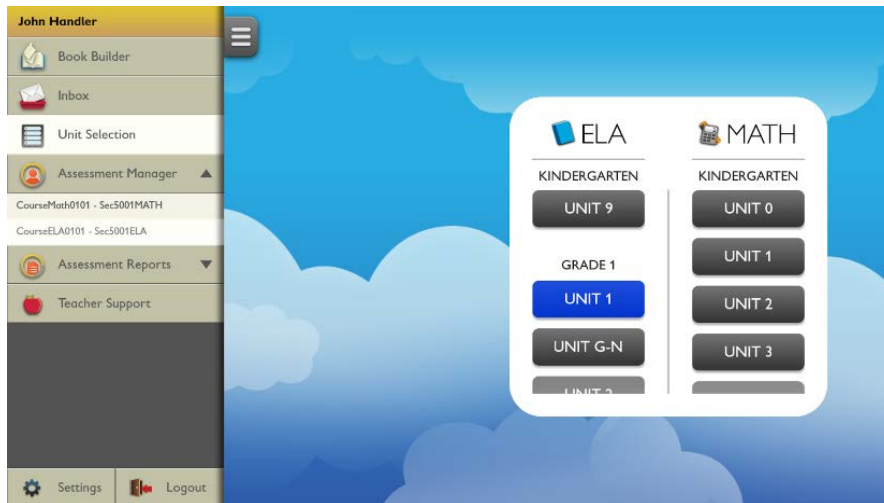
Once the student completes an assessment, you can score it.

To score an assessment (as a teacher):

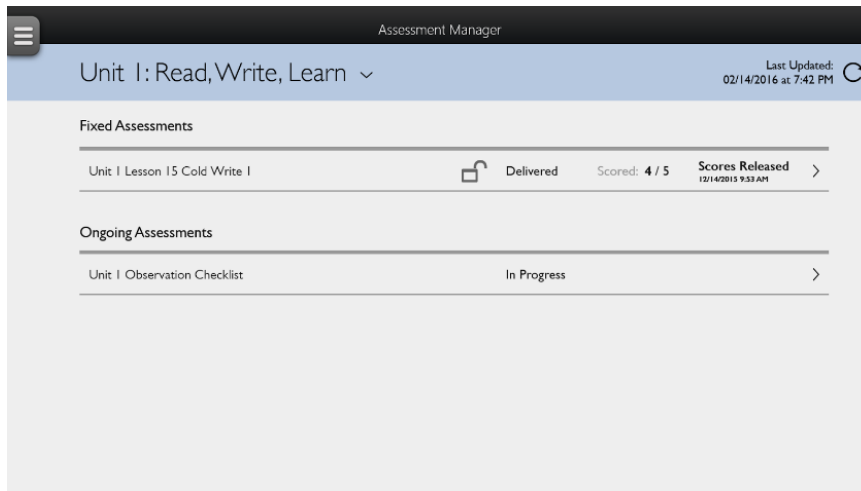
1. Log in to the Pearson System of Courses.



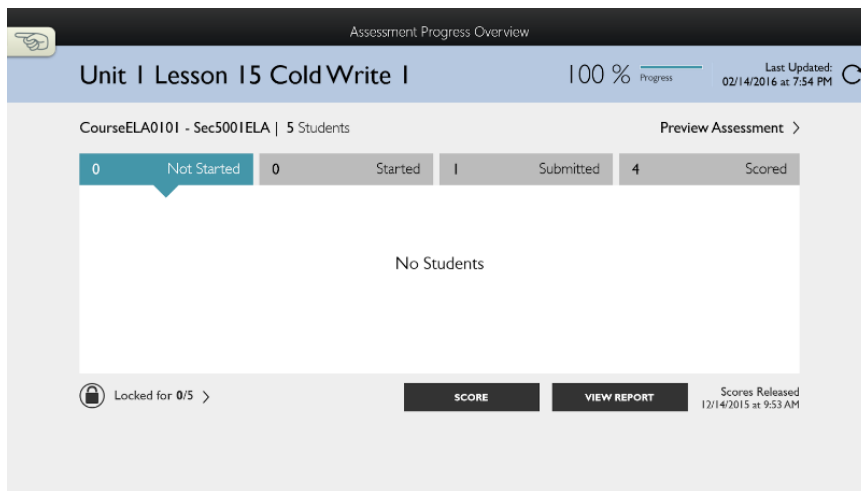
2. Tap the **System Tray Menu**  icon to access the Assessment Manager and then the section name.



3. Select the appropriate unit. This will be a unit where scoring is required.



4. Select the appropriate unit. This will be a unit where scoring is required. You will see how many students have started and submitted lessons and how many have been scored.



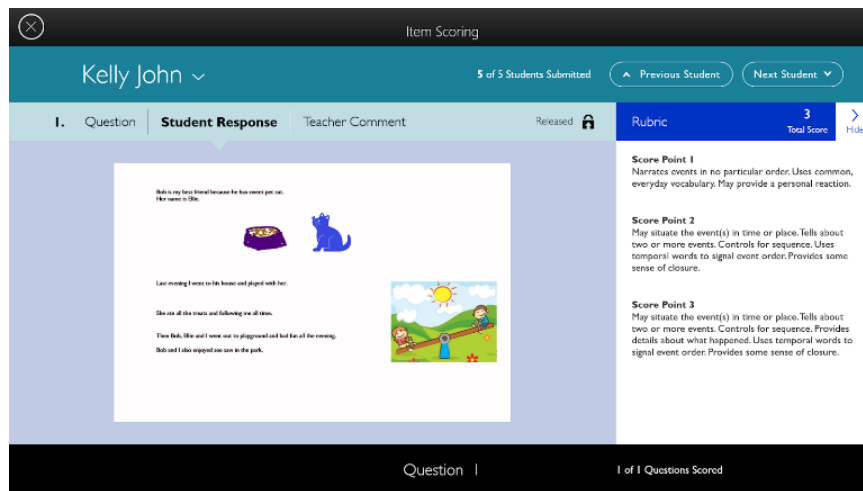
5. Tap the **Submitted** tab.

Scoring Overview	
Unit 1 Lesson 15 Cold Write 1	
Scores Released 12/14/2015 at 9:53 AM	Last Updated: 02/14/2016 at 7:54 PM
Submitted (1 of 5)	1
Vincent Pocono	1
Scored (4 of 5)	
Brian Beck	2
Katherin Heart	1
Kelly John	3
Sally Smith	3
Started (0 of 5)	

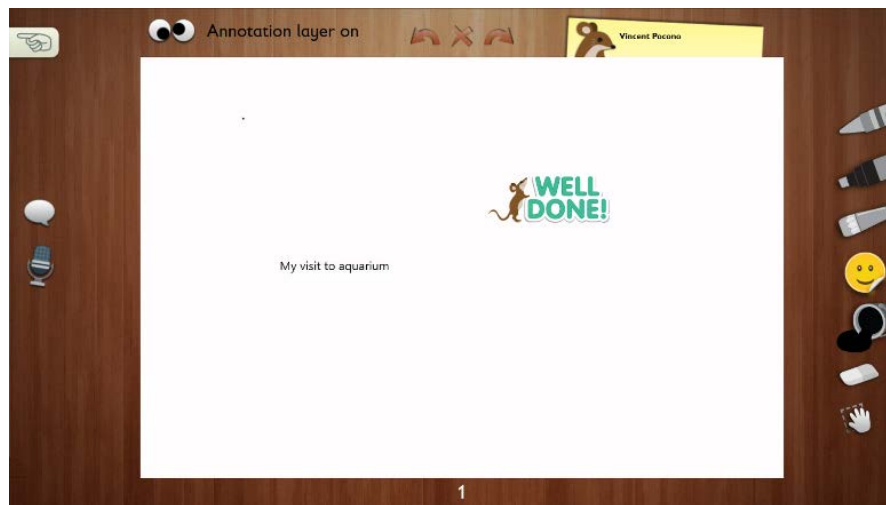
- Tap **Score** at the bottom of the screen.

Note: In order to deliver a diverse range of actionable data to educators and learners, Pearson System of Courses provides rubrics to score cold writes. Using rubrics and comments, you can offer correctives to the student beyond a simple “right” or “wrong.”

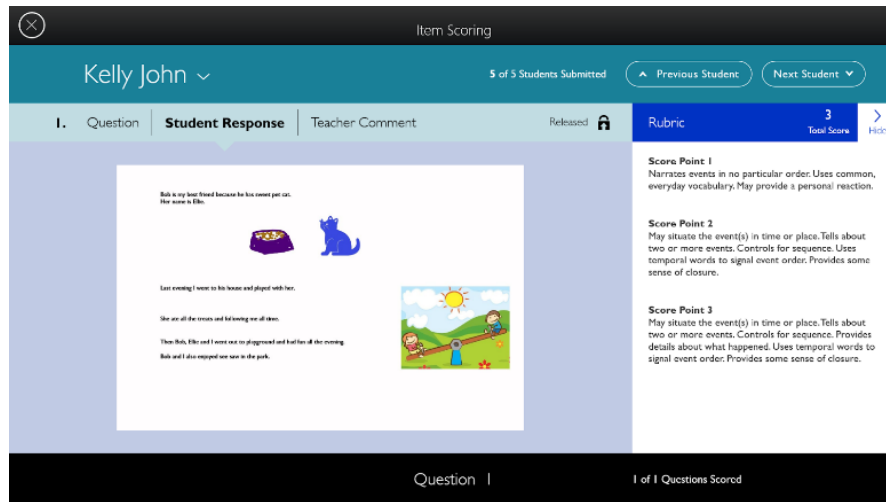
- Tap a white tile next to the first unscored question to see the student response. The rubric will display to the right where you can score by the rubric.



8. Tap the student response to see full screen notebook.



9. Tap the **Back** icon and tap **Score** and select a number.



10. You can then move to the next student. Tap **Done**.

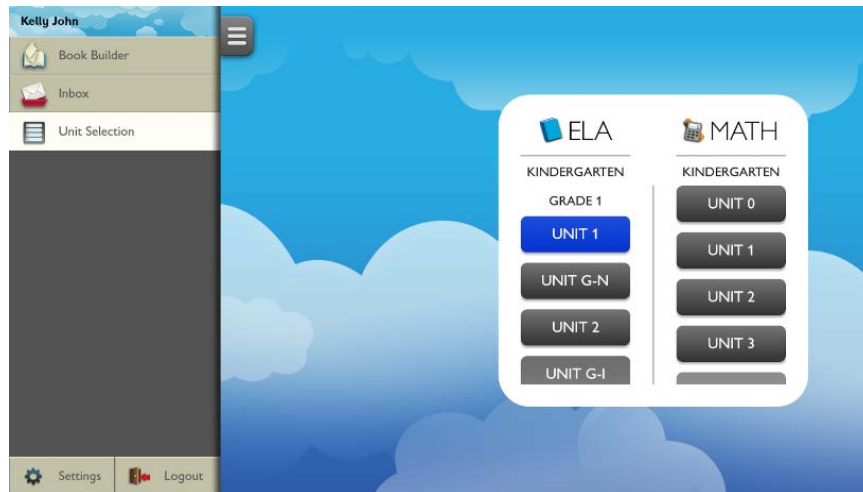
Pearson System of Courses Assessments give educators flexibility to accommodate their busy schedules. If John doesn't have time to complete the scoring now, he can always tap 'Done' and return it later. The System has been built to offer a strong user experience that supports educators and enhances learners."

Review Scores

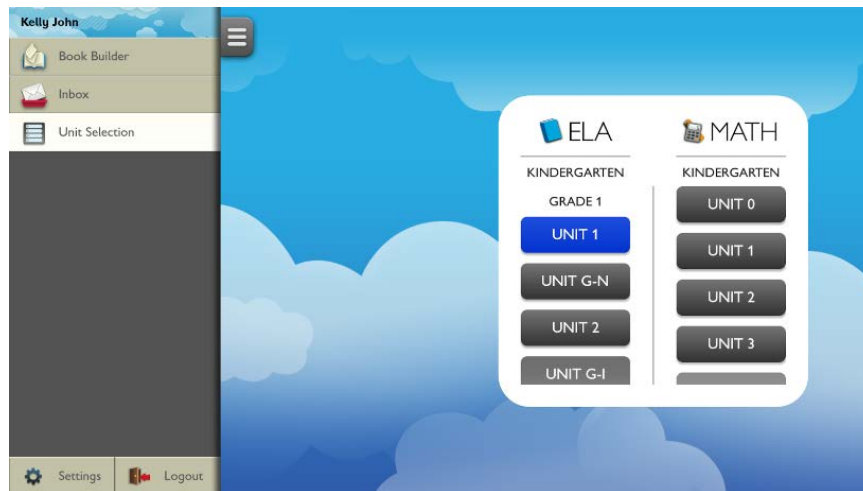
Students can review their scores from their teachers.

To review scores (as a student):

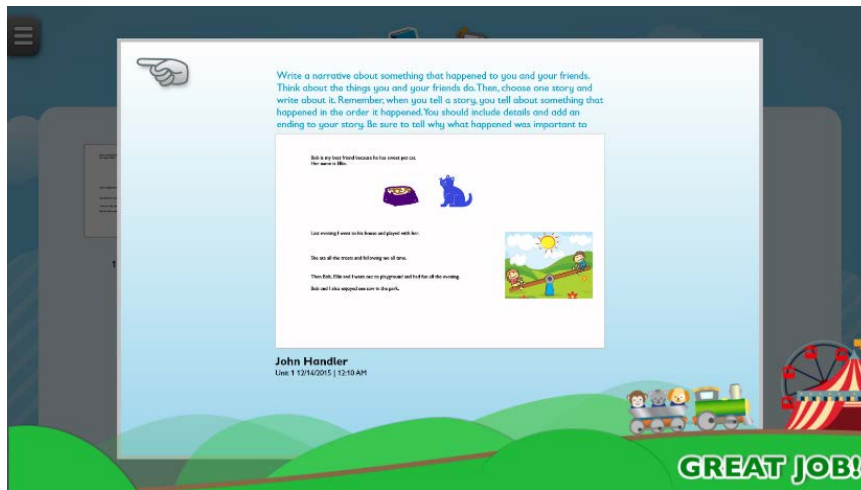
1. Have the student log in.
2. Have the student select the appropriate unit.



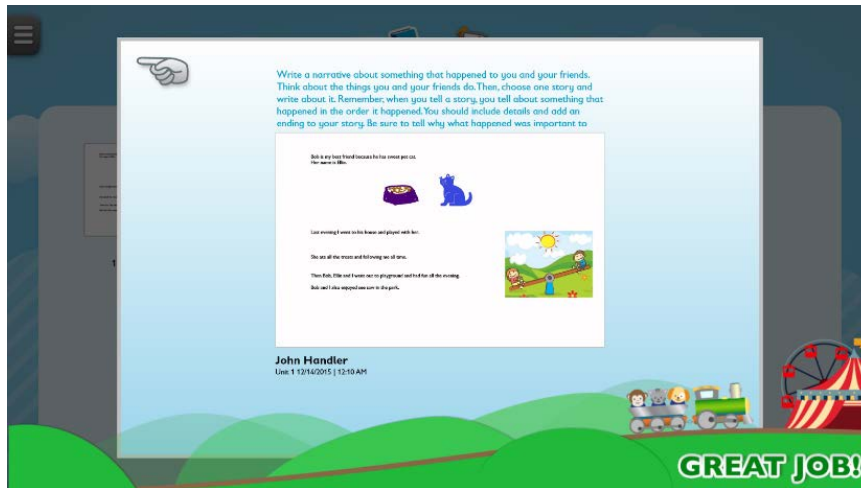
3. Have the student tap the **System Tray Menu** icon to access the Inbox.



4. Have the student tap the scored notebook. You must release the score after scoring a cold write assessment then the student will be able to receive the notebook.



- An animation may play at the bottom when the scored assessment is first opened. This tells the student how he or she performed in a friendly way. To see the animation again, have the student navigate back and tap the received item.



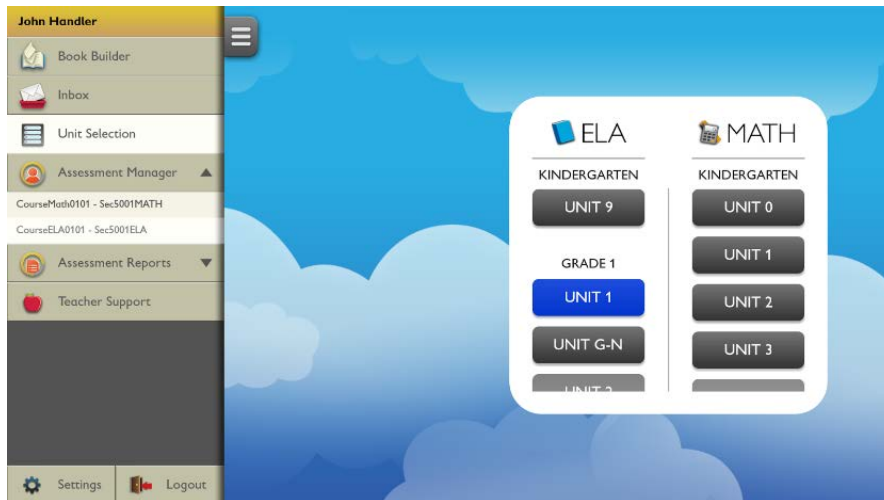
You can add prerecorded inspirational messages as well to provide further feedback and encouragement.

Unlock Assessments

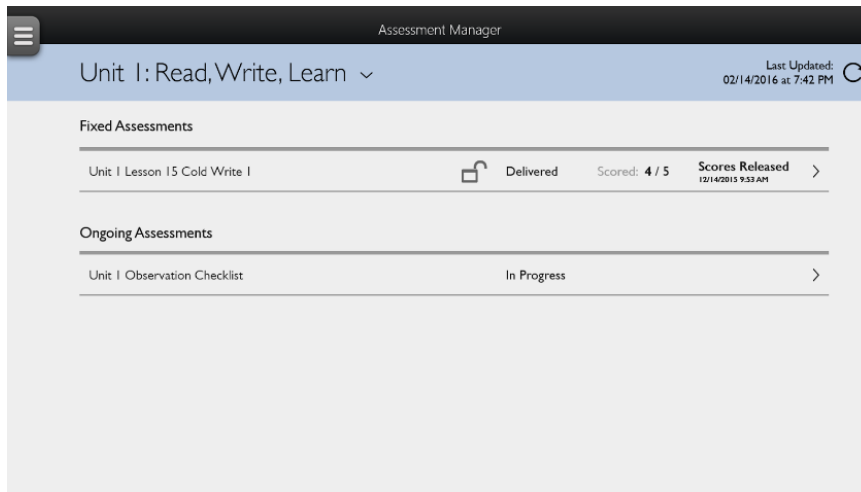
You can unlock assessments for students through the Assessment & Reporting tools>

To unlock assessments (as a teacher):

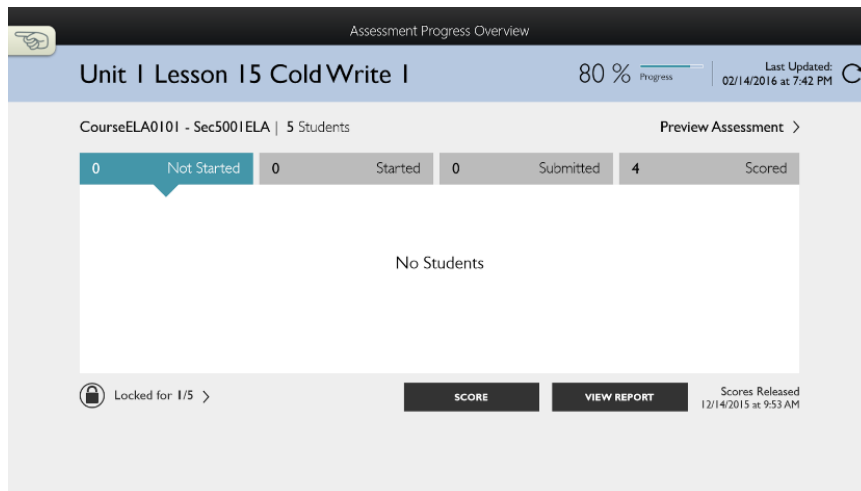
1. Tap the **System Tray Menu**  icon to access Assessment & Reporting tools.



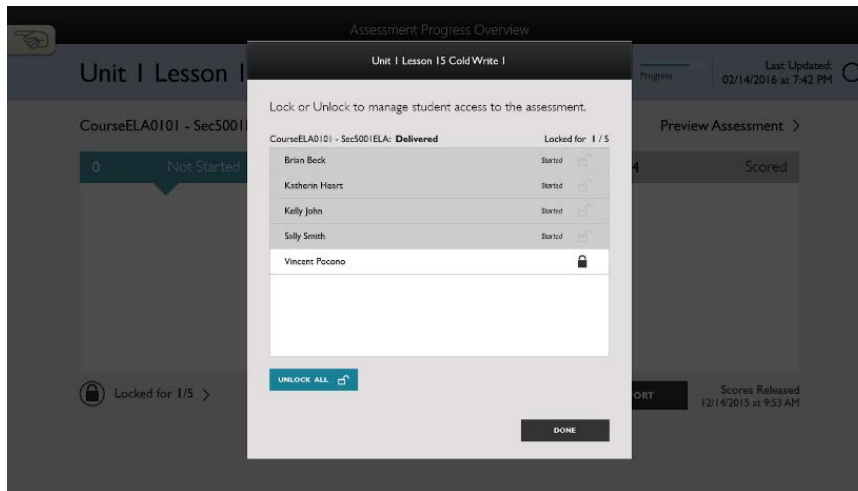
2. Tap the **Assessment Manager** and then **Section Name**.



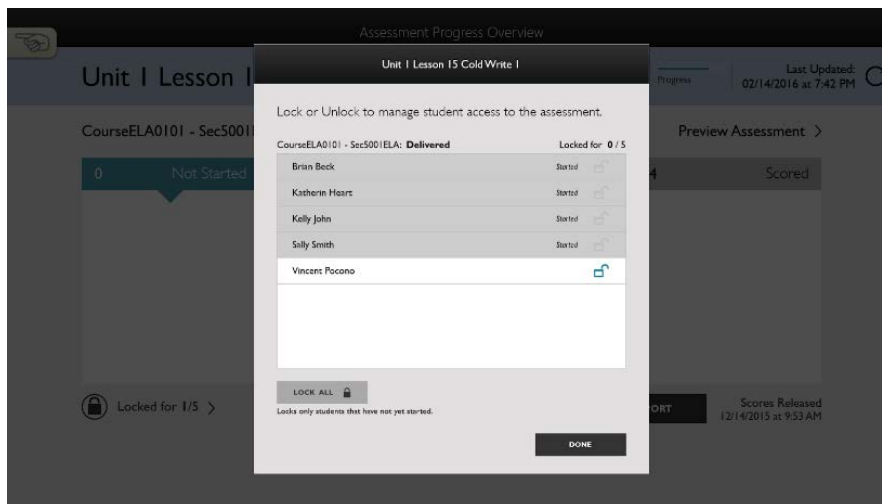
3. Tap an assessment. You can check to see if the assessment is locked or if there is no progress on the assessment.



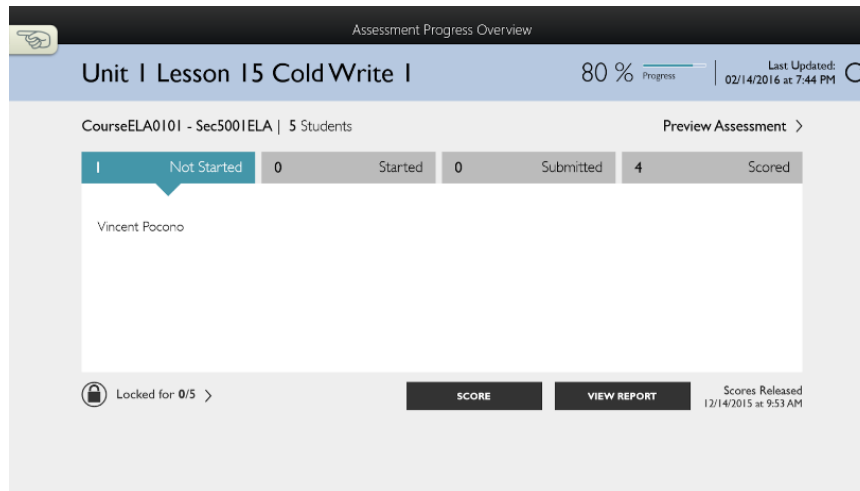
4. Tap the Unlock Assessments link.



Here you can unlock the assessment for individual students or for the entire section (Unlock All). Once unlocked students can take the assessment.



5. Tap the **Unlock** icon. The lesson is unlocked for the students and the lock icon changed to the unlock icon.



6. Tap **Done**.

You can now instruct the class to take the assessment.

Find an Assessment

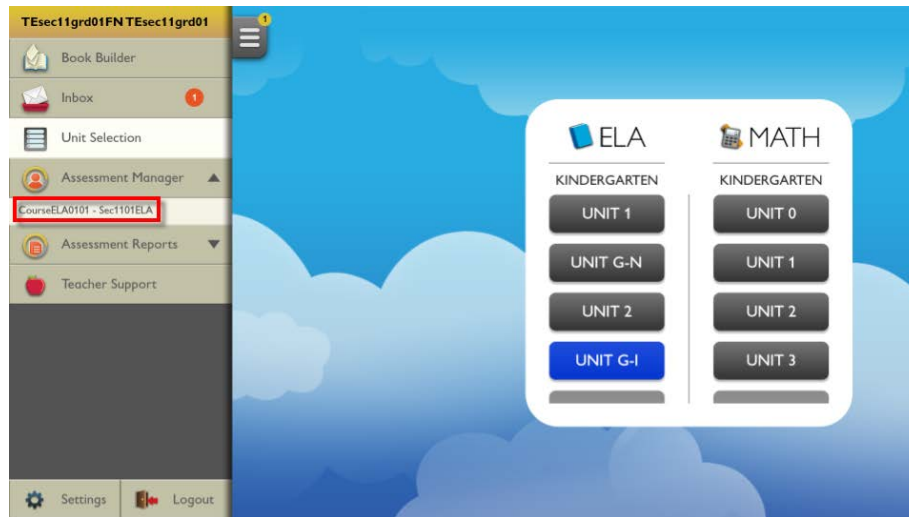
Assessments are integrated throughout the units and lessons that comprise the curriculum. As a part of completing these lessons, students take and submit assessments and teachers review and score them. Assessments in Pearson System of Courses also allow teachers to lock and unlock assessments, preview exercises as they will appear to students, and view and score assessment notebooks.

Assessments can also be found at the lesson level. This makes them part of a unit rather than part of a lesson.

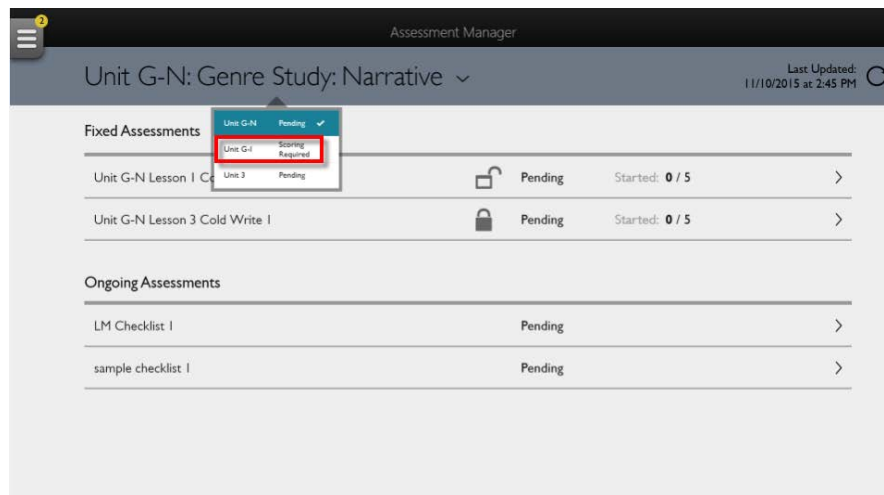
Assessments can be found in the Lesson Browser and the Assessment Manager. The Assessment Manager displays a list of fixed as well as ongoing assessments for the selected unit. Use the Assessment Manager to lock/unlock an assessment, score students' responses on an assessment, and view reports.

To find an assessment (as a teacher):

1. Begin from the Assessment Manager.



- Use the unit drop-down and select the unit you want to view assessments for.

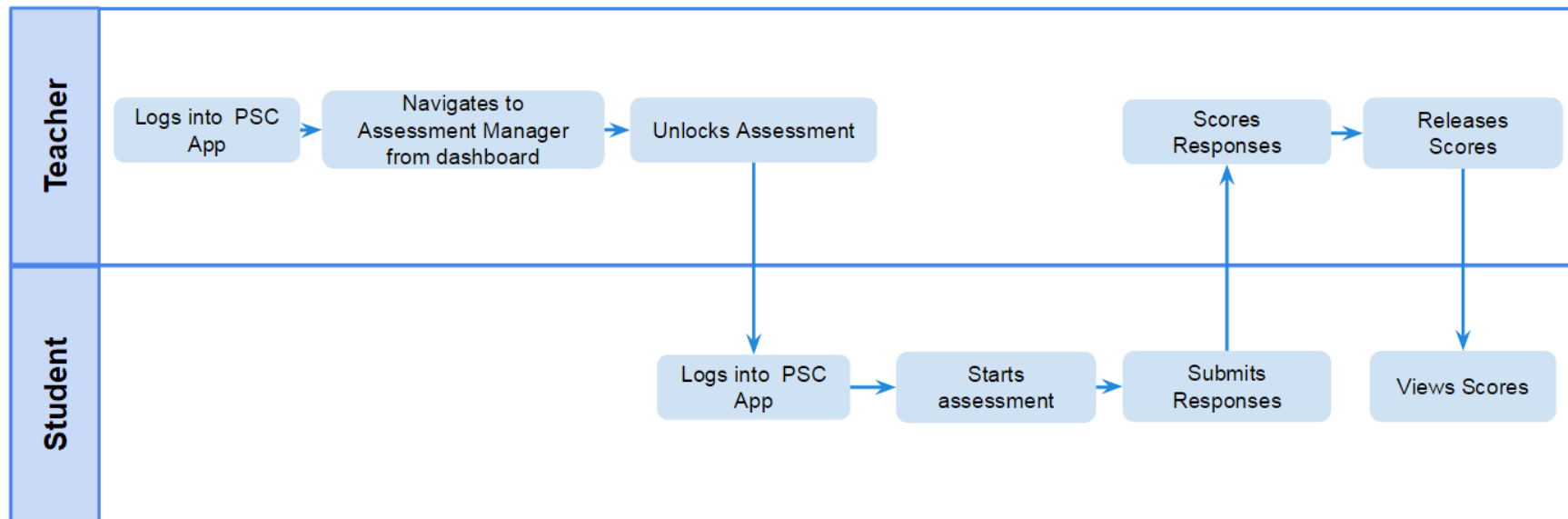


- Tap the assessment you want.

Unit G-I: Genre Study: Informational					Last Updated: 11/09/2015 at 12:35 PM
Fixed Assessments					
Unit G-I Lesson 1 Cold Write I		Delivered	Scored: 2 / 5	Scores Released 11/06/2015 5:12 PM	>
Unit G-I Lesson 2 Cold Write I		Pending	Started: 0 / 5		>
Unit G-I Lesson 3 Cold Write I		Pending	Started: 0 / 5		>
Unit G-I Lesson 4 Cold Write I		Pending	Started: 0 / 5		>
Unit G-I Lesson 5 Cold Write I		Pending	Started: 0 / 5		>
Ongoing Assessments					
Sample Checklist 1		In Progress	Scored: 3 / 5		>
Sample Checklist 2		Pending			>

Fixed Assessments

Fixed assessments are mastering assessments that could include quizzes taken within lessons, assessment units, pre- and post-tests, and others. The diagram below shows the teacher and student workflow for taking assessments with a fixed assessment type:

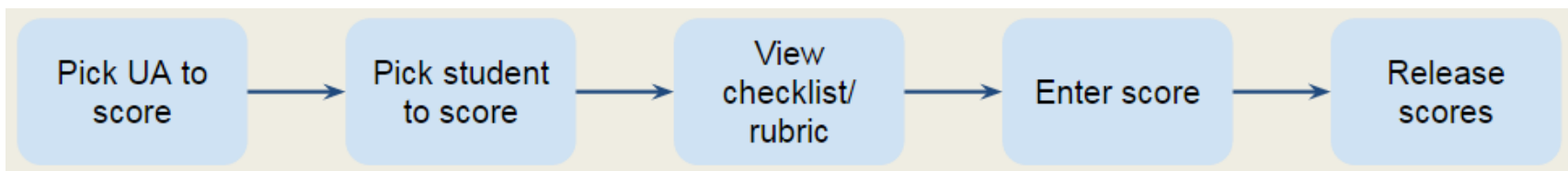


Ongoing Assessments

Ongoing assessments are diagnostic and growth assessments that include unit accomplishments. From the following diagram, you can view the teacher and student workflow for taking assessments with an ongoing type:

There is no teacher workflow for Unit Accomplishments because no assessment administration is available.

This figure illustrates the student workflow:



Release Scores

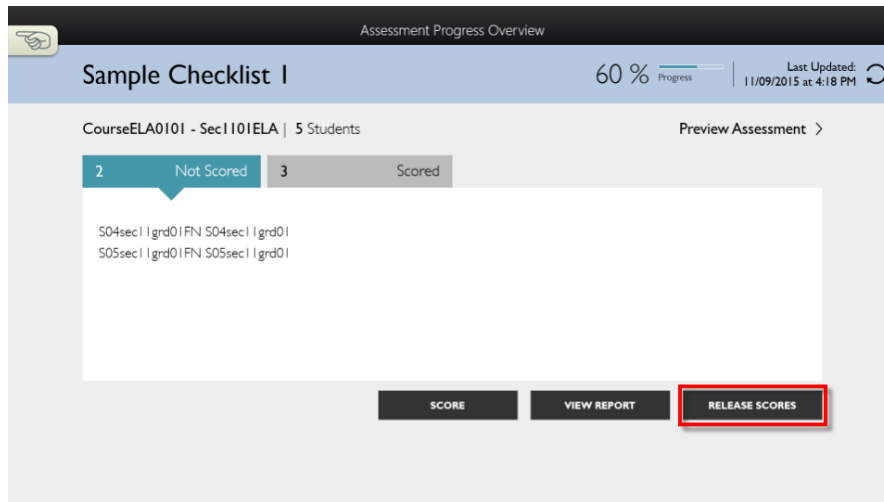
Scores on student assessments must be released before they become visible to the student or in reports in Pearson System of Courses.


To release scores (as a teacher):

1. In the Assessment Manager, tap the assessment you want to release scores for.
2. Tap the assessment.

Note: Make sure the assessment has some assessments in "Scored" status.

3. Tap **Release Scores**. For now, it is only possible to release scores to all students scored at once.



4. Tap **Yes**.
5. Tap the **back arrow**  icon at the top of the screen. The assessment will move to a status of "Delivered" and a message will appear display the time scores were released.

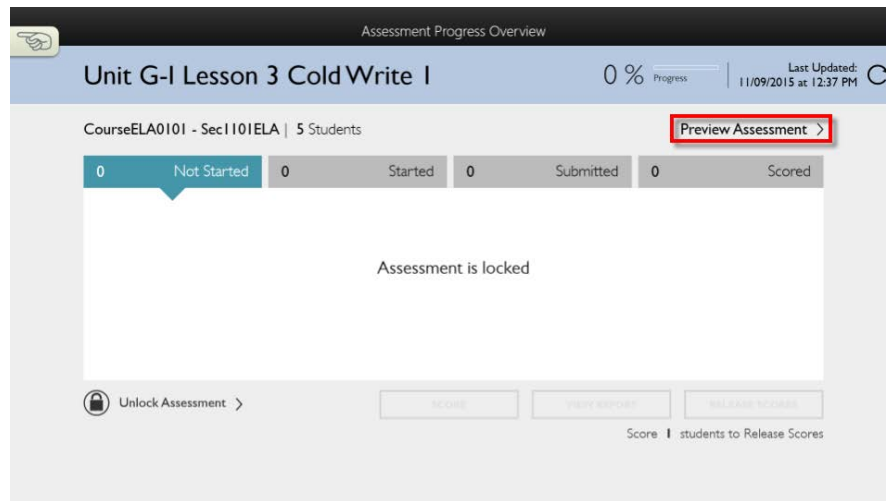
Fixed Assessments	
Unit G-I Lesson 1 Cold Write I	Delivered Scored: 2 / 5 Scores Released 11/04/2015 12:12 PM
Unit G-I Lesson 2 Cold Write I	Pending Started: 0 / 5
Unit G-I Lesson 3 Cold Write I	Pending Started: 0 / 5
Unit G-I Lesson 4 Cold Write I	Pending Started: 0 / 5
Unit G-I Lesson 5 Cold Write I	Pending Started: 0 / 5
Ongoing Assessments	
Sample Checklist 1	In Progress Scored: 3 / 5
Sample Checklist 2	Pending

Preview Assessments

Previewing assessments allows you to experience the student assessment-taking experience. Currently, previewing is available for ongoing mathematics assessments.

To preview assessments (as a teacher):

1. On your Dashboard, tap **Assessments** to access your Assessment Manager and then select the current unit.
2. Tap the assessment you are previewing.
3. Tap **Preview Assessment**.



View Student Work in the Notebook

While completing an assessment as part of a lesson, students may be asked to submit a notebook. A notebook is a drawing, image, text, graph, web link, or audio response to an assignment. Teachers can view or even score notebooks once they're submitted.

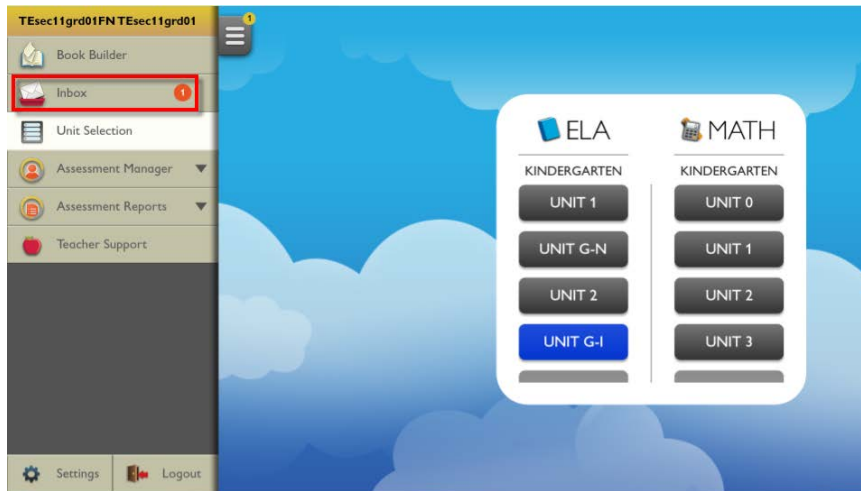
To view notebooks (as a teacher):

1. On any page, click the **System Tray Menu**  icon.

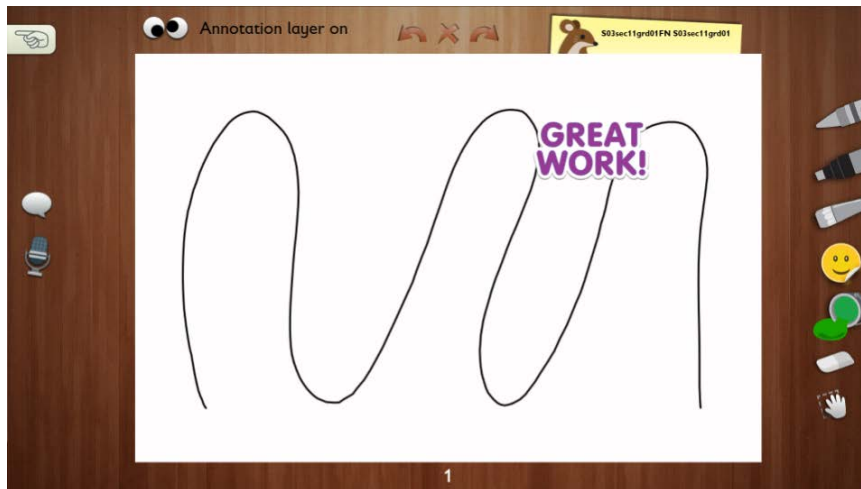
Note: When a new notebook is shared, this icon will have a number beside it like this:



2. Tap **Inbox**.



3. Tap the notebook you are trying to view. It will load and you can now use any of the annotation tools on it and send it back to the student (optional).



Available Reports


The following reports are available to teachers in the K-1 Pearson System of Courses app:

- Student Progress Report
- Item Analysis Report
- Group Assessment Report
- Student Assessment Report
- Section Performance Report
- Unit Performance Report
- Student Roster with Area of Focus Report

Find Assessment Reports

There are several reports available in Pearson System of Courses for you to view progress information on your students by assessments, standards, courses, and other areas in the app.

To find assessment reports (as a teacher):

1. On any page, tap the **System Tray Menu**  icon.
2. Tap **Assessment Reports**.



3. Tap the course you want to view reports for.



You are now viewing an overview screen for the assessment reports.

Frequently Asked Questions

Q: I forgot or don't know my user name or password. How can I find it?

A: Your user name is the first part of your email address. If your email address is jsmith1234@schooldistrict.net, your user name is jsmith1234. Please contact the district IT helpdesk for assistance with your password or setting up an account.

Q: What do I do if I see a "Login Failed" error message?

A: Try the following:

1. Try entering your username and password again.
2. Restart the device and try logging in again.
3. Contact the district IT helpdesk.

If that doesn't work, contact your district IT helpdesk.

Q: For app testing purposes, how many teachers or students can use the same login credentials?

A: 2-3 users can use the same credentials. If too many users log in with the same credentials, certain features may not work like notebook or reporting.