



FaSMEd

Raising Achievement through
Formative Assessment
in Science and Mathematics
Education



Technical Manual Digital Assessment Environment for Professional Development Leaders

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Subject: Mathematics

Age of students: 10 - 14 years

Used Technology: Digital Mathematics Environment © FI – Peter Boon



Technical manual for PD Leaders

Contents

1. Register as school admin	3
2. Accounts for the participants of the PD.....	5
2.1 Option 1: Creating teacher accounts.....	5
2.2 Option 2: The participants create their own accounts.....	5
3. Additional information: Options school admin	6
My account	6
School users	6
Students.....	6
Teachers	7
School classes	8
School configura...	8



1. Register as school admin

Information about a school account is available on www.dwo.nl/en

Once you have received an email with the keys and the school's login that belongs to your account, you can register as school admin.

Go to www.dwo.nl/dae

The screenshot shows the login page for the Digital Assessment Environment (DAE) at FSW/Freudenthal Institute. The page has a light blue header with the text 'Digital Assessment Environment' and 'FSW/Freudenthal Institute'. Below the header is a blue bar with a colorful arrow logo. The main content area is white and contains three sections: 1. 'Login data:' with fields for 'Username:' and 'Password:', a link for 'forgot password?', and a 'Login' button. 2. 'Login as guest:' with a 'Login as Guest' button and the text 'Your work WONT be saved'. 3. 'Register for an account:' with a 'New account.' button.

Click on **New account:**



Digital Assessment Environment
FSW/Freudenthal Institute

New User registration:

Username: *

Password: *

Confirm password: *

Personal information:

Name: *

Middlename:

Family name: *

E-mail adres: *

School information:

Data provided by the school:

Schoollogin:

I am: School admin ▼ *

Password:

1. Fill in all the data

2. School information

- Fill in the school's school-login
- Choose: **'school admin'**
- Fill in the school's key for the school admin

3. Click on Register

You will get a new screen and click on "log in".

It is possible for all registered users who forgot their password, to create a new one. Click in the starting screen on **forgot password?** and you will receive an email with the necessary information to create a new password.
 For this reason, it is important to fill in a correct email address.

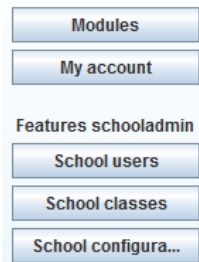


2. Accounts for the participants of the PD

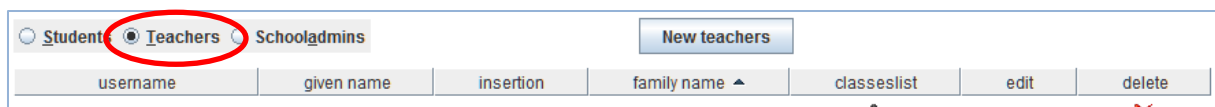
There are two options to create the accounts for the participants: either you create them as a school admin, or they create them themselves.

2.1 Option 1: Creating teacher accounts

After you logged in, you see in the starting screen on the left side:

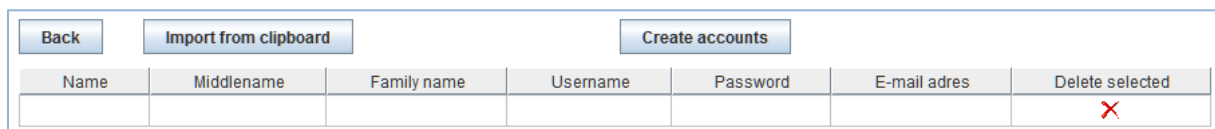


Click on the button **School users** and select on the right **Teachers**:



Click on **New teachers**

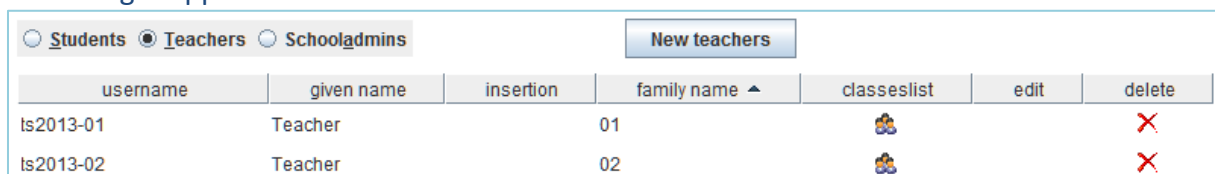
In the table that appears, you can fill in the data of the teachers (the participants of your PD)



When you finished filling in the data, click on **Create accounts**.

From now on, the participants can log in with the username and password you have created. Note that as school admin you cannot change the passwords of the participants.

On the right appears:



2.2 Option 2: The participants create their own accounts.

The participants can create their accounts using the teacher key-code when signing up. In this case, the participants need to have the school login and the teacher key you received by email.

In the teacher manual, they will find instructions for doing this.



3. Additional information: Options school admin

Logged in as a school admin, you have the following options:

My account

- To change your password
- To add a new role (New login option), for example to add a teacher or student account to your school admin account.
- To change your role

School users

You can see lists of the users that are attached to your school: Students, Teachers, and other Schooladmins:

Students

<input checked="" type="radio"/> Students <input type="radio"/> Teachers <input type="radio"/> Schooladmins						
username	given name	insertion	family name ▲	classeslist	edit	delete
dme_student1	Bill		Doe			

With you can remove the student from the school.

With you can edit the account of the student

With you get an overview of information about that student:

nt1 - Bill Doe			Logout
Back	Select a school class. ▼	Add	
classname ▲	edit class	delete	
class 10			
class 9			

In this view you can place the student in a different class, delete classes, and with you can change the class configuration.



Schoolclass configuration ✕

Schoolclass name

Use a treestructure?

Use a registrationkey?

Registrationkey

In this pop-up, the name of a class can be changed, and a class key can be created. With a class key, other students cannot go into that class without knowing the class key.

Teachers

<input type="radio"/> Students <input checked="" type="radio"/> Teachers <input type="radio"/> Schooladmins New teachers						
username	given name	insertion	family name ▲	classeslist	edit	delete
ts2013-01	Teacher	01				✕
ts2013-02	Teacher	02				✕

Here you can delete teachers from the school.

With you get an overview of the teacher's information:

Teacher 01 Logout

classname ▲	edit class	delete
class 9		✕

Here you can add classes to a teacher and with you can change the school class configuration.

<input type="radio"/> Students <input type="radio"/> Teachers <input checked="" type="radio"/> Schooladmins						
username	given name	insertion	family name ▲	classeslist	edit	delete
project_mieke	Mieke		Abels			
peterb_summer2013	Peter		Boon			✕

Here you can delete other school admins from the school.



School classes

Schoolclass name ▲	edit class	edit students	edit teachers	delete
class 10				
class 9				

Here you can create a new class or delete a class.

With you will see the teachers of that class and you can add or remove teachers from that class.

with you can change the school class configuration.

With you get a new overview with all students that are in that class:

ts - Class: class 10

username	given name	insertion	family name ▲	login	edit	select
dme_student1	Bill		Doe			<input type="checkbox"/>

In this screen you can add existing students to this class, create accounts for new students (**New students**), and remove students from this class.

With you can log in as that student.

With you can change a student’s password.

School configura...

In this view it is possible to set some specific settings for the school:

- Students choose their own class
- Teachers are allowed to change modules

When the box “Students choose their own class” is not selected, students can not only choose a class, but they can also remove themselves from a class. This might not be a desirable option.

For the Professional Development, you also don’t want the teachers be able to change modules.



FINALLY

If you have questions or problems, please visit the website
<http://www.dwo.nl/en/>
and select **Contact**