SLO Template Tutorial - Step by Step Instructions

LEARNING GOAL

On this page you will identify the "big idea" or the objective for which student growth will be assessed.

- Fill in each field by typing in using the keyboard or when applicable select using the drop-down menu:
  - o "Learning Goal", a description of what students will be able to do at the end of the interval of instruction or instructional period,
  - o "Content Standard(s)", the applicable Standard(s) that align to the subject area that your learning goal encompasses,
    - ▪ Content Standard links are included for ease in identifying the appropriate Standard(s),
    - ▪ Please copy and paste the Standard(s) into the appropriate field.
    - ▪ Each field maybe enlarged to allow for spacing and viewing of the copied Standard(s).
  - o "Student Population", a description of the students, course, grade level and/or groups of students (subgroups), including number of students in each group with a description of the skill level ability.
  - o Please take into account the students or subgroup(s) differences when you assess their growth in regard to the learning goal.
- "Methods of Instruction", please include or describe the methods of instruction that will be used during the interval of instruction timeline.
- Finished with the page, click on the *Next* button (lower left corner).

IMPORTANT NOTES:

1. On any open field, you may select from the dropdown menu or you may enter the information from the keyboard.
2. Remember when finished with a page, click on the *Next* button (lower left corner) which will move you on to the next tab of the template and will push your content fields to the *Summary* page for exporting as either a Word or Text file.
3. If you need to leave the template before completing your work you MUST save your work to your computer. To save your work to an export file click on the "Export" button found at the bottom of each page. When prompted then save the Text file on your computer in a place you can remember. *The Export function will not work on Internet Explorer 9.*
4. When you re-enter the template you'll need to *Import* the data that you saved from your previous session. To do this go to the Welcome tab click on "Choose File" button and select your Text file from its location on your computer. The fields that you previously entered information will automatically populate. **DO NOT tamper with the contents of the text file as you may end up losing information.**