

Using the Instructional Tools Interface (ITI)

The Instructional Tools Interface (ITI) allows teachers to create a targeted instructional plan for students being assessed through Dynamic Learning Maps. Instructional plans are based off one Essential Element tied to a linkage level for the student. Assessments are assigned once the instructional plan is confirmed. A student will have one instructional plan for every Essential Element chosen. Only students who have *First Contact* data entered can have an instructional plan.

- 1) Choose the Essential Element and linkage level for the student's instruction.
 - a. The essential element choice is driven by the [blueprint](#).
 - b. For each essential element the teacher will also choose a linkage level. Choose a linkage level that is a good instructional target for the student. (Access the [Educator Resource](#) webpage to find content assessed at each linkage level.)
- 2) Enter the Essential Element and linkage level into the Instructional Tools Interface (ITI).
 - a. Sign in to Educator Portal.
 - b. Select the blue "Test Management" tab.
 - c. Select the green "Instructional Tools" tab.
 - d. Click the blue "Add New Instructional Plan" button.
 - e. Select a student who is eligible for an instructional plan and click "Next".
 - f. Select the essential element for the student and click "Next". (Select the Content Area, Claim, Conceptual Area, and Essential Element.)
 - g. Select the linkage level and click "Next". (A recommendation has been made based off responses to the *First Contact* survey for the student.)
 - h. A summary of what you have chosen will display. Choose the ELA themes that are acceptable for the student and click "Continue". (Consult your district and use professional judgment when selecting themes.)
 - i. Save your instructional plan. Select "Save Plan". The system will then return you to the list of students on your roster. Repeat the process for adding new or additional instructional plans for a student.
- 3) Deliver classroom instruction based off the Essential Element(s) you have selected. Once you feel the student is ready to demonstrate their knowledge, you are ready to test.
- 4) Confirm assignment and deliver the test. This results in a test actually being assigned to the student.
 - a. Sign in to Educator Portal.
 - b. Select the blue "Test Management" tab.
 - c. Select the green "Instructional Tools" tab.
 - d. Locate the student and scroll to the History column. Click the active link for history.
 - e. An overlay for the student's instructional plan will display. Select the "Pending" link. This will take you to the screen where you can confirm assignment.
 - f. Click the blue "Confirm Assignment" button. A window will display asking if you want to confirm the assignment. When you select "Yes" the test will be assigned. Download or print the Testlet Information Page and click "Done".
 - g. Log in to the KITE system; select the test from the student's list and deliver the test.