



PCSchool 'Spider' Subject and Assessment Criteria

Introduction

The Subject and Assessment Criteria control was originally developed to provide additional subject information to students and caregivers when making their subject choices via the PCSchool On-Line Student Subject Selection facility. It has now been enhanced so that this subject information is available throughout PCSchool where subjects appear such as Result Entry, Student Information, Teacher My Classes and more.

Some setup is required in PCSchool Back Office, however Subject Co-ordinators or Department Heads can enter in additional information via the PCSchool Spider Subject and Assessment Criteria control.

NOTE: it is assumed that the reader has prior knowledge in how to create subjects and areas of assessment in PCSchool.

Table of Contents

<i>Introduction</i>	1
Back Office Prerequisites	2
Subject Co-ordinator.....	2
Subject Supplement.....	3
Curriculum Plan.....	4
Single Line with No Areas of Assessment.....	4
Multiple Lines with Areas of Assessment.....	5
Subject and Assessment Criteria Control	6
Teacher Entry via Spider.....	6
Detail when Published to Calendar.....	7
Detail when Published to On-Line Subject Selection.....	8

Back Office Prerequisites

Before teachers can enter their subject information through 'Spider' certain prerequisites must be completed in the 'Back Office':

- Assign Subject Co-ordinator/s
- Create Subject Supplement
- Create Curriculum Plan

The prerequisites will be done through the Curriculum Control Files in the Scholastic Module:

Path: Scholastic Module → System Functions → Curriculum Control Files

Subject Co-ordinator

An overall Subject Co-ordinator can be assigned to the subject.

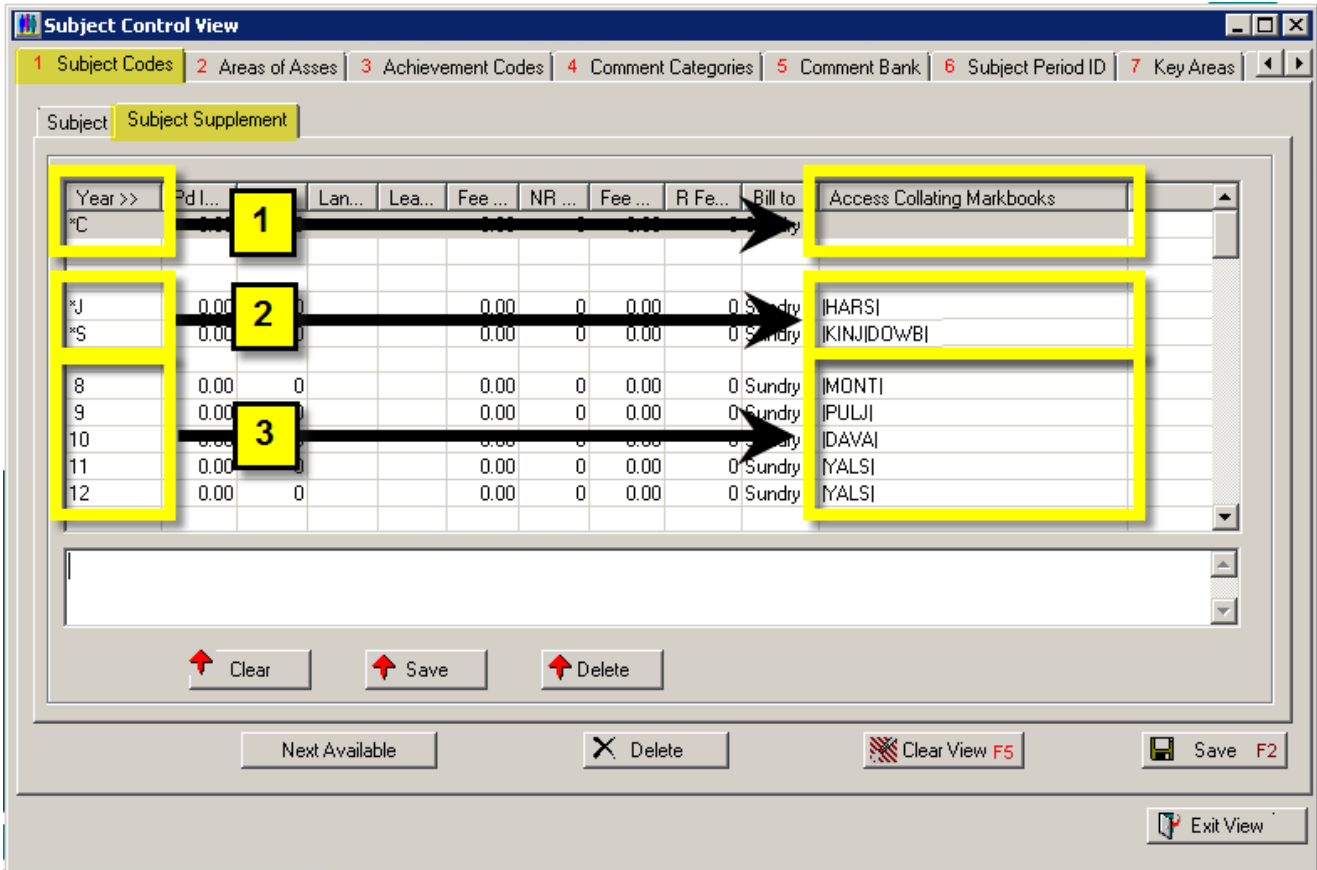
The screenshot shows the 'Subject Control View' window. The 'Subject' tab is active. The 'Subject Co-ordinator' field is highlighted in yellow and contains the text 'CARMEL M'. A yellow callout box with a black border and an arrow pointing to the field contains the text 'Overall Subject Co-ordinator'. The window has a menu bar with options 1-7 and a toolbar at the bottom with buttons for 'Next Available', 'Delete', 'Clear View F5', 'Save F2', and 'Exit View'.

In addition to the overall subject co-ordinator you must create a line in the Subject Supplement tab.

Subject Supplement

It is in the subject supplement tab that the subject description will be stored once entered in through the Spider.

Depending on how your subjects are setup you have several different options.



1.	<p>*C can be used if the subject description is to be the same for all year levels.</p> <ul style="list-style-type: none"> By leaving the 'Access Collating Markbook' field blank it will default to the overall subject co-ordinator assigned to the subject.
2.	<p>Multiple * Year descriptors can be used if the subject description will be different between groups of years (eg. Junior School and Senior School).</p> <ul style="list-style-type: none"> In addition to overall subject co-ordinator, you can add different teachers as the subject co-ordinator for different year level groups by entering the teacher timetable code, separated by pipes (), into the 'Access Collating Markbook' field.
3.	<p>Individual Year levels can be used if each year level will have a different description for this subject.</p> <ul style="list-style-type: none"> In addition to overall subject co-ordinator, you can add different teachers as the subject co-ordinator for individual year levels by entering the teacher timetable code, separated by pipes (), into the 'Access Collating Markbook' field.

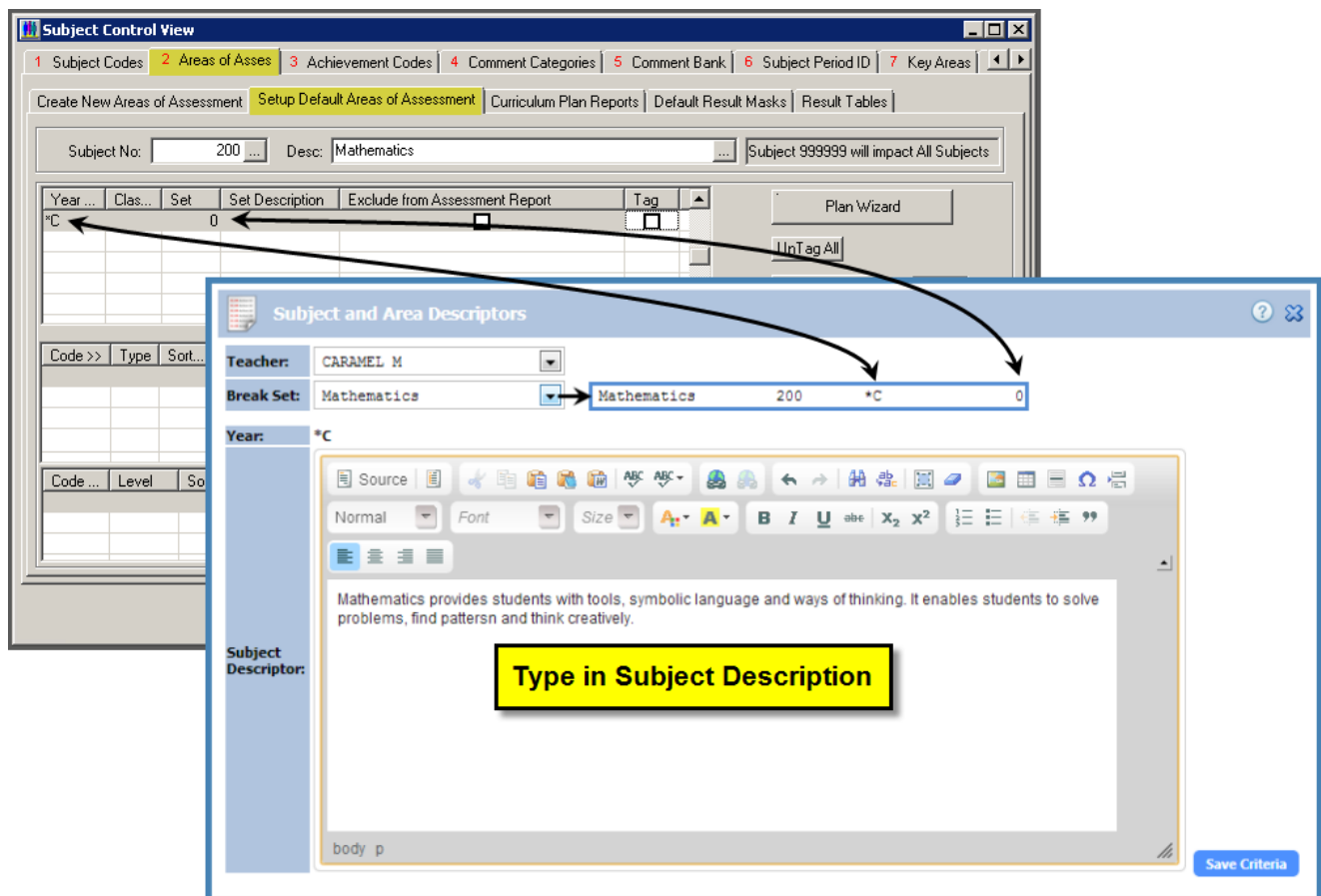
Whichever year descriptors you use in the Subject Supplement tab these **must** then have a corresponding line in the Curriculum Plan.

Curriculum Plan

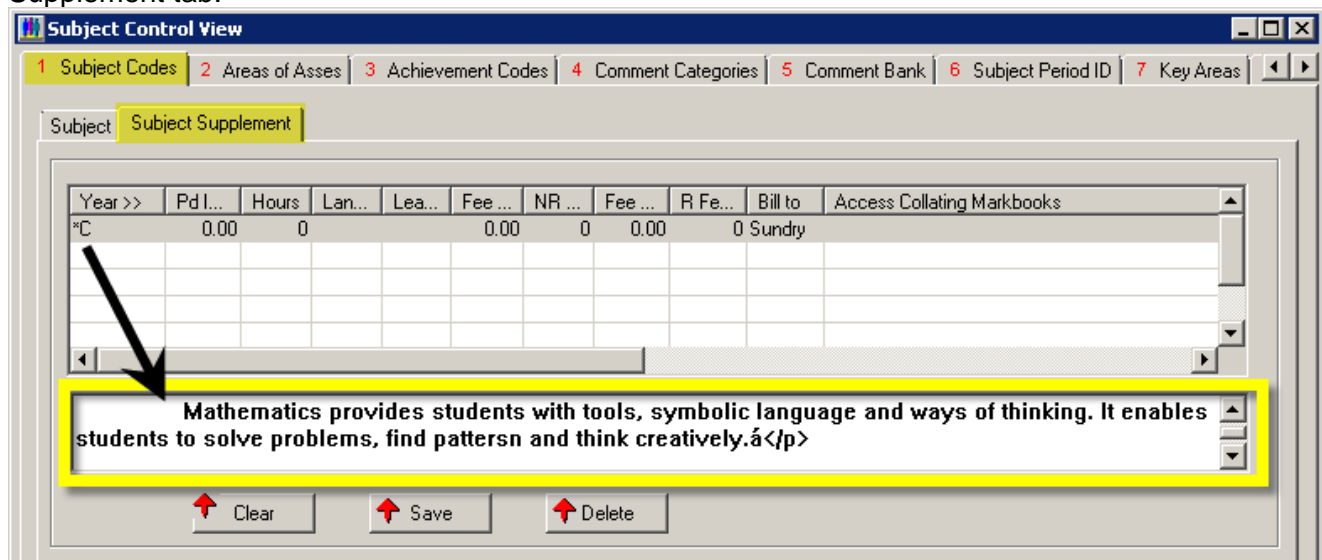
The Curriculum Plan is where you can assign Areas of Assessment for various year levels. If you already use PCSchool for assessment reporting this area may already be set up, if not then some basic examples include:

Single Line with No Areas of Assessment

As shown in the example below this option that allows you to simply add a subject description for the relevant year group or individual year level.



Once saved, this subject description can be found and edited in the Back Office under the Subject Supplement tab:



Multiple Lines with Areas of Assessment

As shown in the example below this option you can indicate which areas of assessment relate to which assessment period (eg topics covered in Semester 1 and topics covered in Semester 2).

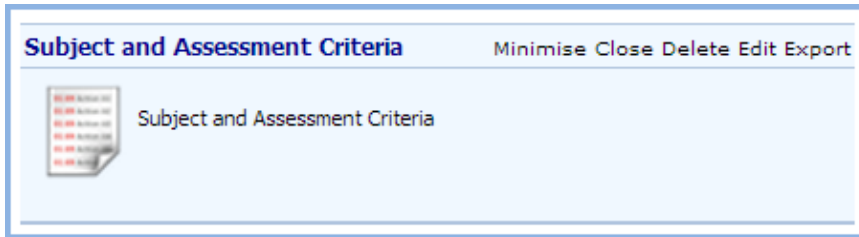
The image shows two overlapping windows from the PCSchool software. The background window is 'Subject Control View' for subject 'Mathematics' (code 200). It has a table with columns: Year, Clas..., Set, Set Description, Exclude from Assessment Report, and Tag. The foreground window is 'Subject and Area Descriptors' for 'Mathematics' (code 200). It has a table with columns: Set, Code, Item, Classification, and Abbreviation. A yellow callout box with black text says 'Click to add description to individual assessment areas' and points to the 'Item' column in the foreground table. Arrows indicate the relationship between the 'Set' column in the foreground table and the 'Set' column in the background table, and between the 'Item' column in the foreground table and the 'Set Description' column in the background table.

These can be separated further into what topics will be covered by year groups or individual year levels in each assessment period but must correspond to the years in the Subject Supplement.

The image shows a 'Subject Control View' window for subject 'Mathematics' (code 200). It has a table with columns: Year..., Pd I..., Hours, Lang Level, Year >>, Class >>, Set, Set Description, Exclude from Assessment Report, and Tag. A pink callout box with black text says 'must have corresponding 'Year' lines in Subject Supplement & Setup Default AofA' and points to the 'Year' column. A green callout box with black text says 'Line must be 'Tagged' to show in Spider' and points to the 'Tag' column. Arrows indicate the relationship between the 'Year' column in the foreground table and the 'Year' column in the background table, and between the 'Tag' column in the foreground table and the 'Tag' column in the background table.

Subject and Assessment Criteria Control

Once the above prerequisites have been setup on PCSchool Back Office this control can be used by the teachers to enter the subject and area of assessment descriptions, as well as propagate assessment due dates to the Calendar.



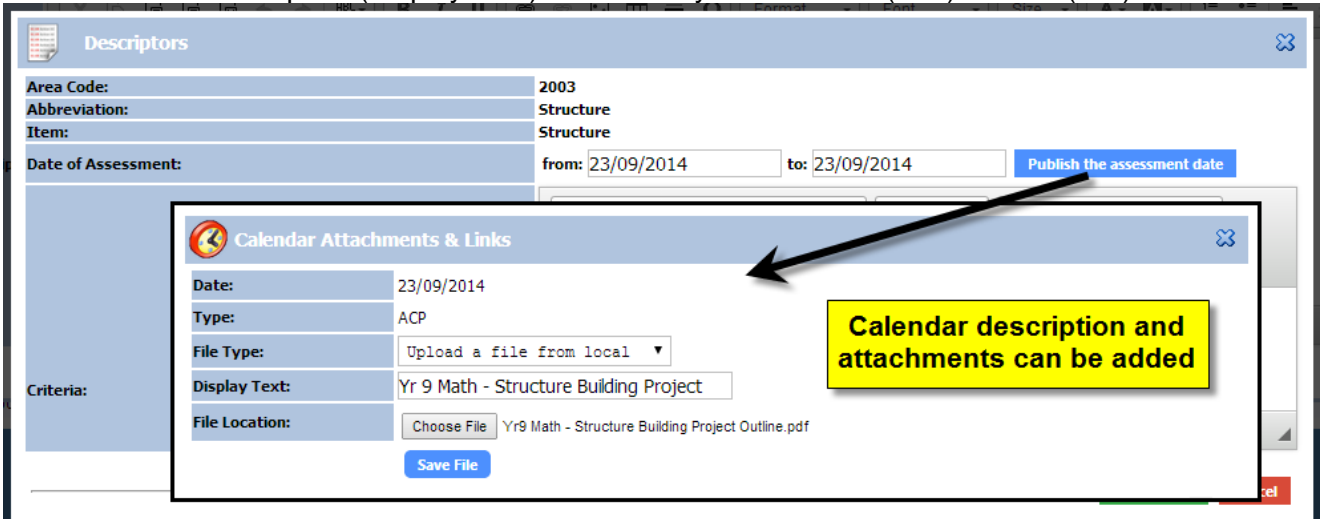
Teacher Entry via Spider

Teachers select the Break Set (Subject and Set) they wish to add information to. They can type in a detailed subject description (Max 2000 characters)

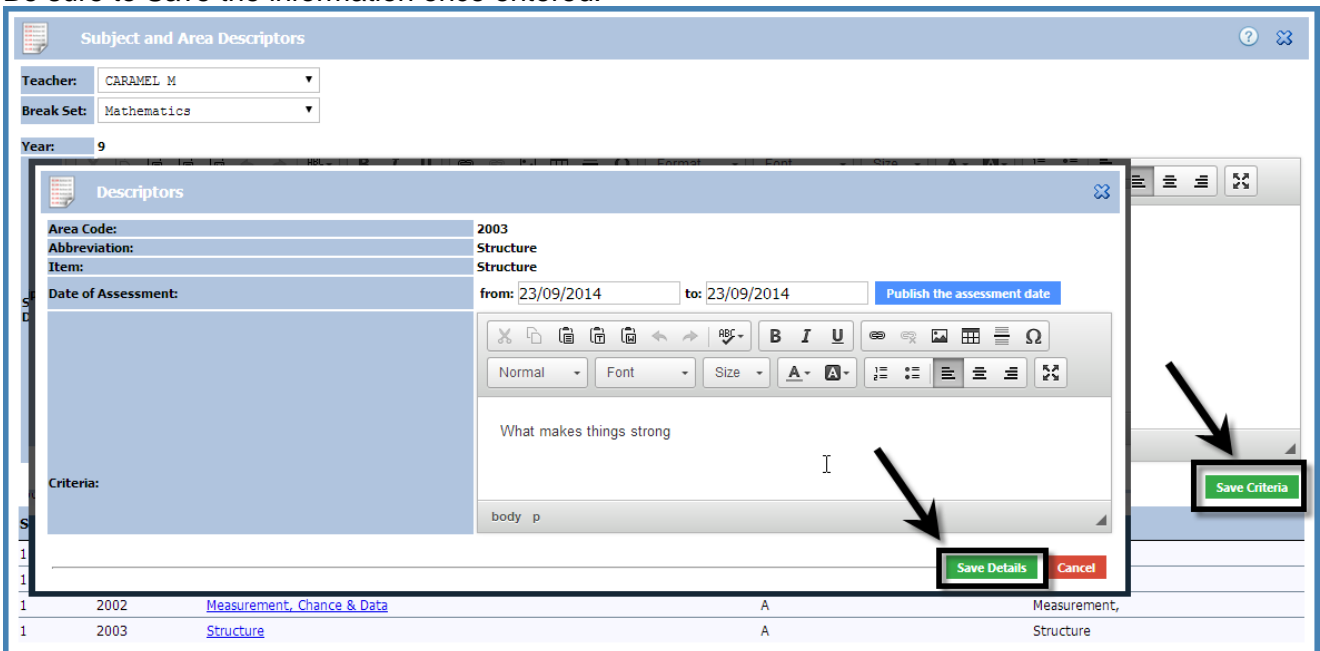
Set	Code	Item	Classification	Abbreviation
1	2000	Numbers	A	Numbers
1	2001	Space	A	Space
1	2002	Measurement, Chance & Data	A	Measurement,
1	2003	Structure	A	Structure

Further description of the individual items can be added as well as publishing a due date to the PCSchool Spider Calendar (will show only for those students doing the subject in that year level).

Give the item a description (Display Text) and add any attachments (files) or links (urls).

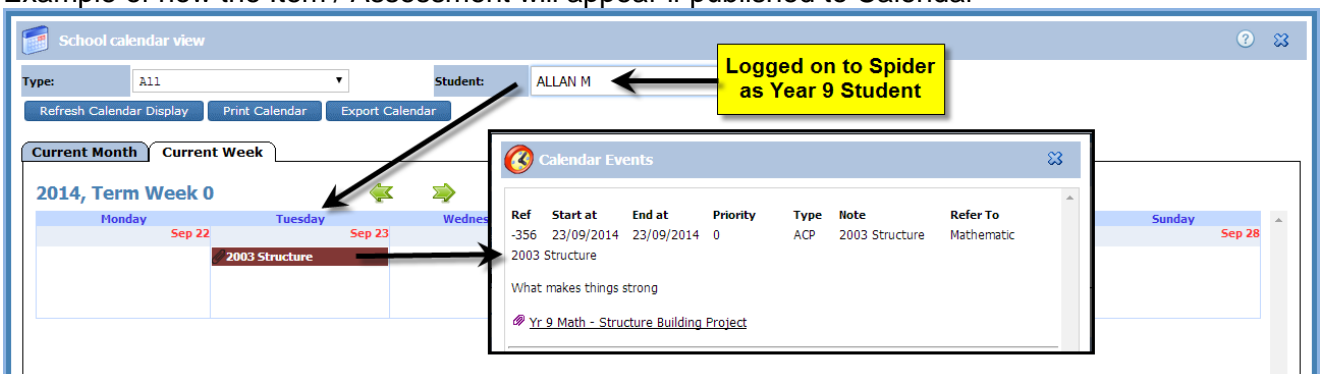


Be sure to Save the information once entered.



Detail when Published to Calendar

Example of how the Item / Assessment will appear if published to Calendar



Detail when Published to On-Line Subject Selection

Example of how subject information will be displayed once entered:

The screenshot displays the 'Mutually Exclusive choice' section of the Spider software. It features three subject groups: English, Mathematics, and a third group (partially obscured). Each group has a dropdown menu set to 'Not Chosen' and a 'Low Priority' dropdown. Information icons (question mark and 'i') are present next to each group. An 'Assessment programs for the subject - English' window is open, showing a table of assessment programs. A black arrow points from the information icon next to 'English Advanced' to the table. Another arrow points from the information icon next to 'Mathematics Advanced' to a smaller window titled 'Subject: English | Supplement Year: 9' which contains the text: 'Students will study the intricacies of poetry, looking at different forms including Haiku, Limericks and ballads.'

No.	Assessment Program	Credits	Assessment Type
90052	English 1.1 - Produce creative writing	0	Internal
90053	English 1.5 - Produce formal writing	0	Internal
1000	Reading Comprehension	0	Internal
1001	Analytical Writing	0	Internal
1002	Creative Writing	0	Internal

The above information is available to view in multiple areas in Spider: On-line Subject Selection, My Classes, Student Information – Subject Tab, Result Entry and Markbook Screens.