Introduction to

POS Grading Solution

POS Grading Solution

- **<u>Agenda</u>**

- Overview
- POS Grading Base Data Set-Up
- POS Grading
  - Admin Modules
  - Teacher Modules

POS Grading Solution

Programs of Study (POS) is a required list of tasks that must be adopted, taught, and assessed for PDE program approval. Students must successfully complete all tasks on the POS list to qualify for Statewide Articulation through SOAR (Students Occupationally and Academically Ready).

With the use of ClassMate, Administrators or Teachers will be able to indicate which Skills/Tasks from the Curriculum are POS Task driven; in addition, they will be graded based on a custom grading key unique to your school.

# POS Grading Solution

Base Data Set-Up

Getting Started:

Double Click **My Modules** >Double click **System Administrator** > Click **Master Codes Maintenance**

Overview:

Each school can customize their grading key for POS to be unique to them. The grading codes that are entered will be the grading options that are displayed in the Grading module drop-down.
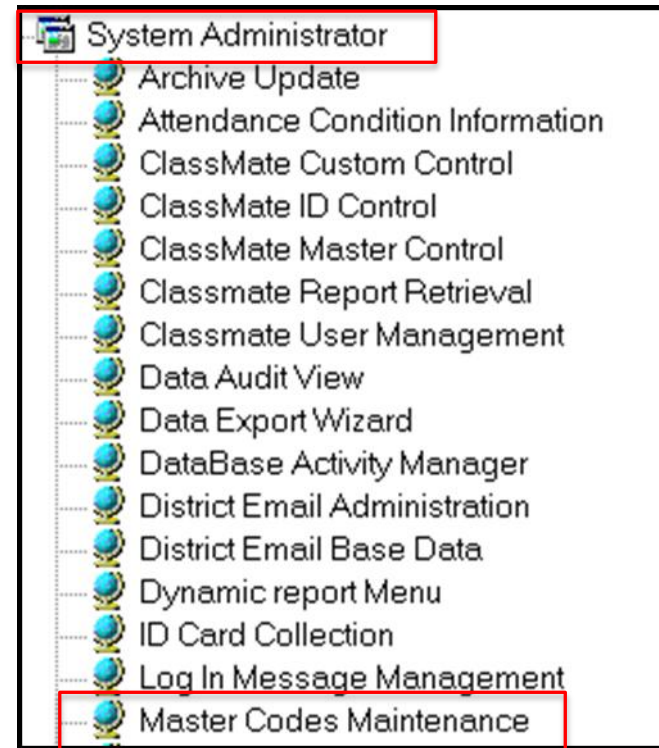
Locate Master Code 7200-7299 (POS Tracking)
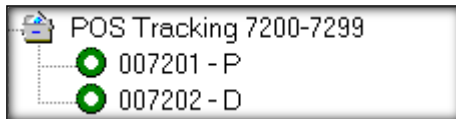
If you choose to use your own grading codes, replace the codes displaying by selecting one at a time and changing the description on the right.

You must identify which code(s) equate to being "Proficient". To do this, place an X in the REF ID field for that code.

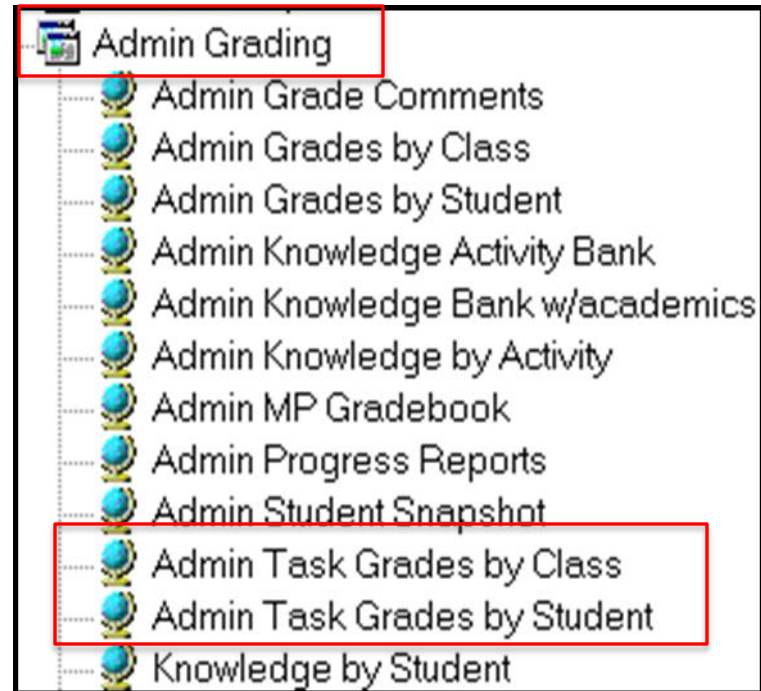Note – there will be a key in each Task Grading module to serve as a legend for definitions of each code.

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POS Grading modules – Administrative Modules

Getting Started:

Double Click **My Modules >**Double click **Admin Grading** > Click **Admin Task Grades by Class or**
Admin Task Grades by Student

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POS Grading modules – Administrative Modules

Admin Task Grades by Class

1. Select Course/Class
2. Select Duty, then Skill/Task
3. Locate student to be graded
4. Use POS Column to enter the grading code that the student achieved

Admin Task Grades by Student

1. Select Course/Class
2. Select Student
3. Locate Skill/Task to be graded
4. Use POS Column to enter the grading code that the student achieved

On the top toolbar is the POS Tracking Key

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POS Grading modules –Teacher Modules

Task by Class

1. Select Class
2. Select Duty, then Skill/Task
3. Locate student to be graded
4. Use POS Column to enter the grading code that the student achieved

Task by Student

1. Select Class
2. Select Student
3. Locate Skill/Task to be graded
4. Use POS Column to enter the grading code that the student achieved

On the top toolbar is the POS Tracking Key

POS Tracking Key

P = Performed at Proficiency Level
D = Viewed Demonstration of Task

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POS Grading modules – Additional Modules to account for POS Tracking

1. **Modules > Curriculum Options**
   a. Course Certification Management
   b. Course Certification Student View
2. **Modules > Teacher Options**
   a. Teacher Course Cert Crosswalk
3. **Modules > Student Assessment**
   a. Statewide Articulation Agreement

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POS Grading Reports

1. **Reports > Admin Grading**
   a. Percent of Curriculum Completed
   b. Student POS Task List
   c. Task Grades by TAsk

ClassMate

7599 Bath Pike
Bath, PA 18014

ClassMate HelpDesk
855-984-1228