

# Teacher Web – Career Pathway & Course Certification

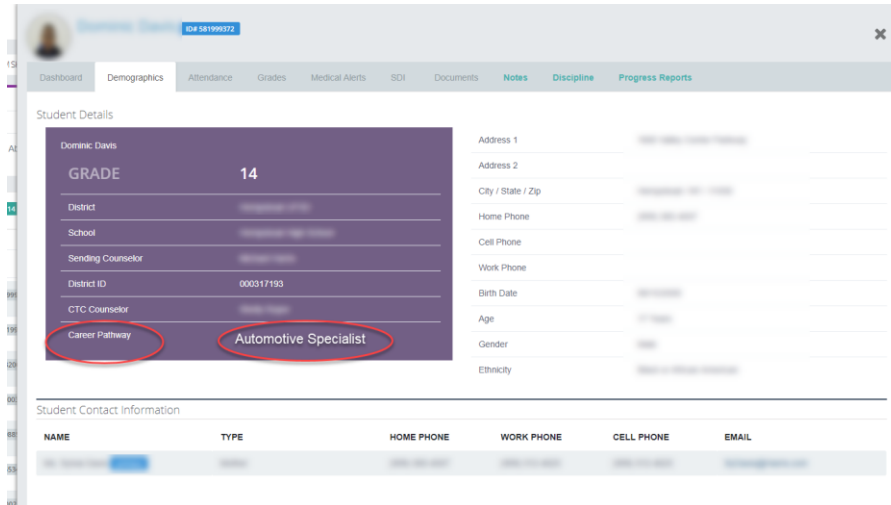
May 2019



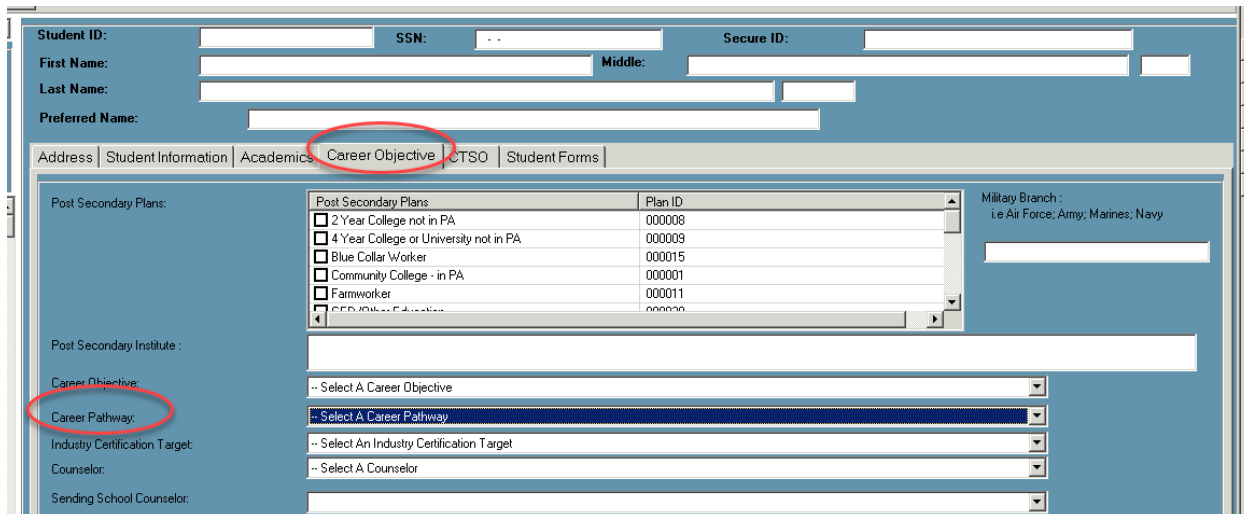
## Career Pathway

A teacher can now see a student’s Career Pathway from the Demographics screen of the Student Snapshot screen. (Note: this Career Pathway functionality does NOT connect to the Industry Sector & Pathway functionality as used by California clients.)

### A student’s Career Pathway will display on the Demographics tab



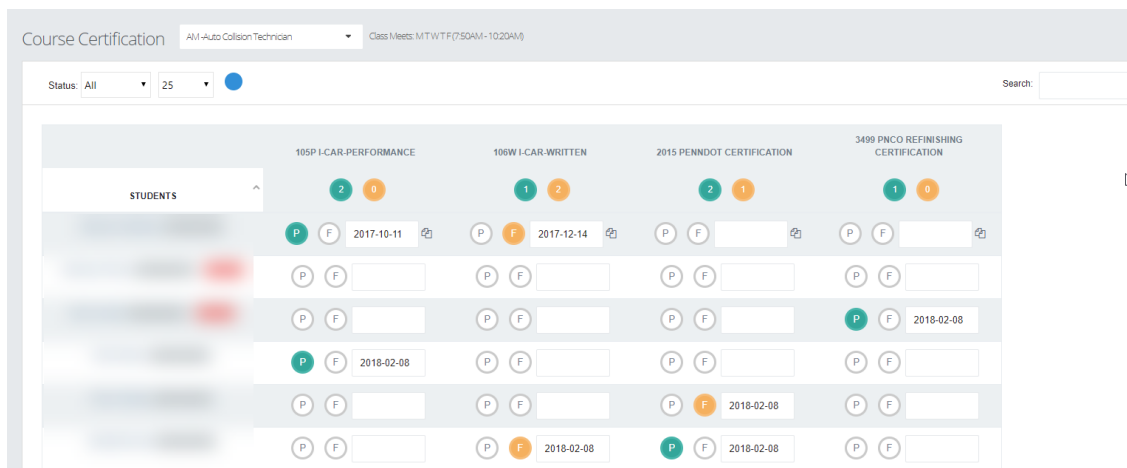
### Career Pathway is assigned to a student from admin side on Student Enrollment > Student Master Information > Career Objectives tab.



## Course Certification roster and Student Snapshot tab

Teachers can now enter course certification information on Teacher Web using two different screens:

- “Course Certification” screen which lists all students in the class
- “Certifications” tab on the Student Snapshot screen





STUDENTS	105P I-CAR-PERFORMANCE	106W I-CAR-WRITTEN	2015 PENNDOT CERTIFICATION	3499 PNCO REFINISHING CERTIFICATION
	P F 2017-10-11	P F 2017-12-14	P F	P F
	P F	P F	P F	P F
	P F	P F	P F	P F 2018-02-08
	P F 2018-02-08	P F	P F	P F
	P F	P F	P F 2018-02-08	P F
	P F	P F 2018-02-08	P F 2018-02-08	P F

A teacher can identify which students have attempted specific certifications and indicate what date the certification was taken and if which students have passed. The “Course Certification” roster screen will be displayed as a link on the left-hand navigation bar if permissions have been assigned. The “Certificaton” tab will display as a new tab on the Student Snapshot screen and will show all certification info for a single student at a time.

### Setup Steps:

In order to use the Certification screen on Teacher Web, certification records must be defined and assigned to courses on the window admin side via the **Curriculum Options > Course Certification Management** module.

To enter certification information for a class:

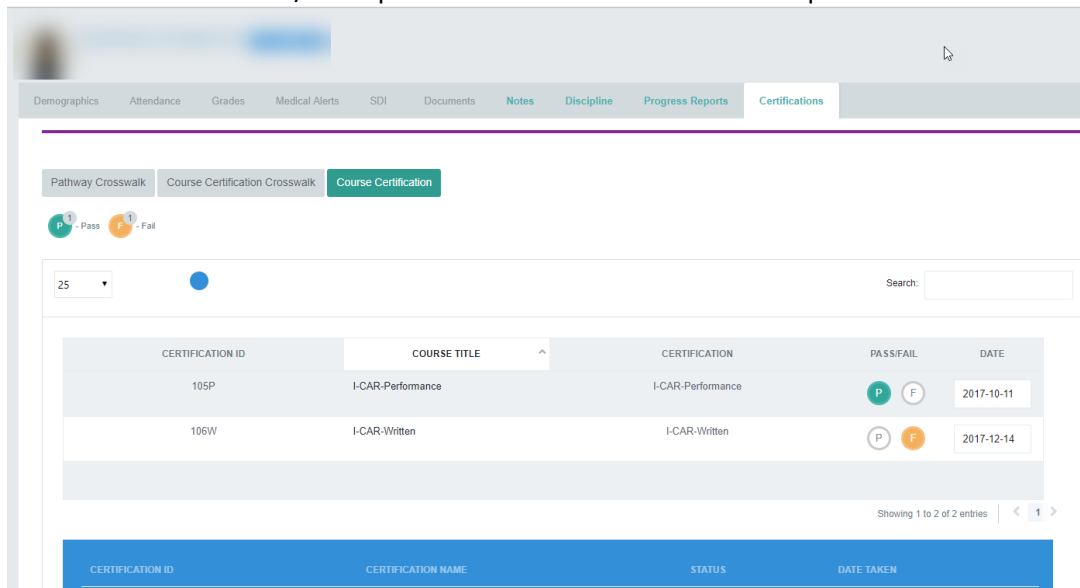
1. Click the “Course Certification” link from the left navigation bar.
2. Use the classdrop down at the top to select a class.
3. For a certain student row, click  to mark a student as Passing a certification. Click  to indicate a student has not passed/ failed a certification attempt.
4. The date field will default to the current date. Click the date and use the date picker calendar to change the date when the certification was attempted / passed.
5. Repeat steps 3 and 4 for other students.

### Certification tab





An accompanying “Certifications” tab can be found on the Student Snapshot screen. This tab displays certification data for one student at a time. Teachers can also update certification dates and pass/fail status from this screen.

This tab contains three sub-tabs. Only the “Course Certification” sub-tab is discussed here. The “Pathway Crosswalk” and the “Course Certification Crosswalk” screens are discussed below.

The “Course Certification” sub-tab on the “Certification” Student Snapshot tab allows all the same data tracking as seen on the full Course Certifications roster screen. Teacher can enter the date for when a certification was earned/attempted and indicate if the student has passed or failed the certification.



The screenshot shows the 'Certifications' tab in the Student Snapshot interface. It includes sub-tabs for 'Pathway Crosswalk', 'Course Certification Crosswalk', and 'Course Certification'. A legend indicates 'P' for Pass and 'F' for Fail. A table displays certification data for two entries:

CERTIFICATION ID	COURSE TITLE	CERTIFICATION	PASS/FAIL	DATE
105P	I-CAR-Performance	I-CAR-Performance	 	2017-10-11
106W	I-CAR-Written	I-CAR-Written	 	2017-12-14

Showing 1 to 2 of 2 entries

## Course Certification Crosswalk

The Course Certification Crosswalk functionality, which was previously only available on the Citrix/windows side, is now available in Teacher Web on the Student Snapshot. This feature shows which skill tasks are aligned to which Course Certification and also shows a student's progress in fulfilling the tasks toward a certain certification. In this way a teacher is able to visually determine which certifications a student is ready to attempt based on the skills that they have acquired.

### Setup Setups:

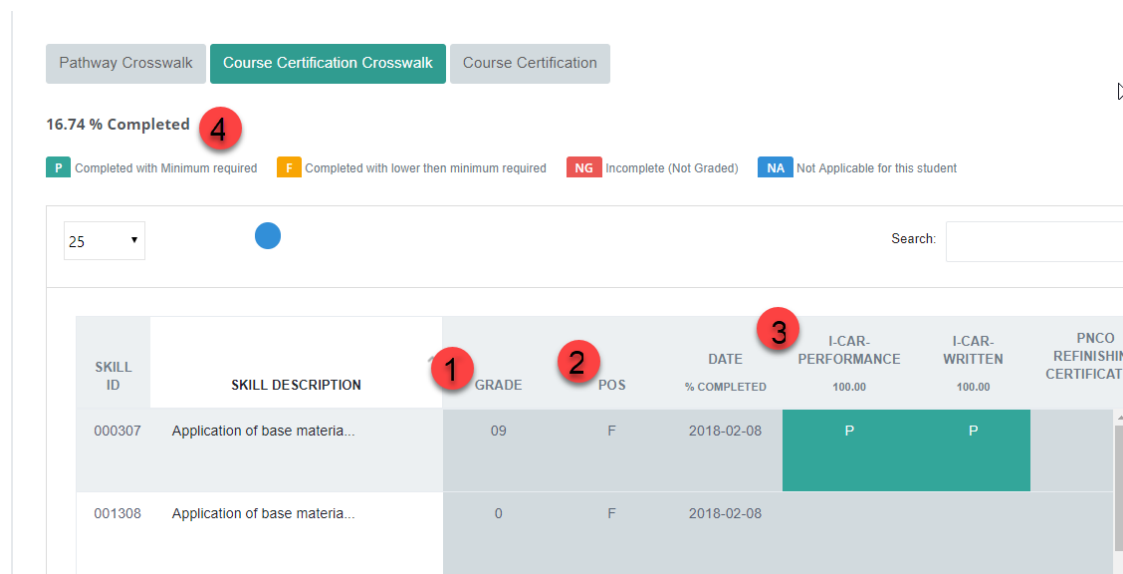
In order to use the Course Certification Crosswalk screen on teacher web, certification records must be defined and assigned to courses on the window admin side via the **Curriculum Options > Course Certification Management** module. Then certifications must be linked to Skill tasks via the **Curriculum Options > Course Certification Assignment** module.

### Cross Walk display:

Skill tasks are shown down the left side of the grid. Teachers may sort ascending or descending by either "Skill Description" or "Skill ID" by clicking on the header labels for those columns. Certifications will display along the top of the grid. A teacher can click on the column header for any certification to bring to the top all skill tasks aligned to the certification.

Other Features

- (1) Grade column
- (2) POS column
- (3) % Completed grid row:
- (4) % Completed field:



SKILL ID	SKILL DESCRIPTION	1 GRADE	2 POS	DATE	3 I-CAR-PERFORMANCE	I-CAR-WRITTEN	PNCO REFINISH CERTIFICATION
000307	Application of base materia...	09	F	2018-02-08	P	P	
001308	Application of base materia...	0	F	2018-02-08			

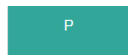
The intersecting cell of each certification column and each skill task row will show as one of these 5 states:



If a skill is not assigned to a certain certification



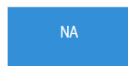
If a skill is assigned to a certification but the student has not been graded for that skill.




If a skill has a passing score



If a skill has a score below passing (failing)



If a skill is assigned to the certification but not required for this specific student.  
(A teacher can exempt a student from a certain task on the Skill screen by clicking the  icon and setting "REQ" = "F". )

## Pathway Crosswalk

The Pathway Crosswalk functionality, which was previously only available on the Citrix/windows side, is now available in Teacher Web from the Student Snapshot. This feature shows which skill tasks are aligned to which Career Pathways and also shows a student's progress in fulfilling the tasks toward a certain pathway. In this way a teacher is able to visually determine which Career Pathway skill requirements a student has completed .

Demographics
Attendance
Grades
Medical Alerts
SDI
Documents
Notes
Discipline
Progress Reports
Certifications

**16.74 % Completed**

P Completed with Minimum required
F Completed with lower than minimum required
NG Incomplete (Not Graded)
NA Not Applicable for this student

25 ▾
●
Search:

SKILL ID	SKILL DESCRIPTION	POS	DATE	AUTO BODY REPAIRS	AUTO COLLISION TECHNICIAN 25.00	AUTOMOTIVE GLASS INSTALLER
000307	Application of base materia...	F	2018-02-08		P	
001308	Application of base materia...	F	2018-02-08	F		F
000308	Application of Clear Coat	F	2018-02-08	NA		NA
001309	Application of Clear Coat	F	2018-02-08		F	F
000702	Assesses and records vehicl...	F	2018-02-09	NA	NA	NA
000603	Assesses and repairs plasti...	F	2018-02-08		NA	NA
000403	Clean the exterior of vehic...	F	2017-09-28		NG	
000402	Compound and polish fresh p...	F	2017-09-28		NG	
000803	Demonstrates ability to asse...	F	2017-09-28			

**Setup Setups:**

In order to use the Pathway Crosswalk screen on teacher web, career pathways records must be defined and assigned to courses on the window admin side via the **Curriculum Management > Career Pathways Management** module. Then pathways must then be linked to Skill tasks via the **Curriculum Management > Career Pathway Assignment Assignment** module.

**Cross Walk display:**

Skill tasks are show down the left side of the grid. Teachers may sort ascending or descending by either “Skill Description” or “Skill ID” by clicking on the header lables for those columns. Career Pathways assigned to the current course will display along the top of the grid. A teacher can click on the column header for any of any pathway to bring to the top all skill tasks aligned to that pathways.

**Other Features**

- (1) Grade column
- (2) POS column
- (3) Date: Date the skill was completed or last graded
- (4) % Completed grid row: percent of skill completed for satisfying a specific pathway
- (5) % Completed field:percent of all assigned skills mastered

Pathway Crosswalk
Course Certification Crosswalk
Course Certification

16.74 % Completed **5**

P Completed with Minimum required
F Completed with lower then minimum required
NG Incomplete (Not Graded)
NA Not Applicable for this student

25 ● Search:

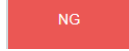
SKILL ID	SKILL DESCRIPTION	1 GRADE	2 POS	3 DATE % COMPLETED	AUTO BODY REPAIRS	4 AUTO COLLISION TECHNICIAN 25.00	AUTOI GL INST/
000307	Application of base materia...	09	F	2018-02-08		P	
001308	Application of base materia...	0	F	2018-02-08	F		
000308	Application of Clear Coat	03	F	2018-02-08	NA		



The intersecting cell of each pathway column and each skill task row will show as one of these 5 states:



If a skill is not assigned to a certain pathway the cell will appear as a blank and grey.



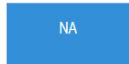
If a skill is assigned to a pathway but the student has not graded for that skill.




If a skill has passing score



If a skill has a score below passing



If a skill is assigned to the pathway but not required for this specific student.  
(A teacher can exempt a student from a certain task on the Skill screen by clicking the  icon and setting "REQ" = "F". )