

Faculty Service Form for Mastery Manager (Item Bank Assessment)

First Name:		
Last Name:		
Name of the owner of the Assessment:		
Assessment Type:	Item Bank	
Assessment Name:		
List all Course and Sections to assign Assessment to: <i>example: E10101 English 1 – E10101 – 2-0006-Ordonez, Christina</i> <i>: E10102 English 1 – E10101 – 2-0006-Ordonez, Christina</i>		
Buildings (Circle all that apply)	District 211 Academy North Higgins Education Center Hoffman Estates HS James B Conant HS Palatine HS Schaumburg HS William Fremd HS	SS Conant SS Fremd SS Hoffman Estates SS Palatine SS Schaumburg Continuing Ed District 211 School None
Departments (Circle all that apply):	All Applied Technology Art Business Driver’s Education English ESL Family and Consumer Science Health Mathematics	Media Music Non-Departmental Physical Education Science Social Studies Special Education Student Services Technology World Language
Do you want Standards/CLSs attached you your questions?	YES	NO
Do you want the Assessment shared with anyone else?	YES	NO

If you leave a spot blank, it will be left blank in the setup for you to add later.

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For Item Banking Assessments:

- Is the item Bank already created?
- If yes, what is the name? If no, what is the name you want the item bank to be called?
- Please attach a copy of the questions as you want them put in.
- If the questions include any images, sound or video clips, please email Penny them at ppappas@d211.org.

For Standards:

- Please List the Standard you would like attached and to which questions.
Example: (D211) CLS-English (2012) E101.1 to row 1, (D211 CLS-English (2012) E101.2 to row 2 and 3

For Sharing:

- Please list the Last name, First Name of the teacher you want this shared with and if you want them to View, Edit, or Grant rights.
Example: Ordonez, Christina, View and Edit

Is there any other information we need to complete the Assessment?

If you leave a spot blank, it will be left blank in the setup for you to add later.