“You’ve Got Mail”
The Write-ing Assignment

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7. Change the current approach to writing assessment

To elevate the importance of writing throughout the curriculum, the current 4th, 7th, and 10th grade writing assessments need to be replaced with a K-12 writing assessment system that includes authentic and on demand writing assignments, appropriate to each grade level and backmapped from the graduation project. The DPI is to provide rubrics, aligned with the writing rubric used for the graduation project, for LEA’s to use in assessing these K-12 writing assignments. Writing samples will be housed and scored locally, and DPI staff will conduct random audits to ensure compliance with on-going writing assessments. The DPI is to provide training and professional development to educators to ensure fidelity to the writing assessment process at each grade level.

Framework for Change: The Next Generation of Assessments and Accountability

How to Implement?

- Entire state participate in pilot program for 2008-09 school year
- 18 counties to participate in online pilot
- These counties use the moodle for storage, uploading, and retrieval of student work.
- Stanly County School participated in the online pilot
- Each School District will set up the testing timeline
NCRegistration used as the registration tool for both teachers and students

Teachers are entered individually while students were bulk filled through NCRegistration

Teachers use Moodle to complete Writing Across the Curriculum and Assessing Writing Skills in the 21st Century

Teachers use Moodle to enter scores for students
Writing Assessment System

My courses

Instructional Writing Across the Curriculum
This course was developed to enhance writing instruction and to enable teachers to support student writing within content areas. It is a self-paced course created for teachers who will be implementing the North Carolina Writing Assessment System.

Assessing Writing Skills in the 21st Century
This professional development course for the writing assessment system is designed to instruct all grade K-12 teachers regardless of content area; however, the 2008-2009 pilot will focus on educators who teach fourth and seventh grade students. The online course is comprised of self-paced modules to prepare teachers for evaluating and scoring student responses.

Oakboro Elementary Writing Grade 4
This is the online course where teachers enter scores for content-specific and on-demand writing assignments.

Oakboro Elementary Writing Grade 7
This is the online course where students submit completed content-specific and on-demand writing assignments and teachers enter scores.
New NC Writing Standards

- Students are no longer tested just once in 4th, 7th and 10th grades
- Students in 4th and 7th are assessed 4 times a year
- Two are content based writings and two are on demand writings
Student Moodle

- Students are given unique user names and passwords
- We did not allow them to keep them
- Students log into Moodle and upload Content writing
- Students log into Moodle and actually do the On-Demand writing
Prompt can be controlled locally
Various prompts can be used per school
Students planned, wrote, typed
Teachers gave feedback
Students edited and then uploaded final assessment
On Demand Writing

- Students are given 95 minutes to plan, type, and complete the assessment.
- Each student has a timer on their computer that shows the amount of time left for them.
- If a student logs off, the time does not stop.
- They can move to another computer.
- After 95 minutes, the computer automatically times out.
What did we find with Students?

- Students using instant message language when typing an assignment
- Punctuation and organization of content needed improvement
- Planning and elaboration were also areas of concern
- Collaborating the content areas (Language Arts → Science)
- Editing Skills
# Grading Process

## Oakboro Elementary Writing Grade 7: Grades

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<th>Content-Specific Features</th>
<th>Conventions</th>
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Grade: -
Benefits of Moodle Submission

- Assessing 4 times a year give the teachers an idea of where to go with the writing
- Do not make this extra, make it part of your regular class
- Caused more communication between not just 7th grade team but entire school about writing
- Students enjoyed typing on the computer much better than writing at their desks
- Students will be more serious as we go forward
- Finally have an understanding of the process
How can E-mail help?

- Students love getting to email
- Structure the emails just like structuring a paper
- Students can save emails and edit them later
- Students will work on assignments at home
- Students learn skills to help with computer test
Setting up Rules

- Use full sentences
- Avoid full caps
- Slow down
- Have a beginning and an end
- Reread your email before you send it
- Follow friendly letter format
- Use proper capitalization, usage, punctuation, and spelling
Ideas for E-mailing

- Book reviews - write an email to a friend and suggest a book
- Send writing prompts through email
- Assign writing buddies - partners can send drafts to each other
- Use discussion boards as an opportunity to practice writing skills
E-mail suggestions

- Ask an expert - www.allexperts.com - teach different types of writing
- Write an autobiography - have students introduce themselves through email
- Write a biography - students draft, edit, revise and then share their biography with their email buddy
- Use ePals to connect to other classrooms - teach netiquette
More E-mail tips

- Email political representatives
- Email for college information
- Story writing and/or progressive stories - students share stories or poems others can add to story
- Email an author
Benefits of E-mail

- Increases self esteem of students
- Encourages and motivates students to become involved in authentic writing for a real audience
- Increases critical thinking because students become collaborators in the creation of knowledge
- It makes learning relevant
- Students are more interested in email and message boards
Setup School Guideline

Come up with a set of school guidelines for using Email with students based on your District’s Acceptable Use Policy

Make sure to include:

- Teachers
- Principal
- District Director
- Students
Decide on Email Software

- [www.gaggle.net](http://www.gaggle.net)
- [www.google.com/a/edu](http://www.google.com/a/edu)
- [www.pikluk.com](http://www.pikluk.com)
- Your school system (our district uses Sharpschool)
Create an Account for Your School

➤ Gaggle is the tool that we have chosen for this session.  
➤ Login to www.gaggle.net  
➤ Once you have setup your new account for your school...gaggle will contact YOU within 48 hours
FREE Student E-mail Accounts!

Thousands of schools use the Gaggle Network to provide safe, teacher-controlled email accounts for students. Sign Up Now.

There are three service options for Gaggle:
1. Free Version
2. Subscription Version
3. Licensed Server Version

Why Choose Gaggle?
Click here to compare our features and prices to our competitors.

“I've tried lots of different e-mail in my classes and this is the very best! It is free, easy, and safe.”

Betsy Norris
Online Classes Coordinator
Bedford County Schools, TN
Student/Teacher Setup

- Look at School Setup
- View Users
- Add Users
- Your Individual Setting
Adding Your Users

Add New User for: Oakboro Elementary

There are three ways to add users to a group. The first is by manually entering users in this form.

- Choose a screen name for the account.
- Enter the first and last name of the user.
- Choose a password for the user. The user can change it later.
- Reenter the password.
- If you forget your password it will be mailed to this outside e-mail address.
- Student access is recommended.
- Choose an administrator for the user. This determines which teacher controls the student's account. For non-student accounts leave this item blank.

Save up to 90% on Gaggle through E-rate!

Add Users
Importing Students as a group

**Import Users:**

The second way to create users is to use the form below to import a list of users. Each line of the data should consist of a user name, full name, password, an optional outside email address and an optional note in that order.

Each item must be delineated by a ‘|’ character. You may want to paste the data into the form from another source such as a word processor or spreadsheet.

The pipe character, ‘|’, is created by holding down the shift and back slash keys. The back slash key is above the enter key on your keyboard.

The outside e-mail address and note are optional. The full name must include some text, but it may be generic text such as ‘Blank’ or ‘NA’.

We recommend that you select an administrator for the new accounts before choosing the import button. You can specify a different administrator for the accounts later. The specified administrator will receive any of the students’ blocked mail.

The format for the data should be in the form:

<table>
<thead>
<tr>
<th>User Name</th>
<th>Full Name</th>
<th>Password</th>
<th>Outside Email</th>
<th>Notes</th>
<th>Student ID</th>
<th>Grad Year</th>
<th>Administrator’s Email</th>
<th>Forwarding Email Address</th>
</tr>
</thead>
</table>

Example:

Joe Somebody| Joe| nobody@yahoo.com| notes about Joe| 782390274| 2014| 1001| mr_sombody@WNSSD.k12.or.us| jlj@ljj Williams| red22@ls_dad@zol.com| notes about J| 782390203| 2012| 1001| sam.J. Smith| brown@example.com|

You may want to [download the Student Setup program](#) which can help you create the import data.

<table>
<thead>
<tr>
<th>User List</th>
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<tbody>
<tr>
<td>Administrator</td>
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</tbody>
</table>
Copy and Paste

Warning: Saving as a text file will cause all formatting, pictures, and objects in your file to be lost.

Text encoding:
- [ ] Mac OS (Default)
- [ ] MS-DOS
- [ ] Other encoding:
  - Unicode 5.0
  - Unicode 5.0 (Little-Endian)
  - Unicode 5.0 UTF-8
  - Western (ASCII)
  - Western (Mac OS Roman)
  - Western (Windows Latin 1)

Options:
- [ ] Insert line breaks
- [ ] Allow character substitution

End lines with: CR only

Preview:

Ashley Arrowood
Ashley Arrowood
studentSavannaBarbeeSavannaBarbee
studentKellyGravesKellyGraves
studentMr.BlairGriffithStudentCollinHartmanCollinHartman
studentJesseHainesJesseHaines
studentAdamLeeStudentAdamsLeeStudentSamanthaLeeStudentSamanthaLeeStudentLowder
studentRyanMcCombsRyanMcCombs
studentMakaylaMortonMakaylaMortonStudentGavinGavin
studentPhillipDavissPhillipStudentCodyPlylerCody
PlylerStudentMaskiPresleyMaskiPresleyStudentAndieRegisterAndieRegisterStudentAmandaSalarasAmanda
SalarasStudentNathanShelbyNathanShelbyStudentSpringerRaceSpringerStudentBaronWhitneyBaron
WhitneyStudentMarshallAndersonMarshallAndersonStudentCassidyBarnwellCassidyBarnwellStudentCaynonBrittCaynon
BrittCaynonStudentColinColinCassidySundellColinCassidySundell
ClarkLevelClarkLevelClarkStudentChoyeneDavidChoyene
DavidStudentAaronFishKurtFishKurtDavidKurtHillKerrHillKerrStudentRobertJaramilloRobert
JaramilloStudentRobertJaramilloRobertRoseStudentCassidyStoverCassidyStoverStudentBreakeyThomasBreakey
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We recommend that you select an administrator for the new accounts before choosing the import button. You can specify a different administrator for the accounts later. The specified administrator will receive any blocked mail.

The format for the data should be in the form:
User Name|Full Name|Password|Outside Email for Password Retrieval|Notes|Student ID|Grad Year|Administrator’s Google ID|Forwarding Email Address

Example:
Joe.sm@somebody.com|Joe Smith|Joes|joesnotes@joes_notes.com|joes_notes.com|NA|2000|somesome@ina.com
Jill.w@smith.com|Jill Williams|Jills|jillsnotes@jills_notes.com|jills_notes.com|NA|2002|smiths@ina.com
Sam.b@brown alice45

You may want to download the Student Setup program which can help you create the import data.
Teacher Setup

Enter in all the teachers manually that you want to take part in this.

Add User
Teacher Help

Get Teacher help at anytime

Welcome to the Teacher Help Section for Gaggle.

Administrator’s Guide
If you would like to see detailed information about setting up and using the Gaggle email service, you may download an Adobe Acrobat version of the Administrator’s Guide.

Download the newest version of the Administrator’s Guide.

Quick Start Guides
The Teacher Quick Start Guide offers two handouts that explain how teachers and students can quickly get started using Gaggle. Follow this link to access the Velocity Quick Start Guides. Velocity is the new Gaggle interface launched in Fall 2008.

Training Videos
The Gaggle Training Videos are a great way for new educators to learn about Gaggle. There are over 30 short videos that can be streamed right to your desktop. Most are less than 5 minutes long and include topics such as Adding Users, Blocked Messages, Blogs, Homework Drop Boxes, Digital Lockers and Administrative Features.

Gagglar Archives
The Gagglar Archives contain past issues of our newsletter with lots of great tricks, tips and ideas for curriculum projects.

Frequently Asked Questions
The Teacher’s Frequently Asked Questions is a great place to learn more about using the Gaggle system.

Importing Student Lists / Student Setup Program
If you have a large list of students to set up, you may want to download the Student Setup Program.

This program takes a list of student names and creates the text necessary to import users. It creates a user name based upon the student name and creates a random password. The formatted text can then be used to quickly import new users.

Download the Macintosh version of the Student Set Up program.
Download the Windows version of the Student Set Up program.

Download a custom login page
This is a set of example files that make up a login page that you can put on your own web site. You can customize it with your school’s logo or a special message.

Download a zip file containing the example login page.
Let's Use Email

- Have Students to Login

- Decide if they are going to change their password; if YES...do that now; if NO, continue on.
Show student how to create and send email messages.
Questions?

- Do you have any questions
- If you would like to contact us at a later time, please feel free to “email”....

We’ve Got Mail!