

# Brookwood Technology Checklist

Please demonstrate the following:

## AIMSweb Checklist:

- Login to Aimsweb using the customer ID, your username, and password
- Print a triangle graph class report for a math and reading measure
- Print a class distribution report for a math and reading measure
- Print a box and whisker graph for just one student and for your whole class
- Find a student's progress monitoring information and print out a report
- Email a report to yourself or to a parent
- Download progress monitoring probes

## SuccessNet Checklist:

- Login to SuccessNet using your username and password
- Login to your grade level assessment account
- Access the instructional videos for enVision and Reading Street
- Access main selection eText for Reading Street
- Navigate through Teacher Resources in enVision and access Common Core Lessons
- Navigate through Teacher Resources in Reading Street and print off a practice sheet
- Access the teacher manuals
- My class roster is up to date
- The appropriate products are checked so parents have access to materials at home (Katie or Alisa will do this)

## Skyward Checklist:

- Take Attendance
- Add Grades in proper subject and categories
- Access Student information (parent phone numbers/emails/student numbers)
- Print Progress Reports
- Print Report Cards

## Internet Browser Checklist:

- Create Bookmarks (on the iPad and on the laptop)
- Search using a search engine
- Close tabs/windows
- Open new tabs/windows
- Save a PDF downloaded from a website
- Update Plugins (Java/flash)
- Type in a URL (web address)

Please see Katie Dewey to have these items checked off when prepared to demonstrate. Alisa can check you off on Aimsweb and SuccessNet. When checking off SuccessNet, please bring a class roster when meeting with Katie or Alisa.