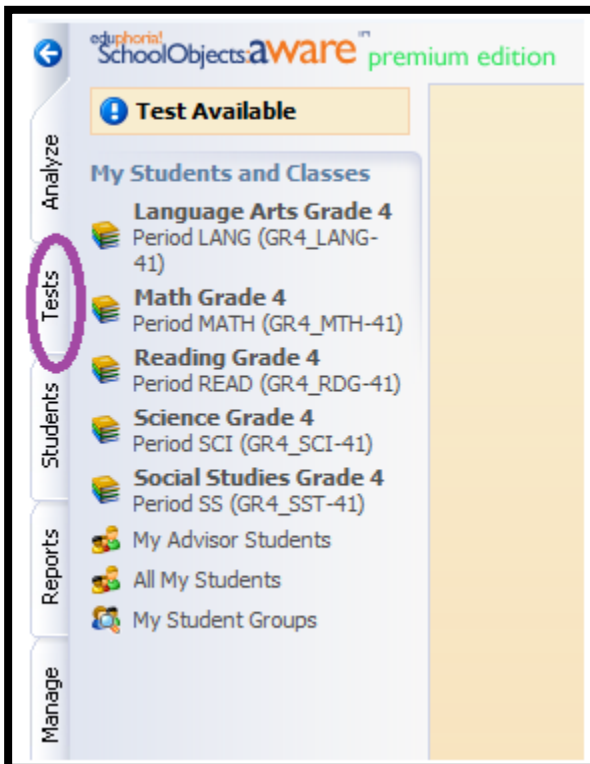


Using the TeksBank Item Bank

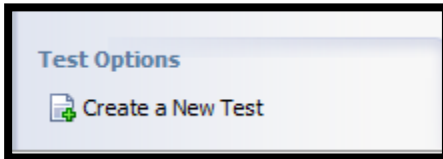
1. Login to Eduphoria, as usual. Select 'Aware' from the Applications homepage.



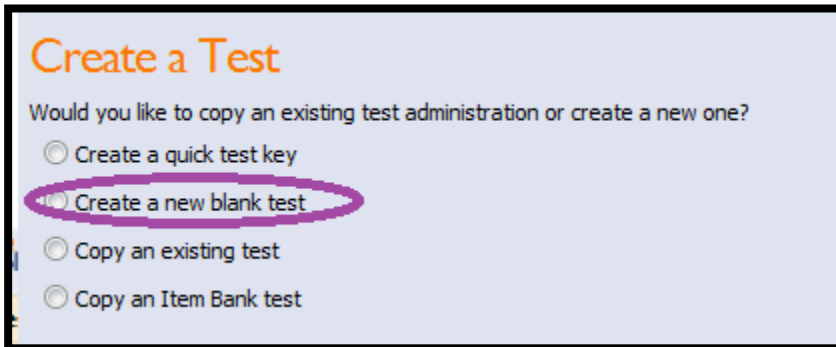
2. Select the 'Tests' tab on the right side of the page:



3. Click on 'Create a New Test' in the bottom left-hand corner.

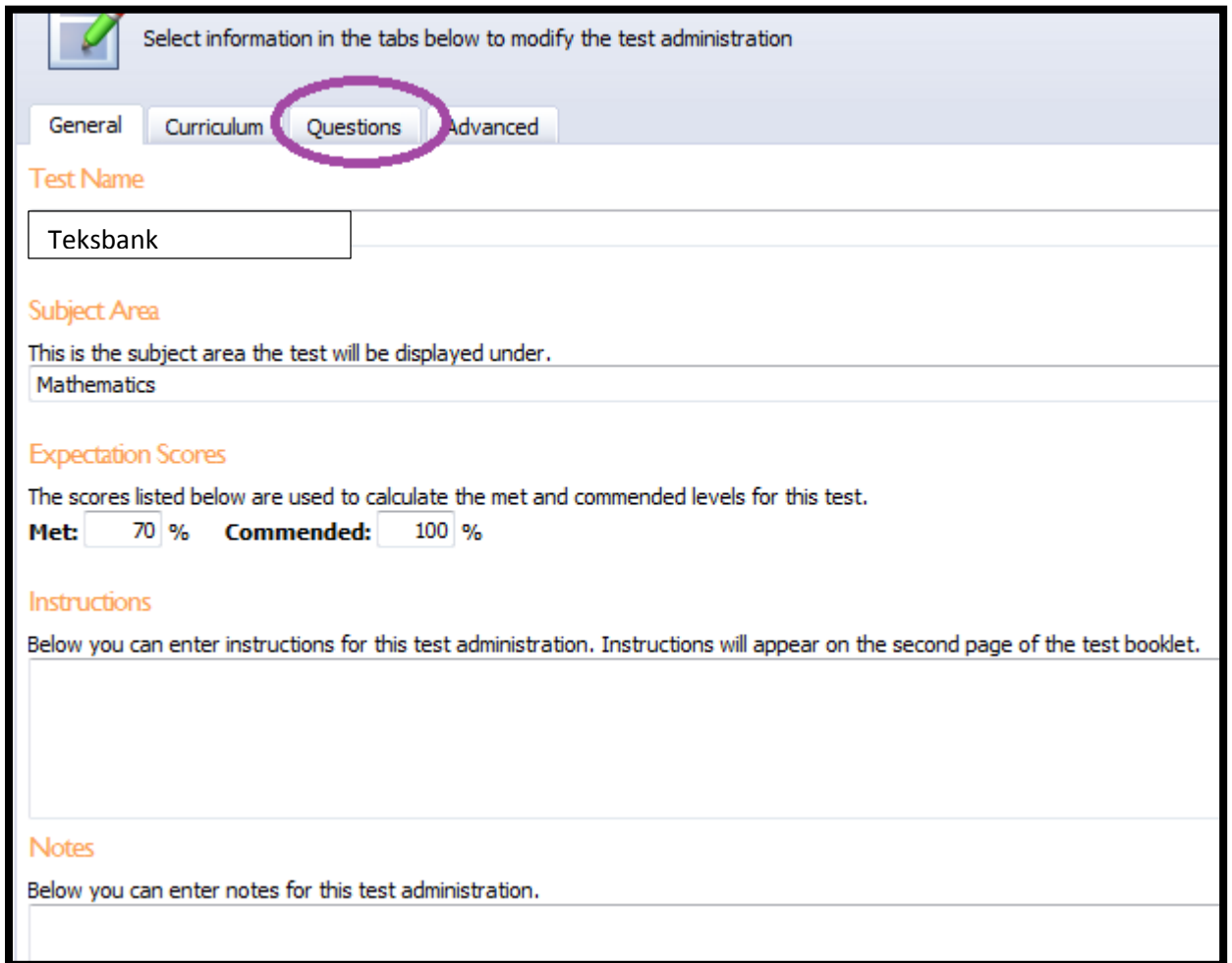


4. A wizard will open up. To build a test from scratch, using the Teksbank items, select 'Create a new blank test', and click on the 'Next' button in the bottom right-hand corner.



5. Give your test a name and select the appropriate grade level from the drop-down list. Click 'Next'.
6. Select the appropriate subject from the folder system. Click 'Next'.
7. The wizard will now tell you, 'You're Done!' Click on the 'Finish' button in the bottom right-hand corner.

8. Your test editor will now open up on the screen. To build your test, select the 'Questions' tab near the center of your screen:



Select information in the tabs below to modify the test administration

General Curriculum **Questions** Advanced

Test Name

Teksbank

Subject Area

This is the subject area the test will be displayed under.

Mathematics

Expectation Scores

The scores listed below are used to calculate the met and commended levels for this test.

Met: % **Commended:** %

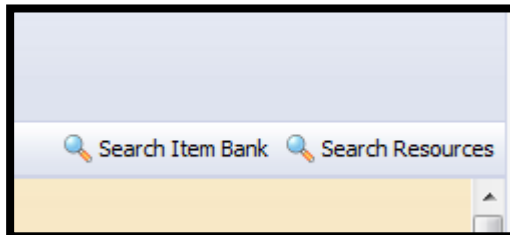
Instructions

Below you can enter instructions for this test administration. Instructions will appear on the second page of the test booklet.

Notes

Below you can enter notes for this test administration.

9. To find Teksbank items, select the 'Search Item Bank' button in the top, right-hand corner:



10. A new window will open up for the searching. In this mode, you can search by any keyword by entering it and then clicking on 'Search Item Bank'.

The screenshot shows a search interface for the keyword "fraction". At the top left, the search term "fraction" is entered in a search bar. At the top right, there is a button labeled "Search Item Bank" with a magnifying glass icon, which is circled in purple. Below the search bar, the results are organized into two sections: "Local Item Bank" and "Tekstbank Item Bank".

The "Local Item Bank" section contains one item:

Selected Response	4.2(B)	M1	Easy	Low	▼	+
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The "Tekstbank Item Bank" section contains 13 items:

Constructed Response	4.2(C)	M1	Medium	Medium	▼	+
Constructed Response	4.2(C)	M1	Medium	High	▼	+
Constructed Response	4.2(A)	M1	Easy	Medium	▼	+
Selected Response	4.2(A)	M1	Medium	Medium	▼	+
Selected Response	4.2(A)	M1	Medium	Medium	▼	+
Selected Response	4.2(A)	M1	Medium	Medium	▼	+
Selected Response	4.2(A)	M1	Medium	Medium	▼	+
Selected Response	4.2(A)	M1	Medium	Medium	▼	+
Selected Response	4.2(A)	M1	Medium	Medium	▼	+
Selected Response	4.2(C)	M1	Medium	High	▼	+
Constructed Response	4.2(A)	M1	Hard	Medium	▼	+
Constructed Response	4.2(C)	M1	Medium	Medium	▼	+
Constructed Response	4.2(D)	M1	Easy	Low	▼	+

At the bottom right of the window, there is a "Close" button with an 'X' icon.

11. You can preview the question by clicking on the blue arrow pointing down at the right end of the row:

The screenshot shows an item bank interface with a search bar containing the word "fraction". Below the search bar is a table with the following data:

Selected Response	4.2(D)	M1	Easy	Low	↓ +
Selected Response	4.2(A)	M1	Easy	Low	↓ +
Selected Response	4.2(D)	M1	Easy	Low	↓ +

The third row's blue arrow is circled in purple. Below the table, the question preview is shown:

1 Rick has filled 0.7 of his chart with stickers.

Which fraction is equivalent to 0.7?

A $\frac{5}{10}$

B $\frac{7}{10}$

C $\frac{3}{7}$

A "Close" button is visible in the bottom right corner.

12. You can use the green circle with the plus sign to add it to your test. The plus sign will change to a checkmark to denote its addition to the assessment. If there are any associated graphics, resources, or passages, those will also be added to the test at this time. They do not need to be added separately.

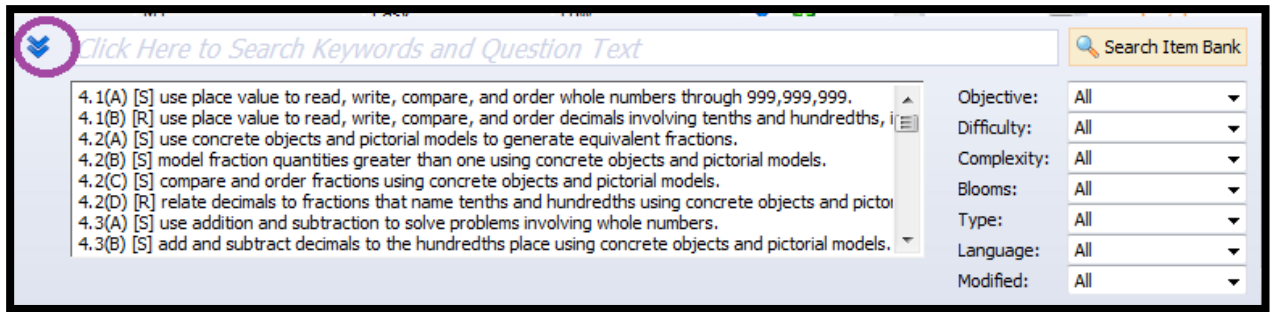
The screenshot shows the same item bank interface as above, but with a different table of items:

Constructed Response	4.13(A)	M5	Medium	Medium	↓ +
Selected Response	4.2(D)	M1	Medium	Medium	↓ +
Selected Response	4.2(D)	M1	Easy	Low	↓ +

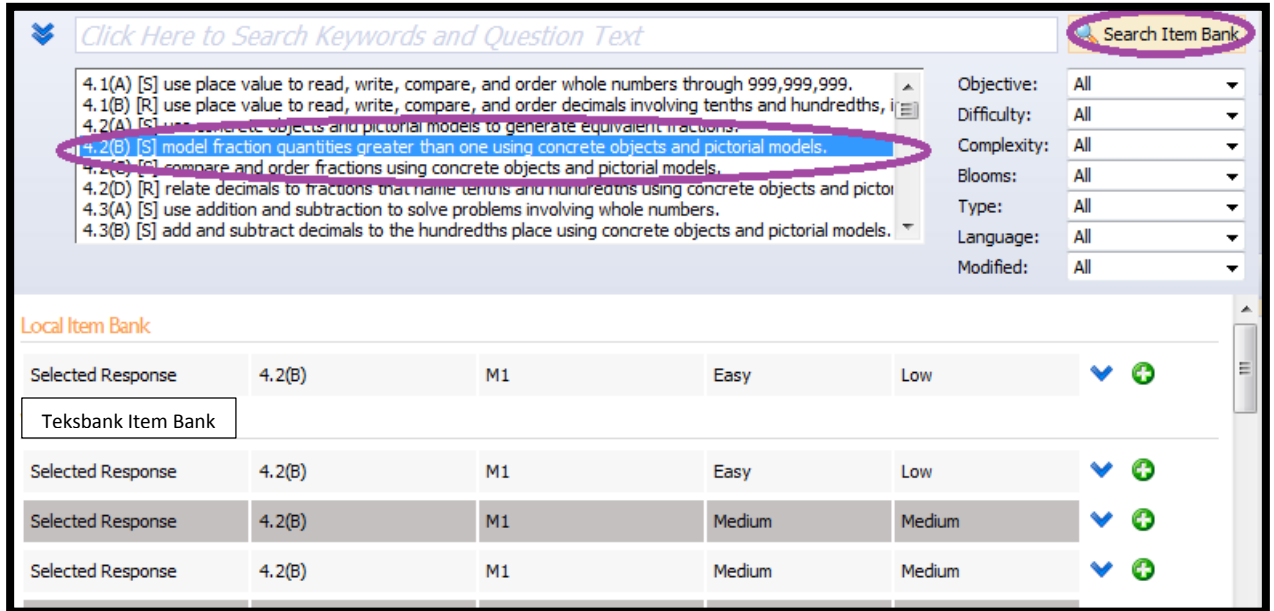
The plus sign in the third row is circled in purple. The question preview is not visible in this screenshot.

13. The best way to search the item bank is by using the advanced options. To view these, click on the two double blue arrows on the left-hand side. This will allow you to search by SE, as well as

give you several other options to narrow down your selections.



14. To view associated questions, select an SE (one at a time), then click on 'Search Item Bank'.



15. You can preview and add questions just as you added them earlier, by clicking on the blue arrow and green plus sign.

16. When you are done, click on 'Close' in the bottom left-hand corner to close the Item Bank. You should now be able to view your test as it would print.

17. To edit or remove a question, hover your mouse over the item and select the green pencil icon. A new editing window will drop down. You can make changes to the question or click 'Remove' in the bottom right-hand corner to remove it completely.

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