Directions for completing the online form to request access to MI-CSS *powered by* OSCAR Classroom

MI-CSS *powered by* OSCAR Classroom permits teachers to use performance and written-response assessments in a reliable and cost-effective manner. These can be some of the most useful forms of student assessment, and teacher collaborative scoring of student work is among the most powerful professional learning in which teachers can engage. MI-CSS *powered by* OSCAR Classroom permits teachers to use performance and written-response assessments to improve instruction and student learning.

This document is designed to provide definitions for each of the MI-CSS Application Fields to help ensure that your account represents your educational experience and classroom composition as accurately as possible. Please reference the sections below each section for brief descriptions of the application data fields.

<u>Personal Information</u>:

Personal Information

1   First Name:

Last Name:

2   Email:

3   Phone:

(   )   -

1   Please provide your first and last name. The site will automatically generate a private username with your account, once logged in, to maintain appropriate privacy around teacher identities. You will be recognized by other educators in MI-CSS according to that private username.

2   Please provide your professional email address. MI-CSS will automatically generate emails to indicate when assessments in your discipline area and grade level are ready for scoring.

3   Please provide a phone number, which will allow MI-CSS Administrators to communicate with you, in the event there are any questions or need for assistance.
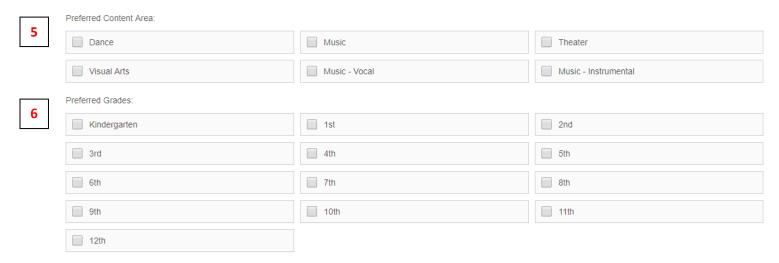
District & System Information:

District:

4

District and System Information

District:

_____ ▼

4 Please select your School District from the dropdown. If you begin typing your District name, the dropdown options will refresh with each letter, until your District is viewable and able to be clicked. Non-Public school teachers, please select, "Non-Public Schools."

System Information:

5

Preferred Content Area:

| ☐ Dance | ☐ Music | ☐ Theater |
| ☐ Visual Arts | ☐ Music - Vocal | ☐ Music - Instrumental |

6

Preferred Grades:

☐ Kindergarten	☐ 1st	☐ 2nd
☐ 3rd	☐ 4th	☐ 5th
☐ 6th	☐ 7th	☐ 8th
☐ 9th	☐ 10th	☐ 11th
☐ 12th		

5 Please select, at minimum, the content area of the class(s) for which you intend to upload student work for scoring, and then all additional disciplines for which you are qualified and interested in collaboratively scoring another teachers' student work.

6 Please select, at minimum, the grade level of the class(s) for which you intend to upload student work for scoring, and then all additional grade levels for which you are qualified and interested in collaboratively scoring another teachers' student work.

<u>Role:</u>

7

Role:

[▾]

7 Please select the role aligned with your preferred activity on the MI-CSS site. (See definitions below.)

- **Teacher (+ Second Reader)**: This role is defined as a teacher intending to both upload and score personal student work, as well as collaboratively score other teachers' student work. Teachers uploading student work are expected to score the student work of other teachers.

- **Second Reader**: This role is defined as a building or district administrator or educator, without personal student work to upload and score, who is interested and qualified to collaboratively scoring other teachers' student work.

- **Teacher (+ Second Reader) + Resolution**: This role is defined as a teacher intending to both upload and score personal student work, collaboratively score other teachers' student work, and are interested and qualified to act as a resolution scorer, in the event that the Teacher and Second Reader Scores do not agree. (The role of Resolution Reader will be assigned to interested educators by the MI-CSS site administrator, on an as-needed basis.)

- **Resolution Reader**: This role is defined as an educator interested and qualified to act as a resolution scorer, in the event that the Teacher and Second Reader Scores do not agree. (The role of Resolution Reader will be assigned to interested educators by the MI-CSS site administrator, on an as-needed basis.)

Once your application is received, the MI-CSS site administrators will review your application and approve your site access based on a combination of the site role you requested, and the roles currently required to facilitate the scoring of student work at that time. That approval will generate an automatic email message from MI-CSS, instructing you on how to access the MI-CSS site portal, how to login, and how to establish your individual, secure password.

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**For questions please contact Jason O'Donnell, at
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