



## Frequently Asked Questions (FAQs)

Click a question below to navigate to that part of the document.

### Contents

General.....	2
Q: What is CIITS? .....	2
Q: Who is CIITS for? .....	2
Q: How do I request access to CIITS?.....	2
Q: How do I log in to CIITS?.....	2
Q: What will I find in CIITS?.....	2
Q: How do I navigate within CIITS? .....	2
Q: How much does CIITS cost?.....	3
Q: How does CIITS differ from Infinite Campus? .....	3
Q: How often is CIITS updated? .....	3
Q: Can I revise my RTtT plan? .....	3
Q: How do I access prior year data? .....	3
Standards .....	3
Q: How do I access the deconstructed standards?.....	3
Instructional Materials.....	3
Q: I notice a number in parentheses on the Materials and Standards tabs on some pages. These numbers change from page to page. What do these numbers indicate?.....	3
Q: How can I tell exactly what an instructional resource entails?.....	4
Q: I notice a link for “My Materials” and “Recommend Materials.” What are these for?.....	4
Q: What do I need to access the SAS Curriculum Pathways instructional resources? .....	4
Q: What do I need to access the KET EncycloMedia: Discovery Education instructional resources? .....	4
Q: How can I save KET EncycloMedia: Discovery Education resources for use in my classroom? .....	4
Q: How is CIITS different from KET’s EncycloMedia?.....	4
Q: What’s ahead for CIITS? .....	5
Assessments.....	5
Q: What interim assessment data is available in CIITS? .....	5

## General

### Q: What is CIITS?

**A:** CIITS stands for the Continuous Instructional Improvement Technology System and is a searchable database of academic standards, instructional resources and supports in a technology platform. This tool will provide a new, 21st-century experience for teachers and they plan and design instruction for continuous improvement. The vision is for CIITS to become a “one-stop shop” for everything a teacher needs for highly-effective teaching and learning in the classroom.

### Q: Who is CIITS for?

**A:** CIITS is intended for use by Kentucky public school educators, public school and district staff, and Kentucky Department of Education staff.

### Q: How do I request access to CIITS?

**A:** District users can request access to CIITS by completing the CIITS District User Access Request form and submitting it to the KSIS or CIITS point of contact in their district/school. Kentucky Department of Education staff can request access to CIITS by completing the CIITS KDE User Access Request form. Visit the [CIITS Login Support page](#) for more information.

### Q: How do I log in to CIITS?

**A:** CIITS is accessible to all Kentucky public school educators from anywhere, 24 hours a day, seven days a week through any Internet-connected computer equipped with a modern browser. You may login to CIITS by navigating to: <https://ciits.kyschools.us> choosing your district, and entering your CIITS username and password. Visit the [CIITS Login Support page](#) for more information.

### Q: What will I find in CIITS?

**A:** In CIITS, teachers are able access the *Kentucky Core Academic Standards* in English/Language Arts and Mathematics, the corresponding deconstructed standards/learning targets, *Program of Studies*, *Core Content for Assessment 4.1* and directly linked, aligned, high-quality, multi-media instructional resources from KET EncycloMedia: Discovery Education and SAS Curriculum Pathways. These classroom materials are designed to engage students in learning and reinforce the standards being taught.


The system also contains Kentucky Standard for World Language Proficiency, Early Childhood Standards, Kentucky Technology Standards, ISTE National Educational Technology Standards and AASL Library Standards.

### Q: How do I navigate within CIITS?

**A:** The system is broken into four modules which are listed in the blue ribbon across the top of the page: 1) School & District Data, 2) Classrooms, 3) Assessment Admin, and 4) Educator Development. Scrolling over the module name will allow you to see the functionality available within each module.

On the CIITS homepage you will find various webparts including:

- CIITS Training/Resources: access training materials and training opportunities
- Reported Issue Notifications: view issues affecting system functionality
- CIITS News and Views: view what new in CIITS
- Key Performance Indicator Overview: view KPIs for an institution/drill-down based on student subgroups
- State Reports: view state reports
- Find Standards and Materials: search for standards or materials by subject or grade
- Related Resources: access other resources such as KET Encyclomedia, Assist, etc
- My Classroom (*Teachers only*): access class sections and student rosters, the Lesson Planner tool and student groups

You may return to the CIITS home page at any time by clicking on the red schoolhouse icon. 

### Q: How much does CIITS cost?

**A:** CIITS is provided at no cost to all Kentucky public school teachers and educators.

### Q: How does CIITS differ from Infinite Campus?

**A:** Infinite Campus is the authoritative source for student-level information. Infinite Campus feeds data into CIITS to provide the student-level data necessary for instructional improvement. Our goal is single data entry of student-level information shared between the two systems. Linking KDE's data platforms ensures districts benefit from the functionality in each technology system.

### Q: How often is CIITS updated?

**A:** Data used to populate CIITS is extracted from Infinite Campus. CIITS is updated once a week on Monday nights. Data must be entered into Infinite Campus by close-of-business each Friday to be included in the following week's refresh. Roles and permissions are updated in CIITS for existing staff on a daily basis.

### Q: Can I revise my RTtT plan?

**A:** Yes, through ASSIST.

### Q: How do I access prior year data?

**A:** For information regarding viewing data from previous years see the [New School Year Resource Guide](#).

## Standards

### Q: How do I access the deconstructed standards?

**A:** For nearly a year, the Kentucky Content Leadership Networks worked to deconstruct or break down the Common Core Standards in English/Language Arts and Mathematics into specific student learning targets. In CIITS, the deconstructed standards are loaded as resources tied to a particular standard. You may access the deconstructed standards two ways:

- 1) By drilling down through the Standard, Strand (E/LA) or Domain (Mathematics) or grade level standard. Click on the number in the resources column to show a list of resources associated with that standard. The deconstructed standard will appear at the top of the list and is indicated with an asterisk.
- 2) By searching for materials by subject and grade on the home page. All associated deconstructed standards will appear at the top of the list of instructional resources and are indicated with an asterisk. Click on the title of the deconstructed standard and a new window will open up. Under Content, click on the PDF link to see the deconstructed standard and learning targets in the format established by Kentucky's Content Leadership Networks.

## Instructional Materials

### Q: I notice a number in parentheses on the Materials and Standards tabs on some pages. These numbers change from page to page. What do these numbers indicate?

**A:** The number in parentheses on the tab represent the number of clickable areas within that part of the system (based on what level of the standards you are in) and is not reflective of the actual number of standards or materials per content area.

It is important to keep in mind that in the *Common Core State Standards* there are multiple levels in the standards within each content area:

- English/language arts: College and Career Readiness Anchor Standard>Strand> grade-level standard and number or letter (level) where appropriate.
- Mathematics: Standards for Mathematical Practice>Standards for Mathematical Content> Domain> Cluster>grade-level standard and number or letter (level) where appropriate.

Following an initial search by subject and grade level, users can find a drop down menu on the left side of the page if they would like to refine their search using one of these additional parameters.

### Q: How can I tell exactly what an instructional resource entails?

**A:** Once you click on the title of a resource, you can see information about the resource creator, publisher, format, a brief description and a list of all the standards it aligns with. Under the Content section you will also see a link to a URL that will take you directly to the resource where you can preview the material and decide whether you would like to use it. Note: KET EncycloMedia requires you to log in to view the resource.

### Q: I notice a link for “My Materials” and “Recommend Materials.” What are these for?

**A:** Clicking on the “Save to My Materials” link will allow users to save resources to a bank called My Materials. This is a personal materials bank where they can save and store materials indefinitely.

Currently users can recommend a material by clicking on the “Be the first to recommend” link and then access a list of suggested materials for their classes.

### Q: What do I need to access the SAS Curriculum Pathways instructional resources?

**A:** No additional login is required to view SAS Curriculum Pathways instructional resources from within CIITS.

### Q: What do I need to access the KET EncycloMedia: Discovery Education instructional resources?

**A:** To access KET EncycloMedia: Discovery Education instructional resources, users will need a KET EncycloMedia: Discovery Education account. If a user already has a KET EncycloMedia account, a new account is not necessary. If users do not have an account with KET EncycloMedia: Discovery Education, they will be required to create one. To create a new account, users need to contact their school/district KET EncycloMedia: Discovery Education administrator, who can provide them a passcode, or they can contact their regional [KET Education Consultant](#). Once users create their accounts, they will be prompted for their username and password when they attempt to access KET EncycloMedia: Discovery Education materials.

### Q: How can I save KET EncycloMedia: Discovery Education resources for use in my classroom?

**A:** Teachers may access KET EncycloMedia: Discovery Education resources through live streaming via the Internet or by downloading the materials to their local machine or network folders. To download a resources, right-click on the download icon (or control-click if using a Mac) and choose “Save Target As...”

### Q: How is CIITS different from KET’s EncycloMedia?

**A:** KET EncycloMedia is a portal for accessing high-quality digital resources from several online instructional repositories including Discovery Education. Currently, CIITS provides an alternative pathway for accessing Discovery Education resources. Eventually, however, CIITS will also contain student level data that will allow teachers to correlate student needs with available resources and differentiate instruction more easily. This feature will make CIITS a tool for continuous instructional improvement.

KET partnered with the Kentucky Department of Education to make KET EncycloMedia: Discovery Education resources available through both CIITS and KET EncycloMedia, though the deconstructed standards/learning targets appear only in CIITS.

Through the CIITS interface with KET EncycloMedia: Discovery Education website, you may access all of Discovery Education’s downloadable/streamable videos, still photos, clip art, quizzes, lesson plans, and many other related resources in ALL content areas, all aligned to Kentucky academic standards and at no charge to schools or districts. Additional vendor materials will be available in future phases.

## Q: What's ahead for CIITS?

**A:** As a 21st-century technology platform designed to support instructional improvement, CIITS will be continuously evolving.

Each step along the way, we anticipate the system will be more interactive and helpful to you as you plan your lessons and design instructional experiences for your students. We'll also be providing professional development to be sure you know how to utilize CIITS to the fullest extent.

## Assessments

### Q: Can I send results from assessments that I create in CIITS to my Infinite Campus gradebook?

**A:** Yes, Express Tests created in CIITS may be set up to export to Infinite Campus gradebook. Refer to the [Gradebook Submissions](#) training document for details.

### Q: What interim assessment data is available in CIITS?

**A:** NWEA – MAP data is available in CIITS for the 2010-2011 school year to present. The data is loaded directly to CIITS by the vendor **weekly** and assessment results are available each Monday for districts that have completed the [data authorization agreement](#).

Discovery Education Assessment – DEA (formerly PASS, Thinklink) data is available in CIITS from the 2011-2012 school year to present. The data is loaded directly to CIITS by the vendor **quarterly** for districts that have completed the [data authorization agreement](#).

Renaissance Learning - STAR – data is available in CIITS from the 2012-2013 school year to present. The data is loaded directly to CIITS by the vendor **daily** for districts that have completed the [data authorization agreement](#).