

February 2014



**Continuous
Instructional
Improvement
Technology
System**

CIITS News You Can Use

CIITS News, a supplement to the KSIS & More newsletter, is focused on CIITS data quality. CIITS data comes from Infinite Campus, Kentucky's Student Information System (KSIS); therefore, it is important to know how KSIS data is used and the critical need for accuracy.

Did you know?

Using CIITS, results from both Express tests and manually-created tests can be set up to export automatically to the primary teacher's Infinite Campus gradebook. Refer to the [CIITS Gradebook Submissions Training Guide](#) for more information.

Reminder: Employee separation and CIITS accounts

All individuals who have a district employment assignment and a valid kyschools.us email address entered in Infinite Campus automatically receive a CIITS user account.

Upon an employee's separation from the district, districts should end date all of the employee's district employment record(s) and district assignment record(s) in Infinite Campus. Click path: Census > People > District Employment; Census > People > District Assignments. Failure to end date all of the employee's district assignments will result in the individual's CIITS account remaining active.

CIITS global password reset – message to users who have not taken required action

Each CIITS user received notification of the global password reset for CIITS user accounts and a link to reset his/her user account password.

If you have not reset your password, please open the Jan. 10, 2014, message from Pearson Schoolnet and click on the link, provided within the e-mail, to reset and activate your password. To help you locate your email, it was sent from "noreply@schoolnet.com" with subject line "Update your CIITS password."

If you have any questions or concerns, please contact [Maritta Horne](#) at 502-564-2020, ext. 2478.

Race to the Top CIITS usage calculations



For individuals with a default role of Staff, Pearson/SchoolNet uses the following business requirements to guide calculations for Race to the Top metrics.

Metric: *Percentage of teachers who create and publish lesson plans through the Continuous Instructional Improvement Technology System (CIITS).*

Requirement: Only users who have the default role of Teacher are included in this metric.

Metric: *Percentage of educators who have used the Assess Admin module to create assessments: a) leadership or teacher default role or b) staff default role with either the Test Item Admin or Assessment Manager custom role assigned.*

Requirement: Only users who a) have a default role of Leadership, Teacher OR b) users who have a default role of Staff AND who have either the Test Item Admin or Assessment Manager custom role assigned are included in the metric.

Metric: *Percentage of educators who have used the School & District Data module to view key performance indicators to create reports to make decisions impacting classroom teaching and learning.*

Requirement: Only users who a) have a default role of Leadership or Teacher OR b) users who have a default role of Staff AND who have the Materials Approver custom role assigned are included in the metric.