

Anthology Portfolio (formerly Chalk and Wire)
Guide for Faculty

Reviewing Student Results in Anthology Portfolio

The College of Education and Human Services will begin using Anthology Portfolio in the fall of 2021 as our comprehensive assessment and accreditation management system. All key assessments, edTPA portfolios, clinical assessments and certification requirements will be collected, processed, and stored in Anthology Portfolio. This platform is where faculty, mentors and cooperating teachers will enter the evaluations of teacher candidates and clinical interns. Likewise, all teacher candidates will use Anthology Portfolio to submit key assessments, review the evaluations from faculty, CTs and Mentors, submit time logs, and upload and submit their edTPA portfolios.

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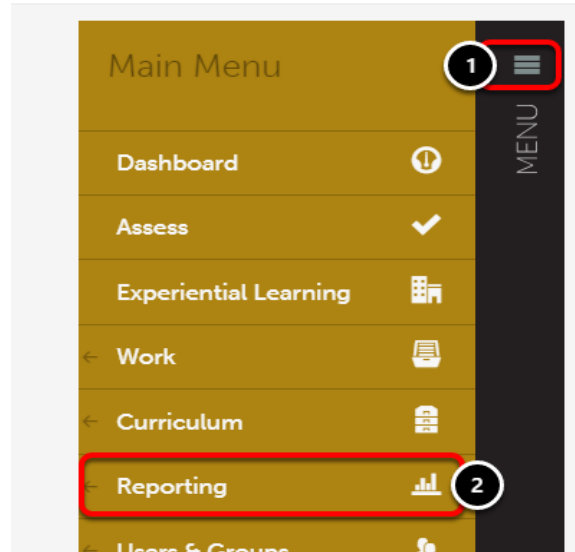
View Student Results via Reporting Menu

The **Student Results** feature allows Assessors to locate and review assessments by submission date. Assessments can be filtered by assessment instrument, assessor, student, and/or standard section. If you are an Assessor, you will only see your own results.

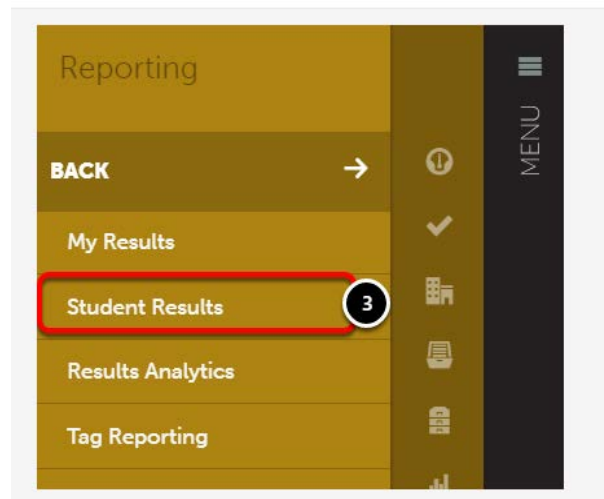
1. Access Student Results

Step 1. Click on the **Main Menu** icon

Step 2. Select **Reporting**



Step 3. Select **Student Results**



Step 4. Information about the page and its contents will appear along the top of the screen. This information will include the **number of submissions**, **number of assessed submissions**, the **mean score** and the **median score**.

Step 5. The submissions/assessments will be visible on the screen in the table.



Assessment Results

Show Bulk Actions Export Return

SUBMITTED: 4 # ASSESSED: 3 MEAN: 3.57 MEDIAN: 3.70

Student #	Assessor	Table of Contents	Section	Assessment Instrument	Submitted	Assessed	Score	Grade (%)
Dorrington, Mike	Snyder, Dani	Elementary Education	Reflection and Self-Assessment	Unit Plan Self-Assessment	2014-07-03 15:06	2014-07-03 15:31	3.7	
Dorrington,	Snyder, Dani	Visual Arts	Visual Arts	Visual Arts Final	2014-07-07 16:30	2014-07-10	4.0	



Don't see the submissions/assessments for which you are looking? Use the steps below to broaden your search parameters.

Use 'Results Search' Options to Broaden Search Parameters

If you do not see the submissions/assessment for which you are looking, you can broaden your search parameters and perform a new search.

Assessment Results

Show Bulk

SUBMITTED: 5 # ASSESSED: 0 MEAN: - MEDIAN: 0.00

Results Search

From: 7/4/2018 To: 7/19/2018

Included assessments are based on submitted date.

Assessment Instrument: None chosen
Assessor: None chosen
Student: None chosen
Outcome: None chosen

Held Scores: Include Held Scores
Reliability Assessment Scores: Exclude Reliability Scores
Resubmission Requests: Exclude Resubmission Requests

Display Results Seen Status
Make These Options My Default
Search

1. Click on the **Results Search** button to reveal the filtering options.
2. Select the **date range** for the submissions you wish to see.

3. Select the Assessment Instrument, the Assessor, the Student, and/or the Outcome. You can also choose whether or not you wish to include Held Scores, Reliability Scores and/or Resubmission Requests in your search.
4. Select to display which **assessment results have been viewed** by the student.
5. Optional - Select to make these selections your **default search parameters** each time you arrive on this screen.
6. Click the **Search** button.

2. Reveal Assessment Options

Click anywhere on the Assessment to reveal additional options: **View Assessment Instrument, View Table of Contents, View Summary, View Details, Download Portfolio as PDF, Download as PDF with Files, Work, Transfer, Delete, Annotations, View Student Info, and View Assessor Info.**

Student	Student #	Assessor	Table of Contents	Section	Assessment Instrument	Submitted
harrism.tst		Harris, Melissa	P-12 Subject Area	Professional Dispositions Assessment	Professional Dispositions	2021-07-29 07 NORMAL
harrism.tst		Harris, Melissa	P-12 Subject Area	The Unit Plan Assignment	Unit Plan Lesson Plan Common Rubric	2021-07-29 07 NORMAL
harrism.tst		Harris, Melissa	Early Childhood and Elementary Education	Professional Dispositions Self Assessment	Profes	2021-07-29 08 NORMAL
harrism.tst		Harris, Melissa	Early Childhood and Elementary Education	Professional Dispositions Self Assessment	Profes	2021-07-29 08 NORMAL
harrism.tst		Harris, Melissa	P-12 Subject Area	Professional Dispositions Self Assessment	Profes	2021-07-29 08 NORMAL
harrism.tst		Harris, Melissa	Early Childhood and Elementary Education	The Portrait of Teaching and Learning Assignment	edTPA Learning Rubric	2021-08-03 07 NORMAL
harrism.tst		Harris, Melissa	Early Childhood and Elementary Education	Professional Dispositions Self Assessment	Profes	2021-08-03 07 NORMAL
harrism.tst		Harris, Melissa	P-12 Subject Area	Professional Dispositions Self Assessment	Profes	2021-08-03 07 NORMAL
harrism.tst		Harris, Melissa	P-12 Subject Area	The Unit Plan Assignment	Unit P	2021-08-03 12 NORMAL
harrism.		Harris,	P-12 Subject Area	edTPA Lite Assignment	edTPA Lite/Portrait of Teaching and	2021-08-04 07 NORMAL

View Assessment Instrument

View Table Of Contents

View Summary

View Details

Download Portfolio As PDF

Download As PDF With Files

Work

Reassess

Transfer

Delete

Annotations

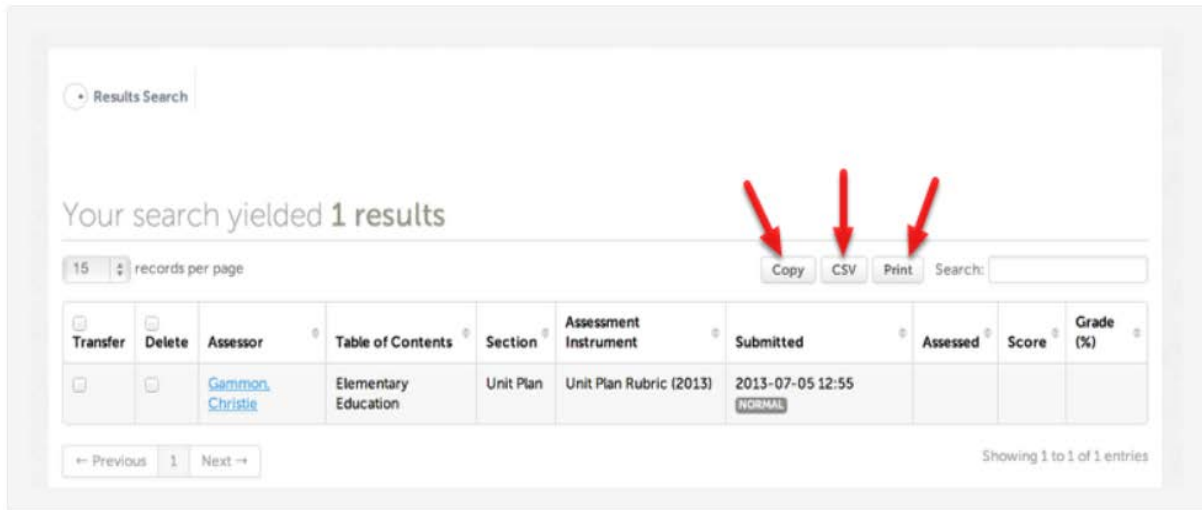
View Student Info

View Assessor Info



Certain options will not appear for various assessments. For example, if the submission does not contain student work (manual assessments, external assessments) the options to download the portfolio will not be available.

3. Export Student Results



To export the information outside of Anthology Portfolio, you can use the following options:

- **Copy:** Use the **Copy** button to copy the Results table to your clipboard.
- **CSV:** Use the **CSV** button to download a CSV file to your computer.
- **Print:** Use the **Print** button to load a print-friendly view of the Results table.

View Student Results Via Assessment Instrument

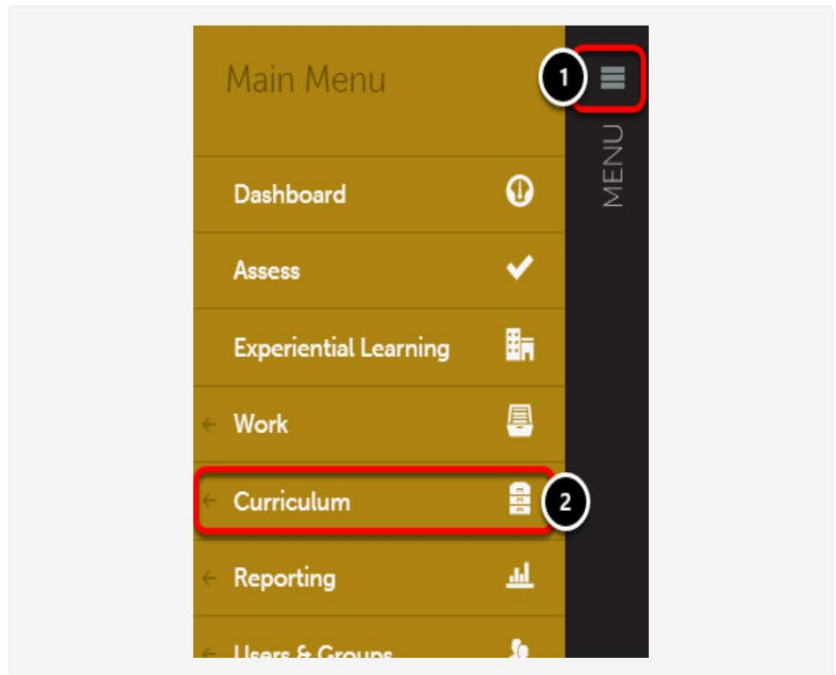
Locating results for all assessments made using a specific Assessment Instrument can be done from the Assessment Instruments screen. This method of viewing results can be useful for locating incomplete or pending assessments on an instrument. It can also be useful for viewing the number of submissions made to the instrument, number of assessments made using the instrument, as well as the mean and median on the assessments.



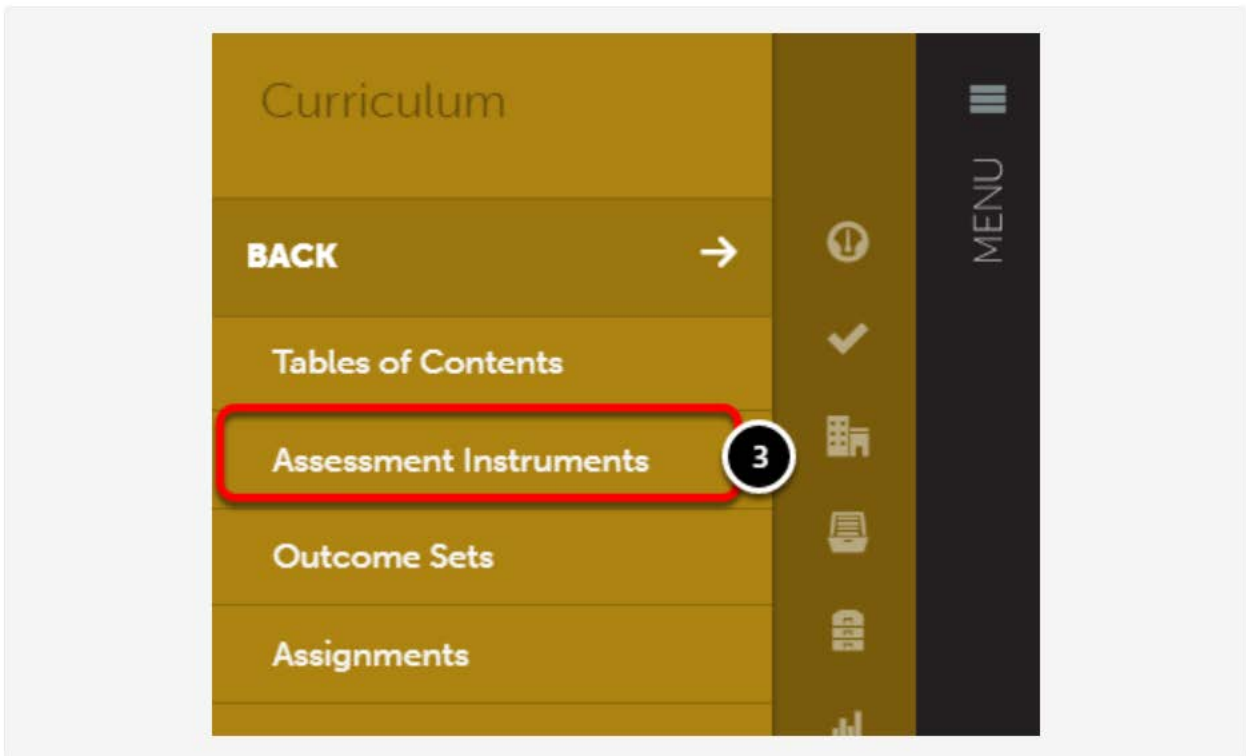
If you are an Assessor, you will **only** see your own results. If you are an Administrator, you will see all student results. IF you are given Admin Override privileges you will be able to see results of other students.



- Step 1. Click on Main Menu
- Step 2. Select Curriculum

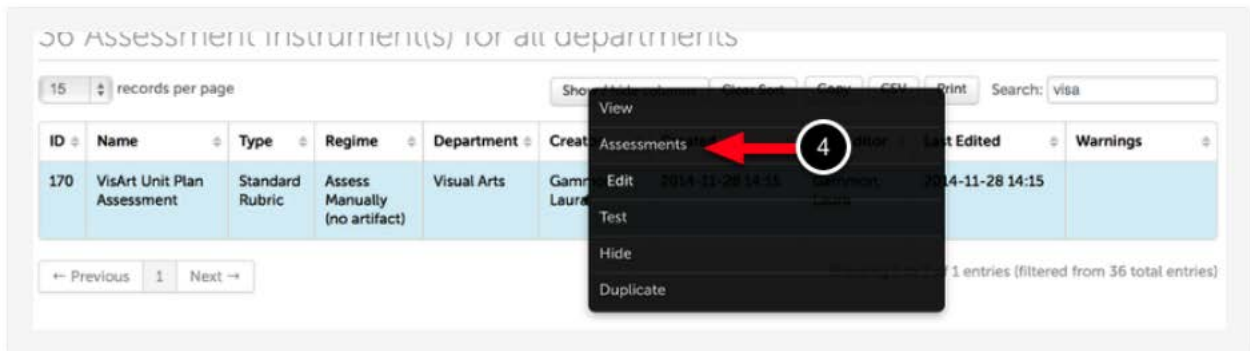


- Step 3. Select Assessment Instrument



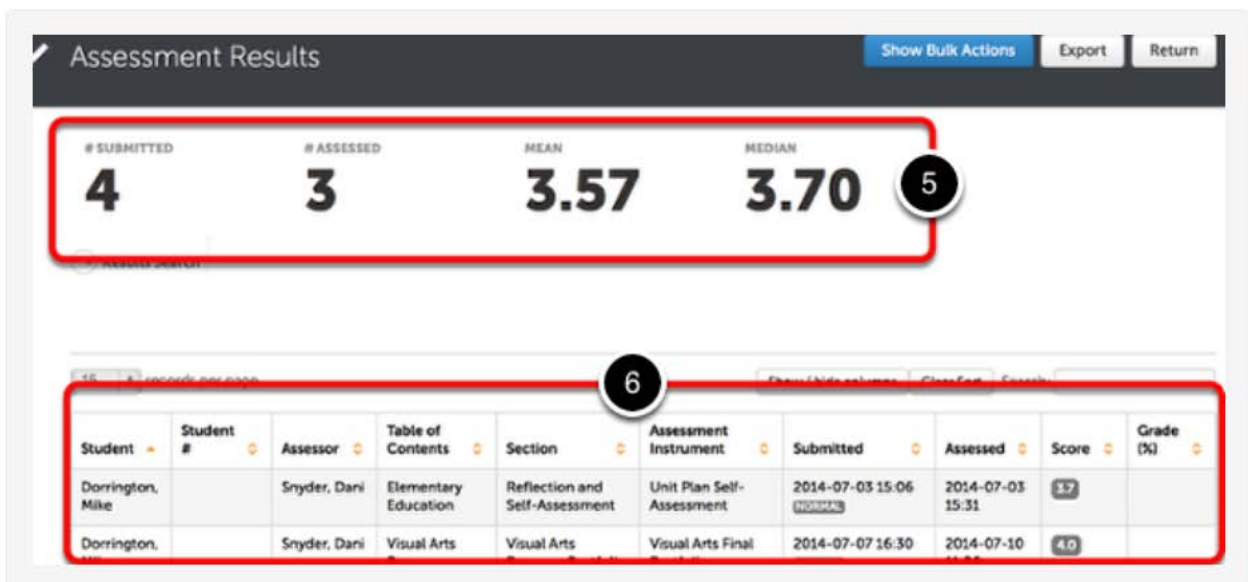


Step 4. Locate the Assessment Instrument that you would like to view and click on it to reveal its options. Select **Assessments**.

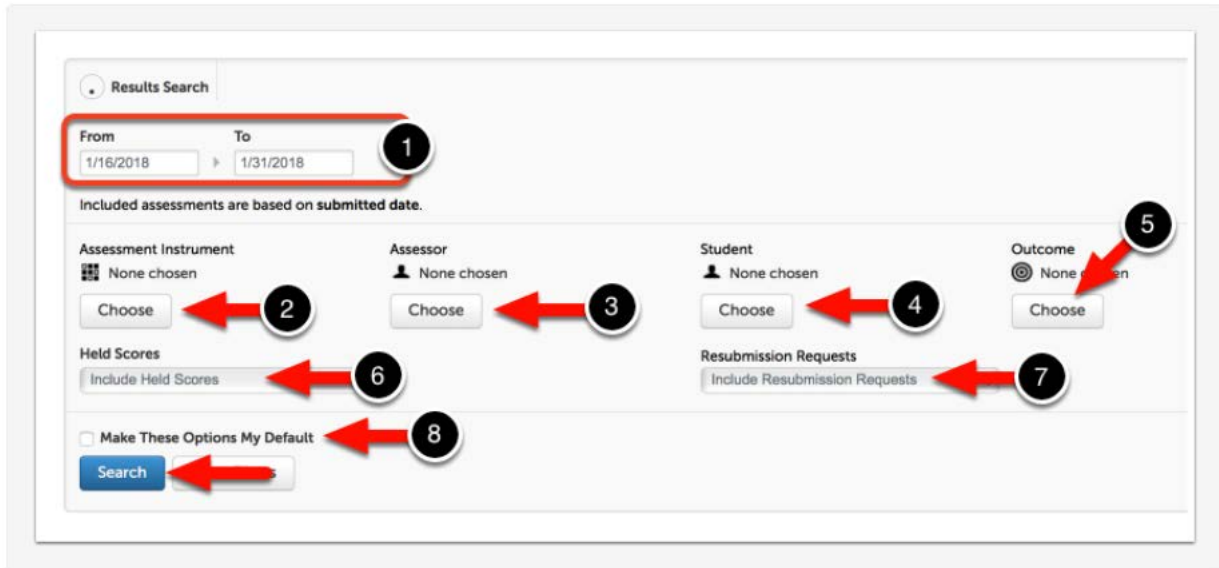


Step 5. Information about the page and its contents will appear along the top of the screen. This information will include the **number of submissions**, **number of assessed submissions**, the **mean score** and the **median score**.

Step 6. The submissions/assessments will be visible on the screen in the table.



If you do not see the submissions/assessment for which you are looking, you can broaden your search parameters and perform a new search.



Click on the **Results Search** button to drop down filtering options. Use this feature to filter assessments by:

1. **Submission Date Range.**
2. **Assessment Instrument.**
3. **Assessor.**
4. **Student.**
5. **Outcome or Outcome Section.**
6. Whether or not the results are **Held** (options include: Include Held Scores, Exclude Held Scores, Use Only Held Scores)
7. Whether or not **Resubmission Requests** will be included (options include: Exclude Resubmission Requests, Include Resubmission Requests, Use Only Resubmission Requests)
8. Optionally choose to save your options as **Default Search Options.**

Once you have selected your search parameters, click the **Search** button.

4. Reveal Assessment Options

> Results Search

15 records per page

Student	Student #	Assessor	Table of Contents	Section	Assessment Instrument	Submitted	Assessec
harrism, tst		Assessor, Test	Teacher Education (SAMPLE)	Unit Plan Assignment	Written Communication (Conventional SAMPLE)	2021-06-23 16:29	2021-06-16:49

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[Excel Viewer](#) / [CSV Viewer](#)

- View Assessment Instrument
- View Table Of Contents
- View Summary
- View Details
- Download Portfolio As PDF
- Work
- Reassess
- Transfer
- Annotations
- View Student Info
- View Assessor Info

On the next screen, you will be able to view all assessments made with this particular Assessment Instrument. Click anywhere on the Assessment to reveal additional options: **View Assessment Instrument, View Table of Contents, View Summary, View Details, Download Portfolio as PDF, Download as PDF with Files, Work, Transfer, Delete, Annotations, View Student Info, and View Assessor Info.**

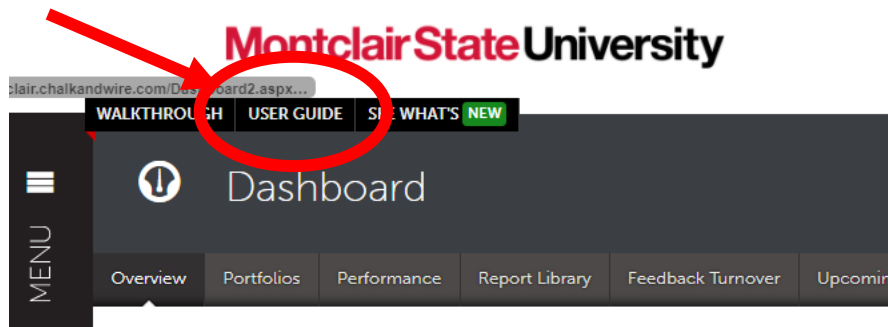


Certain options will not appear for various assessments. For example, if the submission does not contain student work (manual assessments, external assessments) the options to download the portfolio will not be available.



FAQs

- **Is there a way to log into Anthology Portfolio directly instead of through the email I received?**
- **If you have an MSU email account**, you will access Anthology through NEST. Log in using your MSU Net ID and password.
- If you **do not** have an MSU email account, go to <https://montclair.chalkandwire.com/>. **Your initial username and password is your email address.** You will be asked to change your password when you first log in. Please keep note of your log in credentials.
- **Who do I contact if I need help?**
- anthology@montclair.edu
- Anthology Portfolio has readily available User Guides available from within the system for any section. You can access these guides by clicking the **User Guide** in the upper left-hand corner screen.



- Anthology Portfolio (Formerly Chalk and Wire) support can be reached here:
cwsupport@campuslabs.com
1-716-270-0000 ext 3