

# The 'Electronic Teacher' – User Guide

**ET Version 2.0 Date: 25/02/03**

ET2 is an integrated package aimed at recording, monitoring and analysing student performance within a particular class/group, giving the teacher/lecturer instantaneous feedback and clearly indicating exceptional performance.

It also facilitates the creation of detailed, comprehensive, individual reports.

ET will help you raise standards and reduce your workload - all at the same time!

**Minimum System Requirements:** 400MHz Processor, 64Mb RAM, Windows '95, Excel '97 and Word '97

ET is comprised of six modules:

- Automated Markbook
- Analysis And Support
- Qualifications Markbook
- Automated Register
- Report Writer
- Progress Tracking

## **Automated Markbook**

ET's Markbook module allows you to record raw scores for up to six user-definable types of assessment. Any types of assessment and any types of score can be used:

Assessment:

Generic: Behaviour, Effort, Achievement, Routines....

Specific: Analysis, Design, Implementation, Testing, Evaluation...

Diverse: Primary Maths, Primary English, Primary Science...it's up to you!

Scores:

Increasing, decreasing or static numbers

GCSE, GCE letter grades (A\*, A, B...)

Letters grades with + and – signs (A+, A, A-, B+....)

National Curriculum grades (1a, 1b, 1c, 2a...)

Greek, Arabic, whatever...you choose!

ET's Markbook instantaneously calculates and updates:

Individual, group and topic averages for all chosen assessment types

Individual value-added performance based on user-defined assessment type

Identifies positive and negative exceptional performances

Topic-by-topic value-added analysis to aid formative assessment

Where appropriate, identifies C-D borderlines

Identifies and labels best and worst topics

ET turns assessment data into performance information!

## **Analysis And Support**

ET's Analysis And Support module augments the analysis carried out by the Markbook module and facilitates the recording of supplementary student information.

ET continuously carries out and updates Gender Performance analysis...both gender specific and gender difference performance...showing relevant levels in graphical and numerical forms and clearly indicating significant differences.

ET's Seating Planner allows for automatic and manual allocation of seats and provides information to indicate whether performance is related to student groupings or position and then allows these to be addressed.

Student Notes provides a facility for keeping notes on individual students that can be easily accessed by the teacher or passed on from one member of staff to another (for instance, where a technology/science student does Food Technology/Biology with one teacher and Resistant Materials/Chemistry with another).

## **Qualifications Markbook**

ET's Qualification Module facilitates the recording, monitoring and analysis of scores for students following a GCSE, A-Level or other similar course where numerical marks for coursework accumulate over time and need to be totalled up, added to the results of mock or end-of-term exams and then converted into a letter grade.

Up to six course components can be user-defined specifying marking schemes for each and cut-off points for individual grades. Marks are automatically totalled and analysed to show individual value-added scores, clearly indicating positive and negative exceptional value-added scores as well as C-D borderlines.

Scores are shown as percentages and in raw form to aid transfer to exam board forms and the module has its own separate gender analysis and seating planner systems.

## **Automated Register**

ET's electronic register records student attendance and automatically works out individual, group and gender specific attendance rates clearly indicating significantly poor attendance rates. It also automatically calculates absence and late totals.

## **Report Writer**

ET's Report Module collates details on attendance and performance from other ET Modules and helps create detailed, comprehensive, individual reports easily.

Up to five complete sets of course descriptors, male and female comments can be created...more than enough for any Key Stage, A-level or degree course.

Drop-down menus aid comment selection and then reports are mail merged which, with student details automatically inserted, constitutes a considerable saving of time and effort. It also allows the reports to be adjusted to any desired extent or even written from scratch using free text.

## **Progress Tracking**

ET's Tracking Module allows initial baseline grades and targets grades to be entered. These grades can be based on any of the assessment types specified in the Markbook Module. Current grades can be inserted periodically and the tracker module indicates the degree of progress made and clearly indicates positive, negative and static development.