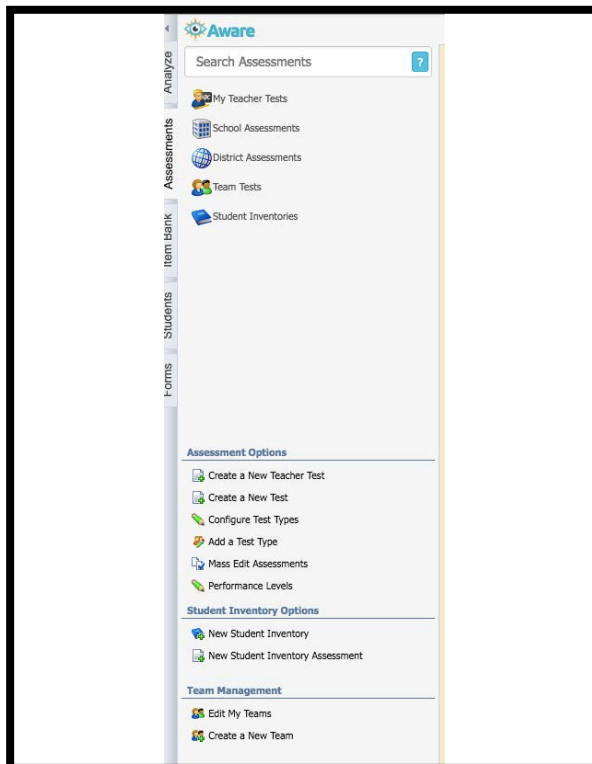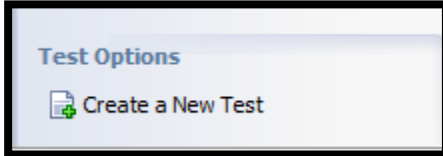## Using the TEKSBank Item Bank

1. Login to Eduphoria, as usual. Select 'Aware' from the Applications homepage.
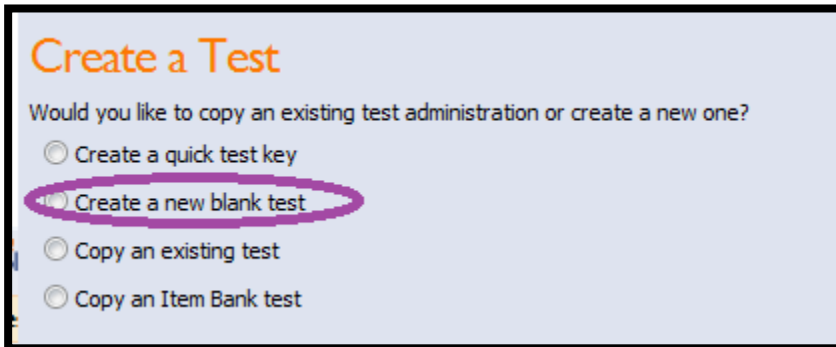

2. Select Assessments Tab

3. Click on 'Create a New Test' in the bottom left-hand corner.

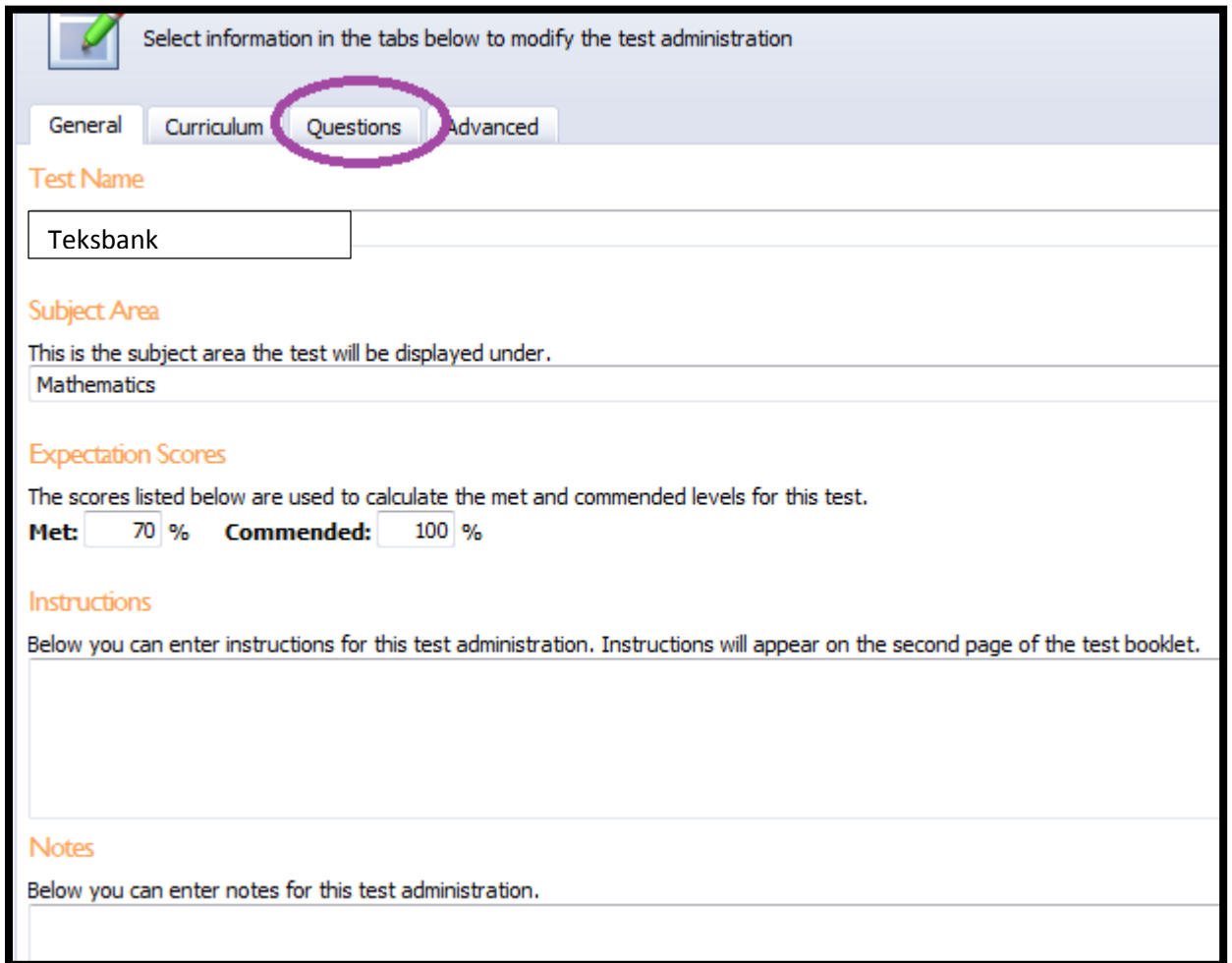**Test Options**

📄 Create a New Test

4. A wizard will open up. To build a test from scratch, using the Teksbank items, select 'Create a new blank test', and click on the 'Next' button in the bottom right-hand corner.

Create a Test

Would you like to copy an existing test administration or create a new one?

○ Create a quick test key

○ Create a new blank test

○ Copy an existing test

○ Copy an Item Bank test

5. Give your test a name and select the appropriate grade level from the drop-down list. Click 'Next'.
6. Select the appropriate subject from the folder system. Click 'Next'.
7. The wizard will now tell you, 'You're Done!' Click on the 'Finish' button in the bottom right-hand corner.

8. Your test editor will now open up on the screen. To build your test, select the 'Questions' tab near the center of your screen:

9. To find Teksbank items, select the 'Search Item Bank' button in the top, right-hand corner:
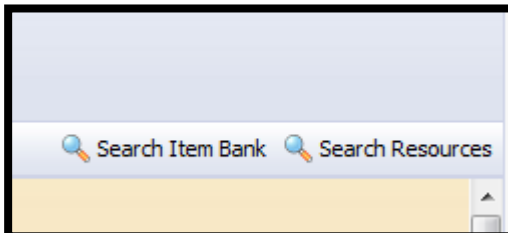
10. A new window will open up for the searching. In this mode, you can search by any keyword by entering it and then clicking on 'Search Item Bank'.

fraction						🔍 Search Item Bank
Local Item Bank						
Selected Response	4.2(B)	M1	Easy	Low	⌄	➕
Teksbank Item Bank						
Constructed Response	4.2(C)	M1	Medium	Medium	⌄	➕
Constructed Response	4.2(C)	M1	Medium	High	⌄	➕
Constructed Response	4.2(A)	M1	Easy	Medium	⌄	➕
Selected Response	4.2(A)	M1	Medium	Medium	⌄	➕
Selected Response	4.2(A)	M1	Medium	Medium	⌄	➕
Selected Response	4.2(A)	M1	Medium	Medium	⌄	➕
Selected Response	4.2(A)	M1	Medium	Medium	⌄	➕
Selected Response	4.2(A)	M1	Medium	Medium	⌄	➕
Selected Response	4.2(C)	M1	Medium	High	⌄	➕
Constructed Response	4.2(A)	M1	Hard	Medium	⌄	➕
Constructed Response	4.2(C)	M1	Medium	Medium	⌄	➕
Constructed Response	4.2(D)	M1	Easy	Low	⌄	➕

✖ Close

11. You can preview the question by clicking on the blue arrow pointing down at the right end of the row:

fraction						Search Item Bank
Selected Response	4.2(D)	M1	Easy	Low	⌄	⊕
Selected Response	4.2(A)	M1	Easy	Low	⌄	⊕
Selected Response	4.2(D)	M1	Easy	Low	⌄	⊕

1 Rick has filled 0.7 of his chart with stickers.

Which fraction is equivalent to 0.7?

A $\frac{5}{10}$

B $\frac{7}{10}$

C $\frac{3}{7}$

✕ Close

12. You can use the green circle with the plus sign to add it to your test. The plus sign will change to a checkmark to denote its addition to the assessment. If there are any associated graphics, resources, or passages, those will also be added to the test at this time. They do not need to be added separately.

fraction						Search Item Bank
Constructed Response	4.13(A)	M5	Medium	Medium	⌄	⊕
Selected Response	4.2(D)	M1	Medium	Medium	⌄	⊕
Selected Response	4.2(D)	M1	Easy	Low	⌄	✓

13. The best way to search the item bank is by using the advanced options. To view these, click on the two double blue arrows on the left-hand side. This will allow you to search by SE, as well as

give you several other options to narrow down your selections.
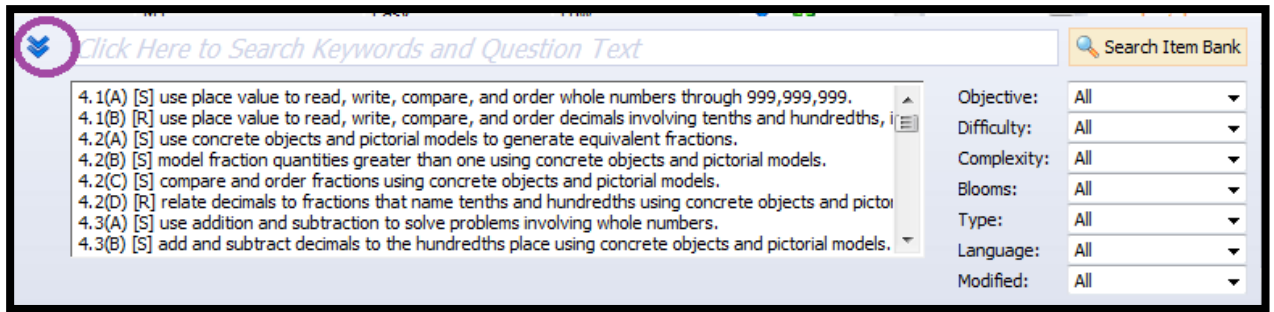
14. To view associated questions, select an SE (one at a time), then click on 'Search Item Bank'.
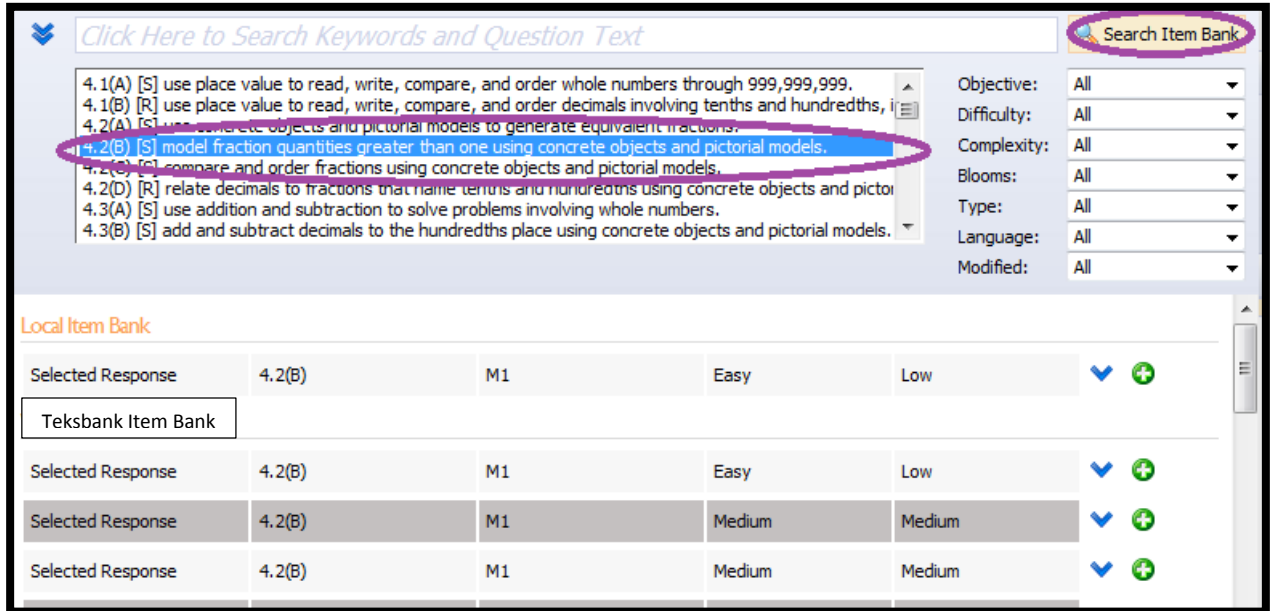
15. You can preview and add questions just as you added them earlier, by clicking on the blue arrow and green plus sign.

16. When you are done, click on 'Close' in the bottom left-hand corner to close the Item Bank. You should now be able to view your test as it would print.

17. To edit or remove a question, hover your mouse over the item and select the green pencil icon. A new editing window will drop down. You can make changes to the question or click 'Remove' in the bottom right-hand corner to remove it completely.

Modified for GRISD from:

Emily Nowlain M.ED, Certified Eduphoria Specialist, TSDS Certified Trainer

Instructional Technology and Student Data Specialist

1111 West Loop 289