

Using Brightspace + Assessment Portal for Key Assessments

Because the TEP Assessment Portal does not support file uploads, Brightspace is being used to collect all student file uploads. In general, all courses are using Brightspace for course assignments where student work is collected. If a particular assignment corresponds to a “key assessment” that is specifically needed for accreditation / accountability activity, then a two-step process is used: (1) a Brightspace assignment is used to collect uploaded files/work from students; (2) the Assessment Portal is used to record evaluations for long term reporting purposes.

If archival of student files is needed (e.g., a “high”, “expected”, and “low” performance examples for the semester) then student files can be downloaded from Brightspace and stored on a secure file server or storage service such as Box or OneDrive. In most cases, for accountability reporting, programs will need assessment data for every student, but will not need files from every student...but rather files/work that represents the contour of the evaluation data. Check with Anne Roycroft if you have any questions about accreditation reporting requirements for your program.

Below is sample wording that might be used for a “file upload” assignment in Brightspace that also requires an evaluation record in the Assessment Portal...

File Upload Assignment Template

Career Choice Rationale - File Upload

In this assignment, you will upload a Word document containing your rationale for choosing Teaching as a career. Please be as thorough as possible while limiting your document to four double spaced pages.

See the PDF document attached to this assignment that contains the rubric that will be used for this assessment.

Because this is a key assessment for our academic program, scoring for this assignment will be entered into the Purdue Teacher Education Assessment Portal. This means that there are two parts to this assignment: (1) you will upload a file in Brightspace; (2) your work will be evaluated in the *TE Assessment Portal*.

1. File Upload:

After your document is uploaded, if the document is acceptable, you will receive a score of "Complete," meaning that the file-upload portion of this assignment has been completed.

2. Assessment Portal:

Your document will be used to perform an evaluation in the Purdue Teacher Education Assessment Portal. You will receive an email message when that evaluation is complete and will be able to access the results of the evaluation here:

Purdue Teacher Education Assessment Portal
<https://discover.education.purdue.edu/eval/>
