

ACHIEVE Teacher Support Pack

Falkirk High School

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Section 1:
Student Quick Start



Student Quick Start

The quickest way for students to access ACHIEVE is by following these 3 simple steps:

1. Visit https://achieve.hashtag-learning.co.uk/
2. Sign up with an email address and password
3. When prompted students should enter the Falkirk High School code **vUUqwZym**

From here students can select all their National 5 and Higher courses, and access the Learn, Assess and Self-evaluate modules for each. More information on these modules can be found in the ACHIEVE Student Support Guide.

Teachers can optionally monitor student progress by creating a Class. The steps involved are set out later in this guide.

Further Help and Support

This guide provides a summary of the more detailed ACHIEVE help guides which can be found within the program and on our website: https://letsachieve.co.uk/support/help/

Alternatively, please feel free to contact us here: https://letsachieve.co.uk/support/contact-us/

Section 2:
Classes & Analysis



Teacher and Student Views

When accessing ACHIEVE as a teacher, there are two views available.

Student View

In the Student View, teachers see how ACHIEVE appears to students. Teachers can add courses, join classes and access the Learn, Assess and Self-evaluate modules exactly as a student would.

Teacher View

In the Teacher View, teachers have access to the following class management and analysis functions:

- Managing classes
- Analysing student evaluations
- Analysing student assessments
- Analysing course confidence
- Creating and assigning tests
- Creating test questions
- Reviewing test results
- Running Quizzers
- Award badges
- Create announcements

Teachers can switch between Student and Teacher views using the Settings cog located on the upper right-hand side of the page.

Manage Classes

You can create classes in ACHIEVE to:

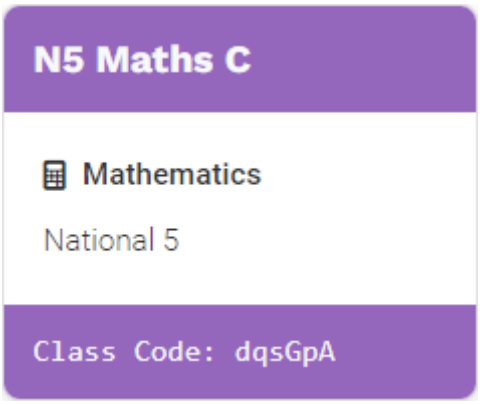
- assign tests
- review student evaluations
- check assessment progress
- review the class ratings of course concepts
- update course coverage
- create announcements
- award badges

Step 1

From the ***Classes*** menu select ***Manage Classes*** and then press the ***New Class*** button. Enter the details and press Save.

Step 2

The class you've created will have a unique Class Code. Share this with your students when they sign up for ACHIEVE.



Step 3

Students join your class by going to the ***My Courses*** menu and selecting ***Join Class***.

Analysis: Student Evaluations

Class Evaluations

View the confidence level of all students in a class.



Individual Student Evaluations

View each student's confidence level in different aspects of the course.



Analysis: Student Assessments

The Assess module gives students opportunities to test their knowledge and understanding of a Topic, a Unit or a course through a combination of multiple choice and short text response questions.

Students can use the Assess feature in two ways:

1. Responding to randomly generated questions for a given Course, Unit or Topic
2. Undertaking Tests assigned by teachers comprising pre-selected questions

Note: The information below describes assessment through randomly generated questions. To find out more about creating and assigning Tests, see our other Help guides on this topic.

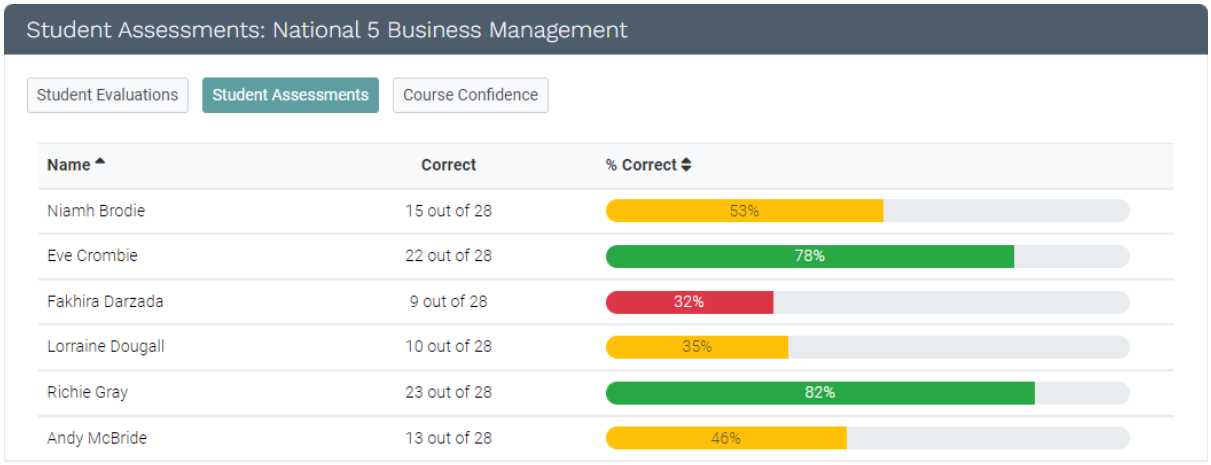
Students using Assess

Students can use the Assess module without any teacher input. They are presented with questions selected randomly from the ACHIEVE library. This means that they can sit two or more assessments on the same Topic or Unit and be presented with different questions.

Analysing Assess data

Use Assess to review the progress of each of your students, including:

- questions answered correctly / attempted
- previous assessment history
- a summary of strengths and areas for development
- comprehensive analysis of topic progress



Analysis: Course Confidence

Student evaluations are summarised by course Concept.

You can view the confidence level of the class for each course Concept. This overview is based on the individual self-evaluations of class members, and it identifies areas where learning is secure, as well as those where additional support or teaching may be required.



Section 3: Tests



Creating Tests with the Test Editor

You can create Tests which can then be assigned to Classes.

Step 1

Create a New Test, give it a name and select the appropriate Subject and Level.

Step 2

Select a Topic from the appropriate Unit.

Step 3

Questions for the Topic can be found under the 4 tabs:

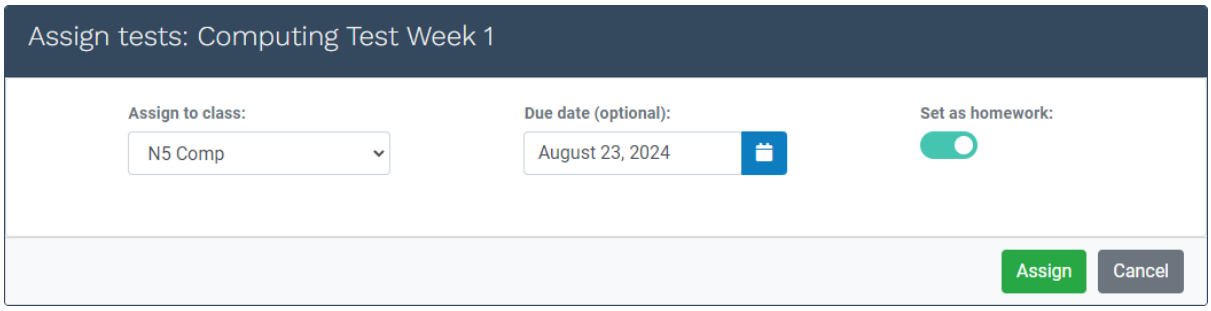
- ***Achieve Multiple Choice Questions*** - multiple choice questions from the Achieve library
- ***Achieve Text Questions*** - text entry questions from the Achieve library
- ***My Multiple Choice Questions*** - multiple choice questions created by you using the Question Editor
- ***My Text Questions*** - text entry questions created by you using the Question Editor

Select questions to be included in the Test using the switches on the right-hand side.

Select Change Topic to include questions from a different Topic, or Done to save the Test.

Assign Test

Assign a test to a class by selecting the Assign option and choosing a class from the drop-down list.



Setting a due date means that the test will also appear in a student's calendar.

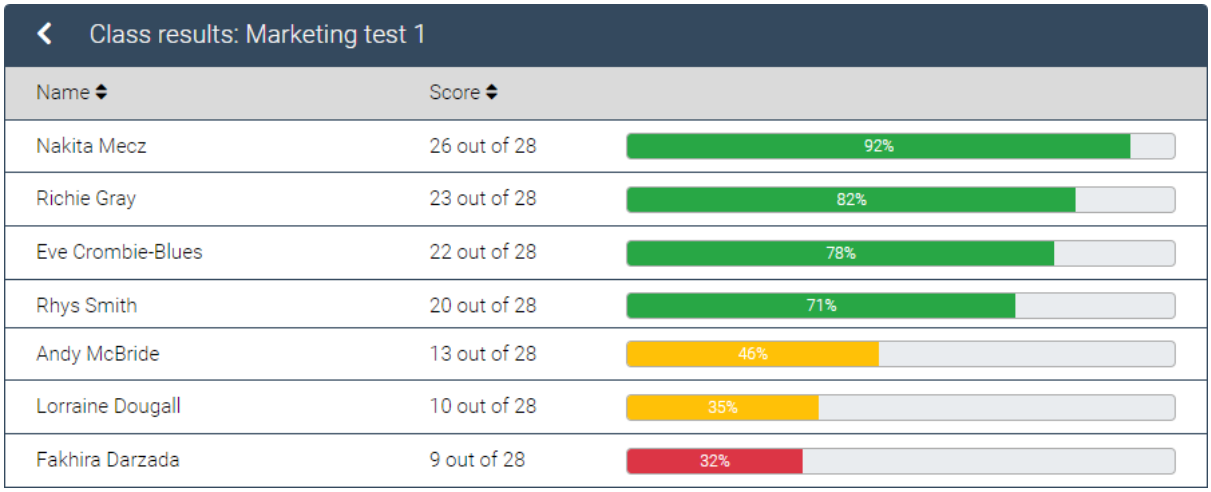
Students see tests assigned to them when they visit the Assess module, and they are also given a pop-up notification when the test is assigned.

Reviewing Student Test Results

Select Test Results from the Tests menu for a detailed analysis of student and class performance in Tests.

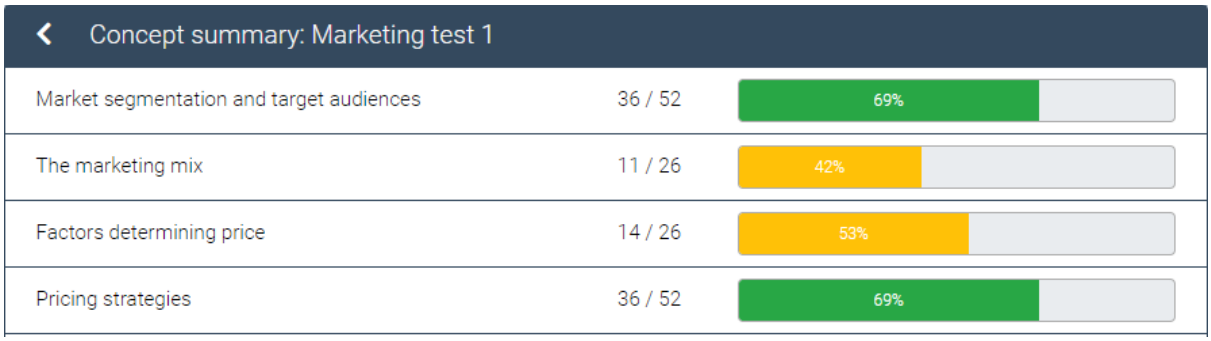
Class Overview

View a summary of all test scores, sorted by student or test score.



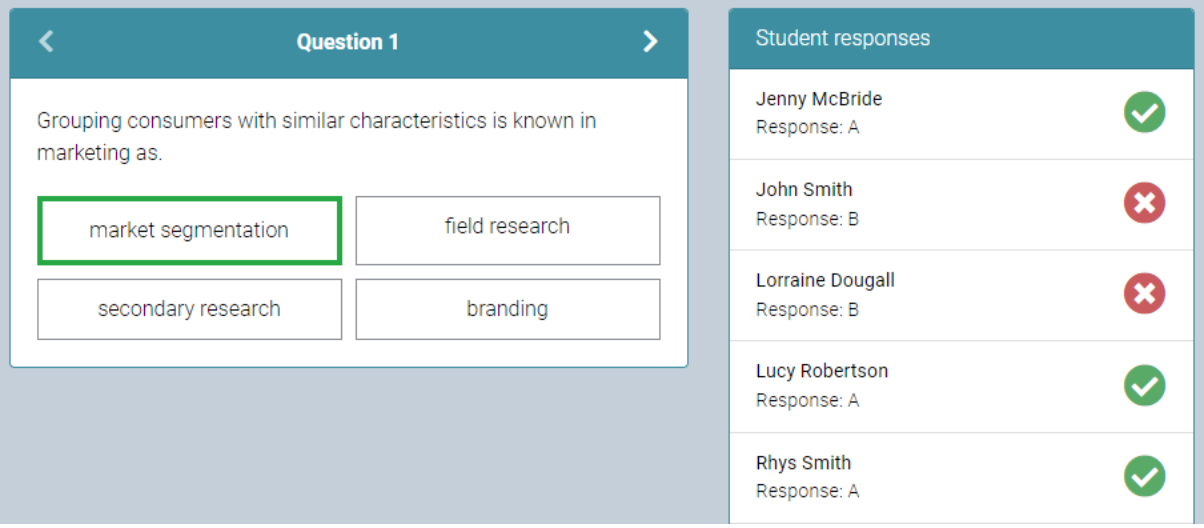
Concept summary

View the aggregate score for each concept on all questions answered by students in the class.



Question responses

View individual question responses by all students in the class.



Badges

In ACHIEVE you can award badges to acknowledge and recognise student achievements in your course.

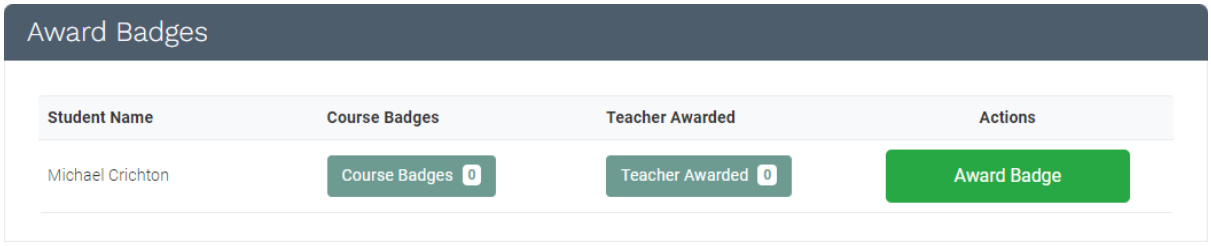
Step 1

Select ***Award Badges*** from the ***Classes*** menu.

Step 2

You will see a list of students in your class, along with their badge information:

- **Course Badges:** View any badges automatically awarded by ACHIEVE for the current course
- **Teacher Awarded:** View any badges you have previously awarded to this student in the current course



Step 3

To award a badge to a student, click the ***Award Badge*** button next to their name.

Step 4

Select an appropriate badge from the list provided and click ***Award Badge*** to confirm.

What happens next?

Once you've awarded a badge:

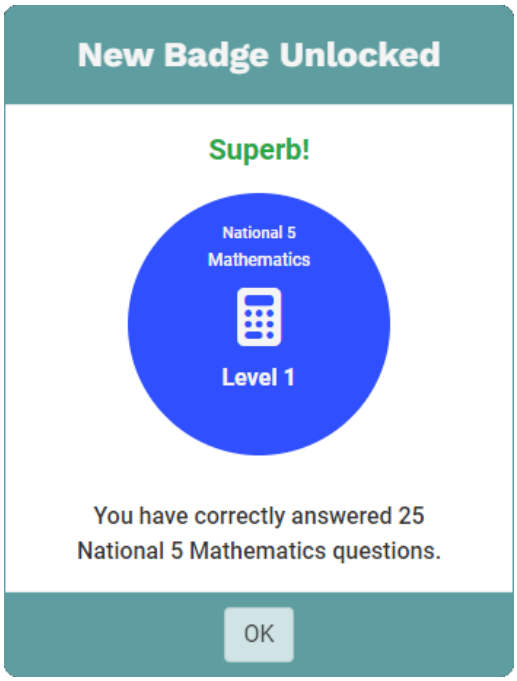
- The student will see the badge appear in a pop-up window the next time they access ACHIEVE
- The badge will be displayed in the student's recent activity
- The badge will be visible on the student's Badges page

ACHIEVE Awarded badges

ACHIEVE automatically awards badges to students for reaching key milestones in their courses. These badges are designed to recognise student achievements and provide motivation for students to do well.

Badges are automatically awarded for various accomplishments, including:

- Reaching a certain number of correctly answered questions
- Achieving specific streak lengths
- Passing assessments with 100% score
- Reaching a certain number of green self-evaluated concepts



Announcements

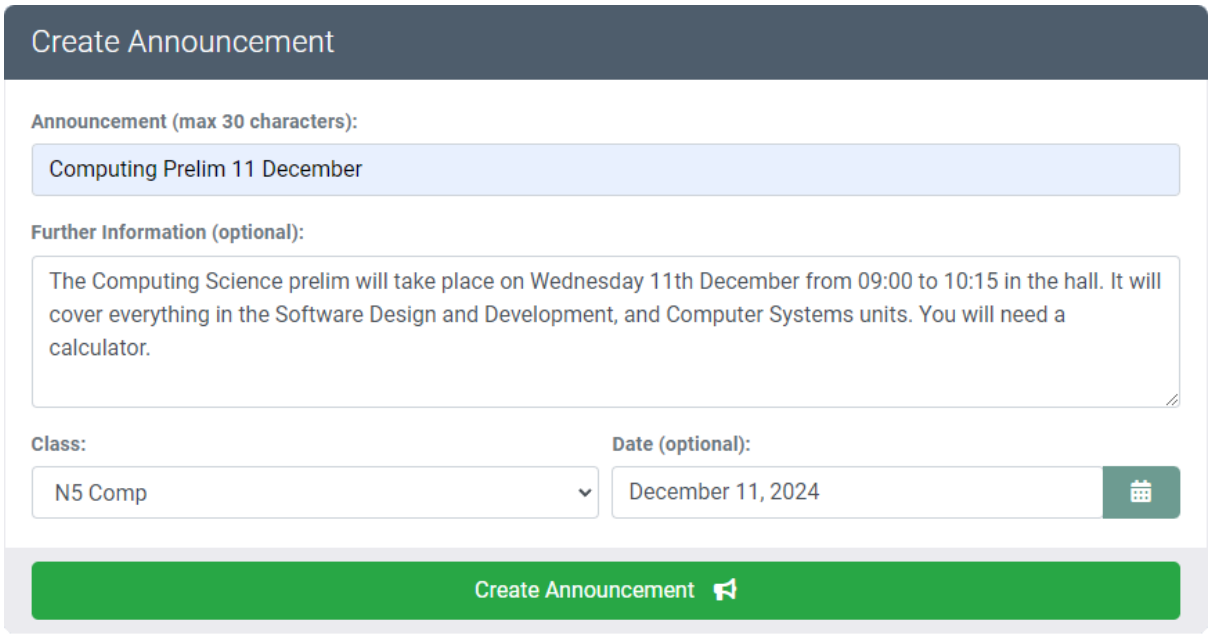
The Announcements feature allows you to send important messages to your students quickly and easily. These announcements can be used for reminders, updates, or any other information you need to communicate to your class.

Step 1

Select ***Create Announcement*** from the ***Classes*** menu.

Step 2

Fill in the Announcement details in the form provided.



Step 3

Click the ***Create Announcement*** button to send your announcement.

What happens next?

Once you've created an announcement:

- Students will receive a pop-up notification with your announcement
- The announcement will appear in students' recent activities
- If you included a date, the announcement will be added to students' calendars