



Locating Instructional Materials Quick Reference Card

Locating Instructional Materials

Use the Instructional Materials tool to find lesson plans, instructional units, resources, and standards.

Searching for Instructional Materials

Search for materials by subject, grade level, and keyword. When you conduct a search, the subjects and grade levels you teach are selected by default.

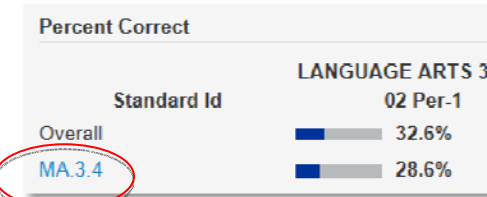
To search for instructional materials:

1. Roll your cursor over the Classrooms header and click **Instructional Materials**
2. To narrow your search, type keywords into the search field
3. Click **Search**
To browse all materials related to the subjects and grade levels that you teach, click **Search** without entering keywords.
4. On the Search Results page, filter the results by selecting options from the following menus: Material Types, Intended Audience, Subject, Grade, Publisher, Institution and Advanced Search
5. If your site includes external resources, you will see tabs indicating the number of materials per source

Locate Materials Based on Student Performance

Use results from classroom or benchmark tests to identify standards to target in your instruction. Then locate materials aligned to those standards.

1. Roll your cursor over the Classrooms header and click **Student Performance**
2. Select a section from the Section Chooser
3. On the Benchmark or Classroom Test Dashboard, click the + sign next to an assessment to view assessment details
4. Click a standard ID to access the Standard page, which contains more details, such as the sub-skills for that standard



5. On the Standard page, click a number in the grid to see a list of materials that are aligned to the standard for the type selected

LA.8.10: Comprehension of Informational Text/Expository Text.: Students analyze, make inferences and draw conclusions about expository text and provide evidence from text to support their understanding.	Instructional Units	Lesson Plans	Assessments	Resources
LA.8.10.A: summarize the main ideas, supporting details, and relationships among ideas in text succinctly in ways that maintain meaning and logical order.	5	18	0	0
LA.8.10.B: distinguish factual claims from commonplace assertions and opinions and evaluate inferences from their logic in text.	3	14	0	0
LA.8.10.C: make subtle inferences and draw complex conclusions about the ideas in text and their organizational patterns; and	3	17	0	0
LA.8.10.D: synthesize and make logical connections between ideas within a text and across two or three texts representing similar or different genres and support those findings with textual evidence.	2	6	0	0

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- To save one of the materials to your personal bank, click **Save** next to the material

Understanding Material Types

A circle with an abbreviation is used to indicate material type. This table describes material types that may be available.

	Type	Description
C	Curricular Unit*	On sites with the full curriculum module, a curricular unit is a collection of any combination of instructional units, lessons, resources and assessments.
IU	Instructional Unit+	An instructional unit in Classrooms is a collection of any combination of lessons, resources and assessments.
LP	Lesson Plan+	A unit of instruction.
A	Assessment	In Classrooms, 'assessment' is a specific resource type for tests, rubrics for measurement, exemplary examples or other related materials. Not integrated with assessments created in the Assessment Admin module.
R	Resource	In Classrooms, resources are supporting materials for instruction, such as handouts, links to videos, etc.
E	External Resource*+	A lesson or resource that is searchable, but is housed outside Schoolnet. These materials cannot be edited or copied.

* Not available on some sites

+ Can be scheduled on the Lesson Planner

Searching for Materials by Standard

Locate standards by keyword and then find materials aligned to those standards.

- Roll your cursor over Classrooms and select **Instructional Materials**
- From the type menu, select **Standards**

The screenshot shows a search interface with a dropdown menu for 'Standards' highlighted with a red circle. Other elements include a 'Select a Subject' dropdown set to 'Gr 8', a 'Type Keyword(s)' input field, and a 'Search' button.

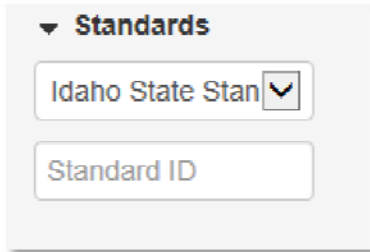
- Type keywords into the search field, such as the name of the standard, or leave the search field blank to see all the standards for the subjects and grade levels that you teach
- Click **Search**
- Click a number in the grid on the far right under the desired material type to view a list of materials aligned to the standard

	C	IU	LP	A	R	E
LA.8.1: Acquisition of Vocabulary Subject: English Language Arts Grade: Gr 8 Schedule Standards Coverage	1	3	3	6	6	0
LA.8.2: Reading Process: Concepts of Print, Comprehension Strategies and Self-Monitoring Strategies Subject: English Language Arts Grade: Gr 8 Schedule Standards Coverage	0	0	2	0	0	0

Note: When you search for a standard by keyword, you can only search one standard level at a time, such as standard, skill, or sub-skill. If you don't see any search results, use the Standards menu

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in the Refine Your Search area to change the standard document and search by keyword again.



A screenshot of a search filter menu. At the top, there is a dropdown arrow followed by the text "Standards". Below this, there is a text input field containing "Idaho State Stan" with a dropdown arrow on the right. Underneath the input field is a button labeled "Standard ID".

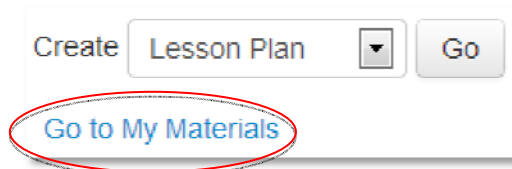
Finding Your Saved Materials

Instructional materials—such as lesson plans and units that you either saved from the public bank, copied, or created yourself—are stored in your personal My Materials bank.

Once they are in the My Materials bank, you can modify the materials as needed. Only you see the materials in this bank until you submit them for approval for use at your school, or schedule them on your lesson planner. Items in the My Materials bank carry over from one school year to the next.

To navigate to the My Materials page:

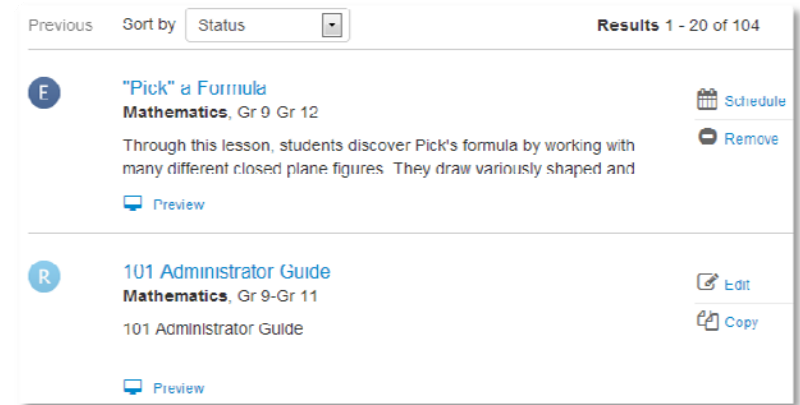
1. Roll your cursor over Classrooms and select **Instructional Materials**
2. Click **Go to My Materials**



A screenshot of a navigation bar. It features a "Create" button, a dropdown menu with "Lesson Plan" selected, and a "Go" button. Below these elements, a blue link labeled "Go to My Materials" is circled in red.

3. Optionally, filter your materials using the options on the left side of the page

4. Materials that you have saved from the materials bank or created yourself are listed. Available options vary by material type



A screenshot of a search results page. At the top, there are navigation links for "Previous", "Sort by", and "Status" (with a dropdown arrow). On the right, it says "Results 1 - 20 of 104". The results are listed in a table-like format. The first result is titled "Pick a Formula" in blue, with "Mathematics, Gr 9 Gr 12" below it. To the right of this title are icons for "Schedule" and "Remove". Below the title is a short description: "Through this lesson, students discover Pick's formula by working with many different closed plane figures. They draw variously shaped and". Below the description is a "Preview" link with a speech bubble icon. The second result is titled "101 Administrator Guide" in blue, with "Mathematics, Gr 9-Gr 11" below it. To the right are icons for "Edit" and "Copy". Below the title is the text "101 Administrator Guide". Below this result is a "Preview" link with a speech bubble icon.