



Math and Science Intervention

SAM Learning User Guide

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Introducing SAM Learning

Introduction

SAM Learning is a low-cost, web-based **math and science intervention** program offered by the U.K.'s leading provider in test preparation and student performance improvement. This is a U.S. pilot to help SAM Learning transition its product to meet U.S. needs for standards based learning and intervention.

Pilot Objectives

The main objectives of the pilot are to:

- Increase test scores
- Improve AYP performance
- Provide easy analysis and reporting of individual student progress
- Provide thorough reporting on student, grade and school performance
- Support teacher capacity to offer individualized instruction and enrichment to every student anytime, anywhere
- Empower students through motivational, self-directed exercises
- Enhance independent learning skills in every student
- Enhance confidence and improved performance among at-risk students
- Assign specific students for more effective, targeted instruction and monitoring of progress
- Improve student engagement through a low-cost pilot program



Using SAM Learning

Login

All users –Teachers and Students - login by clicking the green button on the left hand side of our home page at www.samlearning.com.

Enter the following details to login:

School ID <Your School_ID>

User ID <Your Admin_User_Id>

Password <Your Admin_Password>



School ID

School IDs are generated from a combination of the school zip code and initials to ensure your school has a unique ID within the SAM Learning Service. This ID should be recorded on the posters and stickers supplied in your Support Pack.

User ID and Password

	User ID	Password
Admin Account	admin	An initial Admin Account password is randomly generated. This should be changed to a password of your choice as soon as possible. SAM Learning Administrators who forget their password may use the 'Forgotten your Password' button on the login screen or email info@samlearning.com .
Student Account	Date of birth followed by two initials; first name then last name. For example, 070892MB is the User ID for Michael Brown, born July 8, 1992.	A Student's password is initially the same as their User ID. Students should be instructed to change their password after they login to prevent other people accessing their account. Students who forget their password can remind themselves using a 'password question' such as 'what is your mother's maiden name?' This is accessible from the login screen using the 'Forgotten your Password' button. If necessary, you can look up a student using the Admin Account and reset their password.

Content Available

SAM Learning math and science intervention is designed to improve AYP performance and increase test scores. All content is aligned to state standards.

Review activities reinforce knowledge and understanding of topics that students have already covered in class. This leads to improved knowledge and understanding and improved recall in tests.

These self-directed activities use a simple drag and drop format that is fun, motivating and confidence building. When students complete an activity, a percentage score is displayed on screen and stored in their Student Report.

The list of Review activities shows which have been done, and which have yet to be attempted. Students can go back to previously completed Review activities to better their score.

Graphs And Real Life Situations

GRAPHS AND REAL-LIFE SITUATIONS

Here is an example of a travel graph.

Graph to show John's Journey

The slope of the graph represents the speed. The steeper the slope the **faster** the speed. When the graph is a horizontal line, this is where the object or person has **stopped**.

(Box 1) / slower / lower
(Box 2) accelerated. /

Drag and drop the correct word to fill each box.

Score 1/8

Screen 1/5

Next

Cancel X

Features

User Defined Groups

Students who have been targeted for math and science intervention by the school can be put into User Defined groups on the system. This makes it easier for teachers to track their progress on SAM Learning and to assign work to them on the system.

Homework and Tests

SAM Learning activities can also be assigned as homework activities. Students use their individual logins to access the materials. Teachers will not need to grade the assignments (they'll receive an emailed progress report) and students receive instant feedback of their scores. It is important for students to understand that teachers will know who has done the homework.

Progress Reports

Both students and teachers can view progress reports. Students can view their own progress by clicking on the 'My Progress' link. Teacher Progress Reports can be accessed via the Admin account via the Progress Reports button on the left-hand menu or by using the Homework and Tests feature. Teachers can access an overview report, individual grade report, subject report, class report, reports on assigned homework and tests and also reports on User Defined Groups.

Monthly Usage Stats

Every month we send you Monthly Usage reports to help principals and administrators identify significant trends and anomalies with the pilot. The Monthly Usage Stats will provide you with usage for the month, total usage, subject usage, grade usage and also a list of the students who are most often using SAM Learning.

Live Usage Stats can also be viewed when logging in with the admin account.





Setting Up Student Accounts

Introduction

Student Accounts must be set-up before Students can login. This can be done via Bulk Registration – using the instructions in this section. This is recommended for the initial creation of all Learner Accounts when you first use SAM Learning. Individual accounts can be added throughout the year using your Admin Account. This is recommended for adding new Students Accounts in the course of the year.

Bulk Registraton

We can bulk register Students from data supplied as a CSV or TSV file or an Excel Spreadsheet. Please note, these are the only formats we can accept, and the data **MUST** be carefully formatted according to the specification below.

There are eighteen fields required, in the following order:

1. First name
2. Last name
3. Date of birth
4. Unique ID number
5. Grade
6. Class
7. Gender
8. Ethnicity
9. Race
10. Language of origin
11. Free and reduced meal eligibility
12. Title I eligibility
13. Attendance
14. Discipline referrals
15. Homeroom (for secondary schools)/Teacher's name (for elementary)
16. Interim or formative test data in the basic skills area (if available)

Example:

	A	B	C	D	E	F	G	H	I
1	First name	Last name	Unique ID number	Gender	Date of birth	Grade	Class	Ethnicity	Race
2	John	Atkins	73645	M	07/16/94	8	Ma8-A		
3	John	Atkins	73645	M	07/16/94	8	Sc8-A		
4	Jane	Smith	96843	F	12/13/94	8	Ma8-F		
5	Jane	Smith	96843	F	12/13/94	8	Sc8-B		
6	Peter	Santos	83645	M	05/25/94	8	Ma8-B		
7	Peter	Santos	83645	M	05/25/94	8	Sc8-D		

Important Notes

Each student will be listed more than once, once for each class (as in the example above).

Do not use spaces, special characters or punctuation marks such as commas or full stops.

Do not merge two fields into one column – eg Firstname and Surname.

You may enter students' initials in the First Name and Last Name fields, rather than their full names. We advise against this however, as it makes it difficult to update Student Records and makes Progress Reports unusable.

Sending the Student Data to SAM Learning

When you have created the Student Data file, save it in Excel or CSV format (Tab Delimited).

If you are comfortable with attaching files to email messages, please email the file to **info@samlearning.com**. IMPORTANT: You MUST quote your School id when sending Student Data or we will not know which school the data has come from. If you do not know your School id, please quote your school name and post code.



Student Data Policy Statement

Introduction

Within the SAM Learning service, each Learner Account contains personally identifiable information that allows us to provide a personalized learning environment for each Learner and meaningful reports on their activity and progress. That information is stored and used consistent with the Family Educational Rights and Privacy Act (FERPA).

That information is completely under the control of your School, and we take seriously our role in storing and processing that data on your behalf. This section details the data content, how it is created and stored and the various rules that govern its use. Please note, this relates specifically to Student Data uploaded to our server by or under the direction of your school. We have a separate policy for data supplied by individuals in our **Privacy Statement** (see www.samlearning.com/docs).

Some capitalized terms are used in this policy statement. They are defined in our **Terms of Service** (see www.samlearning.com/docs).

What Student Data is used?

We store the following data for each student:

First Name, Last Name, Admission Number, Sex, Date of Birth, Registration Group, Year Group, Student ID and Classes.

Additionally, a record of the completed activities and accompanying grades is stored in each Student Account when the student uses SAM Learning.

Why is Student Data needed?

Student Data is only used to create Learner Accounts for individual progress tracking. We do not use Student Data for any commercial purpose. The Student Data supplied by schools does not contain email or postal addresses or other contact details for Learners, and we do not ask Learners for additional details after they login.

Registration Group, Year Group and Classes are used to generate Progress Reports. These contain the First Name and Last Name of learners.

First Names are used on welcome screens and screens showing users' marks. This is done to give a sense of ownership.

Date of Birth combined with initials is used to generate User IDs for learners to login.

USI is used to match student records for students moving to another school. This allows us to provide schools with a progress report for new students who have used SAM Learning at their previous school. This is particularly useful for students moving from elementary to middle or junior high schools or from the latter schools to high schools. USI is also used to match pupil records for statistical research to evaluate the program. USIs are accessible only to staff performing these functions and are not accessible by users of our website or our own staff [*Question: Can we assume your staff does see USIs for indicated purposes?*]. For this reason USIs do not appear anywhere on our website or on printed progress reports.

Admission Numbers are used to match students whose details may have changed since last year. We use an Admission Number because other details (e.g. Last Name) may have changed and a USI is not available for all pupils.

Ethnicity and Eligibility for Free or Reduced Price School meals are used to evaluate whether SAM Learning is equitably serving all student demographic groups.



Sample Letter to Parents (about SAM Learning)

Dear Parent/Guardian,

We are committed to student achievement and improving your child's performance on high stakes tests. This year, we are participating in an exciting pilot program with SAM Learning, an innovative, web-based math and science intervention program.

SAM Learning will engage and motivate your child, and ultimately, improve his or her math and science skills. The program empowers students through self-directed exercises which increase confidence and enhance independent learning skills. Using the program just 20 minutes a day, 2 times a week will help your child improve their test performance.

Your child will have unlimited access to the program, at school or at home. This is at no cost to you. For students without home internet access we have ensured that they can use the SAM Learning solution at least 2 times per week at school in areas such as the Computer Lab, Media Center, Study Hall, and Library.

The program is very simple to use. The program is available at www.samlearning.com. To access the exercises, students need three details:

School ID:	<enter your School ID here>
User ID:	Date of birth followed by two initials; first name then last name. Example: 070892MB is the User ID for Michael Brown born July 8, 1992.
Password:	Initially the same as the User ID, students are encouraged to create a unique password.

We are very excited about introducing this program into the classroom – and we encourage you to talk to your children about their math and science progress.

Please contact us if you have any questions about our school's participation in this pilot. We thank you in anticipation for your support of this initiative.

Yours truly,

<Your Name>

<Position at School>