


Unlocking Schoology Assessment Potential

User Guide

1. Highlight an Image

-  Add Text
-  Add From Item Bank

CREATE ITEMS

- + Multiple Choice
- + True/False
- + Matching
- + Ordering
- + Fill in the Blank Text
- + Fill in the Blank Dropdown
- + Fill in the Blank Drag and Drop
- + Short Answer/Essay
- + Audio
- + Video
- + File Upload
- + Label Image
- + Highlight Hotspot
- + **Highlight Image**
- + Highlight Text
- + Math Short Answer
- + Number Line
- + Chart

After creating your assessment, select the “Highlight Image” option



QUESTION SETUP

[Preview Question](#)[Upload Image](#)

These colors will be available for students to highlight the image:



Author Notes:

[+ Learning Objectives](#)

Under “Question Setup”, you can enter any directions or resources for students to access while labeling your chosen image.

To add your image, select “Upload Image” and select the image of your choice. This is a great option when you have an image you want students to mark. Examples include completing tables, highlighting parts of a mentor text, marking locations on a map, completing a skills-based maze, etc. The possibilities of this assessment option are endless! See examples on the following pages.

Completing Tables

Using the information from the collected interviews, complete the table below.

	Haunted House	Rides	Corn Dog	Petting Zoo	Pony Rides	Games	Exotic Bird Show	Pig Races	Stunt Show	Mosquito Bites
Henry										
Ben										
Tyler's Kids										
Emily's Sister										
Corine										
Michael										
Andrew's Family										
Jamie's Friends										
Whitney's Parents										
Nathan										

Highlighting a Mentor Text

In the sample introductory paragraph below, underline the HOOK in blue and underline the THESIS STATEMENT in red.

× Clear ← Undo → Redo

When a cell phone goes off in a classroom or at a movie theater, people are irritated, but at least lives are not endangered. When citizens are on the road, however, irresponsible cell phone users are more than irritating. They are putting innocent lives at risk. Many people have witnessed drivers so distracted by dialing and chatting that they resemble drunk drivers, weaving between lanes, for example, or nearly running down pedestrians in crosswalks. A number of bills to regulate use of cell phones on the road have been introduced in state legislatures, and the time has come to push for their passage in all states. Regulation is needed because drivers using phones are seriously impaired and because laws on negligent and reckless driving are not sufficient to punish offenders.

Marking Locations on a Map

On the map below:

Circle NORTH AMERICA in **red**

Circle SOUTH AMERICA in **blue**

Circle AFRICA in **yellow**

Circle ASIA in **green**

Circle EUROPE in **black**

Circle AUSTRALIA in **orange**



Skills-Based Maze

× Clear ← Undo → Redo

Irony Maze

Name: _____

Directions:
Begin at the box under the large arrow. Decide what type of irony is shown and follow your choice to the next box. Continue through the maze until you reach the "END" box. *You may only choose paths with arrows that point away from the box you are currently on.

Start Here (Large arrow pointing down)

The maze consists of the following boxes and paths:

- Start Here** (Large arrow pointing down)
- JAIL** (Illustration of a jail cell) → situational → **NOTHING IS WRITTEN IN STONE** (Illustration of a stone with text)
- JAIL** → verbal → **There's nowhere to sit!** (Illustration of a person in a room full of chairs)
- JAIL** → dramatic → **PLEASE!** Ring bell for psychic (Illustration of a hand pointing to a bell)
- NOTHING IS WRITTEN IN STONE** → verbal → **A police station getting robbed.** (Illustration of a police station)
- NOTHING IS WRITTEN IN STONE** → dramatic → **PLEASE!** Ring bell for psychic
- PLEASE!** Ring bell for psychic → situational → **In the movie Titanic we know the boat will sink, but the characters don't.** (Illustration of the Titanic)
- PLEASE!** Ring bell for psychic → dramatic → **In 1974 there was a recall on 'toy safety' buttons because they were found to be unsafe for children.** (Illustration of a toy mouse)
- PLEASE!** Ring bell for psychic → verbal → **"What a great driver!"** (Illustration of a red car crashing into a tree)
- There's nowhere to sit!** → verbal → **Earth Day Celebration** (Illustration of people at an Earth Day event)
- There's nowhere to sit!** → dramatic → **A police station getting robbed.**
- A police station getting robbed.** → verbal → **Earth Day Celebration**
- A police station getting robbed.** → dramatic → **"What a great driver!"**
- Earth Day Celebration** → situational → **Nice weather** (Illustration of a person with an umbrella)
- Earth Day Celebration** → verbal → **Earth Day Celebration** (Self-loop)
- "What a great driver!"** → situational → **Nice weather**
- "What a great driver!"** → dramatic → **In 1974 there was a recall on 'toy safety' buttons...**
- "What a great driver!"** → verbal → **Nice weather**
- Nice weather** → situational → **A bullet bounced off President Reagan's bullet-proof limo and hit him.** (Illustration of a limo)
- Nice weather** → dramatic → **In 1974 there was a recall on 'toy safety' buttons...**
- Nice weather** → verbal → **Earth Day Celebration**
- In 1974 there was a recall on 'toy safety' buttons...** → verbal → **A bullet bounced off President Reagan's bullet-proof limo...**
- In 1974 there was a recall on 'toy safety' buttons...** → situational → **Earth Day Celebration**
- A bullet bounced off President Reagan's bullet-proof limo...** → verbal → **Earth Day Celebration**
- A bullet bounced off President Reagan's bullet-proof limo...** → situational → **END!** (Star-shaped box)
- Earth Day Celebration** → situational → **We know a shark is in the water while the character swims around happily.** (Illustration of a shark)
- Earth Day Celebration** → verbal → **Earth Day Celebration** (Self-loop)
- We know a shark is in the water while the character swims around happily.** → dramatic → **THANKS FOR EMBARRASSING ME.** (Illustration of a person being embarrassed)
- THANKS FOR EMBARRASSING ME.** → verbal → **CANDY MACHINE** (Illustration of people at a gym)
- THANKS FOR EMBARRASSING ME.** → situational → **Earth Day Celebration**
- CANDY MACHINE** → verbal → **END!**
- CANDY MACHINE** → situational → **Earth Day Celebration**

2. Label Image

 Add Text

 Add From Item Bank

CREATE ITEMS

+ Multiple Choice

+ True/False

+ Matching

+ Ordering

+ Fill in the Blank Text

+ Fill in the Blank Dropdown

+ Fill in the Blank Drag and Drop

+ Short Answer/Essay

+ Audio

+ Video

+ File Upload

+ Label Image

+ Highlight Hotspot

+ Highlight Image

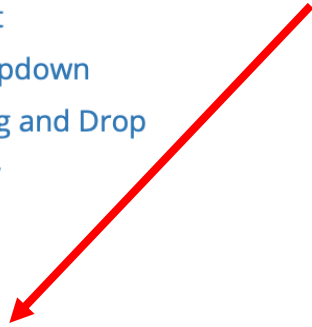
+ Highlight Text

+ Math Short Answer


+ Number Line

+ Chart

After creating your assessment, select the “Label Image” option.





Upload Image


A square icon representing a landscape with mountains and a sun, used for image selection.

Alternate Text:

Title:

 Draw & resize

 Pointers

 Delete

Under “Question Setup”, you can enter any directions students need to label your chosen image.

To add your image, select “Upload Image” and select the image of your choice. Alternate Text and Title options are added so that images meet accessibility standards.

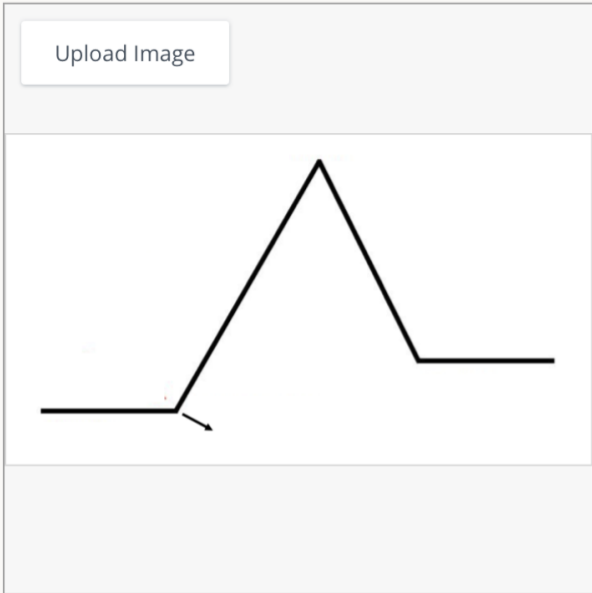
Preview Question

QUESTION SETUP

Directions: Place the events from the novel at the correct location on the plot diagram.

(Exposition, Inciting Incident, Rising Action #1, Rising Action #2, Climax, Falling Action #1, Falling Action #2, and Resolution)

Upload Image



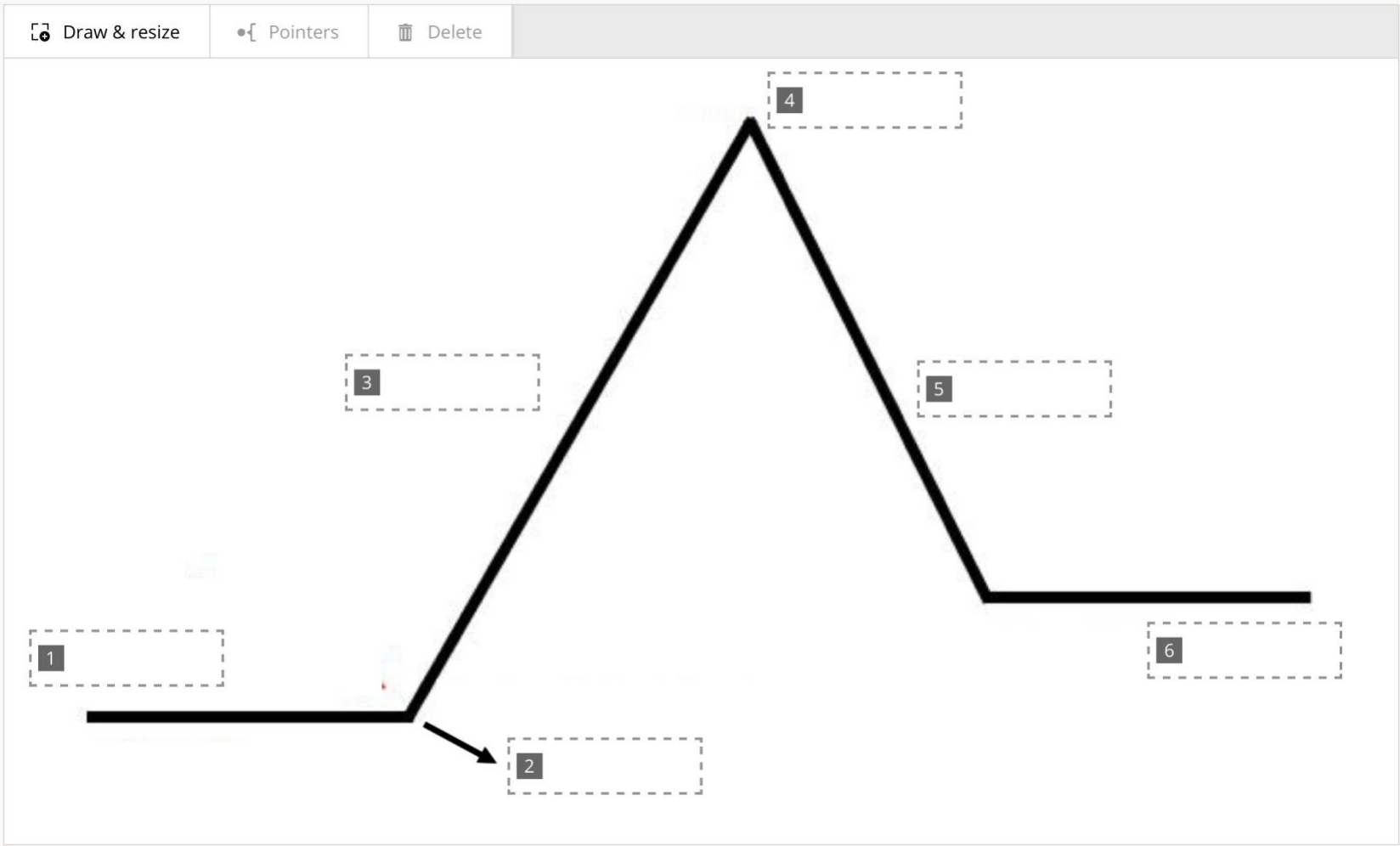
Alternate Text:

plot diagram

Title:

Plot Diagram

Once the image is uploaded, you can add boxes where you want the students to label.



After adding your boxes in the appropriate locations, you can add the answer options you want students to have.

Possible Responses

- ☰ Ponyboy is sick in bed for a long time, recovering from the grief of losing his friends. 🗑️
- ☰ The judge decides that Ponyboy, Soda, and Darry can stay together. Ponyboy is found innocent in the death of Bob. Ponyboy writes his theme for English class. 🗑️
- ☰ Ponyboy Curtis and his "gang", The Greasers, are growing up in small-town Oklahoma in the 1960s. 🗑️
- ☰ Ponyboy Curtis and Johnny Cade kill Bob at the fountain in self-defense. 🗑️
- ☰ Ponyboy is jumped by some members of the rival gang, The Socs, on his way home from the movies. 🗑️
- ☰ After the rumble, Johnny Cade dies in the hospital, and Dally is shot by police. 🗑️

+ Option

A drag-and-drop feature is then incorporated for students to drag the answer options to the boxes you created.

The screenshot shows a plot diagram editor interface. At the top, there is a 'LABEL IMAGE' header and a close button 'x'. The main area contains a plot diagram with a mountain shape. A text box on the left side of the plot contains the text: "Ponyboy Curtis and his 'gang', The Greasers, are growing up in small-town Oklahoma in the 1960s." Below this text box is a 'Plot Diagram' label with an arrow pointing to the plot. Several blue rectangular boxes are placed at various points on the plot, representing answer options. At the bottom of the editor, there is a list of answer options, each with a small icon and a text box. The options are: "Ponyboy Curtis and his 'gang', The Greasers, are growing up in small-town Oklahoma in the 1960s.", "Ponyboy Curtis and Johnny Cade kill Bob at the fountain in self-defense.", "Ponyboy is jumped by some members of the rival gang, The Socs, on his way home from the movies.", and "After the rumble, Johnny Cade dies in the hospital, and Dally is shot by police." At the bottom right, there are 'CANCEL' and 'SAVE' buttons.

This is a great option when you have an image you want students to label. Examples include completing a diagram, labeling scientific images, identifying parts of an object, etc. See examples on the following pages.

Completing a Diagram

Directions: Place the events from the novel at the correct location on the plot diagram.

(Exposition, Inciting Incident, Rising Action #1, Rising Action #2, Climax, Falling Action #1, Falling Action #2, and Resolution)

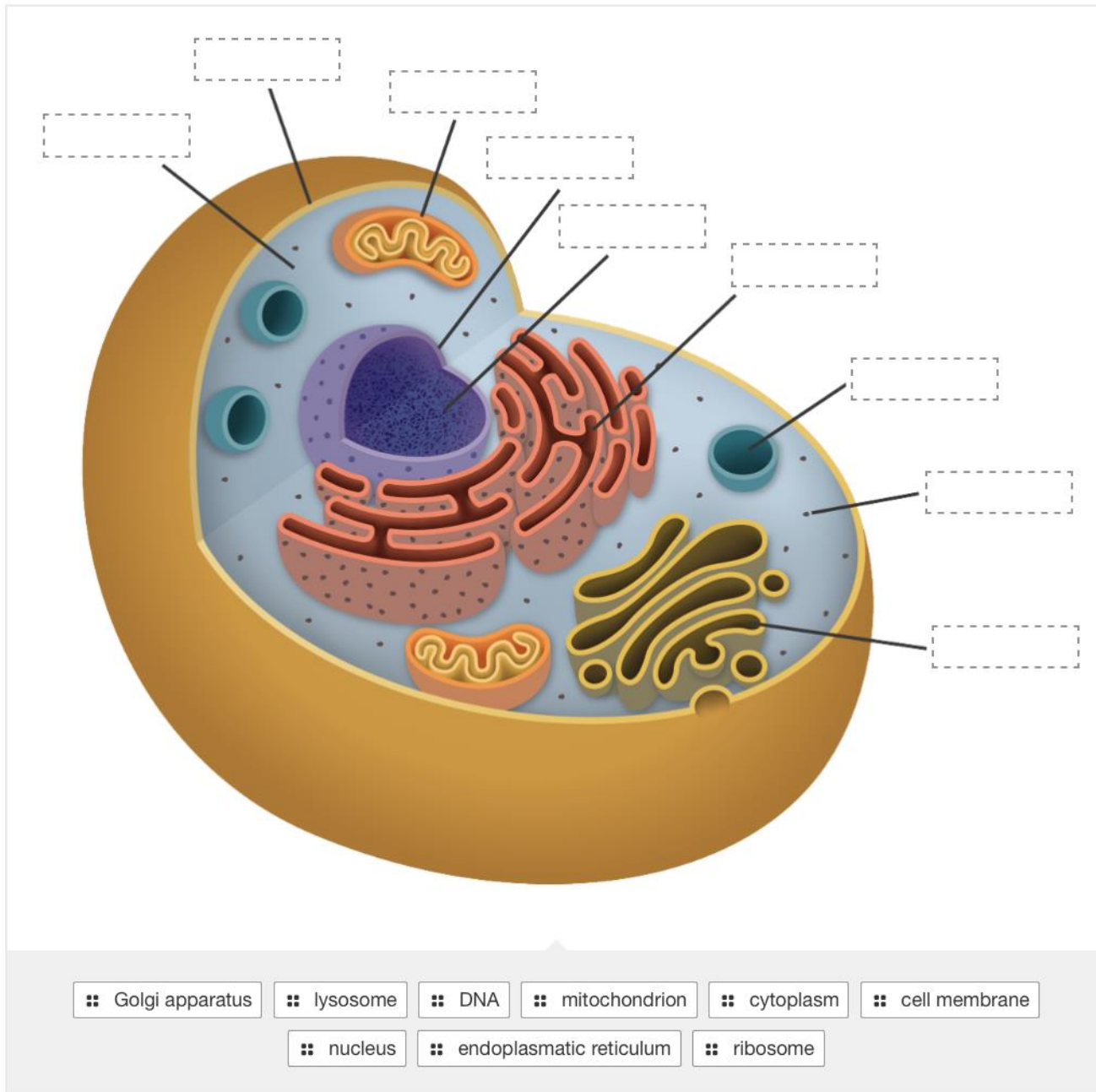
The diagram is a plot diagram for the novel 'The Outsiders'. It features a thick black line forming a mountain shape. The line starts with a horizontal segment on the left, rises to a peak, falls to a lower horizontal segment on the right, and ends with a final horizontal segment. There are seven dashed rectangular boxes for labeling events: one at the start of the first horizontal segment, one on the rising slope, one at the peak, one on the falling slope, one at the start of the second horizontal segment, one at the end of the second horizontal segment, and one at the end of the final horizontal segment. An arrow points from the bottom of the rising slope to the first box at the end of the second horizontal segment.

Below the diagram are six text boxes, each containing an event from the novel, marked with a double colon (>::) at the top center:

- Ponyboy is sick in bed for a long time, recovering from the grief of losing his friends.
- The judge decides that Ponyboy, Soda, and Darry can stay together. Ponyboy is found innocent in the death of Bob. Ponyboy writes his theme for English class.
- Ponyboy Curtis and his "gang", The Greasers, are growing up in small-town Oklahoma in the 1960s.
- Ponyboy Curtis and Johnny Cade kill Bob at the fountain in self-defense.
- Ponyboy is jumped by some members of the rival gang, The Socs, on his way home from the movies.
- After the rumble, Johnny Cade dies in the hospital, and Dally is shot by police.

Labeling a Scientific Image

Directions: Label the parts of the human cell.



Labelling Parts of an Instrument

Label the parts of the violin and bow.



Parts of the Violin and Bow

The diagram shows a violin and its bow. The violin is positioned vertically, and the bow is positioned horizontally below it. Dashed boxes are placed around the instrument, with arrows pointing to specific parts. The parts to be labeled are: Scroll, Pegs, Neck, Fingerboard, Strings, Body, Bridge, F-Holes, Fine Tuners, Tailpiece, Chin Rest, Stick, Tip, Frog, and Hair.

Legend:

- Scroll
- Pegs
- Neck
- Fingerboard
- Strings
- Body
- Bridge
- F-Holes
- Fine Tuners
- Tailpiece
- Chin Rest
- Stick
- Tip
- Frog
- Hair

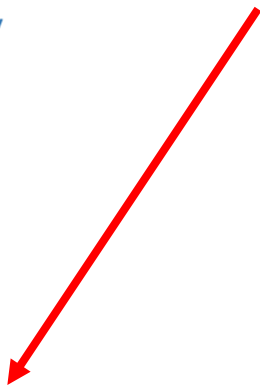
3. Highlight Text

-  Add Text
-  Add From Item Bank

CREATE ITEMS

- + Multiple Choice
- + True/False
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- + Fill in the Blank Dropdown
- + Fill in the Blank Drag and Drop
- + Short Answer/Essay
- + Audio
- + Video
- + File Upload
- + Label Image
- + Highlight Hotspot
- + Highlight Image
- + **Highlight Text**
- + Math Short Answer
- + Number Line
- + Chart

After creating your assessment, select the “Highlight Image” option



Under “Question Setup” enter the question text, including any specific directions, if necessary.

Once you have entered the question text, click on the “Possible Responses” tab to select which text you want as answer options. Be sure your question setup is complete before going to possible responses, as you will not be able to edit it after without restarting your possible responses.

01 HIGHLIGHT TEXT



Preview Question

QUESTION SETUP

QUESTION

POSSIBLE RESPONSES

Directions: Select the verbal (*gerund, participle, and/or infinitive*) in the sentences below. Then select which type of verbal the selection is.

1. Smiling can be contagious. GERUND PARTICIPLE. INFINITIVE
2. The teacher looked around the room at her smiling students. GERUND. PARTICIPLE INFINITIVE
3. I love to smile. GERUND PARTICIPLE. INFINITIVE

CORRECT ANSWER SETUP

CORRECT



100 %

Directions: Select the verbal (*gerund, participle, and/or infinitive*) in the sentences below. Then select which type of verbal the selection is.

1. Smiling can be contagious. GERUND PARTICIPLE. INFINITIVE
2. The teacher looked around the room at her smiling students. GERUND. PARTICIPLE INFINITIVE
3. I love to smile. GERUND PARTICIPLE. INFINITIVE

Once in the “Possible Responses” tab, you can select the paragraphs, sentences, or words that you want to key as possible answers for students. To remove something as a potential answer, click it to remove the blue outline. Only paragraphs, sentences, and words outlined in blue will be possible answers for students to select. Under “Correct Answer Setup”, select the correct responses.

01 HIGHLIGHT TEXT



Preview Question

QUESTION SETUP

QUESTION

POSSIBLE RESPONSES

Quick Highlight:

Paragraph

Sentence

Word

Clear Highlights

No. tokens:27

Directions: Select the verbal (*gerund, participle, and/or infinitive*) in the sentences below. Then select which type of verbal the selection is.

- Smiling can be contagious. GERUND PARTICIPLE. INFINITIVE
- The teacher looked around the room at her smiling students. GERUND. PARTICIPLE INFINITIVE
- I love to smile. GERUND PARTICIPLE. INFINITIVE

CORRECT ANSWER SETUP

CORRECT



100 %

Directions: Select the verbal (*gerund, participle, and/or infinitive*) in the sentences below. Then select which type of verbal the selection is.

- Smiling can be contagious. GERUND PARTICIPLE. INFINITIVE
- The teacher looked around the room at her smiling students. GERUND. PARTICIPLE INFINITIVE
- I love to smile. GERUND PARTICIPLE. INFINITIVE

This is a great option when you have any type of question that can be answered by selecting a text. Examples include, identifying parts of speech or a text, an error in the solution of a math problem, etc. There are lots of possibility with the assessment option! See examples on the following pages.

Identifying Part of a Text

01 HIGHLIGHT TEXT



Preview Question

QUESTION SETUP

QUESTION

POSSIBLE RESPONSES

Quick Highlight:

Paragraph

Sentence

Word

Clear Highlights

No. tokens:27

Directions: Select the verbal (*gerund, participle, and/or infinitive*) in the sentences below. Then select which type of verbal the selection is.

- Smiling can be contagious. GERUND PARTICIPLE. INFINITIVE
- The teacher looked around the room at her smiling students. GERUND. PARTICIPLE INFINITIVE
- I love to smile. GERUND PARTICIPLE. INFINITIVE

CORRECT ANSWER SETUP

CORRECT



100 %

Directions: Select the verbal (*gerund, participle, and/or infinitive*) in the sentences below. Then select which type of verbal the selection is.

- Smiling can be contagious. GERUND PARTICIPLE. INFINITIVE
- The teacher looked around the room at her smiling students. GERUND. PARTICIPLE INFINITIVE
- I love to smile. GERUND PARTICIPLE. INFINITIVE

Identifying a Part of a Mentor Text

02 HIGHLIGHT TEXT

QUESTION

POSSIBLE RESPONSES

Select the sentence that defines what an epidemic is.

You probably grew up listening to adults warn you about the dangers of cigarettes. The severe damage that smoking causes to your body has been spelled out clearly and undeniably. And public education on these dangers has worked; the percentage of Americans who smoke cigarettes has drastically decreased in recent decades. In the past fifty years, cigarette use has dropped from around 40% to just approximately 16%. This is great news for the health of Americans.

However, a new risky behavior has emerged.

In 2018, the Surgeon General of the United States declared a behavior called vaping an epidemic. That means it is a dangerous, widespread, and infectious phenomenon.

CORRECT ANSWER SETUP

CORRECT



100 %

Select the sentence that defines what an epidemic is.

You probably grew up listening to adults warn you about the dangers of cigarettes. The severe damage that smoking causes to your body has been spelled out clearly and undeniably. And public education on these dangers has worked; the percentage of Americans who smoke cigarettes has drastically decreased in recent decades. In the past fifty years, cigarette use has dropped from around 40% to just approximately 16%. This is great news for the health of Americans.

However, a new risky behavior has emerged.

In 2018, the Surgeon General of the United States declared a behavior called vaping an epidemic. That means it is a dangerous, widespread, and infectious phenomenon.

Identifying the Error in a Math Problem

Review Question

QUESTION SETUP

QUESTION POSSIBLE RESPONSES

Directions: In the equation below, identify the first step that is completed incorrectly.

$$4x + 2x = 3x + 27$$

$$6x = 3x + 27$$

$$+3x + 3x$$

$$\underline{9x=27}$$

$$9 \quad 9$$

$$x=3$$

CORRECT ANSWER SETUP

CORRECT



100 %

Directions: In the equation below, identify the first step that is completed incorrectly.

$$4x + 2x = 3x + 27$$

$$6x = 3x + 27$$


$$+3x + 3x$$









$$\underline{9x=27}$$

$$9 \quad 9$$

$$x=3$$

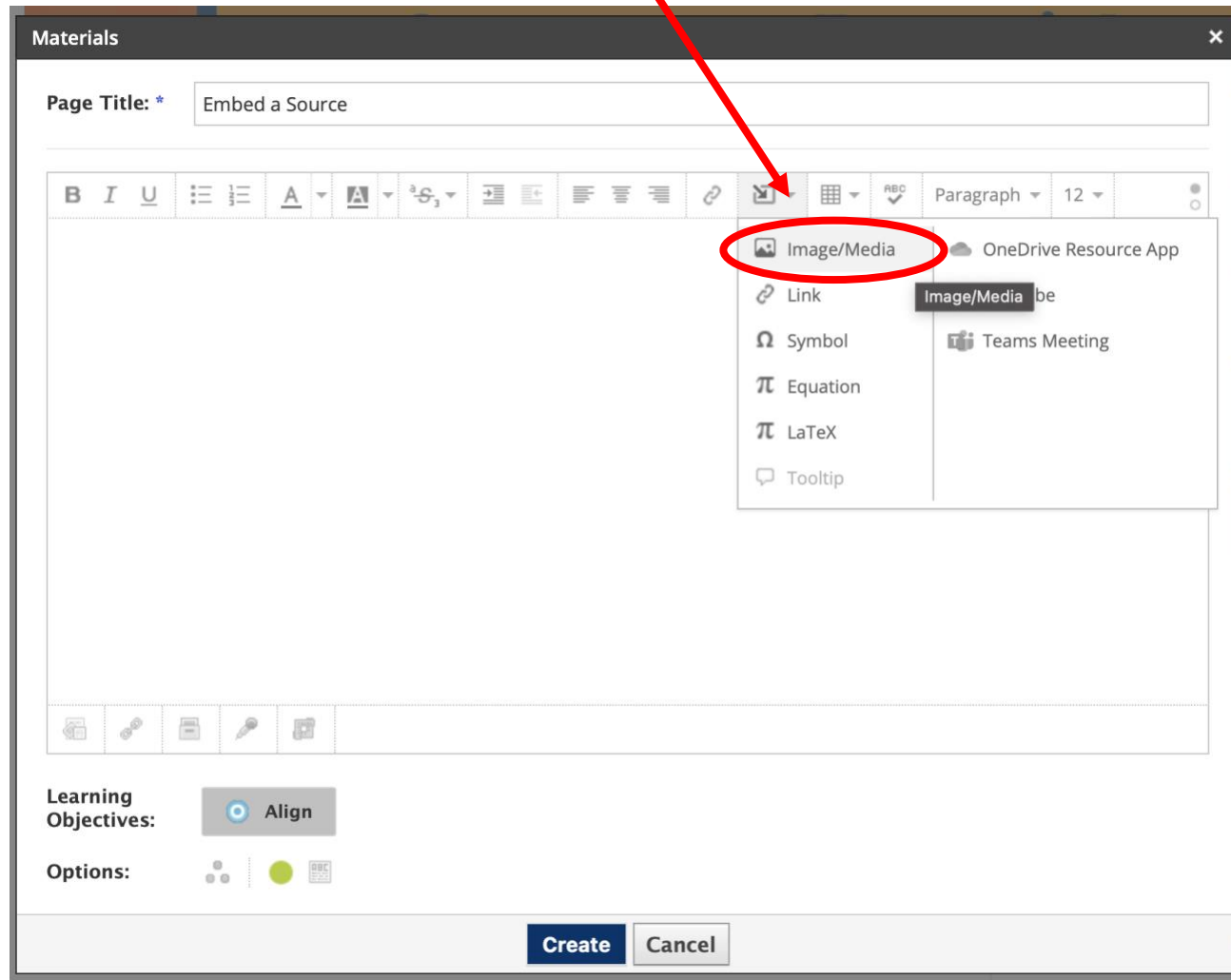
4. Embed a Source

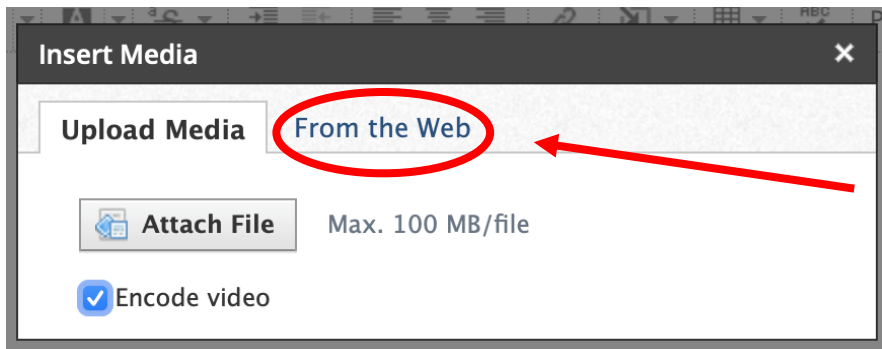
-  Add Folder

-  Add Assignment
-  Add Test/Quiz
-  Add Assessment
-  Add File/Link/External Tool
-  Add Discussion
-  **Add Page**
-  Add Media Album
-  Add Package

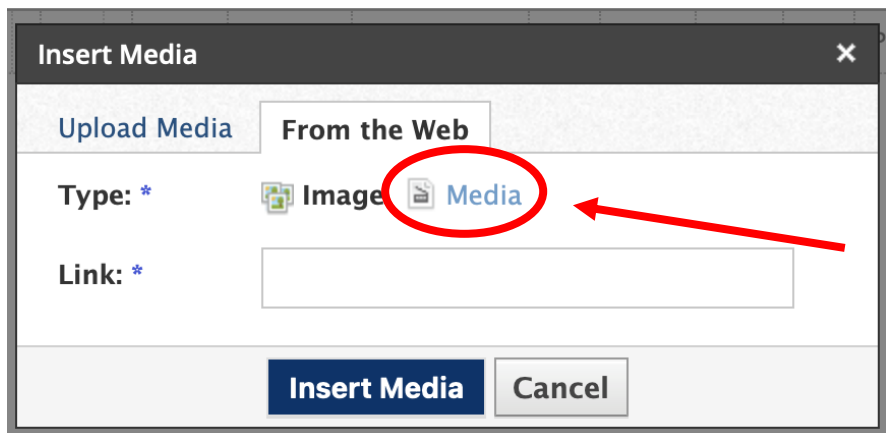
To embed a source, begin by creating a new Page in Schoology.

In the newly created Page, select Image/Media in the rich text editor toolbar.

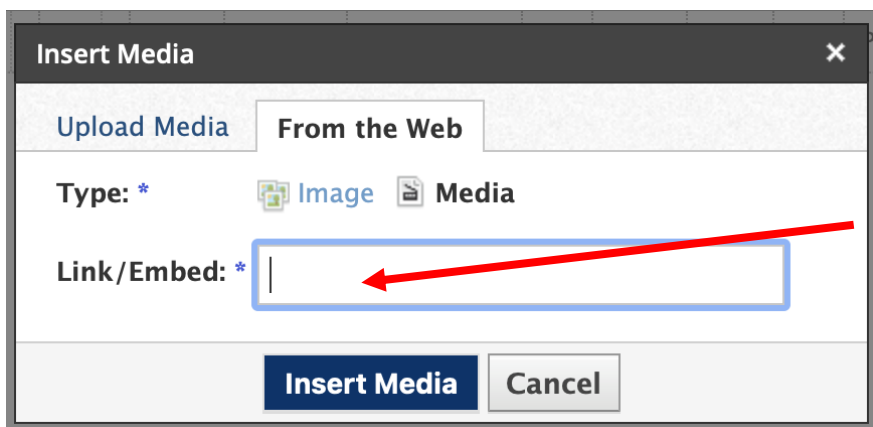




In the window that opens, select the "From the Web" tab



Once in the "For the Web" tab, select "Media"

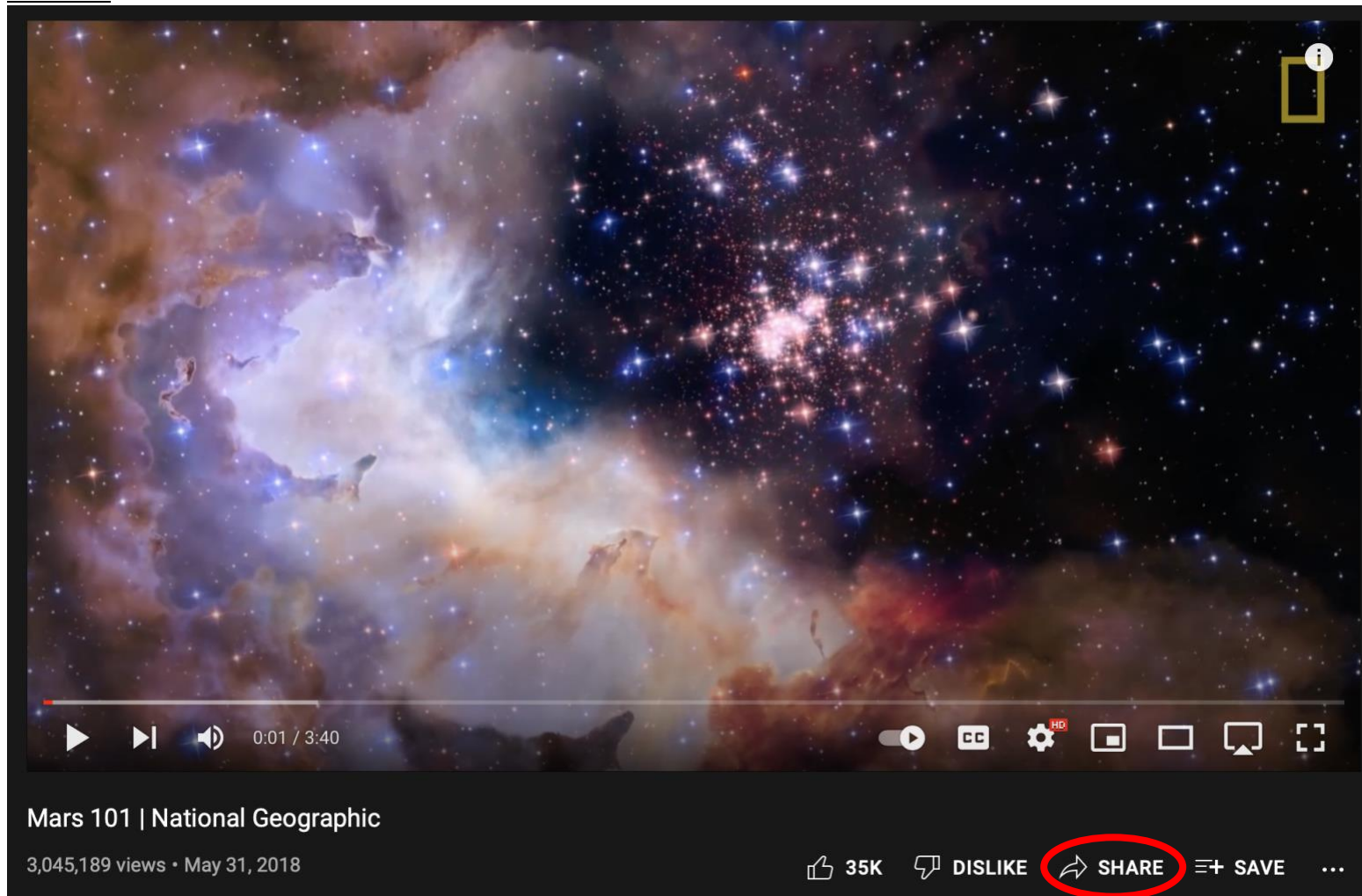


This is where you will enter the embed code of your choice.

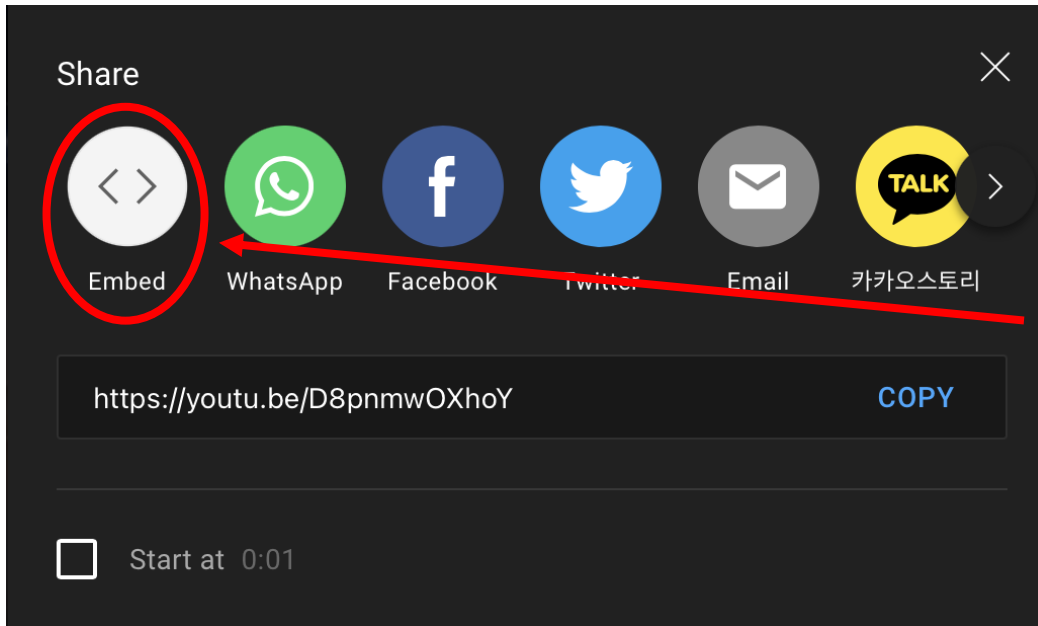
Adding an embedded source is a great option when you wanted students to view media. This prevents them from having to access outside sites, such as podcast aggregators and YouTube, which are sometimes blocked on a school network. You can also embed tools here, such as timers, spinning wheels, news updates, etc.

See examples of how to embed various forms of media on the following pages.

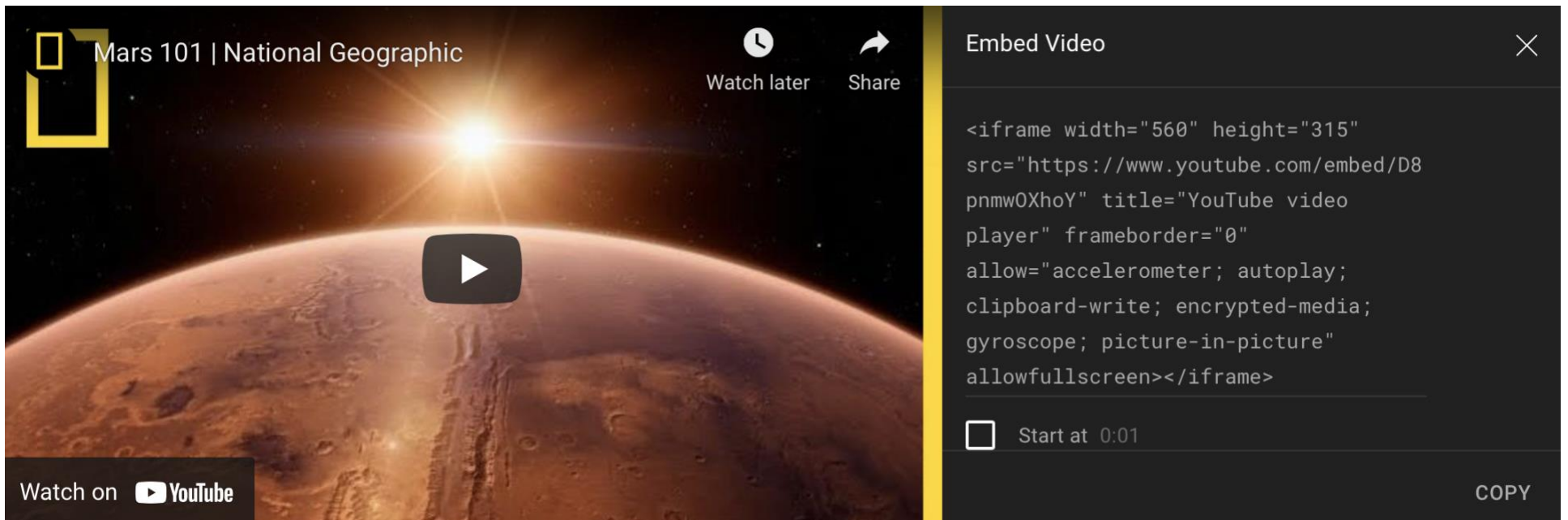
YouTube



When you find a YouTube video that you want to embed on your Schoology page, select the “Share” option on the video.



In the window that opens, select “Embed”. Typically, embed codes are signified with the <> symbols.



This will open a window with the embed code. This is the code that you will paste into the from the web media location on Schoology.

Insert Media [X]

Upload Media **From the Web**

Type: * Image Media

Link/Embed: *

Insert Media Cancel

Enter the embed code in Schoology.

PUTNAM COUNTY SCHOOLS
Advancing Excellence

COURSES GROUPS RESOURCES TOOLS

SEARCH [Grid Icon] [Calendar Icon] [Envelope Icon] [Bell Icon]

TRAINING

Course Options

- Materials
- Updates 1
- Gradebook
- Grade Setup
- Mastery
- Badges
- Attendance
- Members
- Analytics
- Workload Planning
- Teams Meeting
- Nearpod

SANDBOX: Section 1 ▶ Pages

Embed a Source

View the video below.

Mars 101 | National Geographic

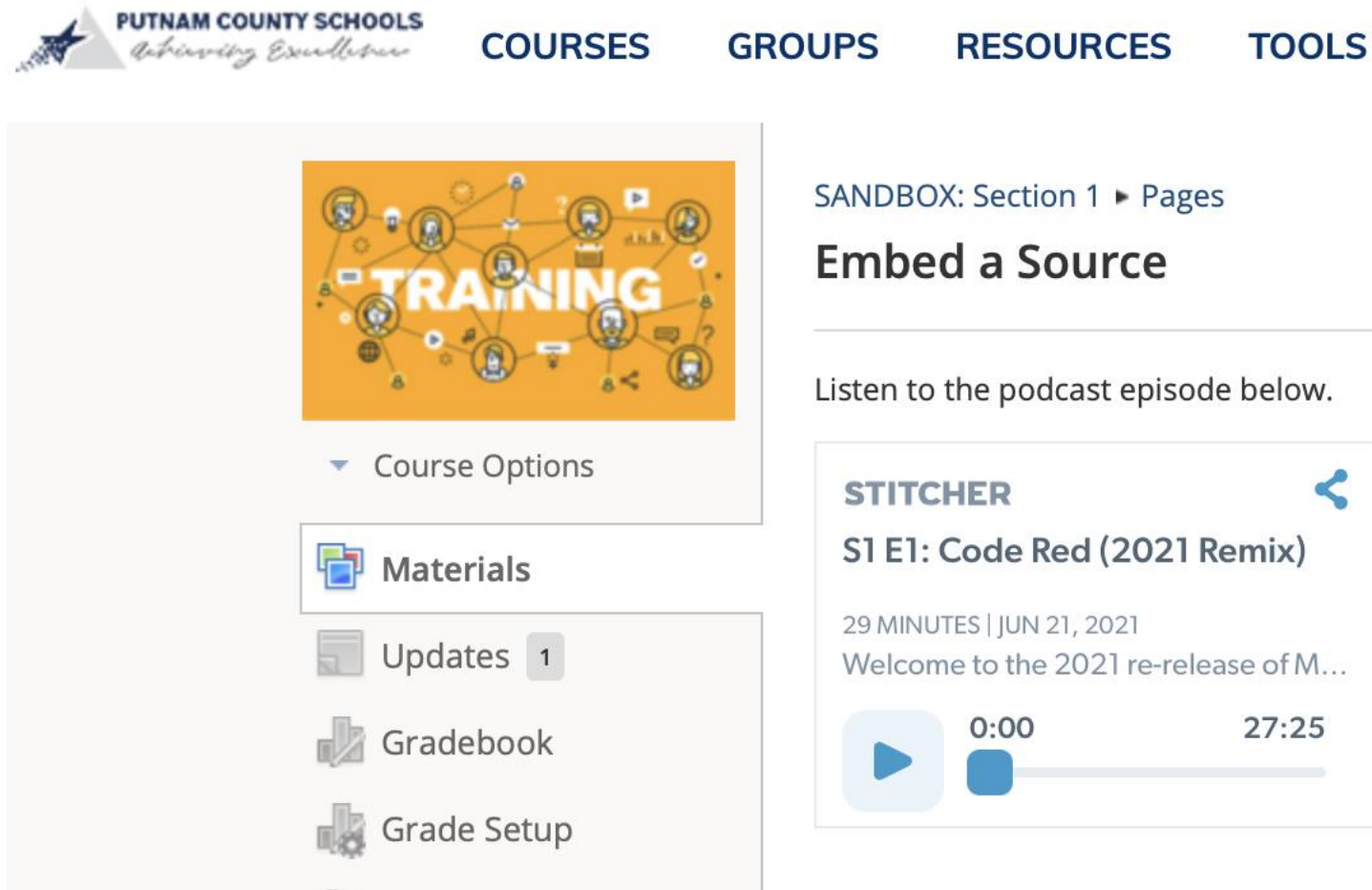
Watch later Share

Watch on YouTube

Once you publish your Page, this is how the YouTube video will now appear in your course.

Podcast

Most podcast aggregators have embed codes so you can insert a player onto your page. Stitcher, a popular podcast aggregator, offers embed codes for their episodes under the “Share” option. This is the code that you will paste into the from the web media location on Schoology. Below is an example of how this would appear in your course.



The screenshot shows a Schoology course page for Putnam County Schools. The top navigation bar includes the school logo and the text "PUTNAM COUNTY SCHOOLS Achieving Excellence". The main navigation menu consists of "COURSES", "GROUPS", "RESOURCES", and "TOOLS".

The sidebar menu on the left contains the following items:

- Course Options (with a dropdown arrow)
- Materials (with a document icon)
- Updates 1 (with a document icon and a badge showing "1")
- Gradebook (with a document icon)
- Grade Setup (with a document icon)

The main content area displays the breadcrumb "SANDBOX: Section 1 ► Pages" and the heading "Embed a Source". Below this, the text "Listen to the podcast episode below." is followed by a Stitcher embed player for the episode "S1 E1: Code Red (2021 Remix)".

The embed player shows the following details:

- STITCHER (with a share icon)
- S1 E1: Code Red (2021 Remix)
- 29 MINUTES | JUN 21, 2021
- Welcome to the 2021 re-release of M...
- A play button and a progress bar showing 0:00 / 27:25.

Embedding Widgets

There are numerous free widgets available online that contain embed codes. In a virtual learning environment, one popular widget is a calculator since many students do not have a scientific calculator at home. If a widget you find online has an embed code, you can add it to your Schoology page in the same way as YouTube videos and podcasts.



Course Options

Materials

Updates 1

Gradebook

Grade Setup

Mastery

Badges

Attendance

Members

Analytics

Workload Planning

Teams Meeting

Nearpod

SANDBOX: Section 1 ▶ Pages

Embed a Source

Below is a embedded scientific calculator widget for your use.



Tips to Remember

- Taking a Screenshot
 - To Screen shot an image -
 - **Windows:** Windows Key + Shift + S
 - **Mac:** Command + Shift + 4
- Rich Text Editor
 - You don't have to recreate the wheel! You can incorporate all types of previously made materials in Schoology Assessments.
 - The rich text editor throughout Schoology allows you to insert images, which can include screenshots of articles, tables, pictures, etc. This makes the possibilities endless.
 - This is a great tool to enhance assessments!

