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The Project Based Assessment (PBA) website, developed in conjunction with the Standards Aligned System (SAS), has been created to support students in the completion of Keystone Project Based Assessments.

For students completing a Project Based Assessment as a pathway to proficiency to meet state graduation requirements, this website provides access to the projects. A project is a task that contains related activities based upon the Performance Level Descriptors and Assessment Anchor and Eligible Content of the Keystone Exams. Along with the tasks and activities, the site offers study resources to support successful project completion.

- To access PBA, please visit http://www.pba.pdesas.org
- To review the roles and responsibilities of those engaged in Project Based Assessments, please visit http://www.pdesas.org/module/assessment/About.aspx.

Help Desk
Email: helpdesk@pdesas.org | Toll Free: 1.877.973.3727

Hours:
Monday, Wednesday, and Friday 8am - 5pm
Tuesday and Thursday 10am - 7pm
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Logging In

**Note:** All Tutors will receive an email from the PBA system that will contain a **Username** and **Password** to log into the site. For assistance with login information, please contact the **Help Desk** toll free at 1-877-973-3727 or via email at helpdesk@pdesas.org.
1. Access **Project Based Assessments** by visiting the URL: http://pba.pdesas.org/

2. And navigate to the **Login** box on the left side of the **Home** page.

   ![Login Box](image)

   This can also be accessed by clicking **Log On** in the upper right corner of the **Home** page.

3. Enter your **Username** and **Password** into the appropriate fields and click the **Log On** button.

4. Once logged on, your **name** should appear in the upper-right hand corner of the page.

   ![Logged On](image)

   **Note:** Upon logging in, you will be taken directly to the **Messages** tab in **PBA**.

   ![Messages Tab](image)
Home Tab

The **Home** tab of the **PBA** site contains basic information about the nature of the site and contains supporting multimedia.

Listening to the Quote

PBA contains a collection of educational and inspirational quotes located on the left side of the **Home** page.

1. Navigate to the **Wise Words** area on the left side of the **Home** page.

2. Ensure that your computer volume is on and your speakers/headphones are connected.

3. Click on the **Listen** icon to begin listening to the quote.

Utilizing the Voki® Tool

A **Voki®** is a website application that allows the presentation of a speech recording by a virtual being.

1. Locate the **Voki®** window on the **Home** page.

2. Ensure that your computer volume is on and your speakers/headphones are connected.

3. Click on the **Play** button to begin listening to the **Voki®** speak.

4. The buttons may be used to pause, play, and adjust the volume.
Messages Tab

The Messages tab is where you will receive messages from and can reply to your students. Clicking on the Messages tab will take you to the Messages page from any point in a project.

![Messages Tab](image)

**Tutors** are able to view Project Notices, Inbox, and Sent messages.

![Message Icons](image)

New messages from your students have a “New” icon next to their information.
**Project Notices**

A Student may send a request for help on a specific activity or request review of a recently completed Task. These messages will display in Project Notices.

Notices are identified by the date and time that they were received. New Notices will have a New icon to bring them to the Tutor’s attention.

Click the plus (+) next to the Message title to expand the section and display the Message.
Inbox

The Inbox sub-tab (within the Messages tab) is where you will find communications from PBA users.

Notices are identified by the date and time that they have been received. New Notices will have a New icon to bring them to the Tutor’s attention.

Click the plus (+) next to the Message title to expand the section and display the Message.

Click the Reply icon to respond to the Message.

A window will open; enter your reply.

Click Send to send the reply.
Standards Aligned System | Project Based Assessment Manual

Sent

The **Sent** sub-tab is where you will find any **Messages** you have sent through the **PBA** system.

![Project Based Assessments](image)

**Messages** are identified by the date and time that they were sent.

Click the plus (+) next to the **Message** title to expand the section and display the **Message**.
Student Access Code Tab

If a Tutor is meeting with a Student or is also assigned as a Test Administrator (the individual present while a Student is working on a project), then the Tutor may generate a Student Access Code. The Student Access Code allows Students to access and work on their projects.

Click the Generate Code button to display an Access Code. Please note that this temporary login will be active for only 60 minutes, but can be used by multiple Students during that time.

Inform your Student(s) of the Access Code. The Access Code should be entered into the Project Code field in the Student's My Projects tab.
Projects Tab

The **Projects** tab contains the modules and workspaces needed to review a Project Based Assessment.

**Filtering**

Filtering the list will help you to better identify the student(s) you wish to view. The list may be filtered by **Keystone Area**, **Module**, **Student Name**, **Progress**, and **Evaluation Status**.

The display may be filtered by clicking **Click to open the filter** at the top of the display.

Use the **Filter** areas to specify your parameters. Click **Apply Filter**.

Projects displayed will now conform to the **Filter** parameters.
Progress

The icons displayed in the Progress column indicate the status of specific areas of the Project.

The icons are:

- **Not Ready for Activity**: Student is unable to begin until s/he has completed preceding Tasks.
- **In Progress**: Student is currently working on this Task.
- **Help Requested**: Student has requested help from his/her Tutor with an Activity in this Task.
- **Submitted**: Student has submitted his/her work in this Task for Tutor review.
- **Approved**: Tutor has approved this section of Student work. Student is able to proceed to the next Task.
- **Needs Attention**: Tutor has not approved submission. Student must edit their work and resubmit it to Tutor.

Hover your mouse over the icon to yield information specific to that item.

Approved Activity 6: Frog Hunting Click to go to this checkpoint.
Navigating the Projects

Select a Project by clicking the title.
**Student Information Button**

*Student Information* for the selected project can be found by clicking on the *Student’s* name.

Doing so will yield a panel with the following information:

The table below represents the information provided under each panel heading.

<table>
<thead>
<tr>
<th>Column Title</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>Keystone Exam Area</td>
<td>This will display the assigned Keystone Exam Area.</td>
</tr>
</tbody>
</table>
|                               | • Literature  
|                               | • Biology  
|                               | • Algebra  |
| Student Name                  | This will display the name of the *Student* for the selected project.                                                                        |
| Progress Key                  | Each box in this column, corresponding to a project Checkpoint, will display an icon signifying one of the following progress markers:         |
|                               | • Not Ready for Activity  
|                               | • In Progress  
|                               | • Help Requested  
|                               | • Submitted  
|                               | • Approved  
|                               | • Needs Attention  |
| Project Evaluation Status     | This will display one of two icons signifying that the project has been:                                                                     |
|                               | • Submitted  
|                               | • Not Yet Submitted  |
| Dates                         | This column will display the following as it applies to the selected *Student*:                                                               |
|                               | • Assigned – Date the project was assigned  
|                               | • Last Activity – Date of the *Student’s* last activity in the project (task submission, request for help, etc.)  
|                               | • Last Login – Date of the *Student’s* last login  |
| PDF Download                  | Clicking on this icon will yield a blank PDF booklet of the selected project to support *Student* completion of the project.                |
Project Organization

Project content is organized into five sub-tabs:

Overview

The Overview page offers background information about what Students will be doing in a project.

You can also listen to the Project Based Assessment Scenario by clicking the Listen button at the top of the Overview tab page. Ensure that your computer volume is on and your speakers/headphones are connected.
Task Directions

The **Task Directions** section details what will be addressed in the project **Tasks** and **Activities**.

---

**Task Directions**

Your task is to identify how the disturbance(s) has/have impacted the life found in the stream. You must prepare a statement for your local county council outlining the environmental disturbance of the stream based on your evidence collected. You will need to cite evidence discovered pertaining to the environmental disturbance to justify your conclusions.

**TASK 1: Your Thoughts**

- **Activity 1: A Disturbing Situation** - You start to examine how it is possible that these streams came to be polluted.
- **Activity 2: Living or Nonliving** - An ecosystem is comprised of biotic and abiotic factors. Please explain the difference between the two.
- **Activity 3: Snapshot Samples** - Collect and describe your samples.

**TASK 2: Issue at Hand**

- **Activity 1 - What’s on the Menu?** - Construct a food web.
- **Activity 2: What Kind Am I?** - Classify each organism as a consumer, producer or a decomposer.
- **Activity 3: Fuel it Up!** - Describe the energy pyramid.
- **Activity 4: Is There Enough To Eat?** - Looking at the organisms in the previous food web, explain if there are enough producers to support the consumers.
Eligible Content Items Assessed

The Eligible Content Items Assessed section details the Eligible Content being addressed in the project.

<table>
<thead>
<tr>
<th>Eligible Content</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>BIO.B.2.1.1</td>
<td>Describe and/or predict observed patterns of inheritance (i.e., dominant, recessive, codominance, incomplete dominance, sex-linked, polygenic, and multiple alleles).</td>
</tr>
<tr>
<td>BIO.B.2.1.2</td>
<td>Describe processes that can alter composition or number of chromosomes (i.e., crossing-over, nondisjunction, duplication, translocation, deletion, insertion, and inversion).</td>
</tr>
<tr>
<td>BIO.B.3.1.1</td>
<td>Describe how genetic mutations alter the DNA sequence and may or may not affect phenotype (e.g., silent, nonsense, frame-shift).</td>
</tr>
<tr>
<td>BIO.B.3.1.1</td>
<td>Explain how natural selection can impact allele frequency for a trait.</td>
</tr>
</tbody>
</table>

Click on Associated Resources to display supplemental study resources for your selected Eligible Content statement.

Click on the title of the Associated Resource to open it in another tab.
Project Tasks

The **Project Tasks** sub-tab shows the **Tasks** and **Activities** that make up the project.

![Screenshot of the Project Tasks section]

To display the **Student's** work click the plus (+) button to expand the dropdown menus.

![Expanded Task 2: Activity 2: Living or Nonliving]

*NOTE: You may not modify the work on this activity.*
Scoring Guide

After the student has self-evaluated his/her project, you will apply the evaluative criteria from the scoring guide to the project in the **Scoring Guide** tab.

**Note:** If you determine that the completed project meets the scoring criteria, you will then submit it for evaluation by the statewide review panel for scoring.

If you determine that the project does not meet the scoring criteria, the **Student** should receive tutoring / instruction on the **Eligible Content** of the parts of the project that require revision. The student should then independently make the improvements you deem necessary before submittal.
1. When you click the related circle, a pop-up window will appear with three (3) selections. They are:

- **Approved** – You feel that the Student’s work for this item is satisfactory and ready for evaluation.

- **Not Approved** – You feel that the Student’s work is not satisfactory and can be corrected to better reflect the requirements.

- **Not Yet Submitted** – This is the default setting for items you have yet to evaluate.

2. Continue down the list of required items. Each item **must be assessed**.

3. If you and the Student have approved all items, the project is ready for final evaluation. You will then submit for evaluation by the statewide review panel for scoring by clicking the **Submit Project for Evaluation** button. Note: Only a Tutor has the ability to submit a project for statewide evaluation.

**Note:** If you or the Student determine that the project does not appear to meet any of the scoring criteria, it should not be submitted for scoring. The Student should receive tutoring / instruction on the Eligible Content of the project in order to independently make the improvements necessary for submittal.
Study Resources

Clicking on **Study Resources** tab will allow you to access the resources from any point in your project. A list of items to help **Students** with the project **Tasks** is located on the **Study Resources** page.

Click on **Associated Resources** to display the supplemental study resources for your selected **Eligible Content** statement.

Click on the title of the **Associated Resource** to open it in another tab.
Documents

This permits a Tutor to upload materials/resources the Tutor may deem useful for the Student as he or she completes the project. Materials and resources must be related to the Eligible Content and used to provide an understanding of the competencies necessary for Students to be successful in the projects.

1. To upload a document to the project, Click on **Browse** to locate the file.
2. Locate the item, select it, and click **Open** (or double click the file name).
3. Click the **Upload a Project Document** button
4. The file name will appear in the list of **Project Documents**.
Frequently Asked Questions (FAQ) Tab

1. To begin, click on the FAQ tab on the Navigation Bar.

![FAQ Tab on Navigation Bar](image)

2. Scroll down the page to view the Frequently Asked Questions.

3. Click on the plus (+) icon to display information pertaining to the question you selected.

   ![FAQ Question](image)

   Click on the minus (-) sign to collapse the information and select another question.

4. For any questions not addressed in the FAQ tab, please call the SAS Help Desk toll free at 1-877-9PDESAS (1-877-973-3727) or via email at helpdesk@pdesas.org.
Help Tab

The **Help** page contains a video that provides an overview of Project Based Assessment.

To view the video:

1. Click on the **Help** tab.

2. Click the **Play** button on the presentation screen or on the toolbar. Use controls to play and pause the video, to play the video full-screen, and to adjust the volume.

3. The buttons on the toolbar can be used to pause video, adjust volume or expand to full screen. To close full screen press the **Escape (Esc)** button on your keyboard.
The **Footer Menu** rests at the bottom of every page in the site. It provides quick access to a number of areas within the site.

**About SAS**
Learn about the vision and components of the **Standards Aligned System (SAS)**.

**Terms of Use**
Find information about the legal use of **SAS** and its associated portals.

**FAQ**
Clicking **FAQ** will take you to the same **Frequently Asked Questions** page as the **FAQ** tab.