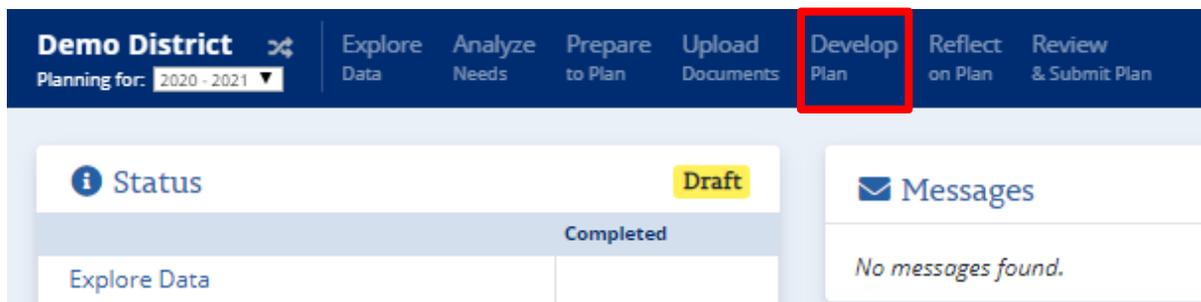


Including Evidence in InformTN

When creating annual plans, districts must include evidence to support any strategies that will use federal funds. The steps for including evidence in InformTN are summarized below.

- 1) After exploring your data and creating prioritize needs, click “Develop Plan” to add goals, strategies and action steps.



The screenshot shows the InformTN dashboard for 'Demo District' with a planning period of '2020 - 2021'. The navigation bar includes 'Explore Data', 'Analyze Needs', 'Prepare to Plan', 'Upload Documents', 'Develop Plan' (highlighted with a red box), 'Reflect on Plan', and 'Review & Submit Plan'. Below the navigation bar, there are sections for 'Status' (Draft), 'Messages' (No messages found), and 'Explore Data' (Completed).

- 2) Click “Add Goal” to enter a goal, then click “Save Goal.”



The screenshot shows the 'Demo District Annual Plan (2020 - 2021)' interface. It features a 'Draft' status, an 'Expand All' button, and several 'Export' buttons. The '+ Add Goal' button is highlighted with a red box, along with an 'Import Goal' button.

- 3) Click “Add Strategy” to enter a strategy.



The screenshot shows the 'Goal 1: By Spring, we will improve K-12 Literacy, with a particular emphasis on early grades literacy.' page. The goal text is displayed, followed by a description: 'While we will support literacy improvements across all grade bands, we will focus the majority of our change initiatives on K-3 literacy this year. We believe ensuring a strong foundation in literacy will set our students up for future success.' The '+ Add Strategy' button is highlighted with a red box.

- 4) If using federal funding under ESSA, select "Yes" for the final question, then click "Save Strategy."

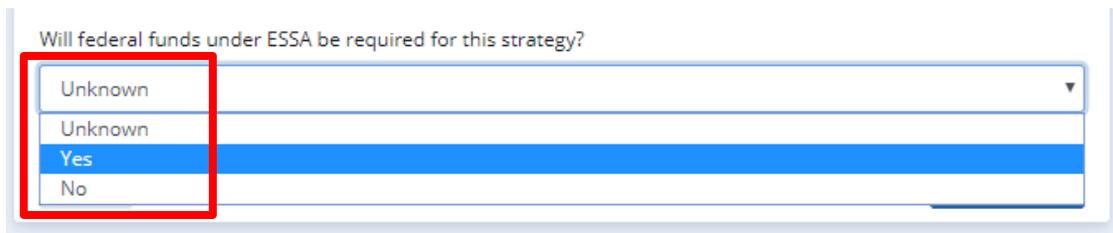
Will federal funds under ESSA be required for this strategy?

Unknown

Unknown

Yes

No

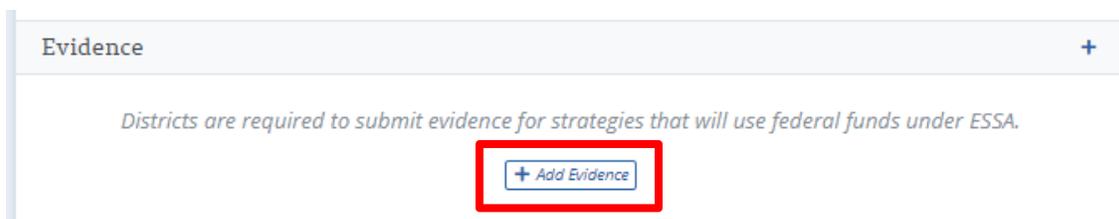


- 5) After clicking Save, you will be prompted to add evidence. Scroll down to the section titled "Evidence," then click "Add Evidence."

Evidence +

Districts are required to submit evidence for strategies that will use federal funds under ESSA.

+ Add Evidence



- 6) Enter a title and description for your evidence.

Create Evidence

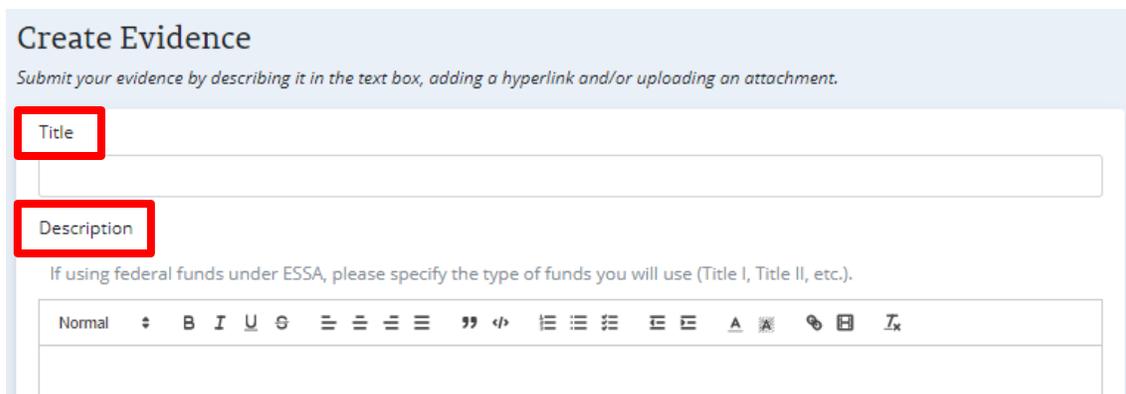
Submit your evidence by describing it in the text box, adding a hyperlink and/or uploading an attachment.

Title

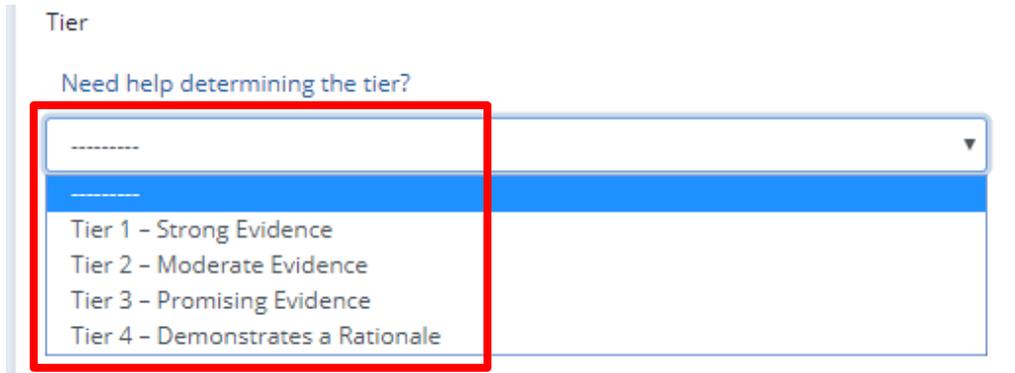
Description

If using federal funds under ESSA, please specify the type of funds you will use (Title I, Title II, etc.).

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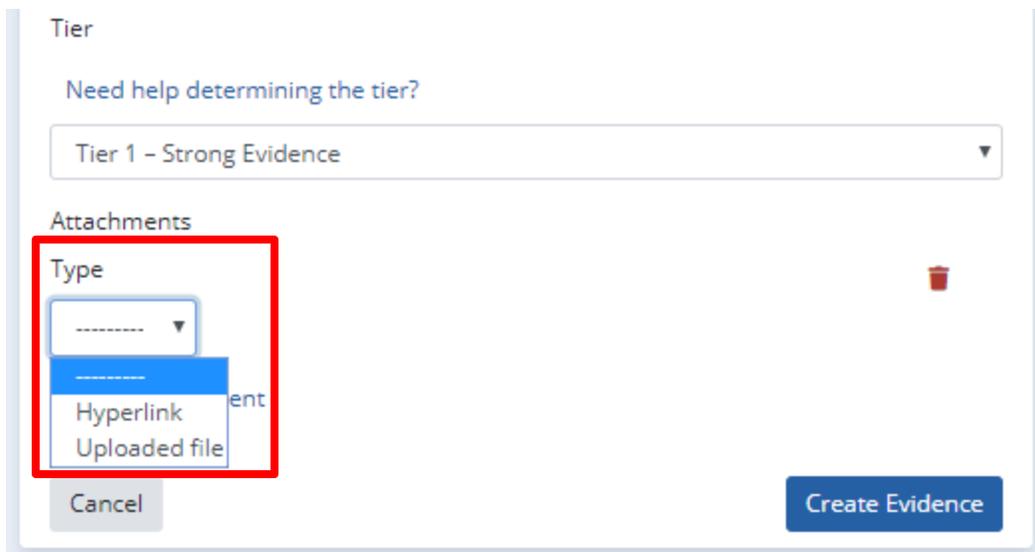


- 7) Under Tier, click the dropdown menu and select the appropriate tier of evidence. (If you are unsure which tier of evidence you are including, click “Need help determining the tier?” This link will open a rubric that you can use to determine which tier of evidence you are including.)



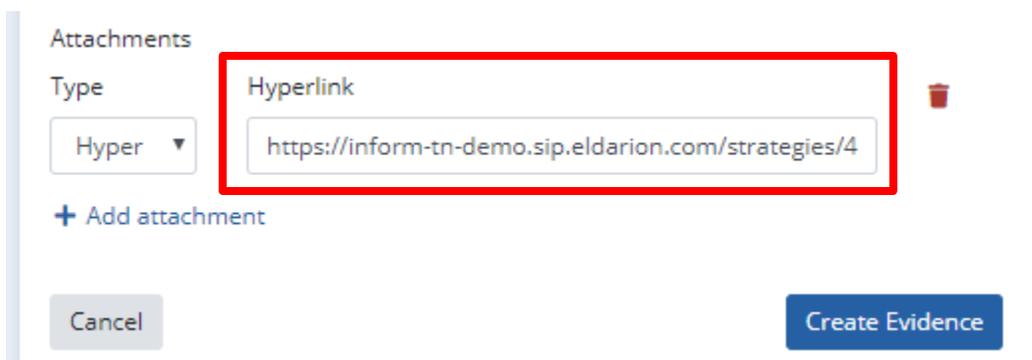
The screenshot shows a form section titled "Tier". Below the title is a link that says "Need help determining the tier?". Below that is a dropdown menu with a red box around it. The dropdown menu is open, showing four options: "Tier 1 - Strong Evidence", "Tier 2 - Moderate Evidence", "Tier 3 - Promising Evidence", and "Tier 4 - Demonstrates a Rationale".

- 8) Under Attachment, click the dropdown menu and select the type of attachment that you are adding (hyperlink or uploaded file).



The screenshot shows a form section titled "Tier" with a link "Need help determining the tier?". Below that is a dropdown menu showing "Tier 1 - Strong Evidence". Below that is a section titled "Attachments". In the "Attachments" section, there is a "Type" dropdown menu with a red box around it. The dropdown menu is open, showing two options: "Hyperlink" and "Uploaded file". Below the "Attachments" section are two buttons: "Cancel" and "Create Evidence".

- 9) If you selected Hyperlink, add the hyperlink to your evidence in the box that appears.



The screenshot shows the "Attachments" section of the form. The "Type" dropdown menu is set to "Hyperlink". Below the dropdown menu is a text input field with a red box around it. The input field contains the URL "https://inform-tn-demo.sip.eldarion.com/strategies/4". Below the input field is a link that says "+ Add attachment". At the bottom of the form are two buttons: "Cancel" and "Create Evidence".

If you selected Uploaded File, click "Choose File," then select the file from your computer to upload.

Need help determining the tier?

Tier 1 – Strong Evidence

Attachments

Type

File

Uploa

Choose File No file chosen

+ Add attachment

10) If you want to add more links or files, click "Add attachment."

Attachments

Type

Hyperlink

Hyper

https://inform-tn-demo.sip.eldarion.com/site_media/

+ Add attachment

Cancel

Create Evidence

11) Once you have added all of the attachments you want to include, click "Create Evidence."

Attachments

Type

Hyperlink

Hyper

https://inform-tn-demo.sip.eldarion.com/site_media/

Type

File

Uploa

Choose File Case Study f...riculum.docx

+ Add attachment

Cancel

Create Evidence

- 12) You should now be able to see the evidence link to your strategy. If you need to edit or delete this evidence in the future, select the Edit or Delete icon to do so.

Evidence +

Case Study on Knowledge-Building Curriculum  

This study was published by UTK in 2017. It examines the impacts of knowledge-building curriculum on student literacy rates. The results indicate that effective implementation of a K-12 knowledge-building curriculum significantly increase student literacy.

Tier 1 - Strong Evidence

Attachments

 https://inform-tn-demo.sip.eldarion.com/site_media/static/documents/evidence-tiers.pdf

 Case_Study_for_Knowledge-Building_Curriculum.docx