

MassONE

Massachusetts Online Network for Education

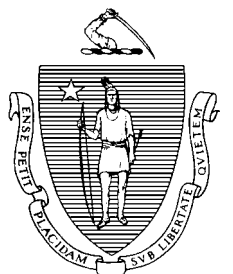
Massachusetts



Department of
Education

*MassONE is a service of the
Massachusetts Department of Education.*

<http://massone.mass.edu/>





What is MassONE?

MassONE is the Commonwealth's set of web-based tools for communication, collaboration, and curriculum planning, which are designed to support PreK-12 standards-based teaching and learning.

Who can use MassONE?

Massachusetts students, teachers, administrators, members of educational organizations, and Department of Education staff can get accounts on MassONE, creating ONE statewide learning community.

How can MassONE be used?

Here are a just a few examples:

- Students can participate in online discussion forums set up by their teachers.
- Teachers can use MassONE to create and store high quality, standards-based lesson plans.
- District staff can collaboratively develop documents such as grant applications and budgets using the MassONE.
- School districts and educational organizations can use MassONE to host their online workshops or courses.
- All users can store files on MassONE so they can work at school, at home, or anywhere they can access the Internet.



What tools does MassONE offer?

MassONE offers a collection of tools that educators can use to enrich classroom learning, provide online instruction, and enhance their ability to collaborate with their peers.

- Announcements Tool
- Calendar Tool
- Discussion forums
- Virtual Hard Drive (VHD)
- Curriculum Tools
- Teaching and Learning Resources
- Survey Tool
- Technology Self-Assessment Tool

What are some benefits of using MassONE?

MassONE allows users to communicate and collaborate in a secure online environment. With MassONE, you can take advantage of technology's ability to engage students, increase productivity, and provide increased access to resources.

How do we register for MassONE?

Membership in MassONE is open to students, teachers, administrators, staff of registered educational organizations, and Department of Education staff. To learn more, click the appropriate link on the MassONE web site (<http://massone.mass.edu/>).

MassONE is structured around learning communities, called workgroups. After logging in to MassONE, users select a workgroup to interact with, using the drop-down menu. They then see the workgroup's main page, which contains all of the announcements for that workgroup. They also have access to the workgroup's discussion forum, Virtual Hard Drive, calendar, and any surveys created for the workgroup.

Teachers, school administrators, and organizations can set up their own workgroups, allowing them to run workshops, courses, discussions, and collaborative projects.

The screenshot shows the MassONE interface for a workgroup named 'shargrave Classroom'. The main heading is 'Ms. Hargrave's English Class' with a sub-heading 'This is Ms. Hargrave's 11th grade class, which meets at 9:45 AM.' Below this is an 'Announcements' section with a 'show:' dropdown set to 'all current'. The announcements list includes: 'Greetings, Susan. Here's what's new for Tuesday, November 8th:', 'Welcome to my class!', 'Last day to discuss Hamlet', 'New discussion begins Monday', and 'Book reports due March 15'.

Announcements Tool

The administrator of a workgroup can post announcements, which users see when they select the workgroup from the drop-down menu.

This is a good place to post instructions and general information about using the online environment for a class or collaborative project.

Calendar Tool

The workgroup's administrator can also create a custom calendar for the workgroup.

Teachers can create class calendars with items such as assignment due dates, historic events, and birthdays.

Calendars can also be created for entire schools or districts, as well as teacher study workgroups and extracurricular workgroups.

The screenshot shows the MassONE interface for a workgroup named 'shargrave (Susan Hargrave)'. The main heading is 'November 2005'. The calendar view shows a grid of dates from Sunday 30 to Saturday 05. The calendar includes several events: 'Online quiz' on Wednesday 02, 'Choose books for discussion' on Monday 07, 'Last day to post replies to forum' on Friday 11, 'Multimedia project due' on Thursday 17, and 'Book discussion begins' on Monday 21. The interface also shows a search bar, navigation tabs for 'View', 'Calendars', 'Groups', and 'Options', and a sidebar with various tools like 'MY FOLDER', 'FIND', 'FORUMS', 'SURVEYS', 'CALENDAR', 'TLR', 'CURRICULUM TOOLS', 'TEXT', and 'TOOLS'.

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Community Forums

Forum Home » Statewide Instructional Technology Forums » Universal Design and Assistive Technology

Welcome, [shargrave](#)
[Your Settings/Profile](#)

Messages: 81 Topics: 22 Last Post: Aug 8, 2005 2:38 PM, by: [dmartin12](#)

[Post New Topic](#) [Search Forum](#) [Watch Forum](#) [Go Back to Forum List](#)

Pages: 2 [1 | 2 | Next]

Topic	Author	Replies	Last Post
Curriculum Resource Guide available online	shargrave	1	Aug 8, 2005 2:38 PM
Health and Fitness	rhennigan	0	Jul 30, 2005 12:05 PM
Teachers Enabling All Students to Learn	kkenny	32	Jul 20, 2005 1:53 PM
Digital Portfolios	lwong	7	Dec 7, 2004 3:58 PM
IEP Software	richardmorrison	0	Dec 1, 2004 7:16 PM
AT for Middle and High School Students	shargrave	1	Nov 29, 2004 10:03 AM
Free Grant Resource	bobtucker	1	Nov 29, 2004 9:59 AM
Software for Students with Print Disabilities	shargrave	0	Dec 4, 2003 9:09 AM
Free software for use with switches	shargrave	5	Nov 17, 2003 1:58 PM

Discussion Forums

Each workgroup has its own discussion forum, which only they can access.

Teachers can use the forums to host online discussions or debates with their students.

Districts and educational organizations can use the forums for professional development workshops.

Educators can also participate in statewide forums on specific topics.

Virtual Hard Drive

Each workgroup has its own Virtual Hard Drive (VHD), where members can store and share documents.

Students can use the VHD to work together on projects such as multimedia presentations.

Educators can use the VHD to collaboratively develop documents such as grant applications and lesson units.

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MassONE Training Site

MassONE Training Site » Understanding Folders

Name	Size	Modified	Actions
Digital Dropbox		3/30/06	[Icons]
Protected Folder		3/21/06	[Icons]
Read & Write		3/8/06	[Icons]
Read Only		1/11/06	[Icons]
4Mat Photo	72.45 kB	12/15/05	[Icons]
MassONE Help Files		1/18/06	[Icons]
MS Excel Spreadsheet	53.0 kB	3/8/06	[Icons]
MS Word Document	35.5 kB	3/8/06	[Icons]
Rubric	17.97 kB	3/8/06	[Icons]

My Folder

Every individual MassONE user also has a personal Virtual Hard Drive, making it possible to store and access files from home, a local library, or any place with Internet access. Students and educators can use their folders to access their work outside of school hours without the need to carry disks or other storage media.

Teachers and students can also use their personal folders to develop portfolios of their work.

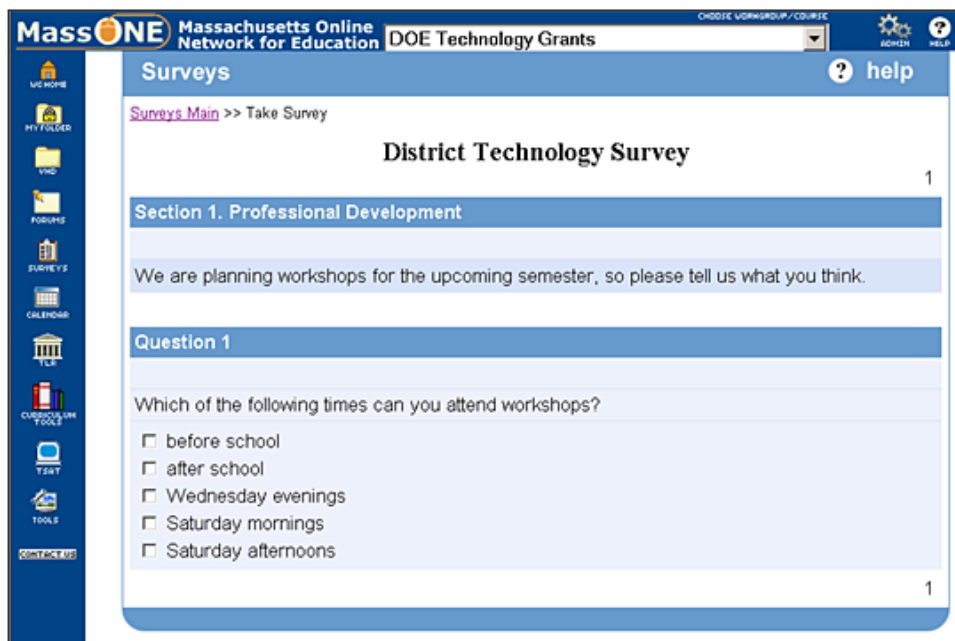
MassONE also offers a survey creation tool. This tool makes it possible to quickly construct an online survey, offer it to members of a workgroup, and then access survey results for the workgroup.

Survey Tool

A workgroup's administrator can create online surveys for the workgroup.

Administrators can use this tool to gather input from staff throughout the district.

Professional development providers can use this tool to assess the knowledge of participants prior to a workshop.

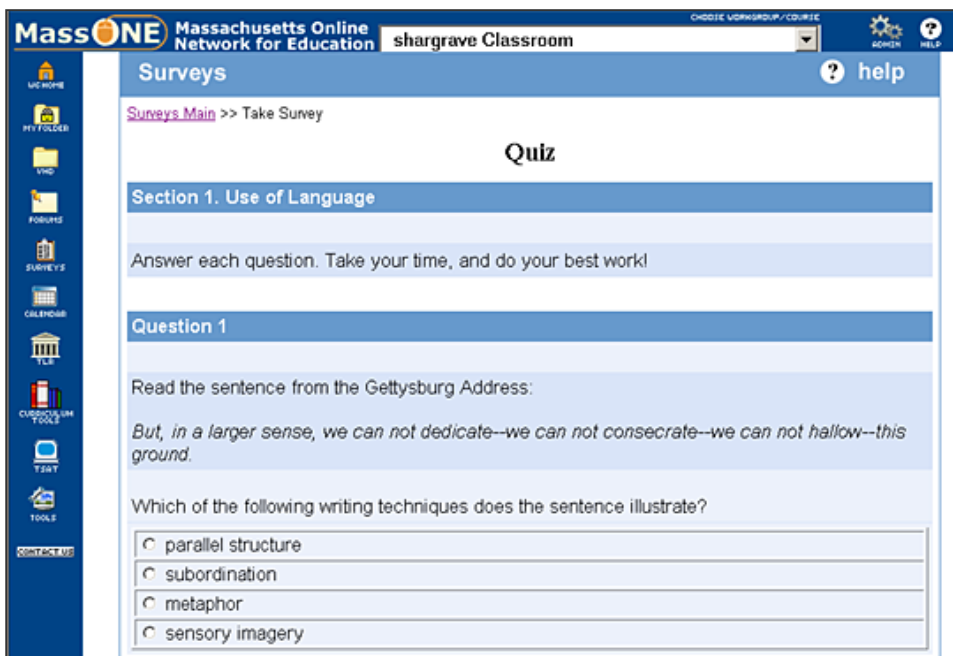


Other Uses of the Tool

Teachers can use the survey tool to create quizzes that students can complete online.

Teachers can also use surveys in math and science lessons in which students need to gather and analyze data.

Surveys can include up to eight types of questions: true-false, multiple choice, short answer, long composition, check all that apply, numeric response, data table, and Likert Scale.



Using the Technology Self Assessment Tool

If this is the first time you are taking this assessment, you will begin at "Early Technology". The assessment presents a list of skills with check boxes. Check a skill if you are able to do all of the examples given. To begin, click "View or Take the TSAT".

You can take the assessment as many times as you wish. If you have already taken it, your results will appear below. When you have mastered a skill level, use the drop-down menu to select the next level.

You can preview the skills list for any level by clicking "View or Take the TSAT". If you have already taken the assessment for that level, you will see your responses. You may wish to print out the skills list to help focus your professional development efforts.

Please complete the lower level before moving on to the next level.

Choose a Skill Level: Early Technology View or Take the TSAT

Your results:

	Technology Operations and Concepts	Ethics and Safety	Teaching & Learning with Technology	Mastered?
Early Technology	100.0%	100.0%	100.0%	yes - Congratulations!
Developing Technology	22.5%	0.0%	0.0%	not yet
Proficient	0%	0%	0%	not yet
Advanced	0%	0%	0%	not yet

Technology Self-Assessment Tool

MassONE also offers a specialized survey just for educators, called the Technology Self-Assessment Tool (TSAT).

The tool can aggregate teacher data (anonymously) for a school or district, allowing technology leaders to see where the need for professional development is greatest.

Districts can also aggregate data for specific workgroups, such as teachers who took part in a series of technology workshops, and compare data from before and after the workshops.

The TSAT reports the percentage of teachers in a workgroup who report mastery of each of the skills.

The TSAT allows individual teachers to quickly find out which skills they need to acquire in order to best use technology in their teaching.

The TSAT is not a test but a checklist of skills divided into four levels.

Technology Self Assessment Tool - Proficient

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Technology Operations and Concepts

- Save (also retrieve, load, and import) documents in different file formats (e.g., RTF, HTML) to facilitate file sharing.
- Use a variety of external peripherals (e.g., digital camera, camcorder, CD-RW, scanner) and connect them to a computer.
- Resolve commonly occurring technology problems, and use proper terminology for communicating them (e.g., frozen screen, disk error, printing problems).
- Identify, download and use multimedia, graphic, sound and video files.
- Install new software from a variety of sources (e.g., CD, downloads, plug-ins and applications) per district policies.
- Use built-in calculating functions in a spreadsheet application.
- Customize formatting of charts or graphs created in spreadsheet. Define and use built-in data functions of a spreadsheet such as sort, filter, find.
- Perform simple operations in a database (e.g., browse, sort, search, delete, add data).

MassONE offers a suite of curriculum tools to help educators create standards-based lesson plans. They include a template where users can enter information such as key concepts, activities, and assessment strategies. Also included is a standards database, which allows users to quickly identify the curriculum or vocational standard(s) that the lesson focuses on.

Lesson Plan Tool

In the first screen of the lesson-planning template, the teacher enters information such as key concepts, activities, and assessment strategies.

Entering keywords will make it easier for teachers to search through large collections of lesson plans.

The screenshot shows the 'General Information' screen of the Lesson Plan Tool. On the left is a vertical 'Menu' with options: General Information (highlighted), Alignment to Standards, Assessments, Instructional Strategies, and Materials and Resources. The main area contains the following fields:

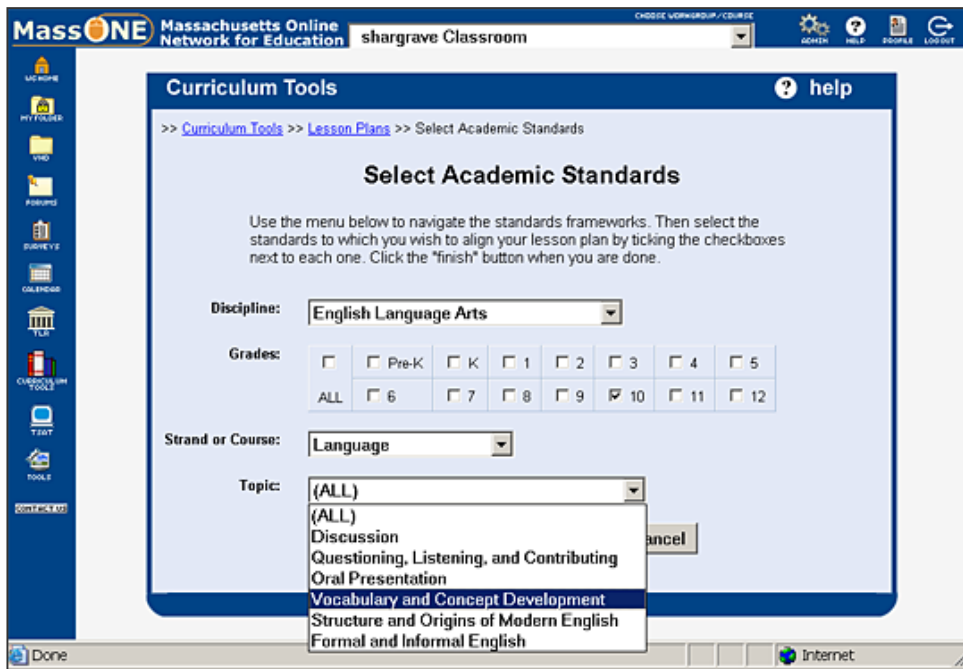
- Lesson Title:** A text input field.
- Unit or Course:** A text input field.
- Lesson Duration:** A text input field followed by 'minutes'.
- Prep Time:** A text input field followed by 'minutes'.
- Grades:** A grid of checkboxes for grades Pre-K through 12.
- Topics or Keywords:** A text input field with a search icon.

On the next screen, the teacher will select the standards that are the focus of the lesson.

This screen links to MassONE's database of the state curriculum frameworks.

On later screens, the teacher will enter information about standards, assessments, instructional strategies, and related resources.

The screenshot shows the 'Alignment to Standards' screen. The breadcrumb trail is '>> Curriculum Tools >> Lesson Plans >> Edit Lesson Plan'. The 'Menu' on the left has 'Alignment to Standards' highlighted. The main area contains a message: 'You have not yet specified any standards for alignment. Click the "add academic standards" or "add vocational standards" button below to select standards for aligning to this lesson plan. Click the question mark to the left for more information about this section.' Below the message are three buttons: 'academic standards', 'vocational standards', and 'district guidelines'. At the bottom are 'save and quit' and 'save and continue' buttons.



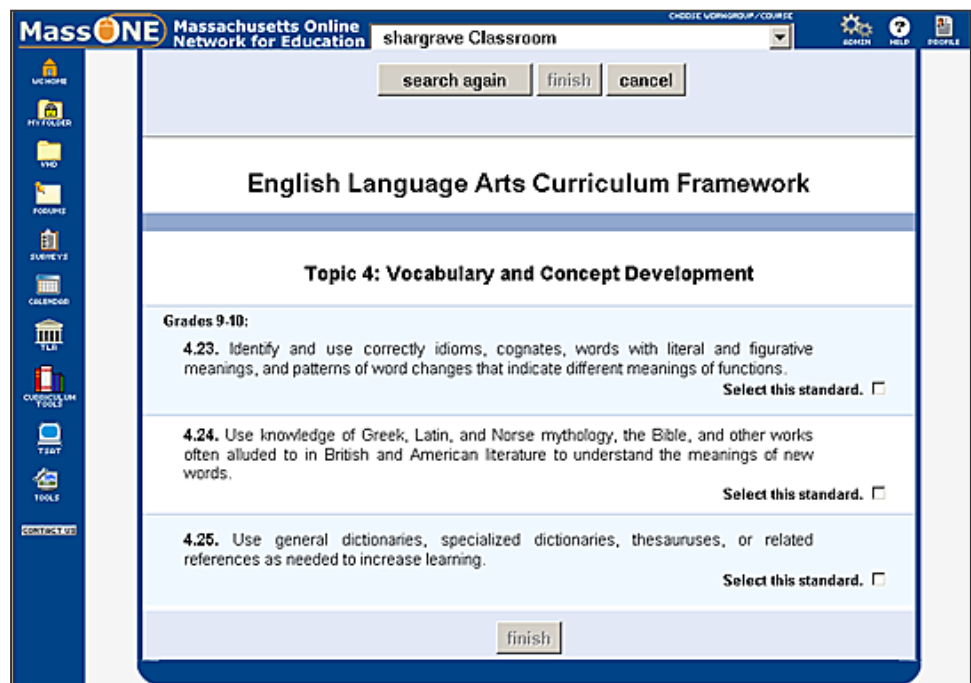
Standards Search Tool

Massachusetts curriculum standards are integrated into the lesson-planning tool, allowing teachers to quickly identify the standard(s) for a lesson plan they are creating.

Educators can search by discipline, grade, strand or course, and topic.

This screen shows the results of the standards search. Here the teacher will select the standards that will be the focus of the lesson. The selected standards will be automatically inserted into the lesson plan.

Educators can also use the standards database independently of the lesson-planning template. A teacher can do a search for all of the standards for a particular grade and subject, while a curriculum director might want to search all of the standards in a strand, in order to view the progression from one grade to the next.



MassONE offers a rich collection of lesson plans, activities, and other curriculum resources. The statewide Virtual Hard Drive (VHD) offers resources that educators can browse by curriculum area, while Teaching and Learning Resources (TLR) offers a searchable resource collection.

Teaching and Learning Resources

Educators can search over 35,000 high quality educational resources by subject, keywords, format and resource type.

The U.S. Department of Education sponsored the development of this database of resources.

This screen shows partial results of the U.S. History and Constitution search conducted above.

Clicking “details” will access a page with more information. Typically the details page includes a URL for the resource.

Details	Resource Description	Provider
Details	A Hero Betrayed: The Presidency of Ulysses S. Grant	Constitutional Rights Foundation
Details	A Mock Constitutional Convention	CongressLink
Details	Affidavit and Flyers from the Chinese Boycott Case	National Archives and Records Administration

Authorization for an Individual MassONE Account

I, _____, am a Massachusetts educator and am requesting an individual MassONE account. I understand that I will receive a welcome email with my account information. The email will be entitled “**Massachusetts DOE Welcomes You to MassONE.**”

Please print this form on school or district letterhead, provide the following information, and have the form signed by your school principal, superintendent, or equivalent before submitting to MassONE:

• First Name (+ MI if used)	
• Last Name	
• Birth Date	
• District Name	
• School Name • (leave blank if you are district staff)	
• School or District Code (<i>required</i>) • (see http://profiles.doe.mass.edu)	
• Your School Email Address (<i>required</i>)	
• Alternate Email Address (<i>optional for receiving welcome email only</i>)	

By signing this form, I certify that I have read and understood MassONE’s Acceptable Use Policy and Guidelines (<http://massone.mass.edu/downloads/aup.pdf> or <http://massone.mass.edu/downloads/aup.doc>) I also certify that the information in this application is correct and complete.

Your signature: _____

Required Approval by School Principal, Superintendent, or equivalent:

Name & Title (*Please Print*): _____

Signature (*Required*): _____

Telephone Number: _____

Email Address: _____

*Note: Please print this form on your school or district letterhead, provide the requested information, and return to the MassONE office by **fax** (781-338-6880) or by **mail** (Massachusetts Department of Education, MassONE, 350 Main Street, Malden, MA 02148-5023).*

Questions? Contact MassONE at 781-338-3020 or MassONEHelp@doe.mass.edu.



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