



AZTEC SOFTWARE

EDUCATE • EMPOWER • ELEVATE



AZTEC SOFTWARE'S CONTINUUM OF LEARNING

Aztec Software's Continuum of Learning is a series of computer-based, instructional programs that provide diagnostic and personalized learning experiences. With a focus on core academic subject areas, as well as skills for ABE and HSE test preparation, Aztec Software's Continuum of Learning provides instructors and students with the tools they need to diagnose, remediate, instruct and learn while utilizing ongoing formative assessments to guide the learning and instructional process. The key feature of the Continuum is its ability to provide instruction from the 1.5 Grade Level Equivalency all the way through high school equivalency and then on to community college or workforce entrance.

The Continuum of Learning is effective because:

- Students are provided with personalized learning plans that maximize instruction time and Measurable Skill Gains.
- Students can progress through the entire spectrum of Educational Functioning Levels (EFLs), while all on the same learning platform.
- Learning experiences utilize multiple modalities including audio/visual elements that provide for a deeper degree of interest and immersion in the learning experience.
- Courses allow teachers to create individualized learning plans through the creation of custom classes to meet the specific needs of each learner.

WIOA Distance Learning and Employability Skills Framework

Aztec Software's Continuum of Learning can be implemented as a complete distance learning solution with minimal instructional supervision, as a blended learning model, or as a component of direct, face-to-face instruction. WIOA notes that eligible providers must demonstrate how they "effectively use technology, services, and delivery systems, including distance education in a manner sufficient to increase the amount and quality of learning and how such technology, services, and systems lead to improved performance." Aztec's courses dovetail with the nine key skills outlined in the Employability Skills Framework and prepare learners for success in the labor market across all employment levels and industry sectors.

The core features of each program include:

- 1) Assessment of students' skills at each of the Educational Functioning Levels
- 2) Individualized learning plans to meet the needs of each student with continuous feedback and guidance
- 3) Robust teacher reporting functionality to monitor student performance
- 4) Messaging capabilities that allow teachers to notify students when remediation is needed
- 5) Time on task tracking and reporting for funding verification, distance education requirements and teacher intervention
- 6) Student progress tracking and modification of the learning plan to meet students' changing needs
- 7) Evaluation of students' benchmarks correlated to their academic goals

Aztec Software's Continuum of Learning covers each of the National Reporting System's levels:

Educational Functioning Level	Test Benchmarks			
Beginning ABE Literacy (Grade Level Equivalency 0–1.9)	TABE L (9–10) Scale Scores: Reading: 367 and below Total Math: 313 and below Language: 389 and below	CASAS A Scale Scores: Reading: 200 and below Math: 200 and below	GAIN Scale Scores: English: 200-406 Math: 200-314	N/A
Beginning Basic Education (Grade Level Equivalency 2–3.9)	TABE E (9–10) Scale Scores: Reading: 368–460 Total Math: 314–441 Language: 390–490	CASAS B Scale Scores: Reading: 201–210 Math: 201–210	GAIN Scale Scores: English: 407-525 Math: 315-522	MAPT Scale Scores: All tests: 200-299
Low Intermediate Basic Education (Grade Level Equivalency 4–5.9)	TABE M (9–10) Scale Scores: Reading: 461–517 Total Math: 442–505 Language: 491–523	CASAS C Scale Scores: Reading: 211–220 Math: 211–220	GAIN Scale Scores: English: 526-661 Math: 523-669	MAPT Scale Scores: All tests: 300-399
High Intermediate Basic Education (Grade Level Equivalency 6–8.9)	TABE D (9–10) Scale Scores: Reading: 518–566 Total Math: 506–565 Language: 524–559	CASAS D Scale Scores: Reading: 221–235 Math: 221–235	GAIN Scale Scores: English: 662-746 Math: 670-775	MAPT Scale Scores: All tests: 400-499
Low Adult Secondary Education (Grade Level Equivalency 9–10.9)	TABE A (9–10) Scale Scores: Reading: 567–595 Total Math: 566–594 Language: 560–585	CASAS E Scale Scores: Reading: 236–245 Math: 236–245	GAIN Scale Scores: English: 747-870 Math: 776-854	MAPT Scale Scores: All tests: 500-599
High Adult Secondary Education (Grade Level Equivalency 11–12)	TABE A (9–10) Scale Scores: Reading: 596 and above Total Math: 595 and above Language: 586 and above	CASAS E Scale Scores: Reading: 246 and above Math: 246 and above	GAIN Scale Scores: English: 871-1000 Math: 855-1000	MAPT Scale Scores: All tests: 600-700

Research Based Instruction

Each Aztec Software learning series goes through a rigorous, evidenced-based development process to create assessments, lessons, practice drills, and the user experience. New lessons and practice tests are created through an exhaustive methodology that is designed to maximize student achievement while adhering to the national requirements outlined by the NRS. Ongoing monitoring of new lesson components adds to the already robust development process. Aztec Software relies on the research of Malcolm Knowles, Dorothy MacKeracher, and others to inform the instructional design process thus ensuring:

- Every student is engaged in active learning that allows him/her to work autonomously, thereby affording students to have a hand in the design and development of their learning plan.
- Instruction includes a wide range of materials to appeal to the varied experience levels and backgrounds of students.
- Lessons elicit prior knowledge and background understanding to connect better with the concepts to be learned.
- The lessons rely on the students' readiness to learn through engaging content and real-life application.
- Lessons are problem-centered and include question sets that elicit higher-order thinking.
- Lessons are designed to tap into the desire and motivation to learn, while allowing students to absorb content rather than memorize it.

Learner Experience

Aztec Software's focus on the student experience is a key element in course design. All of Aztec's programs are student-centered, and allow the student to navigate through courses at his/her own pace, while following prescribed programs of study.

The following are elements of the student experience:

- 1. Introduction to the Student Dashboard:** Learners are provided an overview of the dashboard and instruction on the features with a walk-through of the functionality.
- 2. Course Access:** Students are assigned to classes that are accessed from the student dashboard, and each class shows visual percentage of progress.
- 3. Goal Setting and Progress Tracking:**
 - a. Students can see personal usage goals vs. actual usage
 - b. Personalized announcements
 - c. Certificates are awarded based on academic progress to promote motivation

4. **Class Dashboard:**
 - a. Simple access to next learning activity
 - b. Detailed Learning Plan
 - c. Course Summary
 - d. Class Progress (Percentage of Completion, Numbers of Activities Completed and Remaining)
 - e. Completed Practice Test scores
 - f. Class Activity (Actual Usage Time compared to Teacher Goals)
 - g. Students access to scores
5. **Assignments and Feedback:** Individual Learning Plans are continuously updated based on student assessments and pre/post test results.
6. **Waivers:** Teachers can give students waivers to learning materials if completed offline.
7. **Assessments:** Subject-based, levelled HSE practice tests will have 3 versions delivered randomly and can be taken anytime.
8. **Resource Library:** Teachers can upload documents (PDF, PowerPoint, Word, Graphics, Excel, etc.) to be accessed by students assigned to class.
9. **Communication with Instructors:** If enabled, the messaging system allows students to communicate with instructors or administrators, teachers to communicate with administrators and students, and administrators to communicate with teachers and students.

Instructor Experience

The robust reporting functionality of Aztec’s management system allows for data collection of individual student progress, groups of students, and evidence of student growth which are measured through formative assessments, allowing both teachers and administrators to track and monitor student learning. Aztec provides minute-by-minute tracking of Measurable Skill Gains across the Educational Functioning Levels in each academic area and individual sub-skills on multiple levels in addition to providing remediation plans that guide instruction and therefore accountability to the College and Career Readiness Standards.

The following are the elements of the instructor experience:

1. **Manage and Track Goals and Learning Plans:** Teachers can assign and view student goals, see progress and performance, view assignments in all lesson plans, and modify lesson plans as necessary. When viewing the learning plans, teachers can see whether an assignment is not started, in progress, assigned for review, or completed.
2. **Track Assignments and Assessments:** Teachers can see immediate results from student learning activities and assessments and drill down to specific student answers and areas that require remediation.
3. **Send and Receive Notifications:** Teachers can communicate directly with students and provide live, ongoing support, tutorial services, and remediation.
4. **Manage Students and Classes:** Teachers can easily create custom classes, add and deactivate students, manage student accounts, organize students into custom class groupings, and provide administrators up-to-date data about class activities.
5. **Track Time on Task:** Time on task is easy to see for a single student or a full class, is viewable by date range, and sortable by self-identified criteria.
6. **View Student Learning Content:** Teachers can “masquerade” as students to see exactly where a student is within a lesson and offer guidance in real-time without affecting student data.
7. **Masquerade:** View student activity in the actual student account.
8. **Reporting:** Run reports with customizable features on all aspects of student engagement with the online program.
9. **Tags:** Track student progress by any criteria or grouping.
10. **Computer Directed Learning:** Based on a student’s individualized learning plan, learning objectives are presented one at a time until mastery is achieved.
11. **Saved Reports:** Set reports to run automatically and email to your inbox.
12. **Social Media:** Link to Facebook, Twitter, LinkedIn, etc.
13. **Class Creation:** Select units from purchased programs to build a custom class.
14. **Grade Student Essays:** Digital rubrics allow for easy grading of all student work.
15. **Distance Learning:** Track student activity in real time.

Curriculum Alignment

Instructional materials are aligned to the National Reporting System EFLs as well as CASAS, TABE, GED, HiSET, TASC and Accuplacer. When learning objectives shift, updates are provided automatically within each learning series provided by the Aztec Continuum of Learning.

Content and Assessments

The Aztec Software Learning Continuum contains multiple learning series that represent the multiple Educational Functioning Levels of Adult Education. Classes are written for the learning objectives identified by both the NRS and assessment publishers, and include all related learning objectives. Curriculum content includes a variety of instructional lessons, learning modalities, practice activities and drills that develop students’ capabilities in each of the sub-skill areas targeted by the course. All instructional materials are developed specifically for the adult learner.

Formative assessments embedded in Aztec Software, including diagnostic testing for each academic content area and sub-area, provide ongoing formal procedures for classroom teachers to deploy and conduct during the learning process to monitor student progress through the learning plans, to modify teaching and learning activities based on these formative assessments, and to improve student promotion and progression through the EFLs.

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