

## Appendix 6: Glossary of Survey Terms

### Instructional Content Areas

**Content areas** Also known as Subject Areas, these are main categories in a curriculum that are increasingly detailed as grade range increases. Entries in the Content Area worksheet subsume the sub-categories that are listed separately on the Special Categories worksheet.

**Reading / Language Arts / Literacy / English Literacy** This content section includes all English-language reading, language arts and literacy materials, as well as reading intervention.

**Arithmetic / Mathematics** Includes basic arithmetic and primary to advanced mathematics subjects, from addition and subtraction to algebra, calculus and statistics.

**Science** This category includes materials included in the teaching of the natural sciences: chemistry, physics, geology, as well as basic scientific concepts and principles.

**Social Studies / History** This section includes materials relating to social studies area including history, sociology, anthropology, economics, civics / government topics, U.S. and world geography, etc.

**Other Content Areas** Includes fine arts, foreign languages, health, physical education, vocational training, technology literacy, and curriculum categories that either may be listed separately for higher grade ranges or include information, communications/media not included in the main categories.

### Instructional Support

**Testing and Assessment** Both **formative** (practice, embedded) and **summative** (controlled, high stakes) assessments can be delivered online. Features of both may include assessment authoring, assessment delivery, and tools for heuristic or algorithmic evaluation. Features of both may include assessment authoring, assessment delivery, and tools for heuristic or algorithmic evaluation. This section also includes student response system-based assessments, as well as online or software services geared toward standardized **test preparation**.

**Diagnostic / Formative Assessment** Assessment is considered 'formative' when the feedback from learning activities is actually used to adapt the teaching to meet the learner's needs. Includes individual diagnostic tests and screening tests (SPED, ELL), RTI, and Formative/Benchmark Classroom Assessment. RTI includes assessment/interventions/data management, multi-tier approach interventions, behavioral modification, personalized learning plans, progress monitoring, dropout prevention, etc.

**Instructional Support (Continued)**

**Summative Assessment** Summative assessment is generally carried out at the end of a course or project. In an educational setting, summative assessments are typically used to assign students a course grade. Includes online test items provided to states and districts.

**Test Preparation** Software or online tools used to prepare students for testing techniques and sometimes targeted to specific state or national tests.

**Professional Development** The term “professional development” means a comprehensive, sustained, and intensive approach to improving teachers’ and principals’ effectiveness in raising student achievement. Online PD includes professional development tools provided directly or through universities or other third parties.

**Instructional Management System / LMS** Includes LMS tools for authoring and managing digital content and correlating assignments with learning standards, lesson planning, content management and presentation, and results recording.

**Productivity Tools** Includes both office tools (for example, Microsoft Office) with word processing, spreadsheet, presentation and/or desktop database applications, and creative tools (example: Adobe Photoshop) for use manipulating or editing images, video, or audio data. This category also includes diagramming and concept mapping programs.

**K–12 Extensions** This section includes online tutoring and GED programs.

**Platforms and Administrative Tools**

**Central Office Administrative Tools** Includes finance, HR tools, PD tracking, transportation, facilities management, food service, health and nursing applications (online or software-based).

**Finance** Includes software to manage payroll, accounting, and financial reporting.

**HR Tools / PD Tracking / Substitutes** Includes software used for HR functions for permanent staff as well as substitute teachers and professional development tracking.

**Transportation / Facilities Management** Transportation includes software to manage school assignment and bus routes. Facilities Management includes software to manage school facilities, planning, and operations, including inventory, scheduling, status monitoring, etc.

**Food Service/ Nursing and Health Diagnostics** Food Service includes software to maintain student free/reduced lunch status, process payments, etc. Nursing/Health Diagnostics includes software to manage student health and medical records.

**Platforms and Administrative Tools (Continued)**

**Data and IT Management Tools**

Databases and management software for data from multiple sources (data warehousing), as well as Decision Support tools – data analysis, dashboards, and network/IT administration.

**Data Warehouse and Management**

Databases and management software for data from multiple sources.

**Decisions Support — Data Analysis and Dashboards**

Analysis tools for aggregating and transforming raw data into information that supports data-driven improvement at the student, class, school, district, or state levels.

**Network and IT Administration**

Includes server-related software for IT management, performance monitoring, maintenance, backups, etc. Also includes internet filtering and data security. This category may also include tools for managing authentication, rules and permissions, authorization, etc.

**SIS (Student Information Systems)**

Includes database(s) of student information required to manage student registration, scheduling, attendance, and reporting.

**Content Management Systems / Digital Repositories**

Includes databases of multimedia digital content, such as text, audio, or interactive media. The databases may be either standalone resources or integrated with e-Learning tools. The databases contain content from multiple subject areas.

**IT Consulting**

Consulting with districts on IT purchases, architecture, and planning.

**Special Categories\***

**ELL or ESL (English Language Learners)**

A student whose first language is other than English and who is in a special program for learning English (which may be bilingual education or English as a second language).

**Special Education (SPED)**

Educational programs for students who, because they have a disability of some kind, require special instructional help to reach their potential. This may include specially trained teachers, innovative technology or instructional materials, access to a resource room, or even external placement. The term sometimes (but not usually) includes programs for those considered gifted.

**AP (Advanced Placement)**

College-level courses offered by high schools to students who are above average in academic standing. Most colleges will award college credit to students who pass one of the nationally standardized AP tests. Passing AP tests can save students time and tuition on entry-level college courses.

**Online Courses**

Full courses offered digitally for face-to-face or distance use. This includes revenues from sale of the courses to districts, but does not reflect tuition.

### Special Categories\* (Continued)

**Instructional Improvement Systems**

Tools designed to provide teachers, principals, and administrators with meaningful support and actionable data to manage continuous instructional improvement including data gathering and analysis, instructional planning and preparation, and the integrating instructional data with student level data such as attendance, discipline, and grades.

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\*Note: Special Categories revenues reported on this worksheet are part of the total revenue reported on other worksheets.

Definition Sources:

[http://www.ascd.org/Publications/Lexicon\\_of\\_Learning/Lexicon\\_of\\_Learning.aspx](http://www.ascd.org/Publications/Lexicon_of_Learning/Lexicon_of_Learning.aspx)

<http://web.mit.edu/teachtech/glossary.html>

<http://coe.sdsu.edu/eet/>

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