Import Standards

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Location: Standards Bank > click Import button

Standards can be imported into the Standards Bank from a certified competency framework provider. A certified competency framework is one which meets the CASE (Competencies and Academic Standards Exchange) specification created by 1EdTech.

Standards are imported using the Import tool found in the Standards Bank.
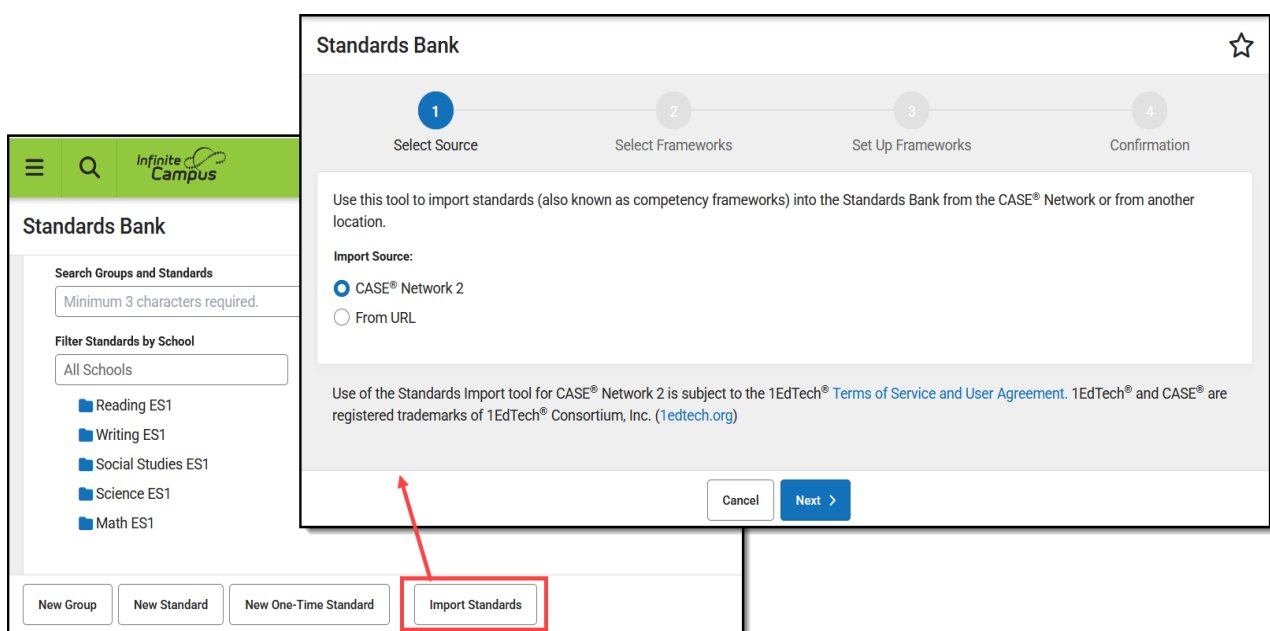
Frameworks are imported using the URL of a verified provider.

> Access to Import Standards is granted via a subright to the Standards Bank.

What is CASE?

CASE, or the Competencies and Academic Standards Exchange, is a specification produced by 1EdTech that facilitates sharing proficiency standards. Central to CASE is the CF Item ID, which is the unique identifier assigned to each standard and group. This identifier stays with the standard, even if details of the standard are modified by the district, maintaining a connection between the standard and provider.

Potential future applications of this identifier include:

- Allowing districts to re-import updated frameworks as they are released by their states.
- Accessing learning content and other resources tied to a specific standard.

CASE frameworks are provided by state departments of education through CASE servers. Not all states are currently providing CASE servers. In addition to state providers, standards can be imported for some states from the Case Network provided by 1EdTech to districts who are members of IMS, although these standards may be in a draft or partial state. Follow state guidelines when importing standards. Click here to create an account with 1EdTech.

Know Before You Import

Before you import a framework, keep the following information in mind:

- Always look to the state department of education for guidance on where to access certified frameworks to import.
- Importing standards cannot be reversed, although imported standards can be archived.
- Individual standards cannot be imported, only full frameworks.
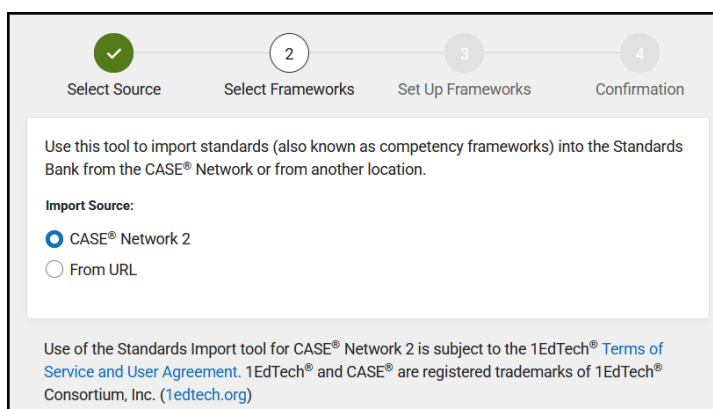- There is a character limit on Descriptions for imported standards of 2000 characters.

Import Standards

Navigate through the standards import using the Next and Previous buttons or using the workflow at the top of the screen.

> NOTE: This import is not reversible. Imported standards and groups cannot be deleted from the Standards Bank, although they can be archived.
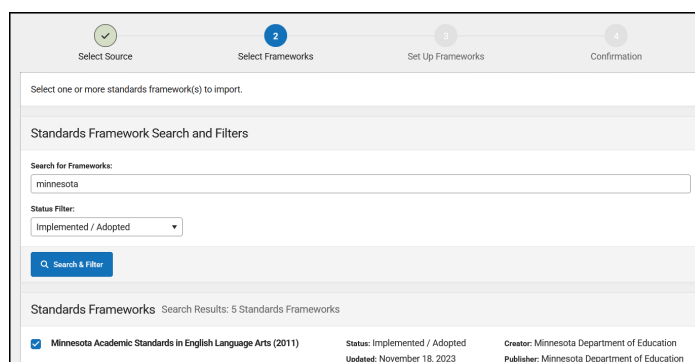
Step 1: Select Source

1. First, indicate the **Import Source** that you're importing standards from. If importing from **CASE Network 2**, no additional information is needed. This option is only available for districts with Campus Learning.
2. Otherwise, select **From URL**. Additional fields display:
3. Enter the **Competency Framework URL**, which is the URL where the competency framework is stored.

- Depending on the provider of the framework, you may be required to authenticate using a Client ID and Secret. Campus verifies that the URL leads to a valid framework in real time. If not, a warning displays.
- Only full frameworks can be imported, not individual standards, groups, clusters, etc. For this reason, Campus only uses the beginning of the URL to access the framework as a whole. Therefore, pasting the URL of a specific standard still imports the complete framework.
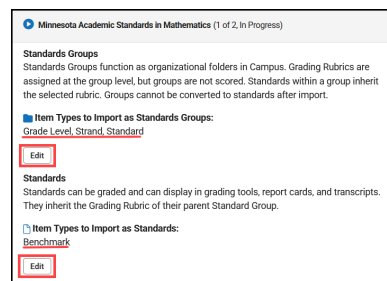- Click **Next** to continue.

Step 2: Select Frameworks

1. Available frameworks populate depending on the Source selected on the first screen.Use the Search and Status Filter options at the top of the screen to filter the list of frameworks.
2. Mark the checkbox next to the framework(s) you want to import. The **Status** of each framework is listed, as well as the date it was last **Updated** and the **Creator** and **Publisher.**
4. Next to continue.

Step 3: Set Up Frameworks

Two tasks are completed in step 3: mapping item types to Campus options and selecting Grading Rubrics for each standard group. Complete these tasks for each framework you're importing. Instructions display at the top of the screen.

The first framework is expanded to begin. An icon in the top left corner of each framework indicates the status of the tasks for that framework.

1. Review the default item type mappings for items in the framework. Source frameworks may include a wide variety of item types (such as domains, clusters, etc), but Campus supports only two: groups and standards. By default, any items with child items are imported as groups.
   - After import, groups can be converted to standards.
   - Only standards can be aligned to assignments and given grades.
2. Click **Edit** to change the item type mappings of any items.

Standards Tree Preview and Rubric Selection
Grading Rubrics are the set of scores used to evaluate student progress and are assigned at the Standards Group level. Groups are not graded. All Standards within a group inherit the selected Grading Rubric. Standards can be graded and display in grading-related tools.

Default Rubric: (Required)

Arthur Elementary Rubric ▼

▼ 🗂 Minnesota Academic Standards in Mathematics
   ▶ 🗂 Kindergarten
   ▼ 🗂 Grade 1
      ▼ 🗂 Number & Operation
         ▼ 🗂 Count, compare and represent whole numbers up to 120, with an emph...
            🗐 Use place value to describe whole numbers between 10 and 100 in t...

3. In the next section, select a **Default Rubric**. The rubric list is populated based on the district's existing list of [Score Groups and Rubrics](#).
   - The selected rubric is applied to all imported standard groups, but can be modified later through the Standards Bank.

4. The hierarchy of standards displays below. Expand the groups and standards to view what will be imported. Standards display with the Abbreviation at the beginning. If the Abbreviation exceeds the 40 character limit, the beginning and end of the Abbreviation are imported with '...' in the middle.

5. Click **Complete and Collapse** for this section. Repeat the item type and rubric steps for each subsequent framework.

6. Click **Import** when finished. A confirmation message displays. Note: importing standards cannot be reversed. Mark the **Acknowledge** checkbox and click **Confirm Import** to acknowledge that you understand. At this point, the import is queued to run in the background. A message is sent to Process Alerts once the import has been completed.

Step 4: Confirmation

The final screen of the import provides a list of the standards frameworks that have been queued.

Click **Select Another Framework** to return to the beginning of the process and import another framework, with the URL auto-populated, from the same provider. Additional frameworks can be imported while previous imports are still in progress.

Using Imported Standards

Imported standards display in the [Standards Bank](#) along with district-created standards. Imported standards and groups are differentiated with separate icons. The Type field is populated based on data from the framework; Campus only differentiates between Standards and Groups.

Imported standards and groups can be modified, but if frameworks are re-imported, modifications made in the Standards Bank are overwritten.

Once imported, standards are not yet aligned to courses or course masters, giving districts the opportunity to become familiar with the standards prior to implementing imported standards in grading. The [Standards Alignment Tool](#) can be used to align imported standards to courses and course masters en masse.

Imported standards can be used for grading and report cards in the same way that district-entered standards are. If used in courses, make sure to review reports and report cards before distributing - imported standards may include special characters not currently supported by Campus. Associations that exist in the framework between items imported into Campus as standards are included in the import and display in Campus.

Importing Again to Update a Framework

Once a framework has been imported into the Standards Bank, the state may make changes to items in it. To capture these changes to the imported items, re-import the framework.

1. Follow the steps described in the Import Standards section above. If using a URL, it should be the same one used to import the framework previously. Items are matched using the CF Identifier that displays for each imported item.
2. An alert displays in Step 3 of the import process indicating that you're updating an existing framework. Click **Compare Changes** to see a list of which standards have been Added, Updated, and Archived in the updated version of the framework.
   - Added items will be added to the Standards Bank.
   - Archived items will be marked as Archived in the Standards Bank. If these standards are aligned to a course, they can still be used, but new alignments to archived standards cannot be created.
   - Updated items are those with updated wording in the Display Name, Full Standard/Description, Abbreviation, and Comments fields. If an item is marked to be updated, any changes made in the Standards Bank to these fields will be overwritten.
3. Set the **Default Rubric** and click **Import** when finished. Changes will be reflected in the Standards Bank when the import is completed.

Updated Standards

Changes to items that prompt an update include wording and association changes. Changes to the hierarchical structure of items are not included in the update.

Changes to these fields cause standards to be listed in Step 3 of the Import:	These changes cannot be declined:	These changes to the framework are NOT reflected in Campus:
- Display Name - Full Standard/ Description - Abbreviation - Comments	- Changes to associations between items. - Changes to the order of child items within a parent.	- Changes to structural parent/child relationships. - Changes to item type (standard/group) - If an item is deleted from the framework but it has unarchived children in Campus, the item is not archived in Campus.