



Local AIMSweb® Manager (LAM) 2-Day Workshop Agenda

Day One

- 8:00am-8:15am:** **Workshop Check-In & Introductions.**
Receive training materials, meet your trainer, fellow trainees, and enjoy light refreshments.
- 8:15am-8:30am:** **Taking the Role of a Local AIMSweb® Manager (LAM)**
Discuss the focus and objectives of this workshop, learn the purpose of the LAM in your school/district, and be introduced to a few tips and strategies to enhance your experience.
- 8:30am-9:45am:** **AIMSweb®--An Overview**
Learn about the purpose and function of AIMSweb®, how AIMSweb® fits within a Three-Tiered Model, and receive an introduction to the benchmarking process. Basic reporting offered within AIMSweb® as part of the Benchmarking process will also be presented and discussed.
- 9:45am-10:00am:** **Break**
- 9:45am-11:15am:** **Administration and Scoring of Reading-Curriculum Based Measurement (R-CBM).**
Designed for Grades 1 through 8, the oral reading assessment within AIMSweb® will be presented. Participants will learn basic research regarding R-CBM, how to administer and score the measure correctly, and how to obtain strong inter-rater reliability among group members.
- 11:15pm-12:15pm:** **Lunch (on your own)**
- 12:15pm-2:00pm:** **AIMSweb® Tier 1 (Benchmark) and Tier 2 (Strategic Monitor) Software Training for Users**
Participants will learn how to enter, edit, and report student Benchmark and Strategic Monitor data into the AIMSweb® web-based software. This segment focuses on classroom-level data entry and reporting.
- 2:00pm-2:15pm:** **Break**
- 2:15pm-4:00pm:** **Introduction to Benchmark Reports at School & District-Level.**
In conjunction with the Benchmark and Strategic Monitor Software, participants will learn about some of the basic reporting options within AIMSweb®, based on Benchmark Data collected.

Day Two

- 8:00am-8:30am: Review and Discussion of Day 1**
Participants will have the opportunity for questions posed to the trainer, as well as a brief review of what was taught on Day One.
- 8:30am-10:00am: The Science and Art of Setting Goals and Monitoring Progress**
Participants will learn the basic practices of setting goals in Progress Monitor via solid practices and examples. Instruction on the interpretation of Progress Monitor data through the use of sample data will also be provided.
- 10:00am-10:15am: Break**
- 10:15am-11:15am: Progress Monitor Software Training**
Participants will begin to learn the process of setting up a Progress Monitor Caseload and individual Progress Monitor Schedules within the AIMSweb® software.
- 11:15am-12:15pm: Lunch (on your own)**
- 12:15pm-1:15pm: Progress Monitor Software Training (Cont'd)**
Participants will complete the learning process with regard to setting up and data entry within Progress Monitor Schedules within the AIMSweb® software. The filing of inactive cases, transferring students between staff, adding interventions, setting and altering goals, and other software-related tasks will also be presented.
- 1:15pm-1:30pm: Break**
- 1:30pm-3:30pm: AIMSweb® Customer Manager Software Training and Implementation Discussion for AIMSweb® use in the schools.**
Participants will learn the basic skills needed to enter students into the AIMSweb® database, assign students to teachers' rosters, choose between norm-referenced and criterion-referenced scoring options, set up Benchmark Target Templates, add/edit and delete user accounts, assign user accounts, and much more.
- Lastly, participants will be introduced to an Implementation Discussion worksheet that will assist each AIMSweb® trainee in planning the implementation within their local organization.
- 3:30pm-4:00pm: Tying it all together, discussion, and Q/A about taking a leadership position with AIMSweb® in your schools.**
Participants will summarize and discuss their training experience, complete a survey about their impressions of this training, and be introduced to the AIMSweb® Online Training, which is provided as a complementary service as part of your paid registration to this workshop.