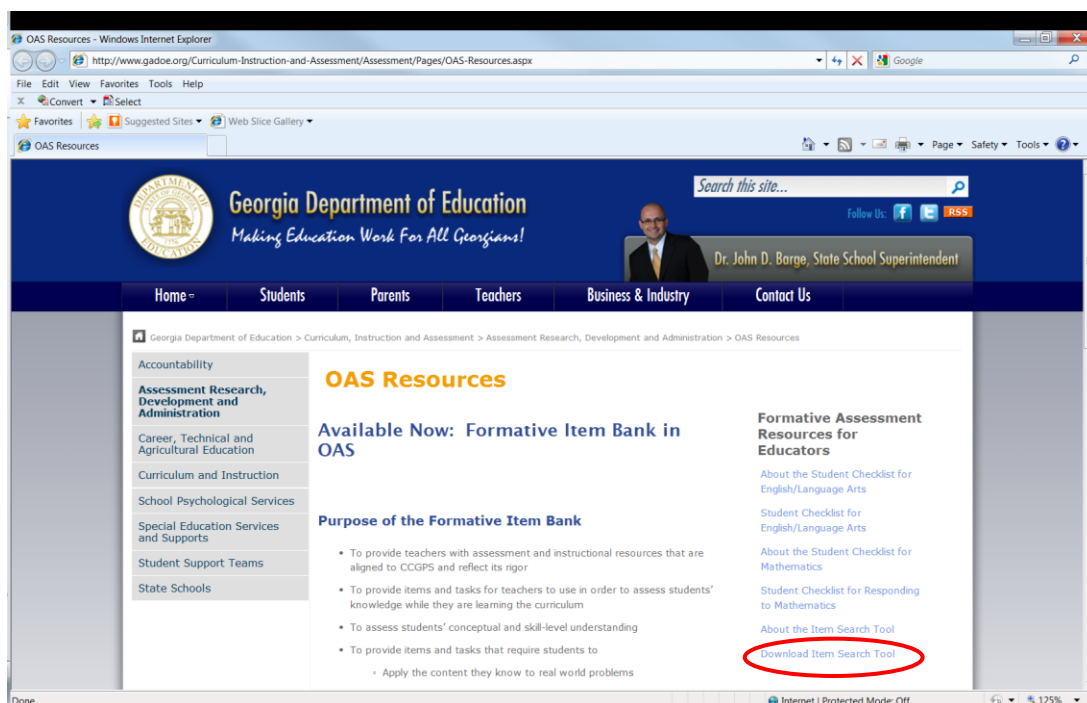


## About the Item Search Tool

Many of the items developed for the Formative Item Bank project are aligned to multiple standards. The OAS, however, can search for items only by the primary standard. The purpose of the **OAS Formative Instructional Resources Item Search Tool** is to allow educators to locate all items aligned to a standard, whether it be the primary standard or a secondary standard. Used in conjunction with the Advanced Search feature in the OAS, this tool can assist educators in locating the items most appropriate for their needs.

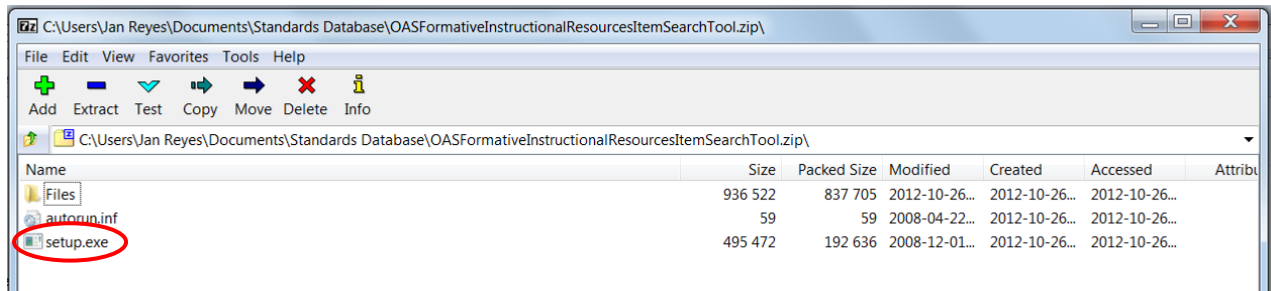
The OAS Formative Instructional Resources Item Search Tool can be downloaded from the GaDOE website and installed on your desktop. You will not need to return to the the GaDOE website each time you need to use the tool.

From the GaDOE website, click on **Download Item Search Tool**.



Open the **folder** named **OASFormativeInstructionalResourcesItemSearchTool**.

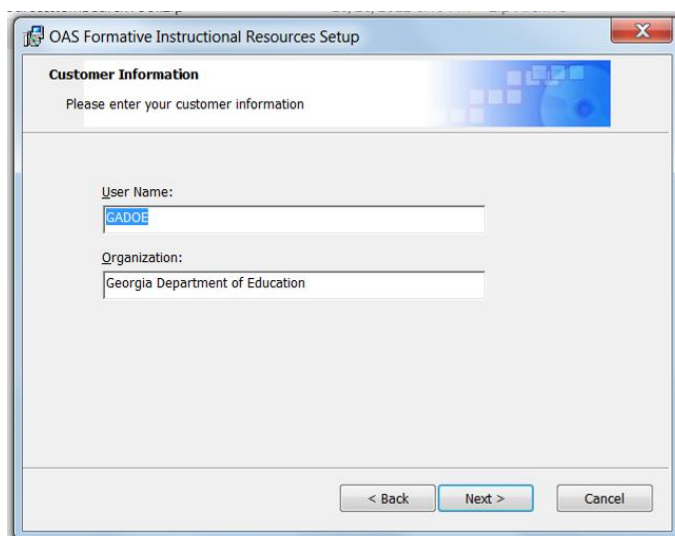
Double-click on **setup.exe**.



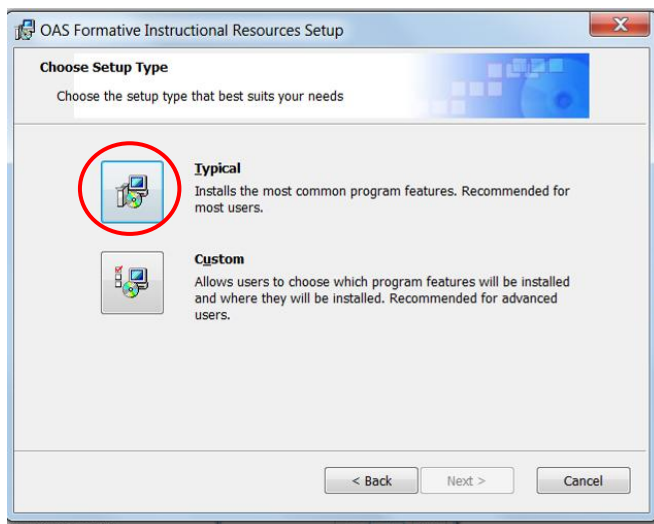
On the Welcome screen, click **Next**.



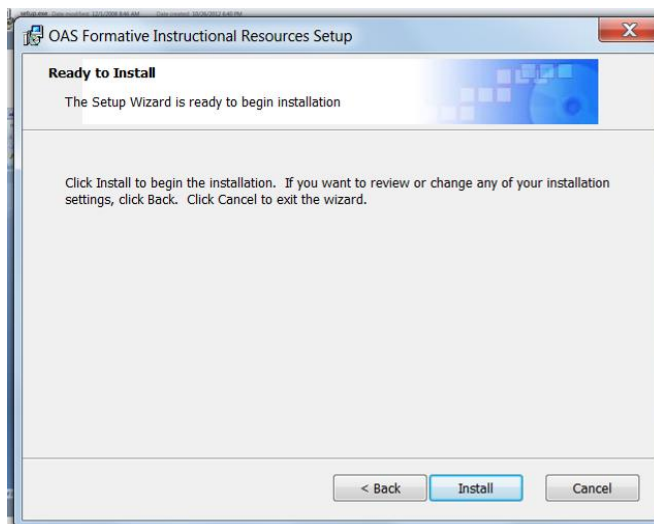
Enter your name and the name of your school and click **Next**.



On the **Choose Setup Type** screen, click the button for **Typical** setup. Then click **Next**.

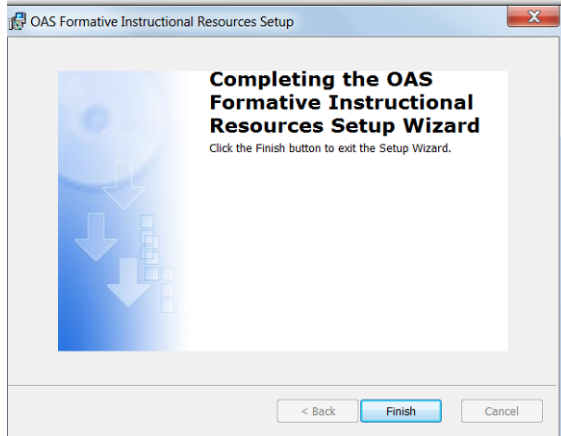


Click **Install** to begin the installation.



If you do not have Microsoft Access 2007 currently installed on your computer, Access RunTime 2007 will automatically be installed. This application will allow you to view the Access database.

Once the database installation is complete, click **Finish**.

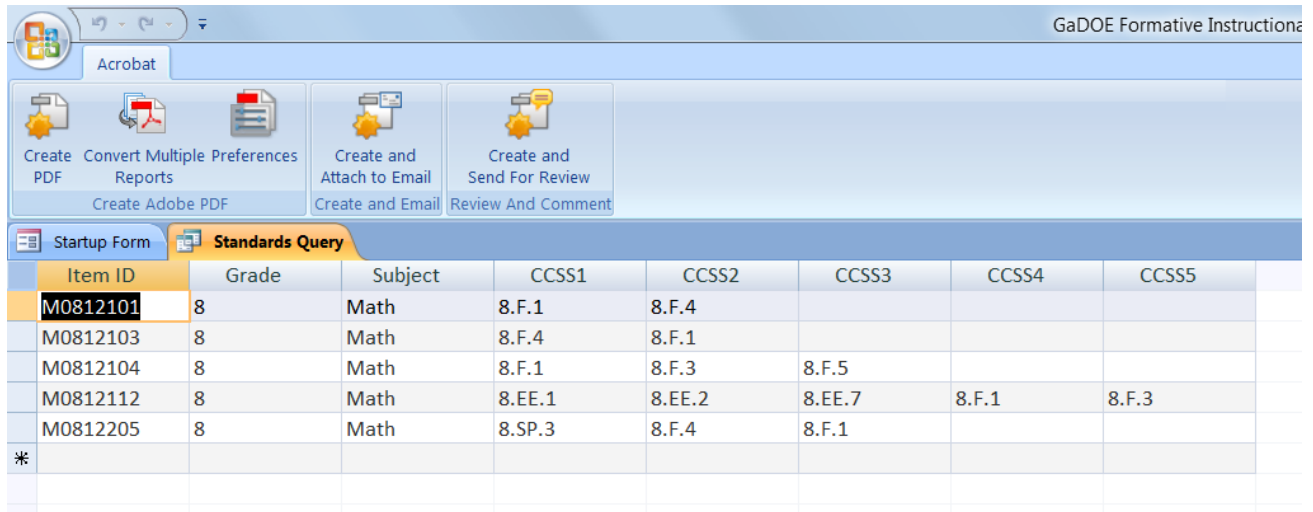


A shortcut will be saved to your desktop. Double-click the shortcut icon to open the database.



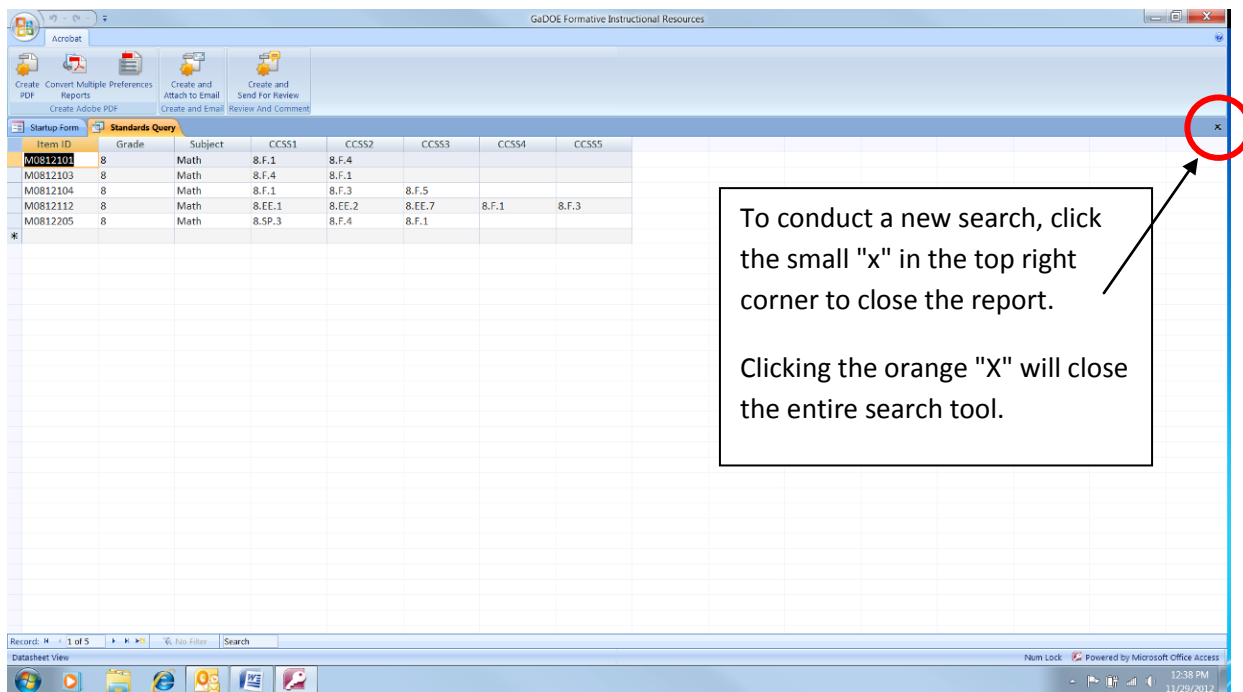
Select the **subject, grade, and standard** (in that order) that you wish to search for. Then click the **RUN** button. Note: All fields must be selected for the report to run properly.

The report will return all items aligned to the standard you selected, whether it is the primary standard for that item or a secondary standard.



Item ID	Grade	Subject	CCSS1	CCSS2	CCSS3	CCSS4	CCSS5
M0812101	8	Math	8.F.1	8.F.4			
M0812103	8	Math	8.F.4	8.F.1			
M0812104	8	Math	8.F.1	8.F.3	8.F.5		
M0812112	8	Math	8.EE.1	8.EE.2	8.EE.7	8.F.1	8.F.3
M0812205	8	Math	8.SP.3	8.F.4	8.F.1		

You can then enter the Item IDs into the Advanced Search function in OAS to view the items. (For further instructions, see the OAS training materials available at [www.georgiaoas.org](http://www.georgiaoas.org))



To conduct a new search, click the small "x" in the top right corner to close the report.

Clicking the orange "X" will close the entire search tool.