



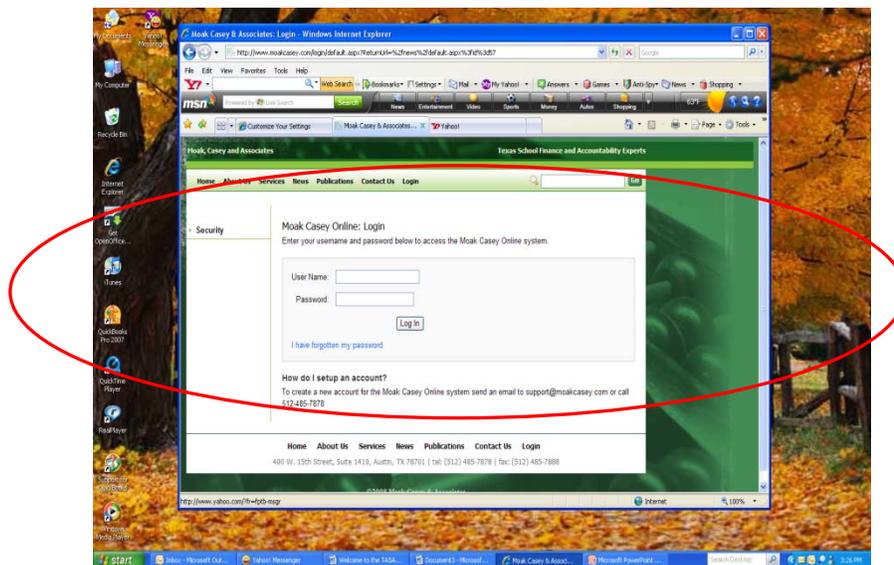
## Welcome to the TASA Accountability Forum Online Services Provided by Moak, Casey and Associates

Welcome to the TASA Accountability Forum services at Moak, Casey and Associates (MCA) Online. This website is organized to serve you quickly and easily with important accountability updates, analyses and related information. The Forum also provides you with a venue for commenting on all articles posted, so that you have the ability to rapidly exchange information with one another about practical implications and district and community perspectives on accountability developments.

### Getting Started

To log in to the TASA Accountability Forum [Members](#) portion of MCA's website, simply use the link from TASA's web site to pull up the log-in screen shown below. You can also copy this URL into your web browser to reach the log-in screen:

<http://www.moakcasey.com/login/default.aspx?ReturnUrl=%2fnews%2fdefault.aspx%3fid%3d57>



Enter your username and password into the spaces provided and click the “Log In” button. Your username is your e-mail address. Your password is initially set to “tasaforum,” but you will need to change that password following your first log-in to the system. After your first time to log in, please click the [Members](#) item in the top-line navigation bar, and then click the link to [Your Account Info](#) on the left side of the page to update your password.

After you have logged in and established a new password, you will have access to secure portion of the web site reserved for Forum subscribers. First select the [Members](#) item in the top-line navigation bar so that you will see a series of links on the left-hand side of the page that will give you access to the most recent Accountability Updates, News and more.

The [News](#) page contains several submenus on the left side of the screen:

- [TASA Forum Accountability Update](#) – MCA’s latest summaries of presentations, hearings, etc. will be posted on this page. As of December 11, MCA posted the December 1 Joint Select Committee report on accountability and summaries of three presentations delivered by TEA staff at this week’s Texas Assessment Conference.
- [TASA Forum News of Interest](#) – Newspaper and other recent articles that relate to accountability will be posted here. For example, two news stories about accountability data reporting in Colorado and the proposed redesign of the Florida accountability system are posted to this page.
- [TASA Accountability Forum Dates of Interest](#) – This link will bring you to a Google calendar that contains some key dates related to accountability.
- [Upcoming Legislative Hearings](#) – As these are announced, information will be posted to a calendar on this page.

Additional links beneath the ones that are specific to the TASA Accountability Forum, such as [TEA News](#) and [School Finance News](#), are enabled to show only those items that are publicly accessible from the MCA website.

The [Publications](#) page brings you to the [TASA Forum Accountability Reports](#). Here you will find the full text of the report, *Accountability Issues and Proposals*, prepared by MCA and furnished in condensed form to you with the flyer announcing the TASA Accountability Forum. As impact and legislative analyses of the major accountability-related proposals become available, they will be posted here. Like the [News](#) page, there are additional links on the [Publications](#) page for items of possible interest, such as publicly available [MCA Presentations](#) and [MCA Instructions for Users](#). The [MCA Instructions for Users](#) link takes you to articles and documents that contain step-by-step instructions about how to use various applications on the MCA web site.

### **E-Mail Notifications**

The TASA Accountability Forum includes an e-mail service that alerts you to new postings on the site. You can view the postings on MCA’s website just by clicking on the link or links embedded in the e-mail. If you do not receive e-mails periodically, you may need to check your local system’s “junk” e-mail boxes and spam filters to make sure these alerts about new postings are not being filtered or redirected.

You will not have to log in to view the update within the e-mail, and you will be able forward that specific article to appropriate staff or other individuals without needing additional usernames and passwords for the site. The forwarded e-mail and article, however, will not allow access to any comments or other articles on the Forum’s secure website.

### **Posting Comments**

To post a comment about a particular article, you simply need to log in, select [News](#) or [Publications](#), scroll to find the article of interest, and click the link to “view the article.” (You can also use the web site’s

search function, in the top-line navigation bar, to locate an article.) When the article opens up on your screen, beneath the main text is a box displaying all “User Comments,” so that you can read in chronological order the remarks posted by subscribers. Within that is a “Post a Comment” box. Simply place your cursor in that box and type the remarks you wish to share with all other Forum subscribers. Then scroll down to the button labeled “Submit Comment,” click it, and your remarks will display with all others that have been submitted.

### **Posting a File with Your Comments**

As a subscriber, you may want to share both your comments and some files for others to read. For example, you may have prepared a local impact analysis of a particular accountability provision, and want to share it without having to retype all that content into the “Post a Comment” box. You can do that by logging in, locating the article, viewing the link and using the optional “Upload File” feature underneath the comment box. First, enter your remarks in the “Post a Comment” box, such as “We looked at using student growth in ABC ISD, and here is what we found.” Next, please choose a short, meaningful phrase to serve as the hotlink to your file, such as “ABC ISD Growth Analysis,” and type it into the “File Description (Link Text)” box. This will automatically create the hotlink to your file for other users. Then click the “Browse” button to locate and select the file that you wish to upload so that the full file name shows in the box next to “Select File.” When that’s done, just click the button labeled “Submit Comment,” and both your remarks and the file you chose to post will be accessible to all Forum subscribers who are logged in to the web site.

As a reminder to all subscribers, TASA and MCA reserve the right to remove posted comments from the Forum that are considered inappropriate for a professional venue serving school administrators.

### **Customer Support**

If you experience problems accessing the site, finding articles, or posting comments, please feel free to contact Kari, Bob or Dee at MCA either by telephone at 512/485-7878 or via the e-mails listed below.

- Kari Ruehman at [kruehman@moakcasey.com](mailto:kruehman@moakcasey.com)
- Bob Popinski at [bpopinski@moakcasey.com](mailto:bpopinski@moakcasey.com)
- Dee Carney at [dcarney@moakcasey.com](mailto:dcarney@moakcasey.com)

Questions about the contract, payment for the services, etc., are best directed to Paul Whitton at TASA at 1-800-725-8272.

We hope you enjoy the new TASA Accountability Forum. As always, MCA welcomes your feedback to ensure that the Forum meets your accountability needs and interests to the greatest extent possible.