HISD requires content providers to tag resources to keywords and Texas Essential Knowledge and Skills (TEKS) standards. All resources should contain learning objectives that are tagged to the Student Expectation level. The keywords should not be limited to the verbiage used in the TEKS standards. Other words that are commonly used to describe a resource can also be used as a keyword. The purpose of the keywords is to make the resource easy to find in the library when performing a keyword search.

In general, HISD wants to see each asset tagged with:

- Asset title that includes the source text name
- Brief description of the asset
- Grade level (for non-high school courses) or course
- Type of asset (e.g., quiz, lab, student practice, etc.)
- Intended user (e.g., teacher, student, all)
- Keywords associated with the asset (that will result in a relevant and sufficient list of materials in a search)
- State standards (TEKS/SE’s) correlated to the asset
- Several examples are provided below. HISD considers both content providers’ initial efforts at tagging to be acceptable. HMH’s duplicated text title tags along with the text ISBN are superfluous, and its asset descriptions have been truncated (due to an initial ITSL tagging character number limits, which has now been removed), but a keyword or standard search on either content providers’ materials will result in a relevant and sufficient list of materials.
Examples:

a) Lesson within a chapter of the text (Pearson Education Grades 9 - 11 Science; keyword search for “mitosis”):

b) Student practice material (HMH 3rd Grade Science; keyword search for “force”):
c) Student quiz (Pearson Education Grade 9 - 11 Science; keyword search for “Cell”):