Illinois Assessment Update

Illinois State Board of Education

January 27, 2017

NEW ISBE Website for 2017!

Update assessment page bookmarks as needed.
Assessment Homepage: www.isbe.net/Pages/Assessment.aspx

2016-17 Testing
ISA
(Illinois Science Assessment)

2016-17 ISA

- Week of January 23, 2017
  - ISBE-Teach work begins

- Week of February 13, 2017
  - Districts begin IT work to prepare for ISA administration

- March 1 – April 28, 2017
  - Test window for ISA

2016-17 ISA

Week of January 23 - *ISBE-Teach*

- ISBE will load organizations (districts and schools).

- The ISBE Rostering Tool will work with SIS records to keep systems aligned (Exits/Enrollments) until a student starts a test.

2016-17 ISA

Week of February 13 – Districts begin IT work

- ISBE will load students into a default class at each grade level (like last year).
- ISBE will load "Org Admin" users based on EPS data – **administrator** and **science** contacts fields.
  - This will create Org Admin users based on the organization level of the entity in EPS: district and school level users (2 per org if you add the science contact).
  - These users are responsible for adding other Org Administrators and the Test Administrators.
- Safe Exam Browsers released
- iPad "Secure Kiosk" functionality released
- SEB Install Check (new for 2017) – this will allow districts to verify installs, test SEB and, test systems for compatibility and connectivity with the ISA.

2016-17 ISA

March 1 – April 28 – Test Window for ISA

- No limit as far as test days within the window
  - Once you start, keep testing until complete, don't skip school days.
- ISBE Rostering Wizard
  - Updates based on exit and enrollments
  - Does NOT move a student record once the student has started the test
- New for 2017
  - Student responses will be sent to ISBE in near real-time.
  - The plan is to use this enhancement to get a jumpstart on scoring constructed-response items to ultimately improve the time for reporting test results.

ISBE-ISA

ISBE-Teach Walkthrough

https://www.isbe.net/Documents/ISBE_ISA_2017_BT-Teach_Demo_v4_01262017.pdf

System Components

ISBE Teach	**Administrators:** Manage districts, schools, classes, students and users
ISBE Learn	**Students:** Take online tests

Users

Organization Administrators
Test Administrators

Note: New this year, the Org Admin role includes Test Administrator functions, so only one account is needed.

Dashboard: Org Admin
(District Level)

- Summary count of schools, users, and students in the district
- Link to the ISBE Management tool

Dashboard: Org Admin

(School Level)

- Summary count of users, students, and test assignments at the school
- Link to the ISBE Management tool

Dashboard: Test Admin

- Summary count of students and test assignments to which the test administrator has access

Page Navigation

- **Page Name** – Displays the name of the page.
- **Organization Name** – Displays the name of the highest organization (State, District, School) to which a user is assigned. If you belong to multiple orgs of that same level, this field will show a drop down filter.
- **Org Filters –** Use the drop down filters to select the District, School, Class information displayed in the table. The filters shown will vary based on your organization permission level
- **Page Buttons –** Select buttons to initiate the described action.
- **Operations –** Select from the buttons on each row to take action on a specific user, student or assignment.
- **Search List; Sortable Columns; Page Navigation**

Schools Page

- List of all the schools in the district
- The Schools page is only visible to Org Admins with District permissions

Users Page

- List of users for a district or school
- District-level Org Admins can view / edit district and school users
- School-level Org Admins can view / edit school users only

Edit Users

ISBE Test Admin

View | Edit | Administer classes

Account | Organization

E-mail address *

isbe_testAicha2_admin@example.com

A valid e-mail address. All e-mails from the system will be sent to this address. The e-... password or wish to receive certain news or notifications by e-mail.

Password

Password compliance:

Confirm password

To change the current user password, enter the new password in both fields.

Passwords must meet the following requirements:

- Password cannot match 3 past passwords.
- Password must not contain their username.
- Password must have at least 5 character(s).

Status

Org Admins can:

- Change a user's name, email address, and password

- Change a user's role

- Change a user's account status

Assign Test Admins to Classes

- Improvements to make it easier for Org Admins to view a Test Administrator's class assignments

Students Page

- Test Admins have access to students in their classes
- Org Admins now have access to all students in all classes within their permitted organization

Test Page - Overview

- Org Admins and Test Admins can generate test access codes for the class

Class Name: GR 2 Default - Grade 2 - GR2		
Test Name: Grade 2 Publishing Check		
Last Name, First Name	**Student ID**	**Access Code**
Rostered, Student	1001	HCSMDEBHVJ
Rostered, Student	1012	DIGFKSXZDP
Rostered, Student	1017	FGIPNSOCWX
Rostered, Student	1019	HIUOJYPYEA

Test Page - Assignments

- Users can view the student's test status, and can perform operations on a student's test.
- The Reset Student Login and Cancel Test operations are only available to Organization Admins. Test Admins do not have permissions to these operations

2016-17 PARCC
(Partnership for Assessment of Readiness for College and Careers)

PARCC Test Coordinator Webinar
Wednesday, Feb. 8th, 2017, 2:00 p.m. – 3:30 p.m.
Staff from the Student Assessment Division, SIS, and Pearson will participate.
Topics discussed will pertain exclusively to PARCC administration. You can sign-up for the webinar at the link below.
Registration link below
https://attendee.gotowebinar.com/register/8768903579374130690

2016-17 PARCC

- **Student Records Are Loaded in PAN.**

- Test Scheduling Information - pages 9-13 in Coordinator Manual
- Illinois Addendum – pages 87-90 in Coordinator Manual
- Guidance on Testing Multiple Grade/Courses Concurrently – pages 123-126 in Coordinator Manual
- Guidance for Administering the ELA Field Test – pages 128-130 in Coordinator Manual
- Back Cover of the Manuals

- ISBE Contact for PARCC: Jim Palmer
  – jpalmer@isbe.net

PearsonAccess^{next} (PAN) Information

- Superintendents should update information in PearsonAccess^{next} as needed, including the following:
    - Adding/Enabling user accounts for new/current staff
    - Disabling accounts for staff who are no longer at your district
    - Updating user roles as needed
    - Updating user email addresses (*Note: "User Name" will stay the same*)

- Contact ISBE Assessment for assistance with the following:
    - Adding an organization (e.g., new school, reconfigured grade levels within an existing school, or any RCDTS code changes)
    - Adding a user account for new Superintendent

> Contact Pearson for PAN navigation assistance:
> (888) 493-9888

2016-17 PARCC (SIS Information)

- The following PARCC information is captured via SIS and sent to Pearson for all schools:

  – PARCC Test Window *(available now!)*

  – PARCC Test Format *(available now!)*

  – PARCC Pre-ID Student Test Details *(available now!)*

2016-17 PARCC (Pre-ID in SIS)

- Home District enrolls students in SIS and identifies Home School and Serving School RCDTS codes.

- Testing School is initially defaulted to Serving School but Home District may edit Testing School code.
(New in 2017: Home and Testing School may edit student test details.)

2016-17 PARCC (Pre-ID in SIS)

2017 PARCC Pre-ID (Step 2) and DLM-AA Pre-ID Now Available in ISBE's Student Information System (SIS)

PARCC Pre-ID (Step 2) Including Accommodations and Accessibility Features
For grades 3-8, both an ELA/L and a Math grade-level test record are created in the PARCC Pre-ID when the student is enrolled in SIS. If applicable, an ELA/L and/or Math course-based test may be selected in place of the default grade-level test.

The initial PARCC Pre-ID data will be sent to Pearson weekly beginning on January 20, 2017. PARCC Pre-ID labels for paper tests, test materials for paper administrations, paper manuals quantities, and testing windows are generated based on data in PARCC Pre-ID as of January 20, 2017. Updates will be sent each Friday until February 24, 2017.

Grades 3-8 students on the PARCC Pre-ID can be moved to DLM-AA Pre-ID by searching for the student under Assessment Pre-ID → PARCC and selecting the "Move to DLM-AA" button.

To update PARCC data elements online, log into SIS, select Assessment Pre-ID, and select PARCC. Search for the student by his/her SID and one of the three: first name, last name, or DOB.
Note: IEP and LEP indicators must be adjusted as needed in the SIS enrollment, not in Pre-ID.

To request the PARCC Pre-ID file, log into SIS, select Batch Files and Request File. Once processed, the requested file will be returned to the Download file page. The PARCC Pre-ID Template, Tips and Steps can be found at https://www.isbe.net/Pages/Excel-Templates-for-student-data-input-into-SIS.aspx.

DLM-AA Pre-ID (February 3, 2017, Deadline)
Students in grades 3-8 and 11 will be included on the DLM-AA Pre-ID if the following are true:
- The student's most recent past assessment is IAA or DLM-AA, and
- The student's IEP indicator is "yes."

To add missing students to the DLM-AA, first locate the student under SAT Pre-ID or PARCC Pre-ID and select the "Move to DLM-AA Pre-ID" button (student must be IEP).

Grades 3-8 students who are incorrectly included on the DLM-AA Pre-ID can be moved to the PARCC Pre-ID by searching for the student under DLM-AA Pre-ID and selecting the "Move to PARCC" button.

Data updates in the DLM-AA Pre-ID are sent to the DLM-AA vendor weekly until February 3, 2017.

To update DLM-AA data elements online, log into SIS, select Assessment Pre-ID, and select DLM-AA. Search for the student by his/her SID and one of the three: first name, last name, or DOB.
Note: IEP and LEP indicators must be adjusted as needed in the SIS enrollment, not in Pre-ID.

To request the DLM-AA Pre-ID file, log into SIS, select Batch Files and Request File. Once processed, the requested file will be returned to the Download file page. The DLM-AA Pre-ID Template, Tips and Steps are located at https://www.isbe.net/Pages/Excel-Templates-for-student-data-input-into-SIS.aspx.

PARCC and DLM-AA Pre-ID "Summary" and "Detail" reports are available in SIS. To access the reports, log into SIS, Select the "Reports" link, and expand the "Assessment" Category.

PARCC Pre-ID Reports
The PARCC Pre-ID "Summary" report will provide overall counts for each PARCC data element. The PARCC Pre-ID "Detail" report will show a roster of each student along with the PARCC data element details.

DLM-AA Pre-ID Reports
The DLM-AA "Summary" report will provide overall counts for each DLM-AA data element. The DLM-AA Pre-ID "Detail" report will show a roster of each student along with the DLM-AA data element details.

If you need assistance with the PARCC or DLM-AA Pre-ID, please contact the ISBE Help Desk at 217-558-3600, Option 3. If you have questions about testing in general, please contact the Assessment Division at 866-317-6034 or assessment@isbe.net.

PARCC and DLM-AA: Guidance for Reviewing Pre-ID Data

Direct link: www.isbe.net/Documents/PARCC%20and%20DLM-AA%20Pre-ID_FINAL.pdf

2016-17 PARCC
SIS to PAN Pre-ID Schedule

- **Friday, January 20, 2017:** First capture of student data in SIS, including test details, sent to PAN

- Data in SIS <u>as of January 20</u> sent to PAN and will, as applicable, automatically trigger orders for paper test materials and Pre-ID labels.
  Note: Pre-ID labels can be sorted in more detail using the "Session Name" field.

- Data in SIS <u>as of January 20</u> used to derive quantities for paper manuals.

- **Important:** Districts must place additional orders, as needed, for students who need paper test materials but were not identified with "Paper" format in SIS as of January 20. Pre-ID labels will not be provided for these students.

2016-17 PARCC
SIS to PAN Pre-ID Schedule

- Districts can now view student data captured from SIS on January 20 in PAN.

- **Friday, February 3, 2017:** SIS sends updates* to PAN.

- **Friday, February 10, 2017:** SIS sends updates* to PAN.

- **Friday, February 17 and 24, 2017:** SIS sends updates* and Session Name** ("Online" format records only, if populated) to PAN.

Updates will be sent only for student records that are new or contain a difference in any field from its original transmission (e.g., Test Code was updated from MAT08 to ALG01).

*** Session Name will auto-create an online Session for the student only if the student is not already in an online Session in PAN.*

2016-17 PARCC
SIS to PAN Pre-ID Schedule

Important!

- <u>On or Before</u> Friday, February 24, 2017, update <u>all</u> student demographic and test data in SIS.

- <u>After</u> Friday, February 24, 2017* update student test data in PAN. *Continue to update demographics and enroll/exit students in/from SIS.*

- <u>After</u> Friday, February 24, 2017* students new to any school must be entered into PAN or transferred within PAN using a new transfer process.

     *   *For large numbers of students, you may contact SIS for assistance at 217-558-3600, option 3.*

2016-17 PARCC Materials Receipt

- Monday, March 6, 2017, is the earliest start date for PARCC testing.

- For districts with any school beginning testing the week of March 6, 2017, materials from Pearson, including paper manuals and any secure paper test materials, will arrive no later than February 27, 2017 (one week prior to testing).

- For districts with all schools beginning testing the week of March 13 or later, materials from Pearson, including paper manuals and any secure paper test materials, will arrive approximately two weeks prior to the earliest start date for any school.

2016-17 PARCC Manuals and Resources

Posted on ISBE PARCC PLACE web page:
https://www.isbe.net/Pages/PARCC-Place.aspx

Spring 2017 PARCC Test Administrator Manuals now posted!

- Computer-Based Testing: http://avocet.pearson.com/PARCC/Home#16723
- Paper-Based Testing: http://avocet.pearson.com/PARCC/Home#16724
- These will be linked from the ISBE PARCC web page soon.

PARCC Accessibility Features and Accommodations Worksheets

- Worksheets are intended to assist in identifying accessibility features and accommodations for PARCC testing

  – Computer-Based

  – Paper-Based

Posted on ISBE PARCC PLACE web page:
https://www.isbe.net/Pages/PARCC-Place.aspx

PARCC Practice and Released Items

- **PARCC Practice Tests**
  https://parcc.pearson.com/
  The sample tests have been reconfigured/reformatted to match the current tests, but the tests do not contain any new items.

- **PARCC Released Items**
  https://prc.parcconline.org/assessments/parcc-released-items
  This site now has released items from the 2015-16 administration.

PARCC Websites

- https://parcc.pearson.com/

- http://avocet.pearson.com/parcc/home

Illinois State Board of Education

https://parcc.pearson.com

Search

PARCC Partnership for Assessment of Readiness for College and Careers

🏠 Home | 🌐 PearsonAccess^next | ⚡ Technology Setup | 📖 Manuals, Modules, Avocet ▾ | 🎲 Test Preparation ▾ | 📖 Bulletins | 🛟 Support
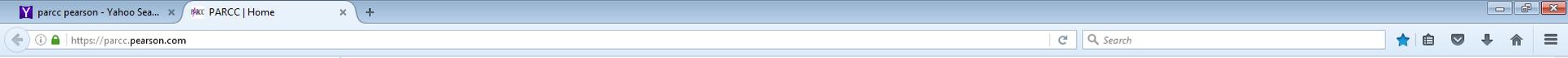
🏠 Home

The **Partnership for Assessment of Readiness for College and Careers (PARCC)** is a group of states working together to develop a set of assessments that measure whether students are on track to be successful in college and careers.

What can you find on this site? This site hosts all of the tools necessary for Test Coordinators, Technology Coordinators, and Test Administrators to prepare for and administer PARCC English Language Arts/Literacy and Mathematics Assessments.

Where can you find information about the test design, released items, and resources for parents? Click here to visit parcconline.org.

🌐 PearsonAccess^next

PearsonAccess^next serves as the entry point to all Pearson services used by schools and districts participating in the PARCC consortium.

View PearsonAccess^next »

⚡ Technology Setup

Prepare your system for the computer-based PARCC assessment. Access technical guidelines, user guides, and TestNav.

View Technology Setup »

📖 Manuals, Training & Documents

Manuals, training modules, and Avocet documents are used by Test Coordinators, Test Administrators, and Technology Coordinators to plan and administer the PARCC test.

View Manuals, Training Modules and Documents ▾

🎲 Test Preparation

Users can access sample items, TestNav 8 tutorials, and practice tests to prepare for the PARCC tests.

View Test Preparation ▾

📖 Bulletins

News for Test Coordinators, Test Administrators, Technology Coordinators, districts, and schools.

View Bulletins »

🛟 Support

Assistance is available via email, phone, and frequently asked questions.

View Support »

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  ▸ Technology Information

  ▸ Test Administration Information for Computer-Based Testing

  ▸ Test Administration Information for Paper-Based Testing

  ▸ Test Administration Manuals

Fall Block 2016 Documentation Update
12/15/2016

The following documents have been updated and posted for the Fall Block 2016 Administration. Below is the outline with the documents listed where they can be found.

Test Administration Manuals

PARCC 2016-2017 CBT and PBT Math & English Language Arts-Literacy Test Coordinator Manual

PARCC 2016 Fall Block Computer-Based Testing Test Administrator Manual

PARCC 2016 Fall Block Paper-Based Testing Test Administrator Manual

PARCC 2017 Spring Computer-Based Testing Test Administrator Manual

PARCC 2017 Spring Paper-Based Testing Test Administrator Manual

Technology Information

PearsonAccess Next

  o Data Clean-up: Rejected Student Tests

  o Managing Test Sessions and Student Classes

  o Operational Report Guidance

  o PARCC Personal Needs Profile (PNP) Guidance—Managing Incorrect Accessibility Features and Accommodation PNP Data

  o Reassigning Student Registrations Under the Move Test Function in PearsonAccess Next

  o Unsubmit Computer-Based Tests Directions

TestNav

  o Technology Crosswalk

  o TestNav Expected Behaviors

  o TestNav Login and Logout Instructions

Test Administration Information for Computer-Based Testing

BEFORE Computer-Based Testing

  o Additional Orders Procedures

  o Managing Test Sessions and Student Classes

  o PARCC Infrastructure Readiness Guide

  o PARCC Personal Needs Profile (PNP) Guidance—Managing Incorrect Accessibility Features and Accommodation PNP Data

DURING Computer-Based Testing

ALWAYS LEARNING

PEARSON

2016-17 PARCC Technology Update

PARCC Infrastructure Trials

- On November 1, 2016, access to all practice tests became available in the 2017 Spring secure training environment (https://trng.pearsonaccessnext.com).
  - The reformatted practice tests are also available on the web.

- ISBE has set all districts and schools with students in grades 3-8 as "participating" in the Training Site for the 2017 Spring administration.

The templates and directions for loading "students" to the Training Site are posted under "Administrators and Test Coordinators" online at: https://www.isbe.net/Pages/PARCC-Place.aspx

TestNav for Spring 2017

- Pearson has confirmed that there will be **NO** updates to the TestNav apps for Spring 2017 assessments.
    - There was one planned for Dec/Jan but it was not needed
- This means that the current released versions (*see next slide*) are the final versions.
    - If you have already installed them your student devices are "good to go" for Spring 2017.
    - If not, please begin planning to ensure that all devices used for testing have the correct "TestNav app" installed.
        - (Or Firefox 45 ESR if you are running Mac OS 10.12)

Current Software Versions

Tool	Version	Release Date
TestNav Desktop App	1.5.2	August 2016
ChromeOS App (Chromebooks)	1.5.78	August 2016
iOS App (iPads)	1.5.1	August 2016
Android App	1.5.7	August 2016
Proctor Caching Software*	2016.9	August 2016

*Note: The new version of ProctorCache is required for the 2016-2017 test administrations. Previous versions **cannot** be used to download and deliver test content.

Link to Technology Bulletins: https://parcc.pearson.com/bulletins/

"Preparing" Session

- A new step this year, you must "Prepare" sessions before you can "Start" sessions.

- This step assigns test forms to students do not "Prepare" sessions until student accommodations have been verified.

- You will be able to "Prepare All" and "Start All" sessions.

- "Prepare" also removes the limit on the number of students who can be in a session.

- The process takes time and runs in the background.
  - You can do other tasks while in process.

"Preparing" Session - Steps

- Go to **Sessions**
- Select the session(s) you want to prepare
- Go to **Students in Sessions**
- Select the session
- Click Prepare Session
  - Will display "Waiting"
  - The more sessions you "prepare" the longer it takes
- Click the blue refresh arrows
- Displays "Ready" and Start Session button when complete.

Managing Users

- Passwords expire after 180 days (inactivity)
- Users are "Disabled" after 270 days
- Training and Live sites are independent
- You will need to add "new" users and disable or delete those who should no longer have access
- Can do through PAN "User" interface or by using file Export/Import both under **Setup**

Who are your Users

- In PAN under **Setup** select **Users** from menu

- User screen displays, click the arrow by **Search** and check "Show All"

- The users that appears are ONLY your "Active" users, may need to click on "Forgot Password" but these users do have access to the PAN site you are on

- These are not ALL of your users!

Techtopia Disabled Users

Find Users

Last Name or Email starts with [   ] [🔍 Search ▾]

Filters   Clear Hide
☐ Restrict to selected organization

First Name
[Starts with]

Username
[Starts with]

Account Status
[Disabled ▾]

Roles
[Select one or more]

Organizations
[✕ TECHTOPIA UNIFIED SD 01 (IL-123451234512345)]

---

5 Results   Displaying [25 ▾] Manage Columns ▾

☐	Username*	First Name*	Last Name*	Email*	Disable Date	Disable Reason	Delete Date
☐	achamnes@isbe.net ⓘ ⊘	Angela	Chamness	achamnes@isbe.net	2017-01-27	Name Change	
☐	danfrederking@gmail.com ⓘ ⊘	Dan	Frederking	danfrederking@gmail.com	2017-01-27	Left District	
☐	john@ltc3.k12.il.us ⓘ ⊘	John	Closen	john@ltc3.k12.il.us	2017-01-27	Wes Decided	
☐	pwasilewski@roe35.org ⓘ ⊘	Phil	Wasilewski	pwasilewski@roe35.org	2017-01-27	Inactive	
☐	tmcilvain@area4.k12.il.us ⓘ ⊘	Tim	McIlvain	tmcilvain@area4.k12.il.us	2017-01-27	Wes	

« 1 »

Deleted Users

- Use the Filters on the left side
- Find "Account Status" and select "Deleted"
- Screen will refresh and ONLY "Deleted" Users will display
- To "Restore" these users you must use PAN (no file)
  - Select the users you want to "Restore" (check box)
  - "Select Task" and choose "Delete/Restore Users"
  - Click "Start"
  - Select Users again
  - Click "Delete/Restore" Button

Techtopia Deleted Users

Illinois State Board of Education

Find Users

Last Name or Email starts with	🔍 Search ▾

Filters   Clear Hide

☐ Restrict to selected organization

First Name

Starts with

Username

Starts with

Account Status

Deleted ▾

Roles

Select one or more

Organizations

✕ TECHTOPIA UNIFIED SD 01 (IL-123451234512345)

10 Results   Displaying 25 ▾   Manage Columns ▾

☐	Username*	First Name*	Last Name*	Email*	Disable Date	Disable Reason	Delete Date
☐	bhesterberg@area4.k12.il.us ℹ️ ✖	Brian	Hersterberg	bhesterberg@area4.k12.il.us			2016-02-17
☐	dfrederk@isbe.net ℹ️ ✖	Daniel	Frederking	dfrederk@isbe.net			2017-01-27
☐	jerry.johansen@riroe.com ℹ️ ✖	Jerry	Johansen	jerry.johansen@riroe.com			2016-03-14
☐	lsawyer@kidsroe.org ℹ️ ✖	Lynette	Sawyer	lsawyer@kidsroe.org			2016-12-28
☐	lsawyer@ltcillinois.org ℹ️ ✖	Lynnette	Sawyer	lsawyer@ltcillinois.org			2016-12-13
☐	mfiscus@ltc6.org ℹ️ ✖	Mindy	Fiscus	mfiscus@ltc6.org			2016-02-27
☐	mmarietta@ltc5.k12.il.us ℹ️ ✖	Mat	Marietta	mmarietta@ltc5.k12.il.us			2016-09-28
☐	pmorris@kaneroe.org ℹ️ ✖	Phil	Morris	pmorris@kaneroe.org			2016-02-27
☐	sdelawder@ltc3.k12.il.us ℹ️ ✖	Scott	Delawer	sdelawder@ltc3.k12.il.us			2016-02-27
☐	workshop5@ltcillinois.org ℹ️ ✖	workshop	five	workshop5@ltcillinois.org			2017-01-27

Fun Facts about Users

- You will not see yourself in the displayed user list
- You cannot add/create a user if they already are in PAN
  - If you get an error when adding users check in "Disabled" and "Deleted" users
- A user can be both "Deleted" and "Disabled"
  - "Restore" the user 1st then "Enable"
- If you want to add a large number of users using Export/Import you must have a "c" (the letter c) in the first column "Action"
- You only see users for the organization you are "in"

2016-17 State-Funded SAT

State-Funded 2016-17 SAT Highlights

- All grade 11 students (unless they take DLM-AA)
  - LEP students who are "First Year in U.S. School" are exempt from ELA portions

- Test Dates:
  - Initial Test Date: Wednesday, April 5, 2017
  - Makeup Test Date: Tuesday, April 25, 2017
  - Accommodated Window: April 5-18, 2017

- Paper/Pencil format in spring 2017
- Does include an essay
- Manuals Posted! https://www.isbe.net/Pages/SAT.aspx
  - SAT School Day Supervisor's Manual
  - SAT School Day SSD Coordinator Manual
  - SAT School Day Test Room Manual
  - Supplemental Instructions for Illinois SAT School Day Administration

State-Funded SAT Information

- ISBE Website: www.isbe.net/Pages/SAT.aspx

- College Board Microsite for Illinois: www.collegeboard.org/illinois

- Established SAT Test Center list: www.isbe.net/Documents/SAT_Test_Centers.pdf

College Board Contact:
(844) 688-9995
ilsat@collegeboard.org

2016-17 SAT (SIS Pre-ID)

- All students enrolled in grade 11 are automatically included in the SAT Pre-ID file in SIS unless their most recent assessment record was IAA or DLM-AA and their IEP indicator is "Yes."

- SIS will provide data in the 2017 SAT Pre-ID file as of **Friday, January 20, 2017**, to College Board to derive test materials orders and for Pre-ID label production.

- Note: If the "Testing School" field in the SAT Pre-ID file is not an established SAT Test Center, SIS will send the Home School field so a label will be printed.

2016-17 SAT(Pre-ID in SIS)

2017 SAT Pre-ID and DLM-AA Pre-ID Now Available in ISBE's Student Information System (SIS)

SAT Pre-ID (January 20, 2017, Deadline)

Students will be included on the SAT Pre-ID if the following are true:
- The student is enrolled in grade 11, and
- The student is not included on the DLM-AA Pre-ID.

Grade 11 students on the SAT Pre-ID can be moved to DLM-AA Pre-ID by searching for the student under Assessment Pre-ID → SAT and selecting the "Move to DLM-AA" button.

Pre-ID data for transmission to the SAT vendor will be captured once on January 20, 2017. A Pre-ID label will be printed for all students in this file and mailed to the Testing School. If the Testing School is not an established SAT Test Center (see list posted on www.isbe.net/Pages/SAT.aspx), the label will be printed and mailed to the Home School instead. Students who enroll after January 20, 2017, will not receive a Pre-ID label and must complete a paper SAT registration form. Paper registrations forms will be sent with SAT test materials. If a student is no longer enrolled for testing, destroy the Pre-ID label.

To update SAT data elements online for one student at a time, log into SIS, select Assessment Pre-ID, and select SAT. Search for the student by his/her SID and one of the three: first name, last name, or DOB.
Note: IEP and LEP indicators must be adjusted as needed in the SIS enrollment, not in Pre-ID.

To request the SAT Pre-ID file, log into SIS, select Batch Files and Request File. Once processed, the requested file will be returned to the Download file page. The SAT Pre-ID Template, Tips and Steps can be found at https://www.isbe.net/Pages/Excel-Templates-for-student-data-input-into-SIS.aspx.

DLM-AA Pre-ID (February 3, 2017, Deadline)

Students in grades 3-8 and 11 will be included on the DLM-AA Pre-ID if the following are true:
- The student's most recent past assessment is IAA or DLM-AA, and
- The student's IEP indicator is "yes."

To add missing students to the DLM-AA, first locate the student under SAT Pre-ID or PARCC Pre-ID and select the "Move to DLM-AA Pre-ID" button (student must be IEP).

Grade 11 students who are incorrectly included on the DLM-AA Pre-ID can be moved to the SAT Pre-ID by searching for the student under DLM-AA Pre-ID and selecting the "Move to SAT" button.

Data updates in the DLM-AA Pre-ID are sent to the DLM-AA vendor weekly until February 3, 2017.

To update DLM-AA data elements online, log into SIS, select Assessment Pre-ID, and select DLM-AA. Search for the student by his/her SID and one of the three: first name, last name, or DOB.
Note: IEP and LEP indicators must be adjusted as needed in the SIS enrollment, not in Pre-ID.

To request the DLM-AA Pre-ID file, log into SIS, select Batch Files and Request File. Once processed, the requested file will be returned to the Download file page. The DLM-AA Pre-ID Template, Tips and Steps are located at https://www.isbe.net/Pages/Excel-Templates-for-student-data-input-into-SIS.aspx.

SAT and DLM-AA Pre-ID "Summary" and "Detail" reports are available in SIS. To access the reports, log into SIS, Select the "Reports" link, and expand the "Assessment" Category.

SAT Pre-ID Reports
The SAT Pre-ID "Summary" report will provide overall counts for each SAT data element. The SAT Pre-ID "Detail" report will show a roster of each student along with the SAT data element details.

DLM-AA Pre-ID Reports
The DLM-AA "Summary" report will provide overall counts for each DLM-AA data element. The DLM-AA Pre-ID "Detail" report will show a roster of each student along with the DLM-AA data element details.

If you need assistance with the SAT or DLM-AA Pre-ID, please contact the ISBE Help Desk at 217-558-3600, Option 3. If you have questions about testing in general, please contact the Assessment Division at 866-317-6034 or assessment@isbe.net.

SAT and DLM-AA: Guidance for Reviewing Pre-ID Data

Important Note:

If a student's "Testing School" in the SAT Pre-ID file is not an established SAT Test Center, SIS will transmit the "Home School" to College Board so the student will be registered and a label will be produced.

Direct link: www.isbe.net/Documents/SAT%20and%20DLM-AA%20Pre-ID_FINAL.pdf

2016-17 SAT Timeline

CollegeBoard

SAT School Day – Timeline for April 2017 Administration

For updates, see https://www.isbe.net/Documents/SAT-general-timeline.pdf
College Board Phone: 844-688-9995
College Board Email: ilsat@college board.org

Activity	Timeline
Staff & Test Center Setup Email Invitation from College Board to Principal	11/07/16
SAT Overview Webinar Recording PPT	11/15/16
Offsite Testing Request Window	11/15/16-12/15/16
College Board Accommodations Webinar Recording PPT	11/16/16
Deadline for School and Staff Setup	11/16/16
Testing Sites Receive Confirmation of School AI Code and TC Number	January 2017
Deadline to Request Off-site Testing	01/13/17
Deadline to Verify Pre-ID Information in ISBE Student Information System (SIS)	01/20/17
Required Test Administrator Training Online	02/09/17-03/22/17
Training Kits Arrive in Schools	02/15/17
Deadline for SSD Coordinators to Submit College Board Approved Accommodations Requests	02/15/17
Late College Board Approved Accommodations Request Window for specific scenarios: • New student to school • New plan/accommodation needed	02/16/17-03/21/17
Admission Tickets Arrive in Schools	03/01/17
Student Data Questionnaires Arrive in Schools	03/06/17-03/08/17
Answer Sheets and Pre-ID Labels Arrive in Schools	03/06/17-03/08/17
Preadministration Session Held in Schools	03/10/17-04/04/17
Deadline for SSD Coordinators to Submit State Allowed Accommodations Requests	03/21/17
Test Materials Arrive in Schools on Spring Break during 03/29/17-03/31/17	03/23/17
Test Materials Arrive in Schools not on Spring Break during 03/29/17-03/31/17	03/29/17-03/31/17
Initial Test Date	**04/05/17**
Accommodated Testing Window (students that appear on the NAR)	**04/05/17-04/18/17**
Deadline to Ship Materials and Answer Sheets for Scoring for Tests Given on Initial Test Date (April 5)	04/06/17
Testing Sites Provide Counts of Students Requiring Makeup Testing	04/07/17
Last Day* to Use Four Free Score Sends *Students who test only on 04/25/17 will be able to complete their score sends on their answer sheet on test day.	04/14/17
Deadline to Ship Materials and Answer Sheets for Scoring for Tests Given during Accommodated Testing Window (April 5-18)	04/19/17
Makeup Test Materials Arrive in Schools	04/21/17
Makeup Test Date	**04/25/17**
Deadline to Ship Materials and Answer Sheets for Scoring for Tests Given on Makeup Test Date (April 25)	04/26/17
Student Score Release	May/June 2017

Updated 01/19/17
Originally Posted 10/31/16

Click here to access the SAT timeline:

https://www.isbe.net/Documents/SAT-general-timeline.pdf

SAT Accommodations Information

- *Accommodations Process for the ISBE-Sponsored SAT®*
  www.isbe.net/Documents/IL-College-Board-Accommodations-Spring-2017.pdf

- SSD Coordinators must request accommodations in College Board's "SSD Online" system using the AI Code where the student will test.

- SSD Coordinators must complete the coordinator access form (www.collegeboard.org/pdf/ssd/ssd-coordinator.pdf) and fax it to the College Board's Services for Students with Disabilities at 866-360-0114.

- SSD Online: www.collegeboard.org/students-with-disabilities/ssd-online

- Contact SSD Department with questions: 844-688-9995

SAT Accommodations Information
Two Types of Accommodations

- College Board Approved (requested in SSD Online)
  - For Students with Disabilities
  - College Reportable
  - Request Deadline: February 15, 2017
  - *Late Request Deadline: March 21, 2017 (Late Requests only for new and newly-diagnosed students)*

- State-Allowed (requested in SSD Online)
  - Students with Disabilities (Declined for College Board Accommodations)
  - For English Learners
  - Not College Reportable
  - Request Deadline: March 21, 2017

State-Funded SAT Information

- **English Learner Supports** *(no accommodations request is needed)*

- **Translated Test Directions**
Directions in eight languages, are available for download in mid-February from the College Board website (**collegeboard.org/Illinois**). The eight languages include **Spanish, Arabic, Chinese Mandarin, Portuguese, Haitian Creole, Russian, Vietnamese, and Polish**. School staff may print and provide these directions to students on test day. School staff may also provide translated test directions for other languages using district/school translators. **Students using translated test directions will receive college-reportable scores.**

- **Word-to-Word Glossaries**
Approved glossaries may be used by students on test day. The College Board will post a list of approved glossaries on the College Board website (**collegeboard.org/Illinois**) in mid-February to allow for students to become familiar with them prior to test day. The approved glossaries should be distributed to students for their use on test day. **Students using approved glossaries will receive college-reportable scores.**

2017-18 SAT Test Dates!

- Initial Test Date: Tuesday, April 10, 2018
- Makeup Test Date: Tuesday, April 24, 2018
- Accommodated Test Window: April 10-23, 2018

2016-17 DLM-AA
(Dynamic Learning Maps-Alternate Assessment)

2016-2017 DLM-AA

- **<u>Rosters</u>**
  - Subject should only be English language arts, mathematics, and science (if grade appropriate).
  - Leave course blank
  - Rosters should be created for the teacher with multiple students.
  - Roster name is suggested as teacher's last name and ELA, math, or science (e.g. Smith ELA, Smith Math, Smith Science).

Rosters

2016-2017 DLM-AA

- **<u>Roles</u>**
  - Only valid roles in Educator Portal for DLM are the following:
    - District Superintendent
    - District Test Coordinator
    - Building Principal
    - Building Test Coordinator
    - Teacher
  - Incorrect roles are delaying training accounts to be established.

Roles

2016-2017 DLM-AA

- **<u>Students</u>**
  - Students should be located in the district in which the assessment will be administered.
  - Home districts who do not serve their outplaced students should not see those students when verify student enrollment.
  - Double year students need to be exited out of one of the locations.
  - District test coordinators can exit and transfer students.

Students

2016-2017 DLM-AA

- **<u>Users</u>**
  - Required training should be completed.
  - New users who have not been added, please add them as soon as possible.
  - Deactivate those users who are no longer in your district.
  - Users who previously administer, update those old accounts instead of adding a DLM account.

Users

2016-17 DLM-AA

- **<u>Next Steps</u>**
  - Rosters need to be completed by February 3, 2017.
  - Students need to be identified in SIS through the DLM Pre-ID.
  - District test coordinators need to verify student data.
  - Teachers need to complete the first contact survey and access profile.

2016-17 DLM-AA

- ## Upload Errors
  - – Common Errors that are occurring when uploading students:
    - Testing School has a district-level code
    - New RCDTS for a district/school
    - Grade level is different in SIS versus what is in DLM.
    - Testing School District RCDTS does not match the Testing School RCDTS
  - – Corrections:
    - Verify the testing school is not ending in zeros (0000).
    - District test coordinators need to notify DLM coordinator at ISBE of the new RCDTS.
    - Verify grade levels in SIS with what is identified in DLM.
    - Verify the Testing School District RCDTS aligns to the Testing school RCDTS

2016-17 DLM-AA

- Enrollment errors
  - Common errors:
    - Students are enrolled in two locations (2017, 2017)
    - Students are listed as a PARCC or SAT student (Grade 3, not previously tested as an IAA or DLM student)
  - Correction:
    - If the student is not being served in your school, the district test coordinator needs to exit the student from that school in Educator Portal
    - Student is listed as PARCC or SAT, then the student needs to be removed from PARCC or SAT and moved to DLM in SIS.

2016-17 DLM-AA UPDATES

- ## Data Verification
  - District test coordinators should complete data verification in Educator Portal to ensure the following is true:
    - The correct students are enrolled in the testing school.
    - Students are not missing from the enrolled testing school.
    - Rosters have been created for ELA, math, and science for teachers.

- ## KITE Client updated
  - The testing platform KITE Client was updated.
  - Verify that the testing platform being used is up-to-date.
  - Find the new updates on Dynamic Learning Maps website.
    - http://dynamiclearningmaps.org/kite

2016-17 DLM-AA
SIS to KITE Pre-ID Schedule

- SIS will load DLM-AA Pre-ID records to the Testing School indicated in the Pre-ID file.

- SIS will load DLM-AA Pre-ID records for students in grades 3-8 and 11 to the DLM-AA vendor following this schedule:
  - SIS will load updates* to the DLM-AA vendor on a weekly basis beginning in January 2017.
  - SIS will load final updates* to the DLM-AA vendor on February 3, 2017.

*   *Updates will be sent only for student records that are new or contain a difference in any field from its original transmission (e.g., Testing School was updated).*

2016-17 ACCESS for ELLs

ACCESS Tier Re-assignment

Tier re-assignments of the online speaking and/or writing assessments are available by contacting ISBE. The process for requesting them is to submit the student information to ISBE via the Send ISBE a file function. It can be found on the ISBE home page under Quick Links.

Student information needed for the request:

- First & Last Name
- Date of Birth
- Domain(s) of Request
- State ID
- Grade
- Tier(s) Requested

Select ISBE eMail Name "Barry Pedersen" from the drop-down list, and attach your file containing the student information. In the Subject line, enter "Online ACCESS Tier Re-assignment" and your district name.

2016-17 ACCESS for ELLs

ACCESS for ELLs Additional Materials

The additional materials ordering window is open until February 17, 2017.
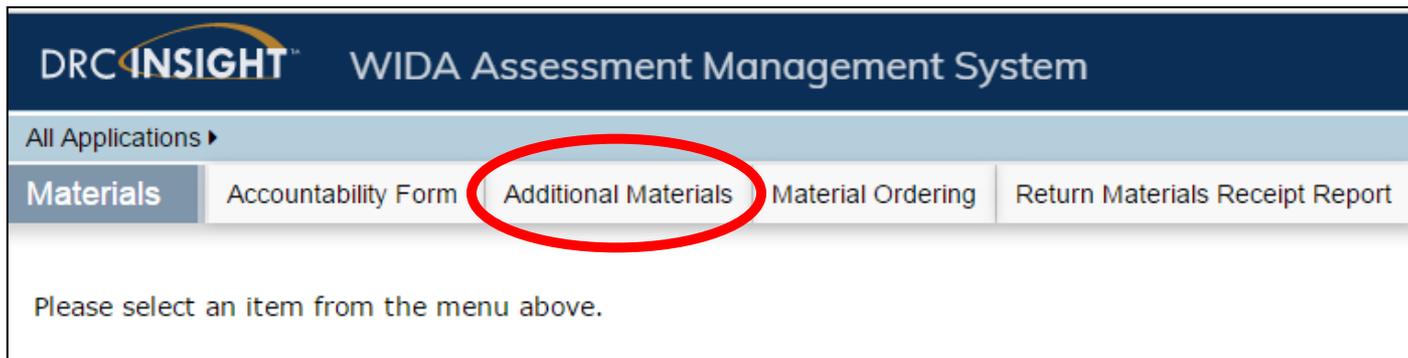
ACCESS Tech Option

All-in-One installation of the TSM for low frequency ACCESS testing.

Documentation and recorded webinar for the *Quick Start/All-in-One* installation of the Testing Site Manager (TSM) and the INSIGHT secure browser:

- [Webinar Recording](#)

- [Quick Guide for Macs](#)

- [Quick Guide for Windows](#)

ACCESS Tech Downloads

TSM Update Postponed

WIDA & DRC no longer plan to release a new version of TSM for the 2016-17 cycle. Version 9.1.0_2 will be used.

> ### *Previous Announcement*
>
> TSM 9.1.0_2 is being updated to 9.1.0_4.
>
> The release date is unknown, but any properly installed version of 9.1.0_2 that is set to automatically update will do so with little or no user action.

ACCESS Tech Downloads

Current release of INSIGHT (7.1.0) is now available on WIDA AMS for:

- Windows 7, 8.1, 10, & Windows Server 2016
- Mac OS 10.9.5, 10.10, 10.11 & macOS Sierra 10.12 Mac Server Software is not supported
- Linux Ubuntu 12.04 LTS, 14.04 LTS, 16.04 LTD – with 64-bit Gnome 3.4, Unit Shell
- Linux Ubuntu 12.04 LTS, 14.04 LTS, 16.04 LTD – with 32-bit Gnome 3.4, Unit Shell
- Chromebook OS recent stable channel
- Apple iOS 10.2, 10.1, 10.0, 9.3, 9.2, 9.1, 9.0 (rel. 7.2.0)

2016-17 ACCESS for ELLs

Two important Websites

- www.wida.us, 866-276-7735 – for preparation

- www.wida-ams.us, 855-787-9615 – for operation

ISBE Contact for ACCESS for ELLs:
Barry Pedersen, bpederse@isbe.net, 866-317-6034

2016-17 KIDS
(Kindergarten Individual Development Survey)

- KIDS is coordinated by the Early Childhood Division
  - Phone: 217-524-4835
  - Division Email: earlychi@isbe.net
  - Division Webpage: https://www.isbe.net/Pages/Early-Childhood.aspx
  - Staff Contact (Margaret Burgett) Email: mburgett@isbe.net

2016-17 Illinois Physical Fitness Assessment

- Coordinated by the Nutrition & Wellness Programs Division

- Summary of New Rules – see the Superintendent's Weekly Message from November 22, 2016, page 4:
https://www.isbe.net/Documents_Superintendent_Weekly_Message/message-11222016.pdf

- Q&A: https://www.isbe.net/Documents/fitness-asmt-faq.pdf

    - List of requirements
    - Links to training manuals and videos
    - Links to templates for collecting data
    - Contact information if questions

Illinois State Board of Education

Illinois Assessment Update Webinars:

- *Assessment Update Webinars are archived and posted at:*
  https://www.isbe.net/Pages/Assessment-Communications.aspx
  under "Presentations and Webinars"

- *Next Scheduled Assessment Update Webinar: 02/03/17*

Summary of State Content Area Testing

- First, determine the appropriate state assessment path for a student:
  - PARCC, SAT, and ISA state assessment **or** DLM-AA alternate state assessment
  - Contact Assessment Division if, in rare cases, a combination is needed.

Grade(s)	Content Area to be Assessed ✓=assessment is available							
	ELA/L			Mathematics			Science	
	PARCC	SAT	DLM-AA	PARCC	SAT	DLM-AA	ISA	DLM-AA
3	✓		✓	✓		✓		
4	✓		✓	✓		✓		
5	✓		✓	✓		✓	✓	✓
6	✓		✓	✓		✓		
7	✓		✓	✓		✓		
8	✓		✓	✓		✓	✓	✓
9-12		✓ Must be in Grade 11			✓ Must be in Grade 11		✓ Must be in HS Biology Course	✓ Must be in Grade 11

Contacts

ISBE Assessment Office
- 866-317-6034
- www.isbe.net/Pages/Assessment.aspx
- assessment@isbe.net

SIS Helpdesk
- 217-558-3600 (option 3)
- www.isbe.net/Pages/Student-Information-System.aspx

PARCC Support Center
- 888-493-9888
- parcc@support.pearson.com

DLM Support Center
- 855-277-9751
- DLM-support@ku.edu

College Board (SAT Assistance)
- 844-688-9995
- ilsat@collegeboard.org

LTC (Learning Technology Center)
- ltcillinois.org
- netspecs@ltcillinois.org

Join our Listservs!

- Assessment Listserv: Send a blank email with "SUBSCRIBE" in the subject line to assessment@isbe.net.

- Technology Point-of-Contact Listserv: Send a blank email with "SUBSCRIBE" in the subject line to jbaiter@isbe.net.