



Illinois Assessment Update



Illinois State Board of Education

March 03, 2017



2015-16 Testing ISA (Illinois Science Assessment)



2015-16 ISA

- Anyone interested in scoring responses may contact Angela Box (abox@siu.edu) at SIUC to learn more.
- ISA Standard Setting must take place before score data can be released.
- **Announcement 02/28/17:**

GROUNDBREAKING PROCESS FOR SCORING ILLINOIS SCIENCE ASSESSMENT KICKS OFF

www.isbe.net/Lists/News/NewsDisplay.aspx?ID=1144



2016-17 Testing ISA (Illinois Science Assessment)



2016-17 ISA

Illinois Science Assessment (ISA) 2017 Webinar

February 24, 2017, at 11:00 AM and 2:00 PM

- The webinar covered the following items:
 - Review ISA
 - Highlight System Enhancements
 - Demonstrate ISA Systems:
 - ISBE Rostering Tool (Import Wizard)
 - ISBE-Teach
 - ISBE-Learn
- If you were unable to attend, view PowerPoints and videos here:

www.isbe.net/Pages/Illinois-Science-Assessment.aspx



2016-17 ISA

Assessment Listserv Message, Dated March 2, 2017: Illinois Science Assessment 2017 Start of Test Window Update

The Illinois spring testing season started yesterday, March 1! The testing window opened for the Illinois Science Assessment (ISA) with approximately 2,250 students completing the assessment. ISBE has added many new resources to the ISA webpage (<https://www.isbe.net/Pages/Illinois-Science-Assessment.aspx>) to help administrators and educators with ISA administration.

Trending questions from the first day of testing include:

- **User Accounts:** ISBE purged the 2016 users and loaded new 2017 accounts based on data in the Entity Profile System (EPS) pulled from the organization administrator and test coordinator fields. If you cannot access the system, please contact your central office or principal, depending on the level of access required. See the [user guide](#) for information on how to build accounts (begins on page 9).
- **SEBs:** Find the SEB (Safe Exam Browser) and other technical resources under the Assessment Technology Requirements section of ISBE's ISA webpage.

Assessment Contacts:

- Dan Brown, General questions, dabrown@isbe.net
- Wes Bruce, IT questions, wesbruce3@gmail.com
- Butch Wilson, IT questions (Chromebooks app lead), bwilson@lrc6.org
- Jamey Baiter, User questions, JBAITER@isbe.net
- David Hope, Rostering questions, dhope@isbe.net
- Laura Quimby, SPED questions, lquimby@isbe.net



2016-17 PARCC

**(Partnership for Assessment of
Readiness for College and Careers)**



2016-17 PARCC

- PARCC Test Coordinator Webinar:
Wednesday, February 8, 2017
- If you were unable to attend...
- View PowerPoint and video here:
www.isbe.net/Pages/Assessment-Communications.aspx
under “Presentations and Webinars”



2016-17 PARCC

PARCC Test Coordinator Manual:

www.isbe.net/Documents/parcc-ela-math-cbt-pbt-test-coord-manual-16-17.pdf

- Test Scheduling Information – pages 9-13
- Illinois Addendum – pages 87-90
- Testing Multiple Grade/Courses Concurrently – pages 123-126
- Guidance for Administering the ELA Field Test – pages 128-130
- Back Cover of the Manual
- ISBE Contact for PARCC: Jim Palmer
 - jpalmer@isbe.net



2016-17 PARCC

- 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.
(New in 2017: Both Home and Testing School may edit student test details in the SIS PARCC Pre-ID.)
- Testing School is used to determine where student will be registered in PAN.
- New in 2017: Student may have only one registration at a time in PAN (i.e., “Testing School” for ELA and Math must be the same).



2016-17 PARCC SIS to PAN Pre-ID Schedule

- Districts should review student data in PAN now.
- **Friday, February 24, 2017:** SIS sent FINAL PARCC Pre-ID updates* including Session Name** to PAN.
- The “Session Name” loaded from PARCC Pre-ID on Feb. 24 did not change the session for any student who was already in a session.

* Updates were sent only for a student record that was new or contained a difference in any field from its most recent transmission (e.g., Test Code was updated from MAT08 to ALG01).

** The PARCC Pre-ID “Session Name” field auto-created an online Session for the student only if the student was not already in an online Session in PAN.



2016-17 PARCC

- Beginning February 27, 2017, you may do the following in PAN:
 - Create test sessions
 - Add students to test sessions
 - Move students from one test session to another
 - Edit a student's Accessibility Features and Accommodations information for the ELA/L and Math test assignments
 - Do this under "Manage Student Tests" in PAN
 - Edit a student's demographic information
 - Do this under "Register Students" in PAN
 - Any edit to the following data in PAN must also be updated in the SIS enrollment file: Name, birth date, race/ethnicity, grade level, home (responsible) school, IEP indicator, LEP indicator, Migrant indicator
 - If the State ID in PAN is incorrect, contact Student Assessment for assistance at 866-317-6034.
 - Request a transfer from another school if you have a new student from Illinois
 - Add a new student from outside of Illinois (add in SIS first!)



2016-17 PARCC Mobility Guidance

- *PARCC Mobility Guidance* document scheduled to be updated later today and posted on PARCC Place web site.
 1. Former school must exit student from SIS.
 2. New school must enroll student in SIS.
 3. New school may enter a “Work Request” in PAN to request the new student be added in PAN to their school.
 4. ISBE and the former school can review/approve the request.
 5. ISBE will review requests daily and approve if SIS data are consistent with request.
- **IMPORTANT:** New school must edit “Responsible School” in the “Register Students” tab in PAN, as appropriate.
- If immediate action is needed, contact Student Assessment at 1-866-317-6034 or email assessment@isbe.net.



PearsonAccess^{next} (PAN) Information

- Superintendents should contact PARCC Customer Support for assistance, if needed, with 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 (1-866-317-6034 or assessment@isbe.net):
 - Adding an organization (e.g., new school, reconfigured grade levels within an existing school, or any RCDTS code changes)
 - Adding a user account for a new Superintendent

PARCC Customer Support

1-888-493-9888

Select 1

Monday - Friday

5:30 am - 6:30 pm (CT)

PARCC E-mail

Email

parcc@support.pearson.com


PARCC Chat

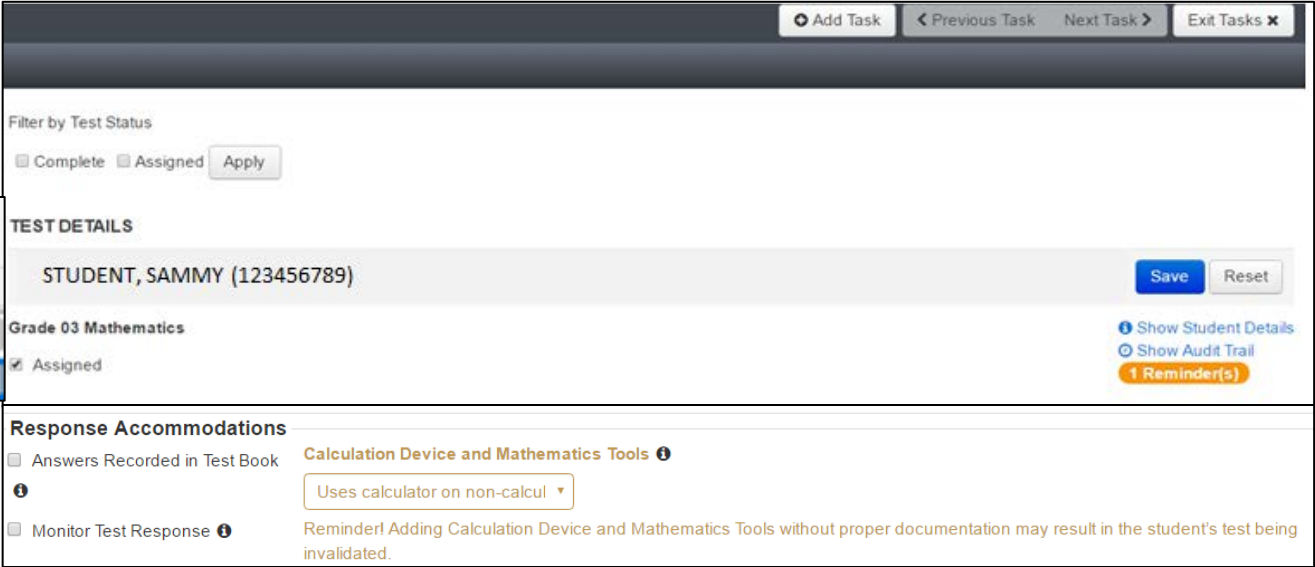
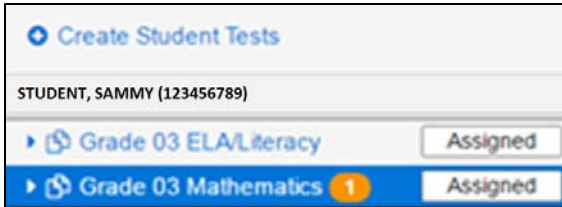
[Click here for Live Chat](#)

Available during hours listed above



2016-17 PARCC “Reminders” in PAN

- Some students may have a “reminder” in PAN (oval with a number inside).
- These are displayed to remind users that local documentation should exist for a selected accommodation.
- “Setup ⇒ Students” screen 
- “Manage Student Tests” screen





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, should have arrived 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.
- The additional orders window opened on February 22 in PAN.



2016-17 PARCC Manuals and Resources

ASSESSMENT

PARCC Place

- PARCC Archives

RESOURCES


- PARCC Released Items
- PARCC Sample Items
- PARCC Technology Guidelines
- PARCC Website
- PearsonAccessNext

LATEST NEWS

- Illinois Assessment Update Webinars
- Superintendent Smith Letter to Families Regarding 2016 PARCC Score Reports
 - Spanish Version
- 2016 Preliminary State-Level PARCC Results
- PARCC Spring 2016 Score Report Interpretation Guides
 - For Educators
 - For Parents
- 2016-17 State Assessment Dates

ASSESSMENT

PARCC PLACE



The Partnership for Assessment of Readiness for College and Careers (PARCC) is the state assessment and accountability measure for Illinois students enrolled in a public school district. PARCC assesses the New Illinois Learning Standards Incorporating the Common Core and will be administered in English Language Arts and Mathematics.

PARCC assessments in English Language Arts and Mathematics will be administered to all students in grades 3-8.

UNDERSTAND THE SCORE

UnderstandtheScore.org is designed to help parents and community members know what to expect when their children's score reports arrive at home.

ADMINISTRATORS & TEST COORDINATORS

2016-17 Information

ADMINISTRATORS

- PARCC Resource Center (PRC)
- 2017 Assessment Talking Points
- PARCCOnline.org Educator Resources
- 2016-17 State Assessment Dates
- 2017 Assessment Talking Points
- PARCC Manuals
 - Spring Test Coordinator and Test Administrator Manuals (Direct links are below)
 - 2016-17 Test Administrator Manual Computer-Based Testing Math & English Language Arts/Literacy
 - 2016-17 Test Administrator Manual Paper-Based Testing Math & English Language Arts/Literacy
 - 2016-2017 Spring Administration Computer-Based & Paper-Based Testing Math & English Language Arts/Literacy Test Coordinator Manual

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>



<https://parcc.pearson.com/>

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](http://parcconline.org) 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 »](#)





<http://avocet.pearson.com/parcc/home>



Search

COLLAPSE ALL

Home

Most Popular

Test Administration Manuals

Accessibility Features and Accommodations

Bulletins and FAQs

Results Reporting

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



2016-17 PARCC Accommodated Scripts

- Accommodated Scripts are now posted in Avocet.
- ELA Braille: <http://avocet.pearson.com/PARCC/Home#16252>
- Math Braille: <http://avocet.pearson.com/PARCC/Home#16253>
- ELA Large Print: <http://avocet.pearson.com/PARCC/Home#11134>
- Math Large Print: <http://avocet.pearson.com/PARCC/Home#11135>
- Spanish Large Print: <http://avocet.pearson.com/PARCC/Home#16254>



▶ Test Administration Manuals

▼ Accessibility Features and Accommodations

▶ AF&A Manual

▶ Braille Scripts

▶ Large Print Scripts

▶ Translated Scripts (Arabic)

▶ Translated Scripts (Chinese - Mandarin)

▶ Translated Scripts (Haitian Creole)

▶ Translated Scripts (Navajo)

▶ Translated Scripts (Polish)

▶ Translated Scripts (Portuguese)

▶ Translated Scripts (Russian)

▶ Translated Scripts (Spanish)

▶ Translated Scripts (Urdu)

▶ Translated Scripts (Vietnamese)

2016-17 PARCC Translated Scripts

Translated Scripts are now
posted in Avocet.

“Accessibility Features and
Accommodations”

- Arabic
- Chinese-Mandarin
- Haitian Creole
- Navajo
- Polish
- Portuguese
- Russian
- Spanish
- Urdu
- Vietnamese



Fillable Forms on Avocet

- Numerous forms can be downloaded on Avocet:
- Test Administration Information for Computer-Based Testing
 - BEFORE Computer-Based Testing
 - DURING Computer-Based Testing
 - AFTER Computer-Based Testing
- Fillable Forms for Computer-Based Testing
 - 2016-2017 Computer Based Chain-of-Custody Form
 - 2016-2017 Guidance For Submitting Security Forms Online
 - Emergency Accommodation Request Form
 - Form to Report Contaminated, Damaged, Or Missing Materials
 - Form to Report Testing Irregularity or Security Breach
 - Post Test Certification Form
 - Security Agreement
 - Student Accommodation Refusal Form
 - Unique Accommodation Request Form



Irregularity Reports

- Fillable form is available on Avocet.
- Complete and send to ISBE

Fax: 217-782-6097

Send a file: <https://sec1.isbe.net/attachmgr/default.aspx>



Voiding a Test Online

- If a new test has to be assigned – incorrect accommodations (most common)
- In PAN:
 - Mark the original test complete.
 - Void the test.
 - Use void code 1 for issues related to incorrect test form or incorrect accommodations.
 - Use void code 2 for anything else
 - Then create new test for the student with the correct accommodations under “Manage Student Tests.”



2016-17 PARCC Technology Update




Preparing for PARCC

- Are all students in sessions?
- Are student PNPs correct?
 - Especially accommodations that are “form supported”
- Is test content cached?
- Are sessions prepared?
- Use App Check (TestNav) to verify connect to proctor cache.
- Who will “Start” your sessions? (*You can “Start” all or multiple sessions*)
- Are Test Tickets printed?
- Can TAs access Live site (username & password)?
- Do TAs know how & when to “Unlock” and “Lock”?
- Do TAs know how to “Refresh” PAN display?
- Who will “Resume” tests if students are exited?



“Preparing” Session - Steps

1. Go to **Sessions**.
2. Select the session(s) you want to prepare.
Note: You can “Prepare” all.
3. Go to **Students in Sessions**.
4. Select the session (s).
5. Click **Prepare Session**.
 - Display will show “Waiting.”
 - The more sessions you “prepare” the longer it takes.
6. Click  Refresh
7. Displays “Ready” and “Start Session” buttons when complete.



Unlock and Lock “Rules”

- Controls access to the test units – usually managed by the test administrator
- For any individual student, only ONE unit can be unlocked at any time.
 - All students in a session (Students in Sessions)
 - Individual students (makeup)
- You must lock a student’s “Unit 1” before you can unlock “Unit 2.”
- Students can access only unlocked units.



Session List

Add a Session

- AGNEW

1 Sessions | [Clear](#)

AGNEW

Ignore Schedule [Resources](#) [Details](#) [Edit](#)

In Progress

Unlock all students in a session.

AGNEW (27 Student Tests)

Gr4ELA - Unit 1

🔒 🔓

Gr4ELA - Unit 2

🔒 🔓

Gr4ELA - Unit 3

🔒 🔓

🔒 🔓

Student Test Status Key

- Ready
- Resumed, Resumed Upload
- Active
- Exited
- Completed, Marked Complete

Stop Session [Refresh](#)

27 Results

Unlock a single student.

Displaying 25 [Manage Columns](#)

<input type="checkbox"/>	State Student Identifier	Last Name	First Name	Middle Name	Username	Session	Gr4ELA - Unit 1	Gr4ELA - Unit 2	Gr4E
<input type="checkbox"/>	21969082 i	SNYDER	NICOLE	V	7531678182	AGNEW (Grade 04 ELA/Literacy)	🔒 Ready Unlock	🔒 Ready	🔒 R
<input type="checkbox"/>	12636209 i	DIXON	LOUISE	V	1921176471	AGNEW (Grade 04 ELA/Literacy)	🔒 Ready	🔒 Ready	🔒 R



Student's TestNav View

TestNav N. SNYDER

AVAILABLE TESTS

Available Tests Refresh

Grade 4 ELA/Literacy - Unit 1	Start >>
Grade 4 ELA/Literacy - Unit 2	Start >>
Grade 4 ELA/Literacy - Unit 3	Start >>

Completed tests are not displayed here.



Tracking Student Progress

- Reports
 - Operational Reports
 - “Check” Online Testing
 - **Session Roster**
- This creates an Excel CSV report that can be “filtered” by student status.
 - Can run by organization and/or test
 - One record per student and each Unit and the status is shown

Form 1	Student Test Status 1	Form 2	Student Test Status 2	Form 3	Student Test Status 3	Form 4	Student Test Status 4
Gr8ELA - Unit 1	Ready	Gr8ELA - Unit 2	Ready	Gr8ELA - Unit 3	Ready	Gr8ELA - Unit 4	Ready
Gr8ELA - Unit 1	Ready	Gr8ELA - Unit 2	Ready	Gr8ELA - Unit 3	Ready	Gr8ELA - Unit 4	Ready
Gr8Math - Unit 1	Ready	Gr8Math - Unit 2	Ready	Gr8Math - Unit 3	Ready		
Gr8Math - Unit 1	Ready	Gr8Math - Unit 2	Ready	Gr8Math - Unit 3	Ready		
Gr8Math - Unit 1	Ready	Gr8Math - Unit 2	Ready	Gr8Math - Unit 3	Ready		



App Check allows you to quickly verify that a student device is working – IF NEEDED

The screenshot shows the TestNav application interface. At the top left, there is a "TestNav" logo and a "SIGN IN" button. The main content area is titled "PARCC Training" and contains a "Sign In" form with fields for "Username" and "Password", a "Sign In" button, and links for "Test Audio" and "Practice Tests". A dropdown menu is open in the top right corner, showing options: "App Check", "Sign in to TestNav", and "Choose a different customer". The version number "8.8.166" is displayed in the bottom right corner. A red box highlights the "App Check" option in the dropdown menu. A red box highlights the "PARCC Training" text, with a red arrow pointing to the text "For operational testing 'Illinois'" on the left. Another red box highlights the version number "8.8.166".

TestNav

Not Signed In

SIGN IN

App Check

Sign in to TestNav

Choose a different customer

For operational testing "Illinois"

PARCC Training

Sign In

Username

Password

Sign In

Test Audio

Practice Tests

8.8.166



Precaching Computers

CRPARCC-1

Computer Name*

CRPARCC-1

Default computer used for

IP Address

172.17.15.253

Port

4480

Configuration Identifier ⓘ

8E2C55C2QZ

Configuration Identifier is part of the TestNav Config. in PAN - "Setup",

App Check

Enter a configuration identifier or click "Run App Check" to run the default app check.

Configuration Identifier (optional):

8E2C55C2QZ

Run App Check

App Check is complete but one or more issues require your attention:

✓ Kiosk Mode Passed.

✓ Connectivity to TestNav Passed.

✓ Proctor Cache Passed.



2016-17 State-Sponsored SAT



State-Sponsored 2016-17 SAT Highlights

- All grade 11 students (unless they take DLM-AA) must test
 - Foreign exchange students who are grade 11 must test.
 - 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>
 - [Supplemental Instructions for Illinois SAT School Day Administration](#)
 - [SAT School Day Supervisor's Manual](#)
 - [SAT School Day SSD Coordinator Manual](#)
 - [SAT School Day Test Room Manual](#)



State-Sponsored SAT Information

- ISBE SAT Website: www.isbe.net/Pages/SAT.aspx
- Links: College Board Microsite for Illinois, General Timeline, Established SAT Test Centers, SAT Implementation FAQs, Manuals, Accommodations Process, Webinar Links, New Information as Available (see below)

Illinois State Board of Education

System Quick Links | Illinois Report Card | Careers at ISBE | Contact Us

HOME | ADMINISTRATORS | TEACHERS | FAMILIES & STUDENTS | COMMUNITY & PARTNERS | NEWS & MEDIA

Assessment > SAT

ASSESSMENT
SAT

RESOURCES

- College Board Microsite for Illinois-Sponsored SAT
- SAT General Timeline
- Established SAT Test Centers
- SAT® Implementation FAQs
- Administration Manuals
 - Supplemental Instructions for Illinois SAT School Day Administration
 - SAT School Day Supervisor's Manual
 - SAT School Day SSD Coordinator Manual
 - SAT School Day Test Room Manual
- Accommodations Process for the ISBE-Sponsored SAT®
 - College Board-Approved Word-to-Word Glossaries
 - Translated Test Directions for ELs (English Template)
 - Arabic

2016-17 SAT® Information

With the change in the assessment at high school, there will be no PARCC Fall Block Administration in 2016.

For 2017, the SAT® will be administered in paper & pencil format. For more detailed information on the SAT® components visit <https://collegereadiness.collegeboard.org/sat/inside-the-test/compare-old-new-specifications>.

- Administration Manuals
 - Supplemental Instructions for Illinois SAT School Day Administration
 - SAT School Day Supervisor's Manual
 - SAT School Day SSD Coordinator Manual
 - SAT School Day Test Room Manual
- 2016-17 SAT® School Day Questionnaire (SDQ)
 - SDQ Registration and Questionnaire Booklet
 - SDQ Answer Sheet-SAMPLE
- 2016-17 SAT® with Essay Answer Sheet-SAMPLE
- Accommodations Process for the ISBE-Sponsored SAT®
 - College Board-Approved Word-to-Word Glossaries
 - Translated Test Directions for ELs (English Template)
 - Arabic

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 provided data in the 2017 SAT Pre-ID file as of **Friday, January 20, 2017**, to College Board to derive non-accommodations test materials orders and for Pre-ID label production.
- Note: If the “Testing School” field in the SAT Pre-ID file was not an established SAT Test Center, SIS sent the Home School field so a label will be printed.
- Important: Continue to enroll/exit students in/from SIS so the SAT Pre-ID file will be current when SIS sends an update to College Board based on April 5, 2017, data.



2016-17 SAT Timeline



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: <ul style="list-style-type: none"> • 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 <u>not</u> 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>



State-Sponsored SAT Information

- SAT Test Center Supervisors will receive communications regarding the SAT School Day administration from both the College Board and Educational Testing Service (ETS).
- Please add **collegeboard.org** and **ets.org** to your list of acceptable addresses in your email application to ensure you receive these important messages



SAT Required Training

- Test Center Supervisor should have received an email from SAT on February 9, 2017 (from CollegeBoard@noreply.collegeboard.org) .
- Subject line: *Important Test Day Training information for the Illinois-Provided SAT*
- If you have trouble accessing the training or other technical issues, contact SAT Customer Service at 866-260-5211.
- Please direct questions about procedures addressed in the training to the Illinois Educator Support 844-688-9995 (opt. 1) or illinoisadministratorsupport@collegeboard.org.



Email from Educational Testing Service (ETS)

- College Board requires that each Test Center Supervisor (TCS) have an ETS account to view the online attendance roster.
- On 2/16, the TCS received an email, including an attached manual, to assist in setting up an ETS account.

From page 4 of the manual attached in the email

ETS Test Center Supervisor

FOR TEST CENTER SUPERVISORS

Assign R 1. Select *Service Provider Supervisor* role from dropdown menu.

Select all programs

* Required field

2. Select *Assign*.

Program	Role	Assigned Test Center
GRE®	Select	
Praxis™	Select	Assign
SAT®	Select	Assign
TOEFL®	Select	Assign

Cancel Continue

- Those who selected “Supervisor” instead of “Service Provider Supervisor” received an email referencing a request for IRS tax information due to this incorrect selection.
- Disregard the reference to IRS tax information in the email.
- ETS will make the ISBE-sponsored SAT Test Center Supervisor training more clear, avoiding the routing to this particular area in the future.



SAT Rosters vs. SAT Pre-ID

- The SAT has two types of rosters:
 - Online Attendance Roster for the Test Center Supervisor
 - Nonstandard Administration Report (NAR) for the SSD Coordinator
- All students who were in the January SAT Pre-ID will be included on either the Online Attendance Roster or the NAR.
- Students who were not included in the January Pre-ID file will not appear on the rosters.
- Students may shift from the Online Attendance Roster to the NAR through mid-March as accommodations approvals are matched to student registrations.



Other Roster Questions

- What if my roster is missing students?
 - For any student who does not appear and for whom you do not receive a pre-ID label, a paper registration form, sent with test materials, must be completed and the student must be added manually to the appropriate roster.
- What if my roster has students I don't expect?
 - For students who appear but will not test at your school, identify the reason on the roster for your local use (e.g., absent/no longer enrolled). After testing, SIS will capture the "Reason for No Valid Test Attempt" during the corrections window.
- When are my rosters final?
 - By March 22, two weeks before the test date, both the Online Attendance Roster and the NAR should correctly reflect all students who were in the SAT Pre-ID file. If not, please contact College Board.
 - Use these rosters to finalize your room planning.
- Roster Questions?
 - Contact 844-688-9995 or email illinoisadministratorsupport@collegeboard.org



SAT Accommodations Information

- *Accommodations Process for the ISBE-Sponsored SAT[®]*
www.isbe.net/Documents/IL-College-Board-Accommodations-Spring-2017.pdf
- 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 (e.g., “First Year in a U.S. School” taking only Mathematics)
 - 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 (Spanish, Arabic, Chinese Mandarin, Portuguese, Haitian Creole, Russian, Vietnamese, and Polish) will be available for download in mid-February. 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.**

- Translated test directions are now posted under “News and Updates” on <https://www.isbe.net/Pages/SAT.aspx>

- **Word-to-Word Glossaries**

Approved glossaries may be used by students on 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.**

- Word-to-Word Glossaries list is now posted under “News and Updates” on <https://www.isbe.net/Pages/SAT.aspx>



State-Funded SAT Information

Preparing for the ISBE-Sponsored SAT School Day Webinar:

[Tuesday, March 14, 2017 at 9:00-10:30 AM](#) or
[Tuesday, March 14, 2017 at 2:30-4:00 PM](#)

(repeat sessions)

- Join ISBE and the College Board for a webinar focused on preparing for the April 5, 2017, SAT administration. The webinar will include in-depth information about using rosters, addressing students who aren't already registered, and preparing for test day.
- Submit questions in advance via email to ilsat@collegeboard.org to ensure topics critical to your preparedness are addressed. **Subject: Webinar Questions**
- Time for a live Q&A session is included.
- The webinar will be recorded and posted for those unable to attend.



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

Preparations before Test Window Opens:

- Rosters are created for ELA and Math for grades 3-8 and 11.
- Rosters are created for Science for grades 5, 8, and 11 only.
- Remove students from science rosters that are not in grades 5, 8, and 11.
- Exit students who are not being assessed in your district.
- Verify all students who need to be assessed on the DLM are in Educator Portal and assigned to a roster.
- Remove students who are not testing in your school.
- Verify teachers have completed the required training security agreement.





2016-2017 DLM-AA


Remove students from Rosters:

- View Rosters in Educator Portal.
- Click on the Roster that needs to have student (s) removed.
- Scroll to the section with the students.
- Click on the student(s) that need to be removed.
- Click on Save.

View/Edit Roster - Quimby ELA

Student Identifier	First Name	Middle Name	Last Name	Gender
Enrolled Students				
<input checked="" type="checkbox"/>	11111111	Jane	Doe	FEMALE
<input checked="" type="checkbox"/>	22222222	John	Doe	MALE
Other Students				
<input type="checkbox"/>	99999999	Son	Bono	MALE
<input type="checkbox"/>	88888888	Jay	Cartwright	MALE
<input type="checkbox"/>	77777777	Katy	P. Erry	FEMALE
<input type="checkbox"/>	130130130	Cindy	C. Ford	FEMALE
<input type="checkbox"/>	55555555	William	Gates	FEMALE
<input type="checkbox"/>	33333333	Abe	Lincoln	MALE
<input type="checkbox"/>	100100100	Charles	P. Norris	MALE
<input type="checkbox"/>	110110110	Jane	F. Onda	FEMALE

Page 1 of 2 10 View 1 - 10 of 15





2016-2017 DLM-AA

Common Issues: Rosters

- Subject is not English Language Arts, mathematics, or science.
- A course is selected.
- Student is in the wrong grade to be on a science roster.
- Rosters are created for other subject areas, as well as, ELA, math, and science.





2016-2017 DLM-AA

Student Uploads:

- Continue to update the DLM Pre-ID in SIS.
- Uploads of students, who are not appearing in DLM, must be completed using the Upload Enrollment template found in Educator Portal under settings, students, upload enrollment.
- Submitted to ISBE through “Send ISBE a File”.

Navigation: HOME | SETTINGS | MANAGE TESTS | REPORTS | HELP

Tabs: Organization | Roles | Rosters | **Students** | Users

Select Action*: Upload Enrollment

SELECT ORGANIZATION
Select organization level and file, click on Upload

STATE*: Illinois

DISTRICT: Select

SCHOOL: Select

FILE*:

Date	Time	Status	File
02/09/2017	11:09:14 AM	Completed: Records Created/Updated: 1 Rejected: 0 Alerts: 0	
02/09/2017	11:03:46 AM	Completed: Records Created/Updated: 0 Rejected: 1 Alerts: 0	
02/09/2017	11:01:24 AM	Completed: Records Created/Updated: 0 Rejected: 1 Alerts: 0	
02/09/2017	10:51:42 AM	Completed: Records Created/Updated: 24 Rejected: 0 Alerts: 1	
02/09/2017	10:38:36 AM	Completed: Records Created/Updated: 22 Rejected: 2 Alerts: 10	
02/09/2017	10:29:50 AM	Completed: Records Created/Updated: 0 Rejected: 24 Alerts: 0	
02/09/2017	09:56:25 AM	Completed: Records Created/Updated: 0 Rejected: 24 Alerts: 0	
02/09/2017	09:23:51 AM	Completed: Records Created/Updated: 1 Rejected: 0 Alerts: 0	
02/09/2017	09:21:16 AM	Completed: Records Created/Updated: 0 Rejected: 1 Alerts: 0	
		Completed: Records Created/Updated: 0 Rejected: 1 Alerts: 0	

Please use the current version of the [Enrollment Upload Template](#).

Upload

Page 1 of 3



2016-2017 DLM-AA

Common Issues: Student Uploads

- The student is incorrectly identified in SIS.
- The student is in the wrong district for testing.
- The student has not been activated in DLM-AA.
- The student was not previously tested IAA or DLM-AA and is included on the PARCC Pre-ID.





2016-17 ACCESS for ELLs



2016-17 ACCESS for ELLs

End of Testing

- February 17 was the last day to order additional materials.
- Materials should be picked up for return to DRC within one week after your window ends.
- Materials to return: Response Booklets, CDs, Scripts, Kindergarten Manipulibles.
- Testing functions in WIDA AMS stopped on February 24, 2017.



2016-17 ACCESS for ELLs

ACCESS Data Corrections

- SIS EL Data were set aside on February 24. Please, make data corrections accordingly (especially grade level).
- Correction Window = May 8-26, 2017.
- ACCESS corrections done in SIS, not WIDA AMS.
- Final ACCESS results posted in Mid-July, 2017.
- Final reports arrive August 1, 2017.



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



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: 03/10/17*

The screenshot shows the Illinois State Board of Education website. At the top left is the ISBE logo. The header includes the text 'Illinois State Board of Education' and a navigation menu with links for 'System Quick Links', 'Illinois Report Card', 'Careers at ISBE', and 'Contact Us'. There are also social media icons for Twitter and Facebook, a search bar, and a 'Translate' dropdown. Below the header is a dark blue navigation bar with icons and labels for 'HOME', 'ADMINISTRATORS', 'TEACHERS', 'FAMILIES & STUDENTS', 'COMMUNITY & PARTNERS', 'NEWS & MEDIA', and 'TOPICS'. The main content area has a breadcrumb trail: 'Home > Assessment > Communications'. On the left is a sidebar with a 'COMMUNICATIONS' menu where 'Presentations and Webinars' is selected. The main content area is titled 'ASSESSMENT COMMUNICATIONS' and contains four expandable sections: 'News and Updates', 'Illinois Assessment Dates', 'Important Links and Resources', and 'Presentations and Webinars'. The 'Presentations and Webinars' section is highlighted with a green border.



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.