Assessment Update

Minnesota Department of Education

QUICK LINKS	IMPORTANT DATES
• March Q&A Session: General Test Administration • ACCESS/Alternate ACCESS Reminders • Monitoring MCA Test Sessions • On-Demand Reports in PearsonAccess Next	**March 6–May 5 (May 12 Science MCA Only):** *MCA/MTAS testing window* **March 17:** *Last day to order additional ACCESS/Alternate ACCESS paper test materials in WIDA AMS* **March 24:** *End of the ACCESS/Alternate ACCESS testing window* **March 24:** *Last day to complete administration tasks in WIDA AMS*

March Q&A Session: General Test Administration

MDE will host a virtual Q&A session for DACs on Tuesday, March 28, from 2–3 p.m. and will focus on general test administration. New and experienced DACs are welcome to attend. Register for March Q&A Session. Details for joining are provided once participants register.

The prerequisite for the March Q&A session is the following:

• Chapter 10 (After Test Administration) of the *Procedures Manual*, focusing on ACCESS

MDE collects questions from DACs prior to the event to help prepare and find relevant resources to share. After completing the prerequisites, please submit questions for the March Q&A Session. Q&A Sessions will not be recorded nor will CEUs be provided as these sessions are an additional support rather than a training event.

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ACCESS/Alternate ACCESS Reminders

Indicating Test Codes for Students Who Do Not Test for ACCESS and Alternate ACCESS

For students who will not participate in ACCESS or Alternate ACCESS, districts can indicate test codes (referred to as Do Not Score codes) directly in WIDA AMS during the testing window, or they can indicate the test codes in Test WES during Posttest Editing. Detailed information about indicating test/Do Not Score codes starts on page 62 of the *WIDA AMS User Guide*, which is located in the [WIDA AMS](#) website (No log in required. In the second paragraph under the first heading, select "WIDA AMS Library (login not required)." On the Training Materials page, click the Show Documents button to display all documents. From the list of documents, locate the *WIDA AMS User Guide*).

Note: Certain test codes (such as "Not Enrolled" (NE)) can only be indicated during Posttest Editing in Test WES; for more information, refer to the *Test Codes* section in Chapter 9 of the [*Procedures Manual*](#).

Additional Orders Window for ACCESS and Alternate ACCESS

The last day districts can order paper test materials for ACCESS or Alternate ACCESS in WIDA AMS is **this Friday, March 17**. The last day of the ACCESS and Alternate ACCESS testing window is March 24. Please contact DRC at 855-787-8615 or WIDA@datarecognitioncorp.com with any questions about ordering additional materials.

Districts should use the following guidelines regarding additional orders:

- Use both the district overage and school overage before requesting additional orders.

- Orders should be completed at the district level and not for individual school sites.

- Districts should combine all additional material needs from individual buildings as one district order, if possible.

Monitoring MCA Test Sessions

Student Test Status Dashboard

For the Reading, Mathematics, and Science MCAs, users can monitor test sessions using the Student Test Status Dashboard in PearsonAccess Next. In the single session view, a pop-out button will display to the right of the session name if a session has 100 students or less. **New for 2022–23:** The number of students in the session has increased from 50 to 100. Once the button is selected, the dashboard will open in a new tab within the browser. If monitoring multiple sessions, select a different session in the single session view to open the dashboard in another tab within the browser. This way, multiple sessions can be monitored by navigating between browser tabs. The dashboard will automatically refresh every 30 seconds. The dashboard displays test source (TN APP), student name and MARSS, test status (such as, Active, Ready, Completed, Resumed, etc.), test duration, battery

indicator, and test progress. Refer to the *MCA Online Testing User Guide* for more information on what is displayed on the student test status dashboard.

Operational Reports in PearsonAccess Next

For MCA and MTAS, operational reports are available in PearsonAccess Next to help staff monitor testing progress. Information on specific operational reports, and tips on when to use the report, can be found in the *MCA Online Testing User Guide*, *MCA Data Entry User Guide,* and *MTAS Data Entry User Guide*, posted on the User Guides page of the PearsonAccess Next website.

Dashboards in PearsonAccess Next

DAC and Assessment Administrator (AA) users have access to dashboard views in PearsonAccess Next (under Dashboards > Dashboards) to assist with verifying MCA test session and test status and MTAS test status. Refer to the View Dashboards section of the *MCA Online Testing User Guide*, *MCA Data Entry User Guide,* and *MTAS Data Entry User Guide*, which are posted on the User Guides page of the PearsonAccess Next website, for more information.

On-Demand Reports in PearsonAccess Next

On-Demand Reports provide preliminary student scores for MCA and MTAS within 60 minutes after testing or data entry is completed. Results in On-Demand Reports can be generated as student detail reports (as PDFs) for individual students or downloaded in a list report (as a PDF or Excel spreadsheet). Refer to the *On-Demand Reports and Export User Guide* for more detailed information.

Note: Districts determine whether to share On-Demand Reports with teachers, students, and/or families for instructional purposes.

- In order for users with the Test Monitor/Data Entry or MTAS Entry user roles to access On-Demand Reports in PearsonAccess Next, reporting groups must be set up for them. There are three options for creating reporting groups—manually, importing/exporting a file, or directly from a test session. For more information, refer to the *Reporting Groups User Guide*.

- Preliminary student assessment results should not be discussed in public forums (for example, on social media), reflected in public meeting minutes (school board meetings for example), or shared with the general public or media until the final assessment results have been released publicly.

- An updated version of the *Statewide Assessments: Using Preliminary Results* is available on the District Resources page of the MDE website (under the Test Score Interpretation Resources expandable header).