

AN UPDATE FROM ACADEMIC STANDARDS, INSTRUCTION AND ASSESSMENT—MARCH 16, 2022

QUICK LINKS	IMPORTANT DATES
<ul style="list-style-type: none"> <li>• <a href="#">March New DAC Q&amp;A: Registration</a></li> <li>• <a href="#">Additional Orders Window for ACCESS and Alternate ACCESS</a></li> <li>• <a href="#">Answering Questions/Providing Assistance during Testing</a></li> <li>• <a href="#">Potential Delays of MCA/MTAS Additional Orders</a></li> <li>• <a href="#">Monitoring MCA Test Sessions</a></li> <li>• <a href="#">On-Demand Reports in PearsonAccess Next</a></li> <li>• <a href="#">Invitation to Minnesota Science Teachers</a></li> <li>• <a href="#">Upcoming Opportunities</a></li> </ul>	<p><b>March 18:</b> Last day to order additional ACCESS and Alternate ACCESS test materials</p> <p><b>March 25:</b> End of the ACCESS and Alternate ACCESS testing window</p> <p><b>Feb. 22–May 3 (noon):</b> Reading and Mathematics MCA, and Reading, Mathematics, and Science MTAS additional test materials ordering window</p> <p><b>Feb. 22–May 10 (noon):</b> Science MCA additional test materials ordering window</p> <p><b>March 7–May 6:</b> Reading and Mathematics MCA, and Reading, Mathematics, and Science MTAS testing window</p> <p><b>March 7–May 13:</b> Science MCA testing window</p>

## March New DAC Q&A: Registration

The March MDE Q&A webinar for New DACs will be held on Tuesday, March 29, from 2–3 p.m. [Register for the March New DAC Q&A Webinar](#). Details for joining the webinar will be provided once participants register. Experienced DACs are also welcome to attend.

The prerequisite for this webinar is Chapter 10 of the [Procedures Manual](#) related to after-testing activities for ACCESS and Alternate ACCESS. General questions about MCA and MTAS test administration will also be addressed.

MDE uses questions from new DACs to prepare for the webinar. After reading the chapter, [submit questions for the New DAC Q&A webinar](#).

[Back to Top](#)

## ***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 18**. The last day of the ACCESS and Alternate ACCESS testing window is March 25. Please contact DRC at 855-787-8615 or [WIDA@datarecognitioncorp.com](mailto: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.

[Back to Top](#)

## ***Answering Questions/Providing Assistance during Testing***

Test Monitors need to use the applicable *Testing Directions for Administrations* (either the *Testing Directions: Online* or the *Testing Directions: Paper*) when administering the MCA. Both versions of directions are available on the [Testing Directions](#) page of the PearsonAccess Next website and include a section on *Answering Questions and Providing Assistance*. This section is divided into two parts: Test-Related Scenarios and Student or Classroom Management Scenarios.

The Test-Related Scenarios part provides specific guidance and scripted language for questions related to test content or the test itself. The following are examples:

- A student cannot complete a fill-in-the-blank item.
- A student cannot move forward in the test because of a tool or navigation.
- A student does not think there is a correct answer to an item.

The Student or Classroom Management Scenarios part provides guidance to Test Monitors as to what is appropriate to say and do in general scenarios related to student behavior. The following are examples:

- A student is off task or being disruptive.
- A student is discouraged and not making progress.
- A student is rushing through the test.

Refer to the *Answering Questions and Providing Assistance* section of the applicable testing directions for the required scripted language and guidance.

[Back to Top](#)

## Potential Delays of MCA/MTAS Additional Orders

When placing an additional order in PearsonAccess Next for MCA and MTAS test materials, allow sufficient time for orders to be processed and delivered. While requested shipping times are currently being met, high volumes of requested materials could cause shipping delays of 24–48 hours. Place additional orders in [PearsonAccess Next](#) as soon as a need is recognized to reduce the risk of delays impacting test administration.

Refer to the *Ordering Additional Test Materials* document posted on the [User Guides](#) page of the PearsonAccess Next website for step-by-step instructions. Contact Pearson at 888-817-8659 or submit a [Pearson help desk request online](#) with any questions or concerns.

[Back to Top](#)

## 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 50 students or less. Once the button is selected, the dashboard will open in a new tab within the browser. The dashboard will automatically refresh every 30 seconds. The dashboard displays test source (i.e., TN APP), student name and MARSS, test status (e.g., 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.

**New for 2021–22:** If a student is exited from TestNav due to a technology issue, the dashboard Test Status column will display one of the following messages:

- Connectivity/Save Errors (i.e., any error caused by loss of connectivity between testing device and Pearson servers)
- Fatal Error (i.e., any error that results in the student being exited from TestNav)

### 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

**New for 2021–22:** 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 posted on the [User Guides](#) page of the PearsonAccess Next website, for more information.

[Back to Top](#)

## ***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 Score 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 (e.g., on social media), reflected in public meeting minutes (e.g., school board meetings), 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).

[Back to Top](#)

## ***Invitation to Minnesota Science Teachers***

Please share the following information with Science teachers and educators.

MDE invites Science teachers and educators to apply to be part of Building Capacity for Science Assessment: Science MCA-IV Item Writing Workshop in the summer of 2022. The workshop will be 4 1/2 days total, starting with a half-day virtual training on June 24, and followed by virtual meetings on July 11–12 and Aug. 1–2. Approximately 15–20 additional hours may be needed outside of these dates to complete the writing assignments. This summer, the work is focused on writing engaging grade-level phenomena tied to the 2019 Minnesota Science Standards along with generating questions for each phenomenon. MDE hopes that the summer 2022 workshop goals generate creative thinking, engage participants with unique teaching approaches, and build a repository of engaging phenomena for the Science MCA-IV.

Science teachers and educators interested in being part of this year’s MCA-IV item writer workshop can express their interest [by entering their contact information online](#) by April 22. For more information, contact [Jim Wood](#) or [Judi Iverson](#), Science Assessment Specialists.

MDE encourages any teachers and educators interested in becoming a Science item writer to apply. MDE wants to grow the impact teachers have on our Science MCA-IV assessment and looks forward to engaging with more teachers around the state. Please share this information with colleagues who might be interested in participating.

[Back to Top](#)

## ***Upcoming Opportunities***

### **COMPASS Webinars**

The COMPASS Math team is partnering with [Quantile® Teacher Assistant](#) to provide three free webinars for Minnesota educators. The webinars will demonstrate how to use the Quantile program alongside current mathematics curriculums and how other resources can be connected. Each webinar will have the same content modified with examples for specific grade bands. [Registration for the upcoming COMPASS webinars is required.](#)

- Tuesday, March 22, at 3:45 p.m. (Grades K–5 examples)
- Tuesday, March 29, at 3:45 p.m. (Grades 6–8 examples)
- Tuesday, April 5, at 3:45 p.m. (Grades 9–12 examples)

[Back to Top](#)

---

ACADEMIC STANDARDS, INSTRUCTION AND ASSESSMENT

Minnesota Department of Education

[education.mn.gov](http://education.mn.gov) > Districts, Schools and Educators > Teaching and Learning > Statewide Testing

If you have any questions or want to unsubscribe, please send an email to [mde.testing@state.mn.us](mailto:mde.testing@state.mn.us).