

AN UPDATE FROM STATEWIDE TESTING – JANUARY 31, 2018

QUICK LINKS	IMPORTANT DATES
<ul style="list-style-type: none"> • Pretest Editing Remains Open • Student Resources for MCA and MTAS • Online Preparation for MCA and MTAS • Update to Historical Student Data in PearsonAccess Next • Reporting Groups in PearsonAccess Next • PearsonAccess Next DAC and AA Admin Access in TMS • Upcoming Training Opportunities • Odds and Ends • Tech Update 	<p>Jan. 29–March 23: Testing window for ACCESS and Alternate ACCESS for ELLs</p> <p>Feb. 19: Begin creating test sessions for MCA and proctor caching in PearsonAccess Next</p> <p>Feb 20: Order additional MCA/MTAS paper materials in PearsonAccess Next</p>

Pretest Editing Remains Open

DACs use Pretest Editing in Test WES to ensure the district is set up for spring testing. Though some tasks were due on Jan. 19, the Pretest Editing window is open through May. The following tasks—some of which are requirements—may still be completed in Test WES:

- By Feb. 16, indicate custom group for easier test session creation in PearsonAccess Next (optional).
- By May 4, confirm the following on the District Confirmation page:
 - All staff, including the DAC, have completed training requirements prior to test administration.
 - All students indicated to take the MTAS will meet eligibility requirements at the time of testing.
- By May 25, confirm on the District Options page whether you want to receive student labels.

Throughout the window, districts may do the following on the Precode Search and Edit Screen:

- Change test assignments for MCA and MTAS.
- Add or remove accommodations and linguistic supports.
- Change the high school science send indicator.

Note: If districts want to indicate changes using a file upload, that must be completed by Feb. 16. Any paper test materials needed based on these changes must be ordered in additional orders in PearsonAccess Next and will not be received in the initial test materials shipment. The additional orders window opens on Feb. 20.

For further information, refer to the [Test WES Pretest Editing User Guide](#) (MDE website > Districts, Schools and Educators > Business and Finance > Data Submissions > Test WES).

[Back to Top](#)

Student Resources for MCA and MTAS

Starting this year, rather than requiring specific resources be provided to all students to prepare for testing, MDE requires each district to determine which student resources will be used and how they will be used. MDE requires districts to ensure that all students are familiar with the test they will be taking and are able to successfully navigate through the test, use the online and accessibility tools, and respond to different item types.

To assist with each district's decision-making process regarding appropriate student resources, MDE developed the [Purposes of Student Resources](#), which is available on both the Item Samplers and Student Tutorial pages of PearsonAccess Next. Districts may print and distribute this document as a resource to share with administrators and educators during district training.

Student Tutorial

The student tutorial is a student resource used to familiarize students and educators with the general functionality of the online test, tools, and item types. All components of the student tutorial and the accompanying *Teacher Guides* are now available on the [Student Tutorial page](#) (PearsonAccess Next > Preparing for Testing > Student Tutorial).

- Navigation
- Tools
- Item Types

Item Samplers

The item samplers are used to familiarize students with how the content is tested by providing examples of items in the format they will see them on the test. *Item Sampler Teacher Guides* are available by subject on the [Item Sampler page](#) (PearsonAccess Next > Preparing for Testing > Item Samplers).

Item samplers are available for the following:

- All grades and subjects for both MCA and MTAS.
- Paper accommodated tests (including braille upon request)
- Mathematics and science only:
 - Accommodated text-to-speech
 - Standard text-to-speech
 - Word-to-word translations in Hmong, Somali, and Spanish

Note: The grade 8 Mathematics MCA item sampler includes a new item this year that will allow students to use the straightedge tool, a new tool that may appear on select items on the grade 8 and grade 11 Mathematics MCA. Refer to the *Mathematics Item Sampler Teacher Guide* or view a related [Item Types MathBits article](#).

Released Items

In 2017, MDE released some mathematics items for student practice and teacher or parent use. These items are provided for instructional use, and do not take the place of the previously mentioned resources. These items were used on the MCA, and a data table is provided for each item. Not every item type or benchmark is represented.

MDE recently released 21 additional items and a *Released Item and Data Table User Guide*, which are available on the [Released Items](#) on the MDE website (MDE > Districts, Schools and Educators > Teaching and Learning > Statewide Testing > Released Items). For more information, refer to the [Released Items MathBits article](#).

Note: Currently, there are no released items for reading or science at this time, but MDE is planning to release some reading items later this year.

[Back to Top](#)

Online Preparation for MCA and MTAS

The table below outlines the dates when districts can begin certain tasks in PearsonAccess Next. Details on these tasks are available in the *MCA Online Testing User Guide*, *MTAS Score Entry User Guide for Test Administrators*, or the *MTAS Score Entry User Guide for District Assessment Coordinators and Assessment Administrators* on the [User Guides page](#) (PearsonAccess Next > Resources & Training > User Guides).

Note: Test sessions must be created, prepared, and started in PearsonAccess Next. Student names must be added to the test session prior to preparing and starting a test session.

TASK	DATES
<p>MCA test session setup:</p> <ul style="list-style-type: none"> • Create a test session • Add students to a test session • Prepare a test session • Proctor cache (can be done before or after test sessions are created) 	<p>Reading and Mathematics: Feb.19–May 4</p> <p>Science: Feb.19–May 11</p>
<p>Enter LCI data for MTAS</p>	<p>Feb. 26–May 4</p>

TASK	DATES
Enter MTAS score data	March 5–May 4
Start an MCA test session	Reading and Mathematics: March 5–May 4 Science: March 5–May 11

[Back to Top](#)

Update to Historical Student Data in PearsonAccess Next

Historical Student Data for all students is now available in PearsonAccess Next. This includes all students currently enrolled in a district as well as students who previously tested in the district. In Historical Student Data, users have access to a student’s testing history, including tests taken outside their district.

Teachers (users with the Test Monitor/Data Entry or MTAS Score Entry roles) will only have access to Historical Student Data for students in their reporting group(s); however, District Assessment Coordinators (DACs) and Assessment Administrators (AAs) will have access to all students and do not need to be assigned to a reporting group.

For more information, reference the [Historical Student Data Quick Guide](#) (PearsonAccess Next > Reporting Resources > Additional Reporting Resources).

[Back to Top](#)

Reporting Groups in PearsonAccess Next

District Assessment Coordinators (DACs) and Assessment Administrators (AAs) can now create reporting groups in PearsonAccess Next. Teachers (users with the Test Monitor/Data Entry or MTAS Score Entry roles) must be assigned to the reporting group(s) by the DAC or AA either manually or by uploading files.

For more information, refer to the [Reporting Groups User Guide](#) (PearsonAccess Next > Reporting Resources > Additional Reporting Resources).

Note: The *Reporting Groups User Guide* was recently updated to include clarification about the formatting of MARSS/SSID numbers on the Student Reporting Groups Import/Export files. If you downloaded a copy prior to Jan. 30, please download the updated version.

[Back to Top](#)

PearsonAccess Next DAC and AA Admin Access in TMS

As described in the [TMS FAQs](#) (PearsonAccess Next > Resources & Training > Training), information for users with the District Assessment Coordinator (DAC) and Assessment Administrator (AA) roles is added to the Training Management System (TMS) every two weeks.

If a DAC or AA user account becomes disabled or inactive, the user will no longer have the Admin features in the TMS, including access to the reports to track staff training. Once a user has been enabled or restored in PearsonAccess Next, the account would be considered “new,” and they may have to wait up to two weeks to be able to review reports.

If you have had an active PearsonAccess Next DAC or AA account for more than two weeks and do not see the “Admin” option, contact the Pearson help desk at 888-817-8659 or [submit a Pearson help desk request](#).

Enabling and Restoring User Accounts

As a security feature, PearsonAccess Next automatically disables or deletes user accounts when a user is not active for a specified number of days based on the following timeframes:

- User accounts are disabled after 240 days of inactivity.
- User accounts are deleted after 390 days of inactivity.

DACs or AAs can enable or restore users by following the guidelines in the [PearsonAccess Next User Accounts Guide](#) (PearsonAccess Next > Resources & Training > User Guides > PearsonAccess Next Resources). Contact the Pearson help desk with any questions at 888-817-8659 or [submit a Pearson help desk request](#).

[Back to Top](#)

Upcoming Training Opportunities

DAC Test Administration Training Registration

If you signed up for one of the remaining in-person DAC Test Administration trainings, check-in will begin at 8:30 a.m. Pearson will post a recording of their portion of the training to the TMS. MDE will also post a recording following the webinar.

Because the DAC Test Administration Training will focus on changes for this year, New DACs have the option to review some additional video trainings from Pearson prior to the training. These optional trainings are short demonstrations of specific Pearson topics and are available in the [Training Management System \(TMS\)](#) (PearsonAccess Next > Resources & Training > Training) under the District Assessment Coordinator role, Pearson Video Trainings category:

- *Manage Users in PearsonAccess Next*
- *Training Management System*
- *View Students in PearsonAccess Next*

DATE & TIME	LOCATION/FORMAT
Thursday, Feb. 1 9 a.m.–3:30 p.m.	TIES: Grand Hall 1644 Larpenteur Ave W. St. Paul, MN 55108
Monday, Feb. 5 1–3 p.m.	Webinar (MDE portion only) Click here to register for the webinar on Feb. 5.
Tuesday, Feb. 6 9 a.m.–3:30 p.m.	Courtyard St. Cloud: Ballroom 404 W. St. Germain St. St. Cloud, MN 56301

DAC Trainings from Pearson

In preparation for spring testing, Pearson will be offering webinars for DACs and any other interested staff in the district. For full details, access the [Upcoming Pearson Trainings](#) (PearsonAccess Next > Resources & Training > Training). No registration is required.

MN Data Tools: Leveraging Data

On Feb. 13 from 9 a.m.–3 p.m., a training opportunity for all educators will take place in Sartell. The following topics will be addressed:

- Early Childhood Longitudinal Data System (ECLDS)
- Minnesota Report Card
- Statewide Longitudinal Data System (SLEDS)
- DEED data tools (e.g., Graduate Employment Outcomes)
- MDE teacher website

Lunch will be on your own. [Register for the Data Tools event](#), or contact Holly Pope (Brunson) at holly.brunson@state.mn.us with questions. Check-in starts at 8:30 a.m.

[Back to Top](#)

Odds and Ends

- **Job Opportunity in Statewide Testing:** Statewide Testing is looking for a project manager with large-scale testing experience to fill an open position. If interested, please see the posting at [Minnesota Careers: Job ID 19531](#) (careers.mn.gov/). **The deadline to apply is Feb. 6.**
- **Attemptedness Criteria for the Speaking Domain:** As described in ACCESS trainings presented last fall, the minimum criteria for “attempting” the speaking domain has been updated for the online ACCESS for ELLs 2.0. If the record button is clicked for at least one scored item, the student’s test will be considered attempted. Refer to page 161 of the *Procedures Manual* for full details.

Tech Update

Support Added for Chrome OS 63

Pearson has recently confirmed compatibility between Chrome OS 63 and TestNav and has added support for Chrome OS 63 for the spring 2018 administration. For full system requirements for TestNav—including supported devices, operating systems, and browsers—view [TestNav System Requirements](#) (PearsonAccess Next > TetNav 8 Online System (under Quick Links) > TestNav System Requirements).

iOS 11.2.5 Required as Minimum Version on iOS 11

Apple is requiring iOS 11.2.5 as the minimum version for customers testing on iOS 11. As a result, Pearson is releasing a TestNav patch to block iOS versions 11.0–11.2.2; the patch is expected by Feb. 2.

Please note that customers currently using any TestNav-supported iOS 10 versions may continue to use those without security risk. The [TestNav System Requirements](#) page has been updated; refer to the technical bulletin [TestNav—iOS 11.2.5 Required Update for Secure Testing](#) (PearsonAccess Next > TetNav 8 Online System (under Quick Links) > Technical Bulletins) for more details.

STATEWIDE TESTING: MEASURING EDUCATIONAL PROGRESS IN MINNESOTA

Minnesota Department of Education

education.state.mn.us > Districts, Schools and Educators > Statewide Testing

If you have any questions or want to unsubscribe, please send an email to mde.testing@state.mn.us