Spring Tests

Each state has set its own spring testing window, so please consult your state-specific documentation for more information about those dates. Your state's window will fall within this consortium window **March 16 – June 12, 2015**.

Testlets administered during the spring window will yield results that describe student performance in English language arts and mathematics in 2014-15. States may use these scores for accountability purposes.

The TEST ADMINISTRATION MANUAL, ACCESSIBILITY MANUAL, and supplemental manuals for 2014-15, which are located on your state's DLM webpage, cover the detailed procedures for preparing for and administering tests. This document highlights unique features of the test experience during the spring testing window as some of those features may be different from your experiences in earlier testing windows this year (phases A, B, and C).

Content Assessed

In the spring testing window, students will receive several testlets to make up the whole test. Students may receive as few as 5 and as many as 7, depending on the grade and subject. Each testlet includes items from one or more Essential Elements in the blueprint and is chosen by the system for the student based on information about the student and the learning map. See the table titled Number of Testlets for Spring Testing in the TEST ADMINISTRATION MANUAL for a breakdown.

The system delivers only one testlet at a time in each subject. After the student takes the first testlet, the system delivers the next testlet. The second testlet is selected and delivered based on the additional information gained about the student from the first testlet completed in the spring test. Each subsequent testlet is selected for the student by the system based on the student's recent performance on other testlets.

A list of the Essential Elements on the blueprint for each grade is provided on the ELA blueprint http://www.dynamiclearningmaps.org/sites/default/files/ela_ye_blueprint.pdf and the Math blueprint http://www.dynamiclearningmaps.org/sites/default/files/math_ye_blueprint.pdf.

English Language Arts, Grades 3-HS[1]
- In all grades, Essential Elements in reading and writing will be tested.
- Included in the ELA testlets, will be one writing testlet. Writing testlets include either emergent or conventional writing. The names of the writing testlets will include codes for Emergent Writing or Conventional Writing and the grade level (eg. EW.4, CW.7). The type of testlet assigned depends on the student's data entered in the *First Contact Survey* and on the testlets the student has taken during the spring window prior to the writing testlet. For more information on resources that support writing assessment go to see the Writing Testlet FAQ on the Educator Resource Page http://www.dynamiclearningmaps.org/sites/default/files/documents/ERP/dlm_writing_testlet_faq.pdf
- Alternate forms for students with blindness/visual impairments will be available where appropriate. See the section in this document titled "Accessibility Notes" for more details.

Mathematics, Grades 3-HS[1]
- In all grades, testlets that cover the Essential Elements in the blueprint will be tested.
- Alternate forms for students with blindness/visual impairments will be available where appropriate. See the section in this document titled "Accessibility Notes" for more details.

Preparing for the Tests

Each state's webpage on the DLM website has links to resources for district staff and test administrators.

In districts that did <u>not</u> participate in the Phase A, B and/or C test windows:
Data Stewards need to review Educator Portal user accounts for correctness, including email addresses and user roles.

Test administrators[2] should use the TEST ADMINISTRATION MANUAL as a guide and must complete the following activities before they can administer a test:
1. Complete the security certificate and all required training modules in Educator Portal.
2. Review students and rosters in Educator Portal for accuracy.
3. Complete the First Contact survey for each student in Educator Portal.
4. Complete the Access (Personal Needs and Preferences (PNP)) Profile in Educator Portal for each student.

In districts that participated in the Phase A, B, and/or C test windows:
- Data Stewards need to review Educator Portal user accounts for new users to ensure correctness, including email addresses and user roles.
- Test administrators who participated in previous phases do not need to take any extra steps in Educator Portal unless their student(s) need roster adjustments or changes to PNP or First Contact.

---

[1] High school grades tested are specific to each state.
[2] also called teachers, assessors, or examiners in some states

In all districts:

- Test administrators who are not yet familiar with DLM writing assessments should review the resources on delivering writing assessments. See the Writing Testlet FAQ on the Educator Resource Page http://www.dynamiclearningmaps.org/sites/default/files/documents/ERP/dlm_writing_testlet_faq.pdf.
- The KITE client must be installed on the computer or device that students use to take the test.
- IPad users should make sure they have allowed updates to the KITE client app to ensure they have the most current update.
- We also recommend test administrators follow instructions in the *Guide to Practice Activities and Released Testlets* to give their students opportunities to become familiar with testlets before the window opens.

Test Delivery and Administration

Test Delivery Process

- Test administrators should follow the procedures for teacher-administered and computer-delivered testlets as described in the DLM TEST ADMINISTRATION MANUAL.
- Only one testlet at a time is assigned in each subject. The first testlets are assigned automatically after the window opens and only if the teacher has submitted the *First Contact Survey*. If the *First Contact Survey* is completed after the window opens, test assignment may be **delayed 24-48 hours**. The linkage level for the first testlet assigned to the student is based on the *First Contact Survey* responses.

Frequency of Testlet Delivery

The system delivers only one testlet at a time in each subject. After the student takes the first testlet, the system delivers the next testlet. When the next testlet will be available depends on these variables.

- o The system looks for students who are ready for their next testlet at the top and bottom of each hour (e.g., at 10:00 and 10:30). This process runs all day, through all time zones with DLM states.
- o During typical testing volume, the next test is assigned within 30 minutes after the student is identified as being ready for the next testlet. That means a student would typically receive the next testlet in 60-90 minutes or less after finishing the previous testlet in that subject, depending on what time the testlet was finished.
- o During peak testing volume, next testlet assignment may take longer. In the worst case, a student should still be able to receive two testlets per day, per subject (one in the morning, one in the afternoon).
- Administering both the ELA and math testlets during one session will facilitate student progress through all testlets in both subjects simultaneously.
- To learn more about Test Administration Time, and Frequency Of Testlet Delivery During Spring Testing see the corresponding headings in the TEST ADMINISTRATION MANUAL.

Testlet Information Pages

- *Testlet Information Pages* (TIPs) provide the test administrator with important information about each testlet. During **Spring Testing**, retrieve the TIP for each testlet in the Test Management section of Educator Portal. Download or print each TIP. When you are ready to test, match the test name on the TIP with the test you choose in KITE. See About Testlet Information Pages (PDF) for more detail.
- At the end of testing delete TIPs saved electronically and shred printed TIPs.

<center>**Accessibility Notes**</center>

For students who use the Text to Speech support (called synthetic spoken audio in Educator Portal PNP section), testlets will be delivered **without** text to speech enabled. Educators should use the human read aloud option to read testlets aloud to students.

For students who are blind or who have visual impairments:
Most DLM testlets are designed to be accessible to students who are blind or who have visual impairments. In some cases, alternate forms of testlets are more appropriate.

- To receive alternate forms when they are appropriate, the student's Access (PNP) profile must have "Alternate Form – Visual Impairment" checked on the "Other Supports" tab. These tests have "BVI" in the test name.
- To receive braille forms, the student's **PNP** must indicate this support need no later than **Monday, March 9**. See *ABOUT THE DLM BRAILLE FORM TESTLETS* for more details.
- To receive alternate and braille forms, select both options in the Access (PNP) profile.