


Dynamic Learning Maps® Consortium  
Building Principal/District Administrator Training

Spring 2017 Assessment

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WELCOME & OVERVIEW



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Today's Topics

- Overview of DLM® alternate assessment
- Who is eligible
- Test delivery overview
- Monitoring assessments
- Next steps & resources



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### About DLM Alternate Assessment

- Alternate assessments for students with the most significant cognitive disabilities
- Grades 3-8 and high school
- English language arts, math, and in some states, science



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### Participation

Participation Criterion
The student has a significant cognitive disability.
The student is primarily being instructed (or taught) using the DLM Essential Elements as content standards.
The student requires extensive direct individualized instruction and substantial supports to achieve measurable gains in the grade-and age-appropriate curriculum.

*Check your state's DLM webpage to see if your state has provided customized participation guidelines.*



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### Spring Testing Timeline

- Your state has selected a specific testing window between March 15-June 9.
- Test Administrator schedules student testing sessions.
- Check your state's DLM webpage or contact district/SEA assessment coordinator for dates.



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## TEST DELIVERY OVERVIEW



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## Assessment Design

- Each student completes a unique combination of testlets across multiple Essential Elements.
- The system uses information from the First Contact survey to determine which testlets to deliver.
  - If the student participated in instructionally embedded assessments, the system will use information from the First Contact survey and the teacher’s entry of information into the Instructional Tool Interface (ITI) to determine which testlets to deliver.



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## Assessment Design

- The assessments are designed for the student to interact directly with the online assessment system, using assistive devices and support as needed.
- Some testlets are designed to be administered offline with the test administrator recording the student’s response.



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### Assessment Design

The DLM system is designed to map a student's learning throughout the year. There are two testing phases.

- **Instructionally Embedded** assessment
  - Students assessed at least once on each Essential Element chosen by teacher
  - Results factor into overall performance levels used for accountability purposes



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### Assessment Design

- **Spring assessment window**
  - Re-assessed on a subset of previously tested Essential Elements in ELA and math
  - Science is only tested in the Spring Assessment window
    - Assessed on 9 Essential Elements in science
  - Results factor into overall performance levels used for accountability purposes

1. Only some states test in science.



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### Assessment Design

- **Total testing time during the Spring Assessment window for each content area:**
  - ELA: 50-75 minutes
  - Mathematics: 35-50 minutes
  - Science<sup>1</sup>: 45-135 minutes

1. Only some states test in science.



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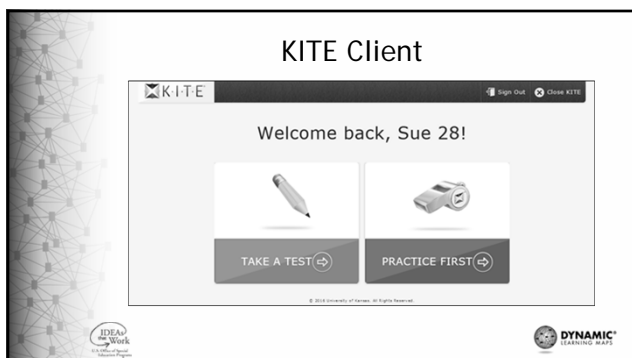
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### Testlet Delivery

Assessments are made up of multiple testlets.

A testlet:

- Contains an engagement activity and 3-9 items
- Takes 5-15 minutes to complete
- Each testlet is assigned separately

The system adapts to the student's performance and assigns subsequent testlets based on cumulative performance information.

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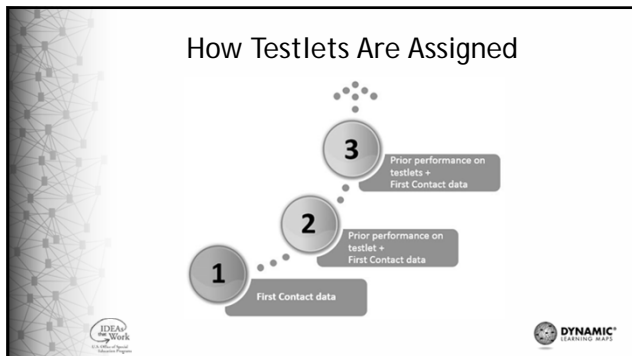
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- ### The Process
- Teacher goes into Educator Portal
  - Retrieves student username and password
  - Retrieves Testlet Information Page (TIP)
  - Logs into KITE® Client with student information
  - Delivers testlet to student
  - Waits for next testlet
- IDEA Work  
DYNAMIC LEARNED MAPS

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- ### Frequency of Testlet Delivery
- During typical testing volume, the next testlet is assigned within 15 minutes after the student is identified as being ready for the next testlet
- IDEA Work  
DYNAMIC LEARNED MAPS

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## MONITORING ASSESSMENTS



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## Monitoring Overview

Test Administration Monitoring information is available via extract in Educator Portal

- How to access the extract
- How to read the extract

Find detailed information in the EDUCATOR PORTAL USER GUIDE



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## Educator Portal

- Roles capable of accessing the DLM Test Administration Monitoring extract
  - District superintendent
  - District test coordinator
  - District user
  - Building principal
  - Building test coordinator
  - Building user
- Test administrators can monitor students rostered to them
- Data manager creates accounts and assign roles



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### View the Extract in Educator Portal



Notice: Do not give out, loan, or share your password with anyone. Allowing others access to your Educator Portal account may cause unauthorized access to private information. Access to educational records is governed by federal and state law.

**SIGN IN TO EDUCATOR PORTAL**

USERNAME:

PASSWORD:

[Forgot Password?](#)

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### View the Extract in Educator Portal






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### View the Extract in Educator Portal

Extract	Description	Requested	File	Action
Accessibility Profile	Personal Needs and Preferences (PNNP) settings by student			<a href="#">New File</a>
Accessibility Profile Counts	Student accessibility profile counts by organization			<a href="#">New File</a>
Current Enrollment	Current enrollment information for active students			<a href="#">New File</a>
DLM Blueprint Coverage	Percent of students meeting blueprint criteria for organization			<a href="#">New File</a>
DLM Test Administration	Timeline, progress, and completion by subject and student			<a href="#">New File</a>
Teacher	Student assignment by educator and subject			<a href="#">New File</a>
Security Agreement Completion	Security Agreement status by organization			<a href="#">New File</a>
Training Status	List of DLM users by organization and their training completion status			<a href="#">New File</a>
Users	Educator Portal users and their associated roles			<a href="#">New File</a>

Student data extracts include Personally Identifiable Information (PII), so please take the appropriate precautions to protect saved files.

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### View the Extract in Educator Portal

Create Extract filters

Assessment Program:

School:

Instructional Data\* End of Year Data\*

Begin:  Begin:

End:  End:

Warning: Extract will not cover testlets that were assigned or completed before or after the start and end dates. We recommend you not change the start and end dates from the default.

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### View the Extract in Educator Portal

Create Extract confirmation

The existing report request and file will be deleted. Do you want to proceed?

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### Data Extracts Processing

Extract	Description	Requested	File	Action
Accessibility Profile	Personal Traits and Preferences (PTP) settings by student	07/29/2016 09:31:43 AM	CSV	<a href="#">New File</a>
Accessibility Profile	Student accessibility profile counts by school	07/29/2016 09:30:23 AM	CSV	<a href="#">New File</a>
Current Enrollment	Current enrollment information for active students	05/11/2017 03:11:42 PM	CSV	<a href="#">New File</a>
DLM Test Administration Monitoring	Testlets assigned, in progress, and completed by student and student	01/11/2017 09:55:16 PM	In Queue	<a href="#">New File</a>
Student	Student assignment by educator and subject	09/28/2016 02:21:10 PM	CSV	<a href="#">New File</a>
Security Agreement	Security Agreement status by organization	10/28/2016 11:19:08 AM	CSV	<a href="#">New File</a>
Training Status	List of DLM users by organization and their training completion status	11/01/2016 03:59:21 PM	CSV	<a href="#">New File</a>
Users	Educator Portal users and their associated roles	09/29/2016 04:29:18 PM	CSV	<a href="#">New File</a>

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### View the Extract in Educator Portal

Requested	File	Action
		New File
		New File
		New File
		New File
12/08/2016 09:28:37 AM	CSV	New File
		New File


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### Test Administration Monitoring Extract

Extract includes

- Number of testlets
  - confirmed, but not started,
  - in progress, and
  - completed
- 5 to 9 testlets per subject
- Testlet counts for each subject


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### Test Administration Monitoring Extract

- Remember, you are expecting 5 to 9 testlets per subject for the spring assessment window.
- Testlet counts are included for each subject, so a student may appear on more than one line in the extract.


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### Read the Test Administration Monitoring Extract

Column headings include:

- Subject
- School Name
- State
- Educator ID
- District
- Educator Last Name
- School ID
- Educator First Name

	A	B	C	D	E	F	G	H
1	Subject	State	District	School ID	School Name	Educator ID	Educator Last Name	Educator First Name
2	English Language Arts	Kansas	Lawrence	8135 Deerfield Elem	L23P9724	Prinz	Landon	
3	English Language Arts	Kansas	Lawrence	8135 Deerfield Elem	L23P9724	Prinz	Landon	
4	Mathematics	Kansas	Lawrence	8135 Deerfield Elem	L23P9724	Prinz	Landon	
5	Mathematics	Kansas	Lawrence	8135 Deerfield Elem	L23P9724	Prinz	Landon	

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### Read the Test Administration Monitoring Extract

Column headings include:

- Grade
- Student State ID
- Student Last Name
- Student Local ID
- Student First Name

	I	J	K	L	M
<b>Grade</b>	<b>Student Last Name</b>	<b>Student First Name</b>	<b>Student State ID</b>	<b>Student Local ID</b>	
Grade 6	Demo	Sean	55507019	55507019	
Grade 3	Demo	Nancy	55507000	55507000	
Grade 6	Demo	Sean	55507019	55507019	
Grade 3	Demo	Nancy	55507000	55507000	

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### Read the Test Administration Monitoring Extract

These four columns include data from the Instructional Tools Interface in Educator Portal.

	N	O	P	Q
Instructional #	Instructional #	Instructional #	Instructional #	
Testlets Not Started	Testlets in Progress	Testlets Completed	Testlets Required	
0	0	1	1	
2	0	0	0	
0	0	5	5	
9	0	2	2	

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### Read the Test Administration Monitoring Extract

These four columns include data from the spring testing window.

R	S	T	U
End of Year # Testlets Not Started	End of Year # Testlets In Progress	End of Year # Testlets Completed	End of Year # Testlets Required
0	0	0	0
0	0	0	0
0	0	0	0
0	0	0	0


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### How to Use Information from Monitoring Extracts

- District might monitor school participation
- School might monitor student participation
- Use to communicate with administrative staff
- Encourage teachers to monitor at their level


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### Additional Information

- A student may appear on more than one line in the report.
- A line will appear for each school in which the student is enrolled.
- The last date to view data for the 2016-17 academic year is July 31, 2017.


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## NEXT STEPS & RESOURCES

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### Next Steps

- Bookmark your state's page on the DLM website.
- Contact your data manager to set up an account in Educator Portal.
- Activate your Educator Portal account by following the instructions in the KITE activation email.
- Pull an extract to see how it works.

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### Helpful People

- Assessment coordinator
  - Test design & delivery questions
  - State policy questions
- Data manager
  - Set up your account in Educator Portal
  - Student data management

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### Helpful Resources

- Your state's page on the DLM website
- The DATA MANAGEMENT MANUAL
  - Roles and permissions
  - Manage User Account
- EDUCATOR PORTAL USER GUIDE
  - Access Reports and Data Extracts
  - Steps to perform various function in EP




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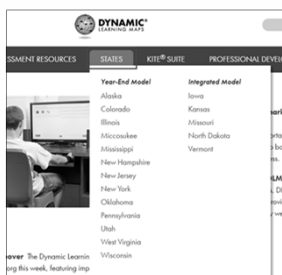
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### Website Resources




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### DLM Service Desk

1-855-277-9751 (toll-free)

or

[DLM-support@ku.edu](mailto:DLM-support@ku.edu)

Questions regarding:

- Educator Portal
- KITE Client




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**DLM Service Desk**

- Monday through Friday from 8:00 a.m. to 7:00 p.m. Central Time
- During your state's spring testing window, open Monday through Friday from 6:00 a.m. to 6:00 p.m. Central Time



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**DLM Service Desk**

Provide as much detail as possible.

- Include:
  - Your contact information (email address, name)
  - The state and district in which your school is located
  - Error messages, including the testlet number if applicable to the problem
  - Operating system and browser information
  - Information about network configuration



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**DLM Service Desk**

- **Do not send any Personally Identifiable Information (PII) for a student via email.**
  - PII includes information such as a student's name or state identification number
  - PII is unique in each state



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**THANK YOU!**

For more information, go to:  
[www.dynamiclearningmaps.org](http://www.dynamiclearningmaps.org)

For questions, contact:  
[d1m-support@ku.edu](mailto:d1m-support@ku.edu)

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