Dynamic Learning Maps® Consortium
Building Principal/District Administrator Training

Spring 2017 Assessment

IDEAs that Work
U.S. Office of Special Education Programs

DYNAMIC
LEARNING MAPS

WELCOME & OVERVIEW

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Today's Topics

- Overview of DLM® alternate assessment
- Eligibility Criteria
- 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

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 measureable gains in the grade-and age-appropriate curriculum.

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

Spring Testing Timeline

- Your state has selected a specific Spring Assessment 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.

TEST DELIVERY OVERVIEW

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 the complexity level of the first testlet.
- The DLM assessment is adaptive.

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.

Assessment Design

- All students in a given grade are tested on the full blueprint during a spring assessment window.
- Total testing time for each content area:
  - ELA: 70-90 minutes per student
  - Math: 35-60 minutes per student
  - Science[1]: 45-135 minutes per student
- Educators may optionally use the instructionally embedded assessments to monitor progress through the year.
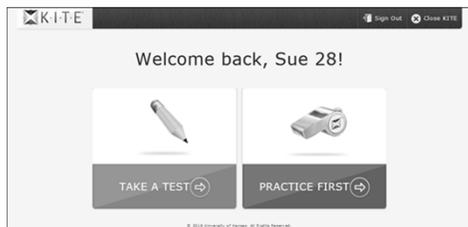
1. Only some states test in science.

Educator Portal

KITE Client

Testlet Delivery

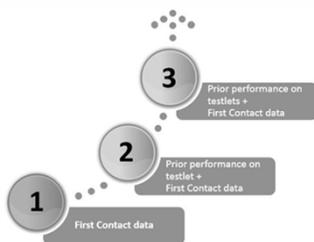Assessments are made up of multiple testlets.

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.

How Testlets Are Assigned

3 — Prior performance on testlets + First Contact data

2 — Prior performance on testlet + First Contact data

1 — First Contact data

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

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

MONITORING ASSESSMENTS

Monitoring Overview

Test Administration Monitoring information is available via extract in Educator Portal

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

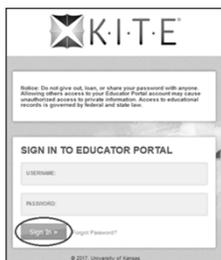Find detailed information in the EDUCATOR PORTAL USER GUIDE

Educator Portal

- Roles capable of accessing monitoring extract
  – District superintendent
  – District test coordinator
  – District user
  – Building principal
  – Building test coordinator
  – Building user
- Test administrators can monitor students rostered to them
- Each user must have an account in educator portal and an assigned role.

View the Extract in Educator Portal

K·I·T·E

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:

Sign In » Forgot Password?

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View the Extract in Educator Portal

SETTINGS | MANAGE TESTS | REPORTS | HELP

Data Extracts
Downloads
Alternate Assessments
General Reports
Monitoring Summary

Select a report from the list on the left

View the Extract in Educator Portal

View the Extract in Educator Portal

View the Extract in Educator Portal

Data Extracts Processing

STANDARD DATA EXTRACTS (CSV FILE)

Extract	Description	Requested	File	Action
Accessibility Profile	Personal Needs and Preferences (PNP) settings by student.	07/29/2016 08:31:43 AM	CSV	New File
Accessibility Profile Counts	Student accessibility profile counts by organization.	07/29/2016 08:33:29 AM	CSV	New File
Current Enrollment	Current enrollment information for active students.	01/11/2017 03:11:48 PM	CSV	New File
DLM Test Administration Monitoring	Testlets assigned, in progress, and completed by subject, and student.	01/11/2017 09:55:16 PM	In Queue	New File
Roster	Student assignment by educator and subject.	09/28/2016 02:21:10 PM	CSV	New File
Security Agreement Completion	Security Agreement status by organization	10/28/2016 11:19:08 AM	CSV	New File
Training Status	List of DLM users by organization and their training completion status	11/01/2016 03:59:21 PM	CSV	New File
Users	Educator Portal users and their associated role(s).	09/29/2016 04:29:19 PM	CSV	New File

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

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

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.

Read the Test Administration Monitoring Extract

Column headings include:
- Subject
- State
- District
- School ID
- School Name
- Educator ID
- Educator Last Name
- 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	8195	Deerfield Elem	L23P97224	Prinz	Landon
3	English Language Arts	Kansas	Lawrence	8195	Deerfield Elem	L23P97224	Prinz	Landon
4	Mathematics	Kansas	Lawrence	8195	Deerfield Elem	L23P97224	Prinz	Landon
5	Mathematics	Kansas	Lawrence	8195	Deerfield Elem	L23P97224	Prinz	Landon

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Read the Test Administration Monitoring Extract

Column headings include:
- Grade
- Student Last Name
- Student First Name
- Student State ID
- Student Local ID

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

Read the Test Administration Monitoring Extract

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

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

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

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

Additional Information

- A student will appear on more than one line in the report if rostered to more than one content area.
- 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.

NEXT STEPS & RESOURCES

Next Steps

- Bookmark your state's page on the DLM website.
- Ensure you have 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.

Helpful People

- Assessment coordinator
  - Test design & delivery questions
  - State policy questions
- Data manager
  - creates most district level accounts in Educator Portal
  - Student data management

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

Website Resources

DLM Service Desk

1-855-277-9751 (toll-free)
or
DLM-support@ku.edu

Questions regarding:
- Educator Portal
- KITE Client

DLM Service Desk

- Monday through Friday from 8:00 a.m. to 7:00 p.m. Central Time

- During your state's spring assessment window, open from 6:00 a.m. to 6:00 p.m. Central Time

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

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

THANK YOU!

For more information, go to:
www.dynamiclearningmaps.org

For questions, please contact:
dlm-support@ku.edu

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