

Dynamic Learning Maps® District of Columbia DTC Training

February 1, 2019

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DLM® SCIENCE ALTERNATE ASSESSMENT OVERVIEW

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Overview of the Assessment System

- Science assessment content
- Science assessment design
- Assessment delivery

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SCIENCE ASSESSMENT CONTENT

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DLM Science Essential Elements

- Provide content for science assessments
- Specific statements of knowledge and skills
- Linked to grade-span expectations
- Reduced depth, breadth, complexity
- Provide appropriate level of rigor and challenge
- Include embedded science and engineering practices
- Are not functional or pre-K skills or instructional descriptions

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DLM Science Essential Elements

- Linked to grade-level expectations identified in A *Framework for K-12 Science Education* (National Research Council 2012) and the Next Generation Science Standards www.nextgenscience.org
- Assessed EEs provided in a Science Blueprint
- Science Blueprint structure
 - Domains
 - Physical Science, Life Science and Earth and Space Science
 - Core ideas
 - Topics

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Example of DLM Science EE

State Standard for General Education

- 5-ESS1-2 **Represent** data in graphical displays to reveal **patterns** of daily changes **in length** and direction of shadows, **day** and night, and the **seasonal** appearance of some stars in the night sky.

Essential Element

- 5-ESS1-2 **Represent** and interpret data on a picture, line, or bar graph to show **seasonal patterns in the length** of **daylight** hours.

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ASSESSMENT DESIGN AND DELIVERY

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Assessment Design

Testlets

- Assess one EE
- 3-5 items
- Engagement activity
 - Motivates student
 - Provides context
 - Activates prior knowledge
- Item type: multiple choice
- Nine or ten testlets which cover the entire blueprint
- System routes students to testlets at the appropriate linkage level for each EE

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Science Testlet Linkage Levels

- Target
 - Aligned to the content of the Essential Element
 - Highest level
- Precursor
 - Less complex than the target
 - Provide access to the target level
- Initial
 - Less complex than the precursor
 - Provide access to the target level
 - Least complex level

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Essential Element and Linkage Levels EE.MS-PS2-2

- Target Level
 - Investigate and predict the change in motion of objects based on the forces acting on those objects.
- Precursor Level
 - Investigate and identify ways to change the motion of an object (e.g. change an incline's slope to make an object go slower, faster, further).
- Initial Level
 - Identify ways to change the movement of an object (e.g., faster, slower, stop).

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Computer vs. Teacher Administered

- Computer-Administered Testlets
 - Tests delivered directly to students via computer
 - Designed to allow students to interact independently with the computer using Assistive Technology as necessary
 - More common at upper linkage levels
- Teacher-Administered Testlets
 - Delivered outside the Kite® system
 - Online content is for the test administrator
 - Test administrator sets up, delivers, and records responses
 - Only at initial linkage levels

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Testlet Information Pages (TIPs)

- Help teachers prepare to administer the specific testlet
 - Materials needed (key attributes, recommended materials, example substitutions)
 - Description of allowable supports
 - Alternate text for graphics for students who have human read aloud
 - Special instructions for making testlets accessible for students with visual impairments
 - Picture response cards

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Sample TIP

This is a secure testing document. Do not reproduce or redistribute. Shred after use.



Sample TIP MS.PS3-3 | 10902

Testlet Information Page: SC110902

Testlet Type: Teacher-administered

Number of Items: 3

Materials Needed: Item 1: picture of ski gloves, picture of latex gloves; Item 2: picture of a metal cup, picture of a foam cup; Item 3: picture of a cloth pad, picture of a paper napkin

Materials Use: The student will use the materials to identify objects and materials that minimize and maximize thermal energy transfer (e.g., keeping objects warm or cold).

Suggested Substitute Materials: You may substitute objects or use alternate text for picture response cards as appropriate.

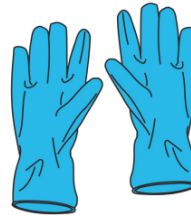
Accessibility supports NOT allowed:
Follow your state's guidance on the use of language translation.
Definitions (see "other comments")

Other comments: (1) The following pages include images that are used during the administration of the testlet. Print the images and cut along the dotted lines. You will be prompted in the testlet when and how to use the images. Record the student's response to the item in the computer. (2) Test administrator should not define the following word(s) and concept(s): minimizing and maximizing thermal energy transfer.

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Picture Response Cards



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Assessment Administration Time

- Approximately 5-15 min per testlet
- Approximately 45 - 150 min total testing time
- Flexible scheduling - deliver one or more testlets in a single session

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Recap of the Assessment System

- Science Assessment Content
 - Essential Elements
 - Specific statements of skills and knowledge
- Science Assessment Design
 - Testlets
 - Linkage levels
- Assessment Delivery
 - Computer-administered testlets
 - Teacher-administered testlets

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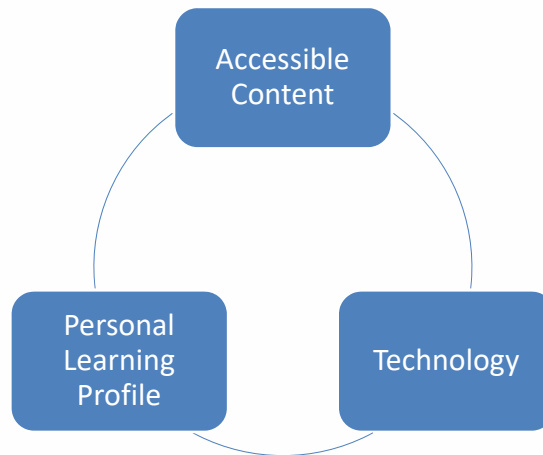


ACCESSIBILITY BY DESIGN

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Accessibility by Design



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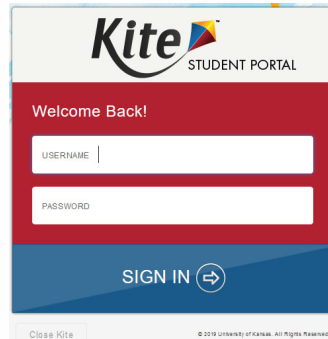
Accessible Content

- Testlet levels
- Core vocabulary and content-specific vocabulary
- Careful attention to unnecessary complexity
- System adapts between testlets

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Technology



- Special user interface designed for DLM alternate assessments
- Adaptive technology

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Personal Learning Profile

Personal Needs and Preferences

- Display
- Language & Braille
- Audio & Environment
- Other Supports

First Contact Survey

- Communication
- Academics - Science Only
- Sensory characteristics
- Motor characteristics
- Computer access

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Category 1: Supports Provided in Kite via Personal Needs & Preferences (PNP)

- Magnification
- Invert color choice
- Color contrast
- Color overlay
- Read Aloud with highlighting - Text to Speech
 - Text only
 - Text and graphics
 - Graphics only
 - Non-visual

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Category 2: Supports Requiring Additional Tools/Materials

- Uncontracted Braille
- Scanning
 - single-switch
 - two-switch system
- Individualized manipulatives
- Alternate form—visual impairment

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Category 3: Supports Provided by the Test Administrator

- Human Read Aloud
- Sign interpretation of text
- Language translation of text
- Test administrator enter responses for student
- Partner-Assisted Scanning (PAS)

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Other Allowable Practices

- Flexible scheduling
- Individualized student response mode
- Use of special equipment for positioning, display
- Navigation across screens
- Answer options presented with concrete objects
- Graphic organizers

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Select Appropriate Accessibility Supports

- When possible, educators should choose supports that are consistent with the student's IEP
- Consider both preferences and requirements
- Be cautious about selecting a large number of supports the student is unfamiliar with
- Test administrators and students may try out supports in practice testlets.

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Considerations for Discussion and Selection of Accessibility Supports

1. What are the student's strengths and needs?
2. What tasks are independently difficult?
3. What supports help the student with these difficulties?
4. What accessibility supports are regularly used?
5. What supports does the student prefer?
6. Are there combinations of supports that are most effective?

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First Contact Survey

- Categories in the First Contact survey
 - Communication
 - Academics - Science only
 - Sensory characteristics
 - Motor characteristics
 - Computer access
- Teacher input regarding academic and expressive communication
 - Used to determine first testlet linkage level
 - Allows students to demonstrate what they know

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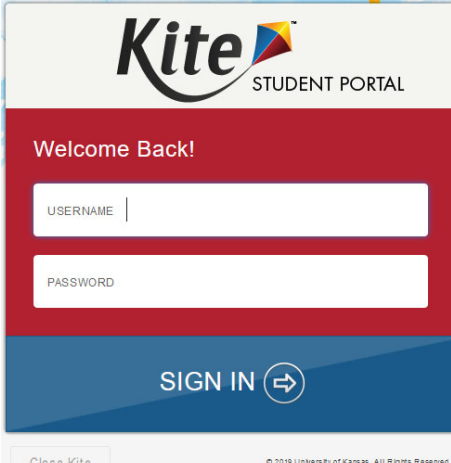
Recap System Accessibility

- Accessible content
 - Testlet linkage levels
 - First testlet linkage level determined by First Contact survey input
- Technology
- Personal learning profile

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Sample Testlets



The screenshot shows the Kite Student Portal login interface. At the top, the 'Kite' logo is displayed next to the text 'STUDENT PORTAL'. Below this, a red banner contains the text 'Welcome Back!'. Under the banner are two white input fields: the first is labeled 'USERNAME' and the second is labeled 'PASSWORD'. Below the input fields is a blue button with the text 'SIGN IN' and a right-pointing arrow icon. At the bottom left of the login box is a small 'Close Kite' button. At the bottom right is a small copyright notice: '© 2019 University of Kansas. All Rights Reserved.'

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REQUIRED TEST ADMINISTRATOR TRAINING

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Required Training

- Multiple modules
- Available in self-directed and facilitated formats
- Covers critical content for managing and delivering the assessment
- Required for all test administrators
- Delivered in Moodle using Educator Portal user information

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Content for New Test Administrators

- Module 1: Overview of the Dynamic Learning Maps Alternate Assessment
- Module 2: Understanding and Delivering Testlets in the DLM Alternate Assessment
- Module 3: Test Administration and Scoring
- Module 4: Preparing to Administer the Assessment

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Required Training for TAs - Facilitated

- Workshops conducted by a district/regional facilitator
- Group setting with videos and short unscored activities
- Individual post-tests for each module must be passed in Moodle
 - $\geq 80\%$ is successful completion
- Facilitated required DLM training may be combined with additional local training
- Onsite DC Training - February 15th (AM & PM sessions)

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Required Training for TAs - Self-Directed

- Training and post-tests completed at own pace
- Videos and short unscored activities in Moodle
- Individual post-test for each module must be passed
 - $\geq 80\%$ is successful completion
 - Each module post-test must be passed to access next module
- Total training takes approximately 2.5 hours

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Required Training Post-tests

- Combination of T/F and multi-select multiple choice items
- Multiple attempts allowed
- Feedback provided only immediately after an attempt
- Post-test is no longer available after it is passed
- Certificate available after completing all 4 post-tests
- Recommend printing certificate

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Required Training Resources


- Guide to Required Training
 - For participants (test administrators)
 - Overview of what is expected (content, course design)
 - Step-by-step instructions for Moodle with screen shots
- Facilitator Guide to Required Training
 - Short overview of content & responsibilities
 - How-to for Moodle (same as participant guide + facilitator resources area)

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training.dynamiclearningmaps.org

DLM Required Test Administrator Training You are not logged in.



[Home](#) ► [Log in to the site](#)


Log in

Username

Password

☐ Remember username

[Forgotten your username or password?](#)

Cookies must be enabled in your browser 

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Initial Login to Moodle

- Your username is the email address used in Educator Portal (e.g., acole@xyz123.com)
- Your password is the 1st part of your email address up to but not including the “@” (e.g., acole)
 - **All lowercase (even if email normally isn’t)**
 - After logging in for the 1st time, you’ll be prompted to change your password.
- Guide located on DC Webpage

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Training Completion Status in Educator Portal

- Test Management tab in EP becomes accessible
 - Occurs within two hours of completion
 - If the annual security agreement is completed
- “RESTRICTED”
 - If any requirements are not complete
 - Error message tells you what still needs completion

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Training Status Extract

- Extract under Reports tab in Educator Portal
- CSV file shows a list of DLM users by organization and their training completion status
- Training status will show in the extract as Yes or No under the heading called “Required Training (RT) Complete.”

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Educator Portal & Moodle

TA has active account in Educator Portal

Moodle account created

TA completes all training requirements

Completion status marked in EP

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KITE SYSTEM AND RESOURCES

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Where Do I Go to Find?

TEACHERS, EDUCATORS, AND TEST ADMINISTRATORS				STUDENTS
DLM Webpage dynamiclearningmaps.org/district-of-columbia		Educator Portal educator.kiteaa1.org	Moodle training.dynamiclearningmaps.org	Kite® Student Portal
Test Administration Manual	Accessibility Manual	DLM Security Agreement	Facilitator Guide for Required Test Administrator Training includes Moodle login information	Tech personnel download to student testing device
Blueprints	Educator Portal User Guide	Student Rosters	Guide to DLM Required Test Administrator Training includes Moodle login information	Use Student Usernames and Passwords
Essential Elements	Guide to Practice Activities & Released Testlets	Personal Needs and Preferences & First Contact Survey	Test Administrator Training Modules	Students' Testlets
Professional Development Modules	Educator Resource Page Science	Testlet Information Pages (TIPs)	Test Administrator Module Post-Tests	Use Practice Testlets – using demo student profiles (e.g., demo.lisa, demo.sue, etc.)
Instructional Activities	Link to Moodle & Educator Portal	Retrieval of Students' Usernames and Passwords		

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Kite Educator Portal

- For educators
- Manage student, user, and test data
- Web-based application, educator.cete.us
- Access via Internet from almost any device
- Educator login credentials

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What Teachers do in EP

- Manage their own profile
- Check student enrollment/roster
- Enter First Contact and PNP data
- Retrieve test information
 - TIPs
 - Braille or Alt Forms (if applicable)

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What Administrators do in EP

- Manage user, enrollment, and roster data
- Monitor PNP and First Contact survey
- Monitor test administration
- Retrieve extracts and reports

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Kite Student Portal

- For students
- Securely delivers tests to students
- Application downloaded to devices where students will test
- Download and install from the DLM website
- PC, Mac, iPad, Chromebook
 - Chromebook turn off auto-update

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District of Columbia DLM Webpage


[ABOUT US](#)
[STATES](#)
[KITE® SUITE](#)
[PROFESSIONAL DEVELOPMENT](#)
[RESEARCH](#)
[Home](#) » [States](#) » [Year-End Model](#) » [District of Columbia](#)

DISTRICT OF COLUMBIA

[Manuals and Blueprints](#)
[Resources for Educators and District Staff](#)
[Templates](#)

2019 Spring Window: 3/18 - 5/03

 District of Columbia uses the Year-End Model
 Subjects Tested: Science

Office of the State Superintendent of Education

 Daniel Alcazar-Roman, Assessment
 Michael Craig, Special Education


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Website Resources

- Manuals & Blueprints
- Resources for Educators & District Staff
- Videos
 - District trainings
 - Helplets
- Templates
- Information for parents
- Link to Moodle for required training
- Link to Professional Development modules

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Resources for Parents and Educators



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DATA MANAGEMENT

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Overview of the Session

- This afternoon we will be learning about the tasks a DLM alternate assessment data manager must perform.
- You may have other DLM alternate assessment responsibilities but this afternoon our focus is on data management.

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DATA MANAGEMENT RESPONSIBILITIES AND RESOURCES

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Data Management Responsibilities

- To gather, edit, and upload data in Educator Portal for
 - Users - educators, test administrators, staff
 - Enrollment - students
 - Rosters - assigning students to educators

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Data Management - Who is Responsible?

- OSSE
 - Add DTC users
 - Enroll students for grades 5 & 8
- LEA
 - Add teachers, other district staff
 - Enroll students for HS Bio
 - Roster students to teachers

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Data Management Resources

- Book mark the following link
<https://dynamiclearningmaps.org/district-of-columbia>
- Use the link to go to the DC DLM webpage
- Resources most used by a data manager
 - DATA MANAGEMENT MANUAL
 - State Organizational Table
 - Helplets

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Data Management Resources Continued

- Educator Portal User Guide
- Test Updates - please subscribe
- System-related announcements to be displayed in Educator Portal

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STATE ORGANIZATIONAL TABLE

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DC Organizational Table Structure

School Name:	School Number:	District Name:	District Number:
Not used in data upload. Name of the school. Associated with the number in column B.	Matches <i>Organization</i> in User file. Matches <i>Attendance_School_Program_Identifier</i> in Enrollment, Roster, and TEC files. Matches <i>AYP_School_Identifier</i> in Enrollment file.	Not used in data upload. Name of the district that the school is assigned to. Associated with the number in column D.	matches <i>Attendance_District_Identifier</i> in the Enrollment and Roster files.
Academy of Hope Adult PCS	233	Academy of Hope Adult PCS	DC178
Achievement Preparatory Academy PCS - Wahler Place	217	Achievement Preparatory Academy PCS	DC155
AppleTree Early Learning Center PCS - Lincoln Park	3073	AppleTree Early Learning Ctr PCS - Columbia Heights	DC103
AppleTree Early Learning Center PCS - Parklands at The	1069	AppleTree Early Learning Ctr PCS - Columbia Heights	DC103
BASIS DC PCS	3068	BASIS DC PCS	DC168
Bridges PCS	142	Bridges PCS	DC107
Childrens Guild- Prince George's County	1020	Bridges PCS	DC107
Briya PCS	126	Briya PCS	DC119
Capital City PCS - High School	1207	Capital City PCS	DC108

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Recap of Responsibilities and Resources

- Broad responsibilities
 - To gather, edit, and upload data in Educator Portal for
 - Users - educators, test administrators, staff
 - Enrollment - students
 - Rosters - assigning students to educators
- Resources
 - Manuals
 - Helplets
 - State Organizational Table

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District Test Coordinator

- OSSE must upload or enter DTCs into Educator Portal.
- OSSE must complete any changes for a DTC requiring additional districts, removal of districts or change in districts.
- Educator Portal has District User role which a DTC can assign.
- Returning DTCs are rolled over from the year to year. You will retain your username and password.

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Sign into Educator Portal

- Getting Started in Educator Portal is a resource available to assist users in logging into Educator Portal
- Locations on DC DLM webpage
 - District Staff Training Resources
 - Educator Resource Videos

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Educator Portal



Logged in as Patrick Watts, [Sign Out](#)

Role: District Test Coordinator

Organization: BENTONVILLE SCHOOL DI... [^](#)

Assessment Program: BENTONVILLE SCHOOL DISTRICT

Watts District [^](#)

[SETTINGS](#)
[MANAGE TESTS](#)
[REPORTS](#)
[HELP](#)



MY PROFILE



QUICK LINKS


-  Students
-  Rosters
-  Monitor Session
-  Extracts

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[Site Map](#)


MANAGE USER DATA

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Info to Know - Users

- New users must be added manually or through a file upload. The system then sends them an activation email.
- If applicable, users will be enrolled in Moodle for required training when user activates the account.
- Users may be associated with multiple organizations.

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Info to Know - Users (Continued)

- User email address is the unique account key.
- Users who will be administering the assessment must have the role of 'teacher' and their educator identifier on their EP account.
- Returning users will be re-enrolled from the year before.

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Add and Edit a User Manually

- Add users manually when there are only a few to enter
- Modify user accounts to change school assignment or other data manually
- Resources:
 - District Staff Training Resources helplet video: Add and Edit Users Manually
 - DATA MANAGEMENT MANUAL

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User Interface - UI



Logged in as Patrick Watts, [Sign Out](#)

Role:

Organization:

Assessment Program:

[Home](#) [SETTINGS](#) [MANAGE TESTS](#) [REPORTS](#) [HELP](#)

[View Users](#) [Add User](#) [Upload Users](#)

USER INFORMATION

FIRST NAME: LAST NAME: EMAIL ADDRESS:

EDUCATOR IDENTIFIER:

[Save](#)

SELECT ORGANIZATION & ASSIGN ROLES

STATE: x

ASSESSMENT PROGRAM: x

ROLE:

[Add](#)



Resending the Account Activation Email to Users

- The DATA MANAGEMENT MANUAL has the steps required to Resend the Kite Activation Email
- The most common reasons you would need to Resend the Kite Activation Email
 - The user did not activate the account within the first 20 days.
 - A user did not receive the account activation email.
 - The user deleted the account activation email not knowing what it was.

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MANAGE ENROLLMENT DATA

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Info to Know - Students

- Students are enrolled by the district.
- Only students in grades 5, 8 and HS Bio should be enrolled.
- All students must be enrolled every school year.
- A student who has previously been in the system
 - Cannot be enrolled manually
 - Can be reactivated using Find Student
 - Can be enrolled using an upload

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Add and Edit a Student Manually

- When only having a few students to add do so manually in the UI
- Edit a student's information manually
- Resources:
 - District Staff Training Resources helplet video: Add and Edit Students Manually
 - DATA MANAGEMENT MANUAL

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Find Student Feature

- Uses
 - Edit enrolled student information if the student is in an organization in which you have permissions
 - Update district, school, and grade level
 - Enroll student from previous year to current year
- Must enter exact State Student Identifier

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Exit a Student Manually

- When must a student be exited
 - Student is leaving DC
 - Student no longer taking the DLM Alternate Assessment
 - Student is transferring to a different LEA
- Resources:
 - District Staff Training Resources helplet video: Manually Exit Student
 - DATA MANAGEMENT MANUAL

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Grade Changes

- Can change a student's grade through
 - An enrollment upload
 - Manually edit when using the Find Student feature
- If testing already started, will receive a warning message that test sessions from the previously enrolled grade will be inactivated
- Old test sessions from previous grade will be inactivated
- System will ensure assignment of new testlet at the beginning of the test for the new grade, at the correct linkage level

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MANAGE ROSTER DATA

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Roster Students

- LEAs will roster students.
- Rosters may be created manually or with an upload.
- Students must be rostered for science only
- Consider a standard naming convention

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Rostering

- DTC can continue adding new students to rosters
- Student can only be on one roster for a subject - science
- DTC will receive a warning message if attempting to add a student to another roster for the same subject - science
- If you continue, student will be removed from the old roster and placed on the new one

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Roster Students Manually

- Resources:
 - District Staff Training Resources helplet video: Create and Edit Rosters Manually
 - DATA MANAGEMENT MANUAL

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Transfer a Student

- A student may be transferred manually or several students may be transferred using CSV Upload Templates
- Currently a DTC can only transfer a student between schools in the same district
- Resources:
 - District Staff Training Resources helplet video: Transfer Student - In District
 - DATA MANAGEMENT MANUAL
- State users can transfer a student manually between districts.

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UPLOADS

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Upload Info

- Follow the instructions and use the field definitions in the DATA MANAGEMENT MANUAL for the specific upload
- Download the necessary CSV template from the DC DLM webpage OR
- Use the ? icon that appears when upload option is selected in Educator Portal

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Upload Template Icon in EP

SETTINGS MANAGE TESTS REPORTS HELP



View Users Add User Upload Users

SELECT ORGANIZATION
select file and organization level, click on Upload.

STATE: District of Columbia

DISTRICT: Select

SCHOOL: Select

FILE:  

Upload



Template Upload Resources

- District Staff Training Resources helplet video: Uploading Templates
- DATA MANAGEMENT MANUAL
 - User Uploads
 - Enrollment Uploads
 - Roster Uploads
 - TEC - Test, Exit, Clear
 - DLM system uses only Exit



DATA EXTRACTS

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Data Extracts in Educator Portal

First report requested must finish before requesting the next.

[HOME](#)
[SETTINGS](#)
[MANAGE TESTS](#)
[REPORTS](#)
[HELP](#)

STANDARD DATA EXTRACTS

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

Extract	Description	Requested	File	Action
Current Enrollment	Current enrollment information for active students.	01/29/2019 04:12 PM	CSV	New File
DLM Blueprint Coverage Summary	Percent of students meeting blueprint criteria, per organization	08/28/2018 02:40 PM	CSV	New File
DLM Test Administration Monitoring	Testlets assigned, in progress, and completed by subject, and student.	01/29/2019 04:12 PM	CSV	New File
First Contact Survey File	Current First Contact survey settings by student	01/29/2019 04:12 PM	CSV	New File
PNP Setting Counts	Student PNP setting counts by organization.	08/28/2018 02:37 PM	CSV	New File
PNP Settings	Personal Needs and Preferences (PNP) settings by student.	10/09/2018 02:18 PM	CSV	New File
Roster	Student assignment by educator and subject.	01/29/2019 04:12 PM	CSV	New File
Security Agreement Completion	Security Agreement status by organization	09/18/2018 01:44 PM	CSV	New File
Training Status	List of DLM users by organization and their training completion status	01/29/2019 04:35 PM	CSV	New File
Users	Educator Portal users and their associated role(s).	01/29/2019 04:12 PM	CSV	New File



View 1 - 10 of 10



What Different Extracts Show

- Current Enrollment - Current enrollment information for active students in the selected organization.
- DLM Test Administration Monitoring - For each student shows testlets assigned, in progress, completed and number of testlets required by subject
- First Contact Survey File - Current First Contact Survey responses by student
- PNP Setting Counts - Provides the number of students for which a particular feature has been selected in the organization (school or district)
- PNP Settings - Shows PNP settings by student

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What Different Extracts Show Continued

- Roster - Students rostered by teacher and subject
- Security Agreement Completion - shows whether users have agreed to the EP test security statements
- Training Status - Shows status of RTAT by user
- Users - Lists all EP users and their roles (limited by organization level. E.g., A DTC will see all users in their district)

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Managing Data Verification and Revisions

- Data cleanup is the responsibility of all users. Ask teachers to verify if student data is correct and to contact you if they find incorrect data.
- Check data before the opening of the spring assessment window on March 18, 2019
- Data can be edited during spring assessment window
- Spring assessment window closes May 3, 2019

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Managing Data Verification and Revisions Continued

- Data Cleanup means asking the following questions
 - Is every student in the right district?
 - Is every student in the right building?
 - Is every student rostered to the right teacher?
 - Is every student rostered only to science
 - Is every student rostered in the right grade?
 - Are there any students appearing who will not be taking the DLM alternate assessment?

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DLM SERVICE DESK

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Why Can't I Test My Students? Troubleshoot: 6 Most Common Issues

1. Test administrators must take all required training and pass at 80% or higher.
2. Test administrators must read, agree to, and sign the Security Agreement.
3. Test administrators must complete and submit the First Contact survey. The Access Profile should also be completed.
4. Test administrators must have the role of 'teacher' and have their educator identifier on their EP account.
5. Students must be correctly rostered to the test administrator.
6. An up-to-date supported browser must be used for Educator Portal.

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DLM Service Desk

Provide as much detail as possible.

- Please 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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Student Data Privacy

- Do not send any Personally Identifiable Information (PII) for a student via email.
 - This is a federal violation of the Family Education Rights and Privacy Act (FERPA).
 - PII includes information such as a student's name or state identification number.

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DLM Service Desk

Email dml-support@ku.edu or

Call

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

- Monday through Friday from 8:00 a.m. to 6:00 p.m., Eastern
- During spring testing window, open from 7:00 a.m. to 7:00 p.m., Eastern

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THANK YOU!

For more information, please contact:

dml@ku.edu

Or

Go to: www.dynamiclearningmaps.org

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