



Phase C Field Test Memo

The Phase C field test window is **January 5 – March 6, 2015**. The purposes of this field test are to:

1. Try out testlets that could be used for future operational assessments.
2. Collect data that will be used to continue statistical modeling of the learning map.
3. Solicit feedback from teachers on new assessments.

The TEST ADMINISTRATION MANUAL, ACCESSIBILITY MANUAL, and supplemental manuals for 2014-15 cover the detailed procedures for preparing for and administering tests. This document highlights unique features of the test experience in Phase C.

In districts that did not participate in the Phase A and/or Phase B field test:

Data Stewards need to review Educator Portal user accounts for correctness, including email addresses and user roles.

Test administrators¹ 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 Personal Needs and Preferences (PNP) Profile in Educator Portal for each student.

In districts that participated in the Phase A and/or Phase B field test:

- 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 Phases A or B do not need to do any extra steps in Educator Portal unless their student(s) need roster adjustments or changes to PNP or First Contact.

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.
- 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.

¹ also called teachers, assessors, or examiners in some states

TIPs

Testlet Information Pages (TIPs) are PDF documents provide the test administrator with important information about each testlet. During **Phase C**, follow this process to retrieve TIPs:

- Use your student's KITE login information to view a list of the tests assigned.
- Write down the names of each test on the list. All tests will begin with "FT" and the subject (ELA or Math) and will end with a number.
- Log out of KITE.
- Go to the TIPs link on your Educator Resource Page:
http://dynamiclearningmaps.org/content/erp_ye. Choose the right subject (ELA or math) and grade.

TIPs have the same name as the test names as they appear in KITE. Locate the TIP for each testlet your student was assigned. Download or print each TIP.

Accessibility Notes

For students who use the Text to Speech support (called synthetic spoken audio in Educator Portal PNP section), Phase C testlets will be delivered **without** text to speech enabled. Educators should use the human read aloud option to read testlets aloud to students when the synthetic read aloud is not available.

For students who are blind or who have visual impairments:

- Braille field tests will be delivered in a special window (January 19 – February 6, 2015). To participate in this test, the student's **First Contact Survey** must be complete and the **PNP** must indicate this support need no later than **Monday, January 12**. See ABOUT THE DLM BRAILLE FORM FIELD TEST for more details.
- 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 those forms when they are appropriate, the student's PNP ("Access" column) must have "alternate form – visual impairment" checked on the "other supports" tab.

Summary	Display Enhancements	Language & Braille	Audio & Environment Support	Other Supports
Save				
<div style="display: flex; justify-content: space-between;"> <div style="width: 30%;"> <p>Supports Provided By Alternate Form</p> <ul style="list-style-type: none"> <input type="checkbox"/> Alternate Form - Visual Impairment </div> <div style="width: 30%;"> <p>Supports Requiring Additional Tools</p> <ul style="list-style-type: none"> <input type="checkbox"/> Two switch system <input type="checkbox"/> Administration via iPad <input type="checkbox"/> Adaptive equipment <input type="checkbox"/> Individualized manipulatives </div> <div style="width: 30%;"> <p>Supports Provided Outside the System</p> <ul style="list-style-type: none"> <input type="checkbox"/> Human read aloud <input type="checkbox"/> Sign interpretation <input type="checkbox"/> Language translation <input type="checkbox"/> Test admin enters responses for student <input type="checkbox"/> Partner assisted scanning </div> </div>				
Save				

The test administrator should look for testlets with “BVI” in the name, especially when there are two testlets with very similar names:

K·I·T·E™
Take a test
Practice First
Sign Out
Close KITE

Please select a test to take.

Dynamic Learning Maps

Summative

FT ELA RI.3.8 IP 4048	Take Test →
BVI FT ELA RI.3.8 IP 4567	Take Test →

If you need technical assistance, please call the DLM Help Desk at 1-855-277-9751 or email them at DLM-support@ku.edu.