|  |  |  |  |
| --- | --- | --- | --- |
| **Webinar Title** | **Description**  *During the webinar, WIDA and DRC will* | **Audience** | **Dates** |
| **PRE-TESTING** | | | |
| Pre-Testing: Training at wida.us | * Provide an overview of ACCESS for ELLs 2.0 training and certification * Share a website overview, highlighting changes for 2016–17 | Test Administrators, District Test Coordinators | 9/27/16, 10/11/16,  11/1/16, 1/17/17 |
| Pre-Testing: Software Updates & Technology Readiness Checklist | * Share new updates to the TSM, INSIGHT * Introduce and walkthrough the Technology Readiness Checklist | Technology Coordinators | 9/29/16, 10/13/16,  11/3/16, 1/26/17 |
| Pre-Testing: Technology Installations  \*1.5 hours | * Provide installs of the TSM, INSIGHT and DTK on varying devices (Windows, Macs, Chromebooks, iPads, Androids) * Share information on updated system requirements | Technology Coordinators | 10/6/16, 10/20/16,  2/16/17 |
| Pre-Testing: Technology Coordinator Support for Test Administration | * Provide Technology Coordinators information to communicate with Test Coordinators and Administrators * Facilitate how to establish a local communication plan to identify issues and troubleshoot if problems arise * Review when to support Test Administrators at their testing sites by training them to respond to technical issues and when/how to report them | Technology Coordinators | 11/10/16, 12/15/16 |
| Pre-Testing: New in WIDA-AMS & User Accounts | * Highlight user interface changes and menu options * Provide how-to information on   + Resetting your password   + Managing and update accounts   + Assigning permissions   + Explaining user roles | Test Administrators, District Test Coordinators | 9/28/16, 10/4/16,  11/8/16 |
| Pre-Testing: Ordering Materials | * Provide how-to information on   + Ordering test materials for paper and online   + Monitoring order status   + Confirming shipping address * Communicate ordering expectations * Share grade levels 1-3 and 4-5 ordering considerations | Test Administrators, District Test Coordinators | 10/5/16, 10/12/16,  11/2/16, 11/9/16,  11/30/16 |
| Pre-Testing: Test Scheduling | * Provide how-to information on   + Scheduling paper and online testing   + Grouping students   + Timing of tests   + Scheduling practice tests   o Scheduling a room | Test Administrators, District Test Coordinators | 10/25/16, 11/15/16,  12/20/16, 2/21/17 |
| **DURING TESTING** | | | |
| During Testing: Managing Students (Online) | * Provide information on   + Student demographic information   + Transfer students   + Accommodations | Test Administrators | 11/29/16, 1/3/17,  2/28/17 |

|  |  |  |  |
| --- | --- | --- | --- |
| During Testing: Managing Students (Paper) | * Provide how-to information on   + Bubbling/labeling   + Comparing student information in WIDA AMS | Test Administrators | 12/7/16, 1/4/17,  3/1/17 |
| During Testing: Managing Test Sessions (Online) | * Provide how-to information on   + Creating test sessions   + Printing test tickets   o Managing test sessions | Test Administrators | 12/6/16, 1/10/17,  1/31/17 |
| During Testing: Managing Test Materials (Paper) | * Provide information on   + Paper inventory   + Additional materials   o Secure material protocol | Test Administrators | 1/11/17, 2/8/17 |
| During Testing: Monitoring Completion (Online) | * Provide information on   + Student status reports   + Daily cumulative student status report   o Online testing statistics | Test Administrators | 2/7/17, 4/4/17 |
| During Testing: Technology Troubleshooting | * Provide an overview of the   o Various error messages  o Common troubleshooting solutions | Test Administrators, District Test Coordinators | 12/8/16, 1/5/17,  1/12/17, 2/2/17,  2/9/17, 3/9/17,  3/23/17, 4/6/17,  4/27/17 |
| **POST TESTING** | | | |
| Post Testing: Returning Materials (Paper) | * Determine what materials to return, how and when | Test Administrators | 3/8/17, 4/5/17,  5/3/17 |
| Post Testing: Data Validation | * Provide how-to information on o Validating student data o Correcting student data | Test Administrators, District Test Coordinators | 3/7/17, 5/2/17,  5/16/17, 6/13/17 |
| Post Testing: Interpreting Score Reports | * Share how to interpret score report data * Review General Data Corrections and Scoring appeals process | Test Administrators, District Test Coordinators | 4/18/17, 5/4/17,  5/25/17, 6/22/17 |
| **ALTERNATE ACCESS FOR ELLS** | | | |
| Alternate ACCESS for ELLs: Administration | * Provide an overview of Alternate ACCESS for ELLs, including:   + Scheduling   + Basics of administration   + Review of training resources | Test Administrators, District Test Coordinators | 12/1/16, 2/1/17,  3/2/17 |
| **FEEDBACK** | | | |
| Opportunity for Feedback | * Facilitate a discussion with the field to obtain feedback from SEAs and LEAs on ACCESS for ELLs 2.0 | All | 3/28/17, 6/29/17 |