

ACCESS for ELLs Test Coordinator Training Updates and FAQ

Online Testing

The default method for ACCESS testing is online. Kindergarten ACCESS is a paper based individually administered, and locally scored assessment. Students in grades 1 – 3 will take Listening, Reading, and Speaking online, and Writing will be administered using a Student Test Booklet. Students in grades 4 – 12 will take all domains utilizing the online platform. Districts may choose to utilize the handwritten response to the online prompt in the Writing Response booklet for grades 4 and 5. If the use of handwritten response is selected, all Writing Response Booklets will be ordered with the Additional Materials Order.

Alternative ACCESS (ALT ACCESS) continues to be a paper based, individually administered, locally scored assessment.

Districts may request a waiver from the SC Board of Education to administer the ACCESS for ELLs Paper. If paper based assessment is selected, all four domains will be assessed utilizing the paper format.

Can a district select Handwritten Response to Online Writing for only 4th grade or do they have to select for both 4th and 5th grade?

Since this does not require a waiver, you may simply utilize the Handwritten Response for 4th grade only. Also, students utilizing the handwritten response option in grades 4 or 5 would need to be assigned to an HW Writing test session in WIDA AMS, and booklets will be ordered with the Additional Materials order.

Further guidance on Handwritten Writing Response for ACCESS Online

Students in grades 6 – 12 who do not have the skills to successfully key their responses, may be permitted to utilize the Handwritten Writing Response to the Online Writing. This should be decided on a case-by-case basis. Additionally, students with disabilities who can take the online test, but may need to handwrite their response may be permitted to do so. Students utilizing the handwritten response in the Writing Response booklet will need to be added to an HW Writing test session in WIDA AMS. All handwritten Writing Response booklets for ACCESS Online will need to be ordered by grade cluster and tier in the Additional Materials Order.

Initial Materials Order 11/16/18 – 12/13/18

Orders for Paper Materials of Online testing, specifically the Kindergarten Kits and Test Booklets, and the Grade 1-3 Writing booklets are **NOT** generated using the Pre-ID upload. You will need to identify the number of students to be tested in each grade level or grade cluster (by school) for Kindergarten and grades 1- 12 Online Testing. This number will be used to generate

the materials order for the Kindergarten Kits and Test Booklets, and the Grade 1-3 Writing booklets. For further clarification of the Initial Materials Order, please refer to the WIDA AMS User Guide p. 51-57.

Additional Materials Order 1/21/19 – 3/15/19

Per WIDA and DRC, each district is permitted only **one** Additional Materials Order. This order will be placed by the DTC or designee, and delivered to the District site. Additional paper materials as well as handwritten Writing Response Booklets for the online prompts will be ordered during the Additional Materials Window.

How can the DTC order more materials if special circumstances arise after the Additional Materials Order has been placed?

DTCs may contact the SC Office of Assessment ACCESS Program Manager to request approval to order materials after the Additional Materials Order has been placed if special circumstances arise. All overage and unused materials should be tracked and utilized before this request is made.

Can you explain the timing guidance from the State?

After discussion, the Office of Assessment had determined that some extended time may be added on a case-by-case basis.

It is the State's expectation that the time guides provided in the TAM be respected, **however, at the Test Administrators discretion, any student working productively at the end of the time set in the TAM may have up to 15 additional minutes to complete the assessment.** Students with documented disabilities that require an IEP or 504 plan, may receive additional time based on the decision of the IEP or 504 team, and as documented in their IEP or 504 Plan, ENRICH, and WIDA AMS.

TAs should monitor the students as they are proceeding through the assessments, and, using language provided in the script, encourage students to continue progressing through the assessment.

Can scratch paper be used in the Speaking Test?

Scratch paper should be distributed to each student for the Writing test. For the Listening and Reading tests, students can request to use this as needed. **Use of scratch paper during the Speaking test is permissible in specific situations and at the professional discretion of the Test Administrator. However, use of scratch paper during the Speaking test is discouraged, as students writing a draft of their spoken responses may compromise the validity of the test.** (TAM p. 102 - emphasis added.)

Although discouraged, the use of scratch paper during the Speaking test is permissible in specific situations and at the professional discretion of the Test Administrator. In these special cases a

Post-It note or a 3 X 5 index card is recommended because it would allow students to make notes, but not to scribe a response. Students are not allowed to write a draft of their spoken responses because it may compromise the validity of the test.

Can we get a hard copy of TAMs in an early shipment, so that TAs can have them for their training, as opposed to getting them in the Initial Materials Order?

WIDA has stated that it is not possible to have TAMs shipped in advance of the Initial Materials Order. DTCs, STCs, and TAs may download and save the TAM, or any of the manuals, to view electronically, or print at their discretion.

What materials are shipped with the Initial Order of Braille or Large Print Test booklets?

All materials required for student testing utilizing Braille or Large Print test booklets should arrive with the specialized booklets.

Is it possible to order more Kindergarten Ancillary kits in the Initial Materials order or the Additional Materials order?

The ratio of Kindergarten Ancillary kits delivered with the Initial Materials order is 1:15 students. Additional kits may be ordered in the Additional Materials Order.

Can the data files be provided prior to the 180th day of school?

Districts will receive paper and online reports for the 2018-2019 ACCESS for ELLs administration on June 7, 2019, per WIDA.

Is there a Technical Report for WIDA ACCESS for ELLs, and where is it found?

The 2016-17 Technical reports for ACCESS Online and ACCESS Paper can be found on the WIDA Secure Portal in the Download Library, <https://portal.wida.us/client/DownloadLibrary.aspx>