



DYNAMIC[™]
LEARNING MAPS

SCIENCE SUPPLEMENT TO TEST ADMINISTRATION MANUAL

Revision Date: 03/24/2015

Version: YE Pilot

All screen shots, data dictionaries, and templates shown or referred to in this manual are accurate on the Revision Date noted above.

When this manual is updated, the Revision Date will also be updated.

HELP DESK

For questions regarding the online testing system or for additional assistance, please contact the Help Desk at 1-855-277-9751 (toll-free) or DLM-support@ku.edu.

- The Help Desk is open Monday through Friday from 8:00 a.m. to 7:00 p.m. Central Time.
- During the spring pilot testing window the Help Desk is open from 7:00 a.m. to 7:00 p.m. Central Time.
- The Help Desk is closed in observance of the following holidays.

Labor Day	Monday, September 1, 2014
Veterans Day	Tuesday, November 11, 2014
Thanksgiving Day	Thursday, November 27, 2014 & Friday, November 28, 2014
Christmas & New Year's break	Wednesday, December 24, 2014 (half day) through Thursday, January 1, 2015
Martin Luther King, Jr. Day	Monday, January 19, 2015
Memorial Day	Monday, May 25, 2015
Independence Day	Friday, July 3, 2015

The Help Desk provides support for a variety of situations, including:

- Testing environment issues
- Test administration and user account issues
- Student information issues

When contacting the Help Desk, provide as much detail as possible about the issues encountered and the system on which it occurred. Please include:

- Your contact information (email address, name)
- The state and district in which your school is located
- Error messages
- Operating system and browser names and version numbers
- Information about network configuration

Test Administrators are directed to contact the local Technical Liaison if they encounter technical issues related to Internet availability, KITE installation, display resolution, and/or issues with sound/headphones/speakers, etc.

SCIENCE SUPPLEMENT TO TEST ADMINISTRATION MANUAL

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AUDIENCE AND PURPOSE

This document supports Test Administrators in preparing themselves and their students for the Dynamic Learning Maps™ (DLM®) alternate assessment spring pilot test. The Test Administrator is the person who actually administers the assessments to students. In your state, the Test Administrator might also be referred to by other titles such as examiner, proctor, or teacher.

The TEST ADMINISTRATION MANUAL serves as a comprehensive resource in planning for, preparing for, and administering the DLM assessments. It covers key responsibilities, policies and practices, and procedures for Educator Portal and KITE.

This SCIENCE SUPPLEMENT TO TEST ADMINISTRATION MANUAL focuses on the differences related to the spring pilot test.

Be sure to check the resources provided on your state's DLM webpage and follow any additional instructions provided at the state level.

GOALS OF SPRING PILOT TEST

The spring pilot test serves several broad purposes. The purposes are:

- Evaluate the new science testlet content
- Develop a method for using student information to determine which linkage level of test to deliver.
- Gather feedback from educators about test content with respect to students' opportunity to learn, perceived difficulty, as well as general testlet structure.

Each student will take either 9 or 10 science testlets. This will allow DLM to evaluate the content of the testlets.

The spring pilot test is not designed for students who are blind or have visual impairments.

CHECKLIST FOR TEST ADMINISTRATOR



Before beginning the spring pilot test, view the resources available on the Science Pilot Test Administration webpage (<http://www.dynamiclearningmaps.org/content/science-pilot-test-admin>), including the recommended Test Administration Training modules and the About Science Pilot Test (PDF).

Before the spring pilot testing window opens, confirm that you have the correct students on your roster, that they are assigned to the correct grade and subject, and that their First Contact and PNP information is up to date. Consult your Assessment Coordinator for instructions on editing student information.

STUDENT HAS *NOT* PARTICIPATED IN OTHER DLM ASSESSMENTS THIS YEAR

If you will be assessing a student who has not participated in any other DLM assessments this year, take these steps before the spring pilot testing window begins. Step-by-step instructions with screen shots are in the TEST ADMINISTRATION MANUAL.

<input checked="" type="checkbox"/>	Action	Related Sections in the TEST ADMINISTRATION MANUAL
	Check student demographic information; update if needed.	Review Student Demographic Information View and Check Student Data
	Check the roster. Students should be rostered to Science. Work with Data Steward to update if needed.	View and Check Roster
	Check the student's Access Profile; update if needed. Click Submit when finished.	Complete Access (Personal Needs and Preferences) Profile
	Check the student's First Contact Survey; update if needed. <i>If this survey is not submitted, the student will not receive testlets.</i>	First Contact Settings Complete First Contact Survey
	Use practice activities and released testlets with the student.	Practice Activities and Released Testlets Access Practice Activities and Released Testlets
	Schedule location and times for assessment sessions.	

STUDENT HAS PARTICIPATED IN OTHER DLM ASSESSMENTS THIS YEAR

<input checked="" type="checkbox"/>	Action	Related Sections in the TEST ADMINISTRATION MANUAL
	Check the roster. Students should be rostered to Science. Work with Data Steward to update if needed.	View and Check Roster

STUDENT IS READY TO TEST

When the spring pilot testing window opens, follow these steps.

<input checked="" type="checkbox"/>	Action	Related Sections in the TEST ADMINISTRATION MANUAL
	Retrieve student's username and password from Educator Portal.	View Student Username and Password.
	Retrieve and review the Testlet Information Page.	Testlet Information Page and Materials Needed Retrieve Testlet Information Page
	Gather materials and/or print images.	
	Assess the student.	KITE User Guide and Start a Test

INTRODUCTION

CONTENT AREAS ASSESSED

DLM assessments are already available for mathematics and English language arts (reading and writing) in grades 3-8 and high school. The spring pilot test serves as the first step towards a fully operational science field test in Spring 2016.

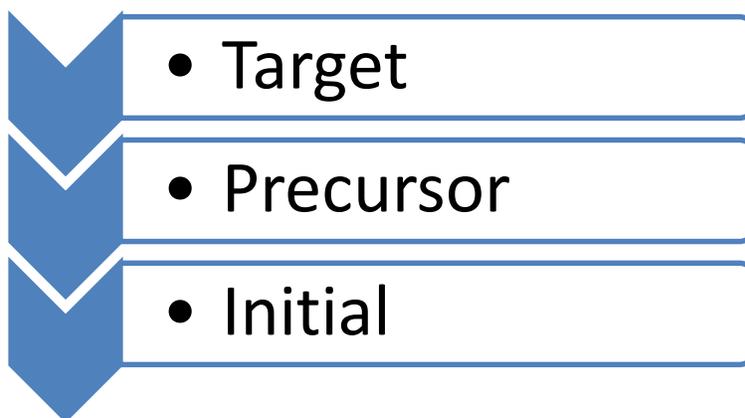
THE LEARNING MAP

While the mathematics and English language arts assessments are based on dynamic learning maps, the spring science pilot tests are not. Science learning maps are projected to be developed for 2017-18. Please refer to the TEST ADMINISTRATION MANUAL for a full description of the dynamic learning maps.

PRELIMINARY ESSENTIAL ELEMENTS FOR SCIENCE AND LINKAGE LEVELS

The Preliminary Essential Elements (EEs) for science are specific statements of knowledge and skills linked to the grade-level expectations identified in the Next Generation Science Standards, the standards most frequently assessed across DLM science states. The purpose of the EEs is to build a bridge from those content standards to academic expectations for students with significant cognitive disabilities. Preliminary Essential Elements for science are available for grade spans 3-5, 6-8, and 9-12 as well as end-of-course high school biology. These EEs are located on the DLM website.

The EEs specify academic learning targets. For each EE, three linkage levels are identified. The highest linkage level is the target level and is the same as the academic learning target. The precursor and initial levels are below the target and provide access to the target level at a reduced depth, breadth, and complexity level. All EEs include embedded practices which focus on carrying out investigations.



INTRODUCTION TO SCIENCE TESTLETS

DLM science assessments are delivered in testlets. Each testlet contains an engagement activity and 3 to 4 questions. Each science testlet contains items for one linkage level of one Essential Element. Linkage levels provide three levels of complexity for the Essential Element.

Here is an example of a middle school physical science Essential Element with the corresponding linkage levels. Notice the reduced breadth, depth, and complexity of the expectation from level to level as well as the embedded practice which focuses on carrying out investigations.

<p>Essential Element: EE.MS-PS2-2</p> <p>Target Level: Investigate and predict the change in motion of objects based on the forces acting on those objects.</p>
<p>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, farther).</p>
<p>Initial Level: Identify ways to change the movement of an object (e.g., faster, slower, stop).</p>

COMPUTER-DELIVERED TESTLETS

OVERVIEW

Tests delivered directly to students via computer are designed with the assumption that students can interact independently with the computer, using special devices, such as alternate keyboards, touch screens, or switches as necessary. Computer-delivered testlets for the spring pilot test are available at the **target** and **precursor** linkage levels.

SCIENCE TESTLET STRUCTURE

While the general purposes of the engagement activity in science are the same as English language arts and mathematics, science testlets are designed to incorporate testlet features from both of the other content areas. There are two main types of testlet structures for the spring pilot test.

Testlet Structure A	Testlet Structure B
<ul style="list-style-type: none">• Engagement activity• Presented twice• Questions embedded within and/or at end of activity	<ul style="list-style-type: none">• Short engagement activity or context• Presented once• Questions at end of activity

TEACHER-ADMINISTERED TESTLETS

OVERVIEW

Some tests are designed to be administered directly by the Test Administrator outside of the KITE system. For the spring pilot test, teacher-administered testlets are only available at the **initial** linkage level. The KITE system still delivers the test, but the Test Administrator plays a more direct role than in computer-delivered testlets. In teacher-administered testlets, the Test Administrator is responsible for setting up the assessment, delivering it to the student, and recording responses in the DLM system.

SCIENCE TESTLET STRUCTURE

The structure of teacher-administered testlets in science is the same as described above for computer-delivered testlets. The main difference is that teacher-administered science testlets may involve presenting the student with printed images that are used in item answer options. These images are accessed through the Testlet Information Pages (TIPs), which are discussed in "Testlet Information Page" on page 12 of this manual.

ALLOWABLE PRACTICES

Items in science testlets are designed to assess student knowledge and skills. In order to do so, Test Administrators may need to use their best judgment and be flexible while administering the assessment. Test Administrators may provide additional supports beyond PNP options.

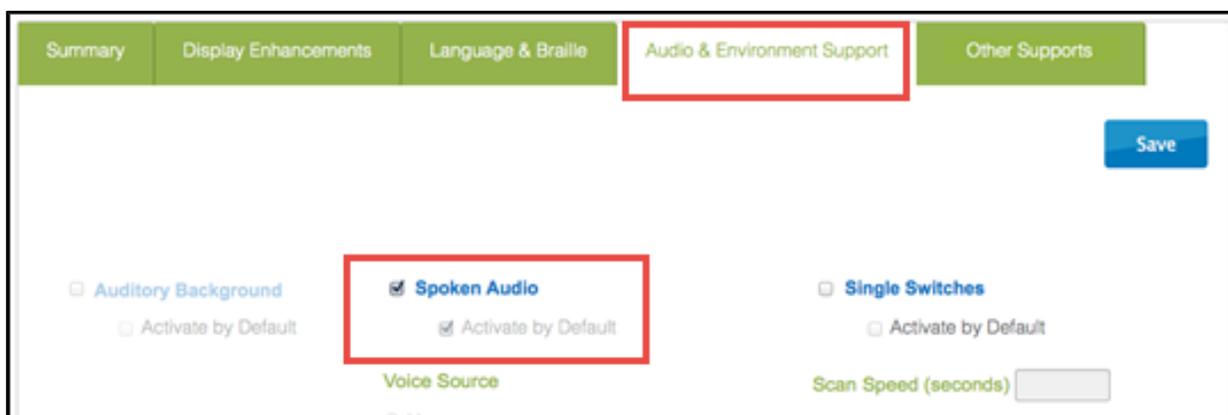
Supports described in the Allowable Practices section of the TEST ADMINISTRATION MANUAL are allowed in the science testlets unless exceptions are noted in the Testlet Information Page (TIP).

SPOKEN AUDIO

Science testlets may include the Spoken Audio feature. If the test administrator selects this option on the Personal Needs and Preferences (PNP) profile, it will be activated for the student. However, the Spoken Audio feature is being manually turned off each week¹ because only human read aloud should be used for math and ELA testlets this spring.

If you have a student who should receive spoken audio for science assessments, you will need to take extra steps if you wish to use the feature.

- Before administering a science testlet, select the **Spoken Audio** option in the student's PNP (Access) Profile on the **Audio & Environment Support** tab in Educator Portal.
- DLM turns off spoken audio every Monday. If you administer science testlets over multiple weeks, repeat the step above **each Tuesday** before you administer science testlets to overwrite the settings.



See the section titled Complete Access (Personal Needs and Preferences) Profile in the TEST ADMINISTRATION MANUAL for step-by-step instructions with screen shots.

¹ Each Monday at 1:21 a.m. Central time.

HOW THE SPRING PILOT TEST WORKS

OVERVIEW

The spring pilot testing window runs from April 22 through June 5, 2015. Your state has chosen its own window within the consortium-wide window. All students will be assigned testlets that cover the entire blueprint (available on the Science Pilot Test Administration webpage). Results from the spring pilot tests will be used for research and development purposes only and will not be reported this year.

SPRING PILOT TEST

During the spring pilot test, students will receive several testlets to make up the whole test. Students will receive either 9 or 10 testlets. Each testlet includes items related to one Essential Element in the blueprint. The linkage level is chosen for the student based on information from the student's First Contact Survey. For the spring pilot test, all testlets will be administered at only one linkage level per student; the system will not route students to higher or lower levels. All 9 or 10 testlets will be assigned to the student at once.

TEST ADMINISTRATION TIME

During the spring pilot test, estimated total testing time is anywhere between 50-150 minutes per student with each testlet taking approximately 5 to 15 minutes. Because this is a pilot test, this is just an estimate. Information regarding average length of time to complete science testlets on this pilot will be used to better approximate testing time on future science assessments. The testlets may be taken separately across multiple testing sessions as long as all testlets are completed within the testing window.

SPRING PILOT TEST RESULTS

Scores will not be provided for the spring pilot test. Results will be used for research and development purposes only.

BEFORE BEGINNING ASSESSMENTS

See the Checklist for Test Administrator beginning on page 5 of this manual which describes the steps a Test Administrator takes before beginning assessments. When appropriate, the checklist includes a reference to the matching procedure in the TEST ADMINISTRATION MANUAL which fully describes how to complete the step. The content below outlines only the differences in those steps for the spring pilot test.

FIRST CONTACT SETTINGS

The First Contact Survey is a survey of learner characteristics that goes beyond basic demographics. This survey covers a variety of areas, including communication, academic skills, and attention. All questions must be completed because the system assigns each student to a specific testlet linkage level based on your responses. The supporting procedure for Educator Portal is Complete First Contact Survey in the TEST ADMINISTRATION MANUAL. A complete list of First Contact questions is included in the appendix of the TEST ADMINISTRATION MANUAL.

For the spring pilot test, only the expressive communication questions will be used for testlet linkage level assignment. This assignment will be the same for all administered testlets. That is, students will receive all testlets at only one linkage level.

TESTLET INFORMATION PAGE

The Test Administrator will be provided with a Testlet Information Page (TIP) for each testlet. TIPs are described fully in the TEST ADMINISTRATION MANUAL.

The TIPS for the spring pilot test may contain additional pages of images that correspond to item answer choices. All images available in the TIPs need to be printed prior to test administration. There may be 2 to 4 images per sheet and each sheet of images should be printed on one standard 8 x 11 piece of paper. When multiple images are on the same sheet of paper, separate the images by cutting on the dotted lines.