

New Field Test Resources

The following resources are now available on the [Smarter Balanced Field Test Portal](#) within the Resources and Documentation link:

- **Test Information Distribution Engine (TIDE) User Guide**
- **TIDE Training Module**
- **Technical Specifications Manual for Online Testing**
- **About the Secure Browsers for iPad and Android Tablets**
- **Keyboard Commands for Students**
- **Confirmation Code (NOTE: CSDE is using Option A – Use First Name as Confirmation Code)**
- **Multiplication Table (Non-embedded accommodation) Note:** This is to be used *only* for students with a documented and persistent calculation disability (i.e., dyscalculia).

The following resources will be made available as noted below:

- **Field Test Administration Manual (TAM) - January 29, 2014**
- **Training Tests for the Field Test – January 30, 2014**
 - Purpose: Provide students with an opportunity to quickly become familiar with the software and interface features that will be used in the Field Test.
 - Grade Bands:
 - Grades 3-5
 - Grades 6-8
 - High School
 - Additional information about the [Training Tests](#) is posted on the CSDE Web site.
- **Field Test Training Modules:**

January 28, 2014
What is a Field Test?
What is a CAT (Computer Adaptive Test)?
Let's Talk Universal Tools
Technology Requirements for Online Testing
Performance Task Overview
Student Interface for Online Testing

Anticipated February 10 , 2014
Smarter Balanced Test Administration Overview
Test Administrator (TA) Interface for Online Testing
Accessibility and Accommodations

Timing and Scheduling the Field Test

The following documents are designed to provide answers to questions about timing, sequencing, spacing, and breaks related to the administration of the Field Test. These materials are posted on the [Smarter Balanced Assessment Consortium](#) link on the Connecticut State Department of Education (CSDE) Web site under Test Administration Materials. This information will also be included in Smarter Balanced Field Test Administration Manual.

- [Mathematics Timing and Sequencing Chart](#)
- [English Language Arts Timing and Sequencing Chart](#)

Scheduled Downtimes

Please make note of the following system downtimes as you schedule test sessions:

Administration	Downtime
Practice Test/Training Test	Saturday, January 25 – Sunday, January 26, 2014
	Saturday, April 26 – Tuesday, April 29, 2014
Field Test	Thursday, April 10 – Sunday, April 13, 2014
	Thursday, May 8 – Sunday, May 11, 2014

Parent/Guardian Letter Template

Each school is required to send parents/guardians a letter informing them of their child’s participation in the Smarter Balanced Field Test. A customizable [parent letter template](#) is now available on the [Smarter Balanced Assessment Consortium](#) link on the Connecticut State Department of Education (CSDE) Web site under Test Administration Materials. Please use the CSDE letter rather than the parent letter posted on the Smarter Balanced Field Test Portal.

Test Administration Distribution Engine (TIDE) Update

District Test Coordinators will receive an e-mail from “Smarter-DoNotReply@airast.org” within the next few days regarding their TIDE account as a District Administrator. Once the account is set up, District Administrators may add and manage district and school-level users. Please refer to page 15 of the [TIDE User Manual](#) for a description of user access to tasks in TIDE. District Test Coordinators who wish to add additional District Administrators should contact Abe Krisst at (860) 713-6894 or abe.krisst@ct.gov.

The CSDE will upload the student-level demographic data file to TIDE by January 31. Beginning on Monday, February 3, District Administrators should verify rosters and add/delete students to

match current enrollment. All current and known participating students need to be uploaded to TIDE by February 14, 2014. Additions or other revisions can still be made after this date, but the file loaded by February 14 will serve as the baseline file for test assignments.

- All students in the TIDE file submitted on or before February 14 will be assigned the same Classroom Activity for their grade/school and content area. Students will be assigned different performance tasks associated with the assigned Classroom Activity.
- All students added after February 14 will be assigned a common performance task with associated Classroom Activity, which may be different than the Classroom Activity assigned to the rest of the grade/school.

Accessibility and Accommodations

Test accommodations and supports should be entered into the [CSDE Test Accommodations Data Collection Web site](#) by February 21, 2014. The CSDE will upload all accommodation and support information to TIDE that is entered by February 21. After this date, districts are responsible for entering student accommodation and support information into the CSDE Test Accommodations Web site **and** into TIDE. Please refer to the [Test Accommodations Data Collection Web site](#) correspondence dated December 6, 2014, for additional information.

The [Smarter Balanced Usability, Accessibility and Accommodations Guidelines](#) was developed with state input by the Smarter Balanced Assessment Consortium. This document provides the basis for Connecticut's interpretations of accommodations and supports for students. The resources below are available on the [Smarter Balanced Assessment Consortium link](#) on the CSDE Web site. The CSDE developed the multimedia presentation to assist district personnel in their understanding of how the Smarter Balanced Assessment provides access to the greatest number of students.

- [Smarter Balanced Assessment Accommodations](#) (multimedia presentation)
 - [Presentation - slides only](#) (PDF, 8.4mb)
 - [Presentation with notes](#) (PDF, 2mb)
- [Usability, Accessibility, and Accommodations Information Chart](#)

Updates to Universal Tools, Designated Supports, and Accommodations

Additional information will be provided about the following updates to universal tools, designated supports, and accommodations in the next Field Test Update:

- **New Universal Tool: Embedded Dictionary/Thesaurus**
For the field test and the operational test users will be able to select an online dictionary/thesaurus option for student use with certain items.
- **New Designated Support: Audio glossary**
For the operational test, users will be able to select an audio version of the language glossaries.
- **New Accommodation: Streamline**
For the field test and the operational test, users will be able to select an alternate, more linear display of an item and stimulus.

- **Accommodation Delay: Closed Captioning**

For the operational test, users will be able to select closed captioning for students requiring written support for certain listening items. For the field test, however, individuals requiring “closed captioning” will receive a test form that does not contain any listening items.

Please note that the Streamline Accommodation is **not** included in the CSDE Test Accommodations Data Collection Web site

Field Test Reminders

FIELD TEST BROWSERS

The secure browser **must** be downloaded on each testing computer for the Field Test. This browser can be installed individually or deployed to all computers through a network. The secure browser is available for download from the portal at <http://sbac.portal.airast.org/browsers/>.

Along with the secure browser, the *Field Test Technical Specifications Manual* and *Secure Browser for Tablets User Guide* are available for download at <http://sbac.portal.airast.org/browsers/>. If you have questions regarding the secure browsers, please contact Educational Testing Services (ETS) at 1-855-833-1969 or SmarterBalancedHelpDesk@ets.org.

MEASUREMENT INCORPORATED WEB PORTAL

To ensure that information regarding the Smarter Balanced Field Test is sent to the appropriate district staff member(s), please verify that the District Test Coordinator (DTC) and Second Contact information is accurate in the District Contact Verification (DCV) application of the [Measurement Incorporated \(MI\) Web Portal](#). Please contact the Measurement Incorporated Connecticut Help Line at 866-762-1060 or Connecticut@measinc.com for assistance with the MI Web Portal.

It is important to ensure that the DTC is correctly identified for the upcoming registration for the February District Test Coordinator Training scheduled for February 24 and 26 at ITBD in New Britain.

Learn More about the Field Test

Smarter Balanced [Field Test](#) administration information for parents, teachers, students, and the community is available on the [Smarter Balanced Web site](#).

The Connecticut State Department of Education Web site also has a page dedicated to the [Smarter Balanced Assessment System](#). Previous updates are available on the [Recent Communications](#) page.

Contact the **Academic Office** at 860-713-6860 or SmarterBalancedCT@ct.gov with questions regarding the Smarter Balanced Assessment System.