



STUDENT ASSESSMENT NEWS

April 26, 2016

[Archived Assessment News](#)

CTStudentAssessment@ct.gov

860-713-6860

Connecticut Alternate Assessments (CTAA)

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Important Information Regarding the CTAA

Connecticut Alternate Assessment (CTAA) Test Administrators are required to have completed the *CSDE CTAA & CMT/CAPT Skills Checklist Science Training*. Individuals with District Administrator (DA) level access to the Test Information and Distribution Engine ([TIDE](#)) may see the trained teacher list on the TIDE Home Page. The information provided in the training videos used during the 2014-15 school year were incorporated into the *CSDE CTAA & CMT/CAPT Skills Checklist Science Training*, the [CTAA Test Administration Manual](#) (TAM) and the [CTAA System User Guide](#).

Note that teacher assistants or paraprofessionals may not administer the CTAA.

Administering the CTAA

Similar to the Smarter Balanced Assessments, Test Administrators will access the Test Administration (TA) Interface and the Student Interface to administer the CTAA. These two interface components may not be accessed on the same computer, however the TA interface may be accessed on another device including a smart phone or tablet to create a test session. Please refer to the [CTAA System User Guide](#) for specifics about administering the assessment.

Steps Prior to Administering the CTAA

1. Submit the Learning Characteristics Inventory (LCI) to register the student for the CTAA. [CTAA and CMT/CAPT Skills Checklists Science Eligibility & Learner Characteristics Inventory \(LCI\)](#) [PDF].
2. Select "Yes" for the Alt flag field in [TIDE](#). See the [Student Assessment Newsletter March 11, 2016](#).
3. For students in Grades 3 and 4, select the *Verbal or Non-verbal form* for English language arts based on the student's communication characteristics. Instructions are included in the [Required ELA Form Selection for CTAA Grades 3 & 4](#).

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5. Complete the Student Response Check (SRC). See page 28 of the [CTAA Test Administration Manual](#).
6. Download and review the secure Directions for Test Administration. These directions are located in TIDE under the General Resources/Test Materials tab. If these are printed they must be treated as secure during and after testing. They must also be destroyed in a secure manner.

CTAA Pre-Recorded Webinar

A new resource for the CTAA is a pre-recorded webinar which will be posted on the [CTAA page](#) of the Connecticut Comprehensive Assessment Program Portal on April 28, 2016.

An outline of this webinar includes:

- CSDE Comprehensive Assessment Program Portal
 - ◇ Accessing Resources
 - ◇ Accessing TIDE and the TA interface
- TIDE
 - ◇ Obtaining a User Account
 - ◇ Accessing the Directions For Test Administration
 - ◇ Selecting Non-verbal/Verbal ELA Forms
- Student Interface/TA interface
 - ◇ Setting up a test session and how to log a student into the Student Interface
 - ◇ Accessing the Student Response Check (SRC)
 - ◇ Discuss each accessibility feature
 - ◆ Color Contrast
 - ◆ Text-to-Speech (TTS)
 - ◆ Masking
 - ◆ Line Reader
 - ◆ Highlighter
 - ◆ Print on Demand

Contact Information for CTAA Support

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Connecticut SAT School Day

Connecticut SAT School Day Update

The Connecticut SAT School Day make-up test is scheduled for **Wednesday, April 27, 2016**. The following information will assist in planning:

Rosters

Schools will not be provided with specific rosters for the April 27 Connecticut SAT School Day make-up. Schools may use the rosters from the March 2 test day and indicate which students are testing on April 27, or schools may generate their own list of students testing on April 27. Rosters must be submitted with test materials.

Admission Tickets

Admission tickets will **not** be issued for the April 27 Connecticut SAT School Day. Please inform test proctors to disregard any instructions in [The Connecticut SAT School Day Testing Manual](#) regarding the use of admission tickets.

Registration

Students who have not been pre-registered for the April 27 Connecticut SAT School Day (i.e., new students), must use a paper-registration form. Registration forms will be included with your test materials. You should complete the registration form prior to test day and submit the registration forms when you return your test materials on April 27. With advanced preparation the paper-registration process can be completed in under 20 minutes. Instructions for completing the registration form can be found on pages 24-25 in [The Connecticut SAT School Day Testing Manual](#) which is posted on the Connecticut State Department of Education (CSDE) Web site at www.ct.gov/sde/sat. Make sure students include their State Assigned Student Identifier (SASID) in box eight (8) of the registration form.

Canceling Scores for the April 27 SAT School Day

Students and parents can **completely remove** the April 27, 2016, Connecticut SAT School Day exam score from the student's College Board record of SAT scores by doing the following:

- Students and parents must complete a *Request to Cancel Score Form*, which will be distributed on test day. Please fax your signed request to: 610-290-8978, or send by overnight mail to SAT Program, Score Cancellation, 1425 Lower Ferry Road, Ewing, NJ 08618.
- **The deadline to completely remove scores is Monday, May 2, 2016, 11:59 p.m. EST.** SAT scores from the April 27, 2016, Connecticut SAT School Day exam will still be used by the CSDE for school and district accountability purposes.

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Connecticut SAT School Day Continued

Ordering Score Reports

Connecticut SAT School Day tested students will receive four free “score sends.”

The order submission deadline for students taking the April 27 Connecticut SAT School Day is **Friday, May 6, 2016, 11:59 p.m. EST.**

In order to send scores, students must already have or create a College Board account at collegeboard.org/mysat and then select each college or university they want to receive scores. Requests for “score sends” after the deadline are \$11.25 each.

Please contact Michelle Rosado via e-mail at michelle.rosado@ct.gov or at 860-713-6748 with any questions.

Connecticut Smarter Balanced

Text-to-Speech Function (TTS)

Districts have raised questions regarding the delivery of the Text-to-Speech feature as a designated support for “Items” or as an accommodation for the “Passage&Items” on the English language arts CAT. This feature will not be available for specific test items measuring grammar usage, punctuation, or spelling in effort to accurately measure explicit skills that would otherwise be compromised if read by the TTS. If a student encounters an item for which this feature is not provided, the student should be encouraged to complete the item and continue testing.

While the TTS is available for all other ELA and Math items, issues with the delivery of the TTS should be directed to the AIR Help Desk at 1.844.202.7583 or via e-mail at cthelpdesk@air.org, or contact the CSDE at 860-713-6860.

Using the Online Reporting System to Plan and Manage Testing

The **Online Reporting System** can be used to report the progress of testing. Users can utilize the **Plan and Manage Testing** menu to filter by assessments (Smarter Summative and the CTAA) and grade. **Online Testing Progress Reports** and **TA Reports** can be generated from the **Plan and Manage Testing** menu. These reports give users the ability to view, print, export, or download information on the number of students who have completed each test. More information can be found on pages 74-82 in the [Online Reporting System User Guide](#).

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Register for email updates

To automatically receive the *Student Assessment News* and/or other announcements, register for e-mail updates on the Comprehensive Assessment Program Portal.

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