

E-MESSAGE # 7

DATE: OCTOBER 28, 2020

Dear PASA Assessment Coordinator (AC),

The next step in data management is to create rosters on which students are connected to their teachers. This process may be completed now through the close of the enrollment window on December 11th. PA specific guidance is enclosed with this email to assist in this process.

The recommended process for rostering students involves using the completed versions of both the user upload template and the enrollment upload template that were previously uploaded into the DLM Educator Portal. One unique feature of DLM is that separate rosters are created for each subject area: ELA, Math and Science (if applicable). This provides flexibility in having different teachers assigned for each subject area, if desired.

As a reminder, students cannot be rostered to teachers until both the user upload template and the enrollment upload template have been completed. Additional details regarding managing roster data appear on page 114 of the Data Management Manual:

https://dynamiclearningmaps.org/sites/default/files/documents/Manuals_Blueprints/Data_Management_Manual_2020-2021_PA.pdf

Lastly, the PA Alternate Assessment Team will extend the weekly PASA DLM Test Talks on Thursdays from 9-10 a.m. into November. Join the meetings using the link below. See live demonstrations and ask questions. This Thursday's session (10/29/20) will include a demonstration of the roster upload process. Recordings of prior PASA DLM Test Talks are available at the google drive link below.

Join Live PASA DLM Test Talks at:

<https://pattaneast.zoom.us/j/97066788729?pwd=dWN3SFNtdkIJZUxnMk1DcmJXYmQxQT09>

Meeting ID: 970 6678 8729

Passcode: 026495

One tap mobile

+13017158592,,97066788729# US (Germantown)

+13126266799,,97066788729# US (Chicago)

Access Prior PASA DLM Test Talks and PowerPoints at:

https://drive.google.com/drive/folders/14_QJ91WAN0--aadOsYz9DovmynkSqvt?usp=sharing

Kindly,

The PA Alternate Assessment Team

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Current hours: 7:00 a.m.–5:00 p.m. CDT, M–F

<https://dynamiclearningmaps.org/pennsylvania>

PA Team

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