



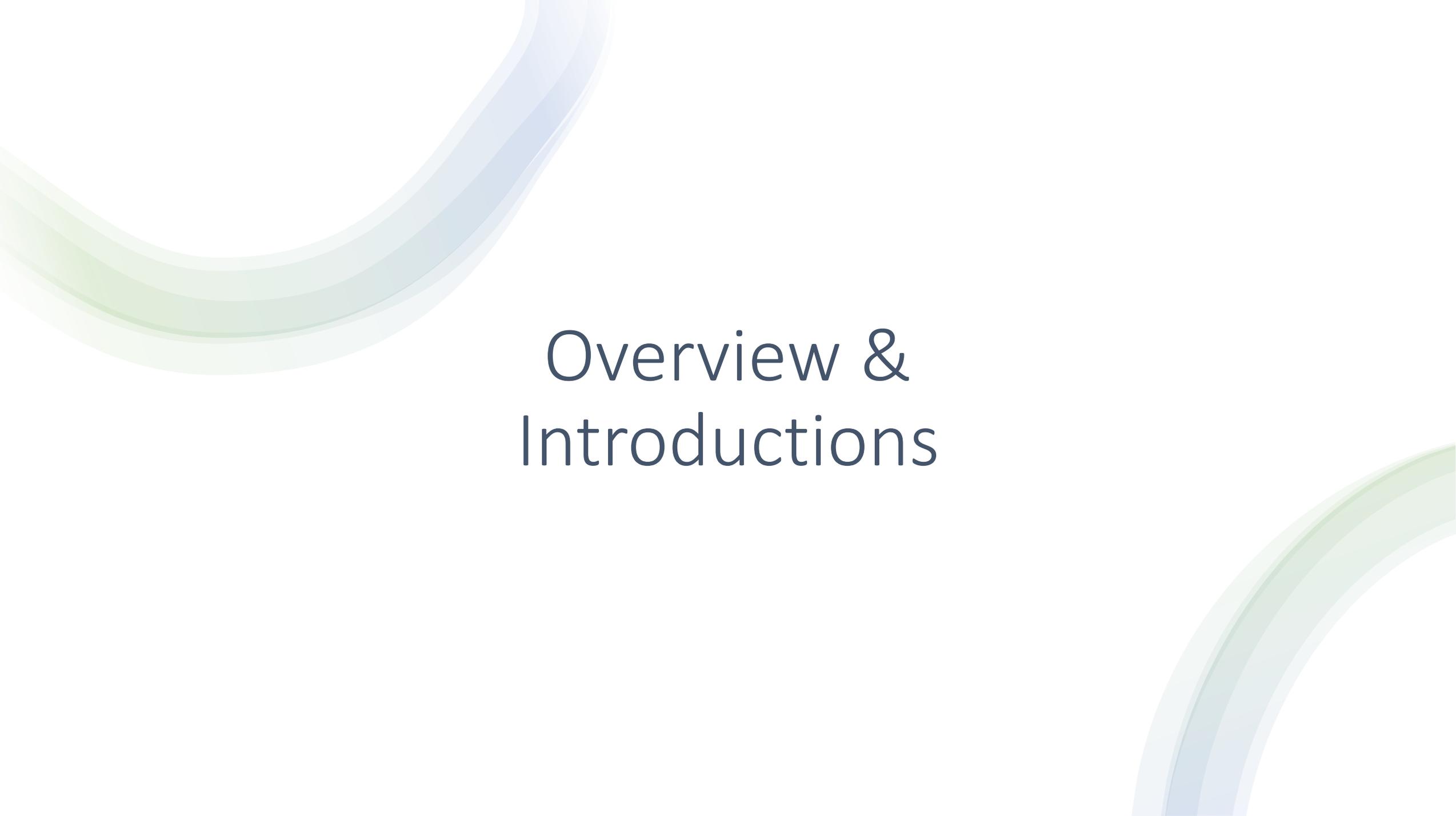
Thank You for Joining

- You are muted upon entry.
- PaTTAN facilitators will monitor the chat.
- Questions entered in the chat will be answered in the second half of presentation.
- Reminder: chats are to everyone unless designated as private.
- This session will be recorded and posted to [PaTTAN PASA Web Page](#) following captioning.
- Questions after PASA Test Talks may be emailed to:
 - alternateassessment@pattan.net



PASA Test Talks

October 8, 2020

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Overview & Introductions

PASA Test Talks Overview

- Recognize the effort required to transition to a different instruction and assessment system
- Provide on-going support
- Provide a forum to share relevant alternate assessment information and answer questions
- In this 1st PASA Test Talks the following will be shared –
 - Overall system structure and hierarchy
 - Types of communications and location of resources
 - Next steps for ACs
- Address questions from PASA ACs

PA Alternate Assessment Team

- Bureau of Special Education and Pa Training and Technical Assistance Network

NAME	ROLE	AGENCY	CONTACT
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DLM SYSTEM Overview – What's New?

- With DLM, the State Education Agency (SEA/PDE) is responsible creating the structure to the system
 - SEA adds all schools into the [State Organizational Table PA template](#)
 - Includes the names and AUNs from the [PDE EdNA system](#)
 - SEA adds the names and email address of all Assessment Coordinators (ACs)/District Test Coordinators (DTC)
 - This creates the activation email to PASA ACs - kite-support@ku.edu
 - This allows PASA ACs to log in
 - This allows PASA ACs to load users, enroll students and roster students
 - There can be more than one DTC. There can also be Building Test Coordinators.
- *This may prove helpful in the transition to a new assessment system.*



Communications and Resources

Alternate Assessment Communications

	Email Address	Sender	Message Type
1	alternateassessment@pattan.net	PA Alternate Assessment Team	<i>Routine</i> ; timely/relevant; state specific; intended for PASA ACs
2	kite-support@ku.edu	DLM Kansas University	<i>Occasional</i> ; Test specific updates; user signs up on DLM home page
3	pl-all- pattan @lists.psu.edu (example)	PDE	<i>Less frequent on this topic</i> ; official electronic mail service of PDE; school districts, charter schools, intermediate units, and vocational technical schools/career and technology centers

**If you have not received emails, check spam/junk filter, add email address to address book, add to 'safe-sender' list (consult with your IT Dept. if you need help with the latter).*

Knowing Your Websites

- [PASA Digital site](#) - 19-20 student enrollment list, assessor/user list, individual student score reports
- [Bureau of Special Education>Assessments](#) – choose assessments; information includes calendar, 1% policy information, etc.
- [PaTTAN PASA Webpage](#) (PaTTAN>Disabilities>Significant Cognitive Disabilities)
 - All PASA AC emails will be posted to this page; includes a significant cognitive disabilities newsletter from PaTTAN; and website resources
- [PA DLM Website](#)
 - A public site with access to secure side of website via Educator Portal and Moodle; where all enrollment, test administration, and training are made available

DLM Website: Common Misunderstandings

- On the DLM site, there is the public site and secure site
 - To access the secure site, go to Educator Portal at bottom of homepage. *Remember: Account must have been activated prior to accessing.*
- The Getting to Know DLM trainings are in Supplemental Resources on the homepage
 - Do not confuse it with
- Required Test Administrator Training can also be accessed by assessors at the bottom of the DLM homepage by choosing Training Courses only after
 - ACs have completed the User Upload Template; system sends the activation email to assessors; and assessors have activated email and accepted security agreement

Required Test Administrator Training

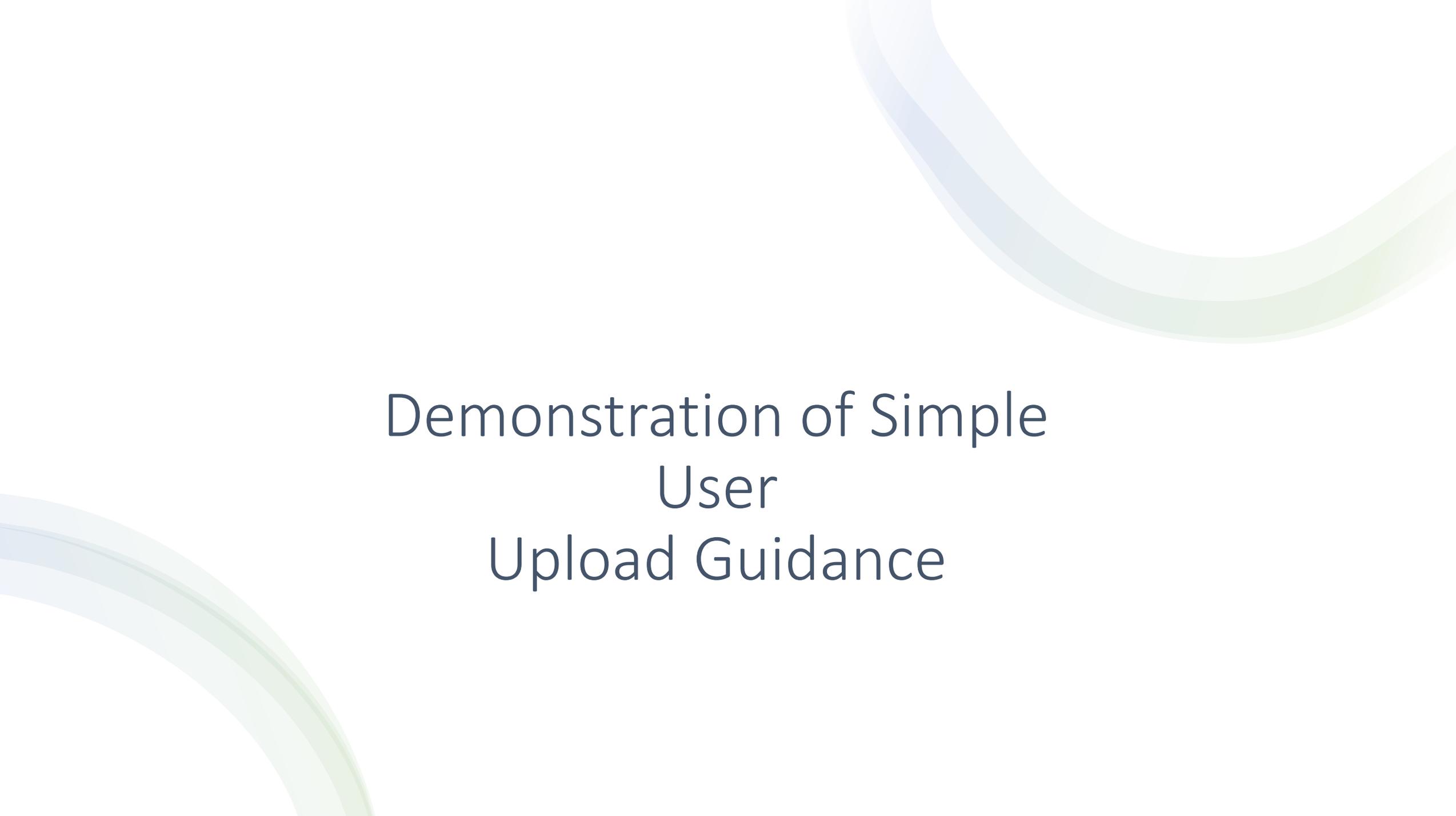
Required test administrator training for teachers participating in 2020-21 DLM testing will become available in Moodle according to your state's scheduled training date. The [Guide to DLM Required Test Administrator Training \(pdf\)](#) is a great place to start, with information about accessing the [DLM training site](#) for your first log in.

Get Familiar with Resources

- There are several manuals/guides depending upon role or tasks –
 - AC, accessibility, data management, educator portal, test administration, etc.
 - Suggestion: Use the table of contents to understand contents and find answers
- Refer to Resources for Educators and District Staff
 - This area contains ‘helplets’ – short videos addressing common assessment tasks

What Next?

- Use Templates to -
 1. Load Users beginning now
 2. Load Students starting October 19th
 3. Roster Students after Users and Students are uploaded
- An AC can refer to the Data Management Manual and/or the helplet video on uploading templates
- **Be efficient and use the Simple User Upload Guidance** sent via email and available on the PaTTAN PASA web page. Please use this.
 - If you have already entered users, please re-check your data.



Demonstration of Simple User Upload Guidance

Questions

- Email: alternateassessment@pattan.net