



# Wisconsin Forward Exam Q&A Session

March 2021

## Forward Exam Q&A Session



### Connecting to Audio

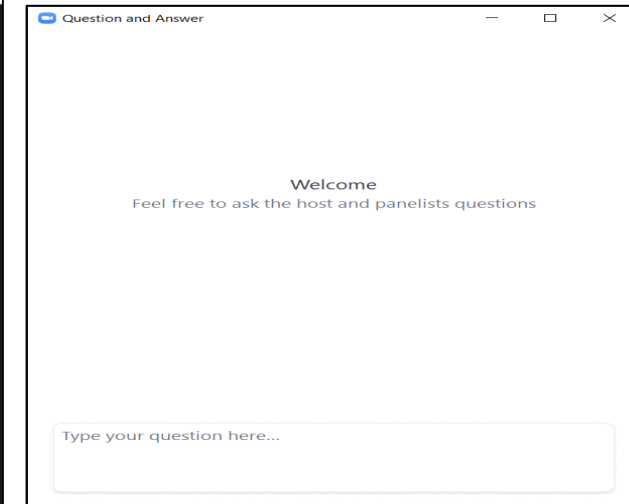
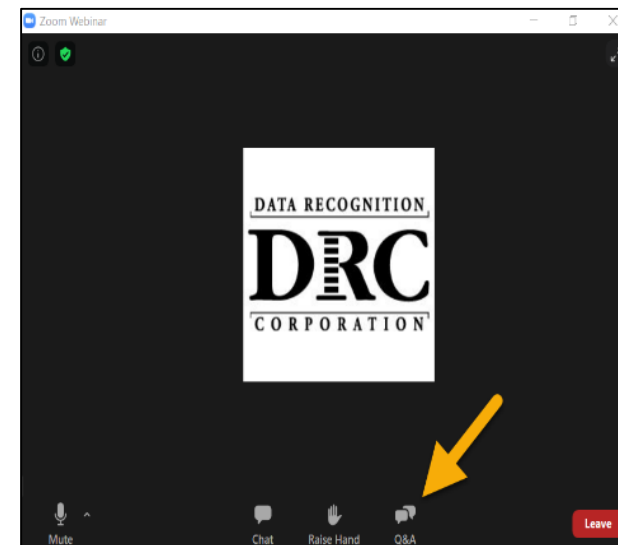
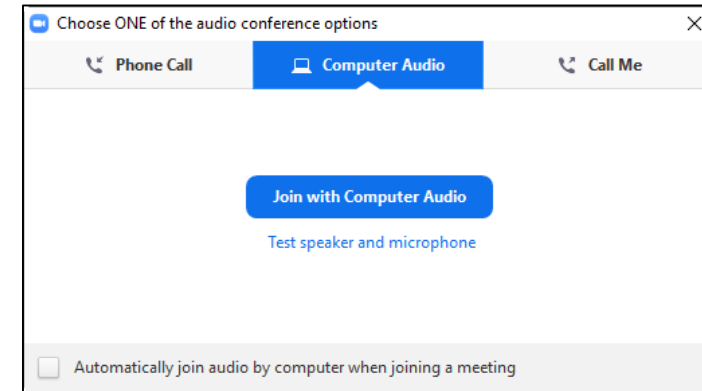
- Call in using your computer audio (preferred) or have Zoom call you
- All participants are muted upon entry

### Asking Questions

- Use Q&A feature to submit questions
- We will monitor the Q&A and will answer questions during the session

### Accessing This Presentation

- A recording of this session will be posted on the DRC INSIGHT Portal



## ● ● ● Training Materials and Resources



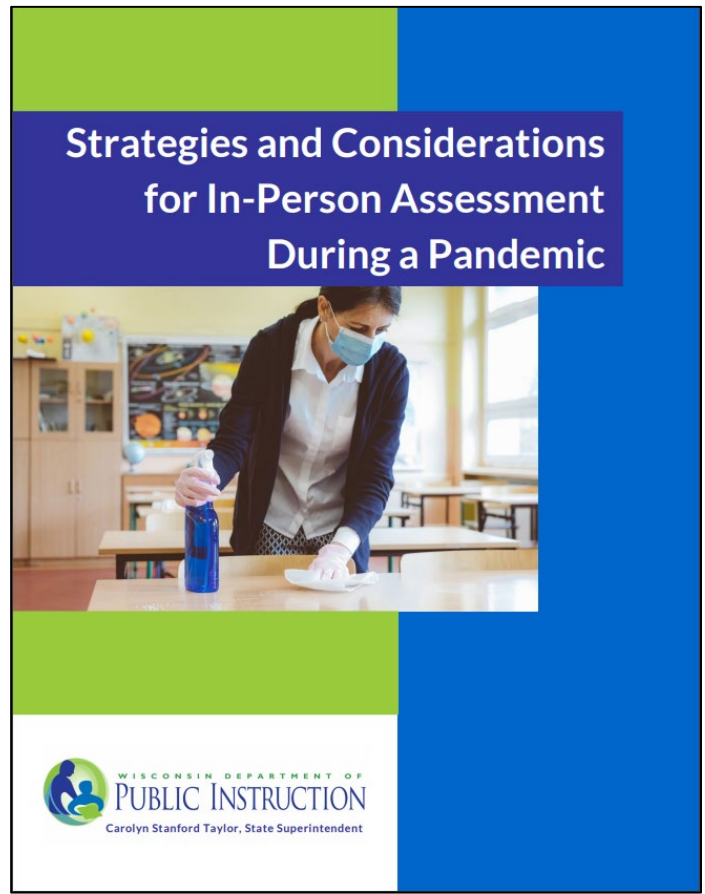
- District Technology Coordinators (DTC) and School Technology Coordinators (STC)
  - Training for New DTCs
  - Training Updates for Experienced DTCs
  - Technology User Guide
- District Assessment Coordinators (DAC) and School Assessment Coordinators (SAC)
  - Training for New DAC/SAC
  - Training Updates for DAC/SAC
  - Test Administrator (TA) Training
- All resources are available on the DRC INSIGHT Portal and DPI website

● ● ● **New DPI Resource**



*The Strategies and Considerations for In-Person Assessment During a Pandemic* provides considerations for district and school leaders to plan and safely administer assessments this spring.

- Test participation
- Scheduling
- Technology
- Transportation
- Classroom and materials preparation
- Staff, student, and family preparation



Available at: <https://dpi.wi.gov/assessment/COVID-19/Resources>

## ● ● ● Prioritization



- We will monitor and answer questions as they are entered in the Q&A feature.
- We will focus on answering more general questions that would be relevant to others in the session.
- Specific questions related to your district or situation will be addressed if there is time at the end or you may be asked to send your question to [osamail@dpi.wi.gov](mailto:osamail@dpi.wi.gov) or [WIHelpdesk@datarecognitioncorp.com](mailto:WIHelpdesk@datarecognitioncorp.com)

## ● ● ● Examples of Possible Questions



- How can I make sure our technology is ready for testing?
- How can I make sure I have the current test content downloaded to the COS Service Device?
- What do I do if I get an error message that my service device cannot connect?
- Why are staff not able to see the Spring 2021 Administration in the DRC INSIGHT Portal?
- How can I view a report of all my students with their accessibility features assigned?
- What do I do if I print tickets and find an accessibility feature was not assigned?
- How to disable the Game Bar in Windows 10?



## ● ● ● Questions Covered in January Q&A Session



- How do I confirm all students have accessibility features assigned prior to testing?
- How do I confirm all devices are set up for testing?
- When can I start printing test tickets?
- Where can I find information about not-tested codes?
- What is Google's policy on supporting older Chrome devices?
- Are COS Service Devices required?
- Where is the best place to locate a COS Service Device?



Recordings of the January 13 and February 10, 2021 Q&A Webinars addressing these questions is available at <https://dpi.wi.gov/assessment/forward/trainings>

## ● ● ● Questions Covered in February Q&A Session



- What and when is the “Optional Add Accommodations Window”?
- When can I access the student data and make changes in the portal?
- When can test tickets be printed?
- How do I transfer a student out of my district?
- Should I remove students from test sessions if they will not be tested?
- What do I do if I print tickets and find an accessibility feature was not assigned?
- Who has permission to update accessibility features?



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# Wisconsin Forward Help Desk

DRC Customer Service  
(800) 459-6530  
7:00am-5:00pm CT

[WIHelpdesk@datarecognitioncorp.com](mailto:WIHelpdesk@datarecognitioncorp.com)

## ● ● ● DPI Contact Information



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Data, Student Demographics, and Privacy Issues

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Test Security and Choice students

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608-267-1069

If you are not receiving the assistance you need from the helpdesk please contact DPI - (Alison or Jennifer) - so we may help get your situation resolved.



**Please send additional questions to Alison or Jennifer, or to [osamail@dpi.wi.gov](mailto:osamail@dpi.wi.gov)**

