



Assessment News

February 9th, 2018

Top News This Week

Smarter Balanced

1. Test Coordinator Pre-Testing Webinar

The Assessment Section will host a Test Coordinator Pre-Testing [Webinar](#) on *Thursday, February 15, 2018* from 2:30 - 3:30 p.m. The password for this webinar is 1234. Test coordinators who are unable to attend may view the recording on alohahsap.org when it becomes available.

2. AIR System Maintenance

The AIR systems will be down for scheduled monthly maintenance from 6:00 p.m. Friday, February 23 to 6:00 a.m. Monday, February 26, 2018.

HSA-Alt

3. TA Certification Course

The updated Spring 2018 HSA-Alt online TA Certification Courses for Online (iPad) Administration and Paper/Pencil Test Administration are now available for returning Test Administrators who will not attend a face-to-face training session in February 2018. Test administrators may access the courses by clicking on the "Online TA Certification Course" link on the right side of the [HSA-Alt home page](#). The courses can also be accessed in the "Training Sites" section, after clicking on either the "Teachers" or the "Test Coordinators/Administrators/Second Raters" link on the left side of the homepage. An active TIDE account is required in order to log in and complete the course.

The ACT

4. ACT Test Session Creation

Test coordinators may begin to assign examinees to test sessions by following the "How to Assign Examinees to a Test Session" on page 31 in the [ACT Administration Manual for Online Testing](#). For instructions on how to create a test session, test coordinators should refer to page 28, "How to Create Test Sessions" instructions in the [ACT Administration Manual for Online Testing](#): Test coordinators should ensure that standard time examinees are assigned to standard time sessions, and students with approved accommodations and timing codes are assigned into accommodated sessions.

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5. Additional Material Ordering

The window for ordering additional materials will close on February 21. Test coordinators should make sure students have been added (or deleted) in PANext, and that any additional materials have been ordered by then. Test coordinators may refer to the "Additional Orders Window for Initial Testing Is Open - HI" email sent by the ACT on January 19 or refer to the "How to Create and Submit Additional Orders" section in the [PANext User Guide](#).

Please contact the Assessment Section at (808) 733-4100 if you have any questions about the information included in this Assessment News.

"Education is the key to life, and teachers make a lasting impact in the lives of their students." Solomon Ortiz