



Preparing The District WIDA AMS Pre-ID File



Supporting Schools and Students to Achieve

SHERRI YBARRA, ED.S., SUPERINTENDENT OF PUBLIC INSTRUCTION

Agenda



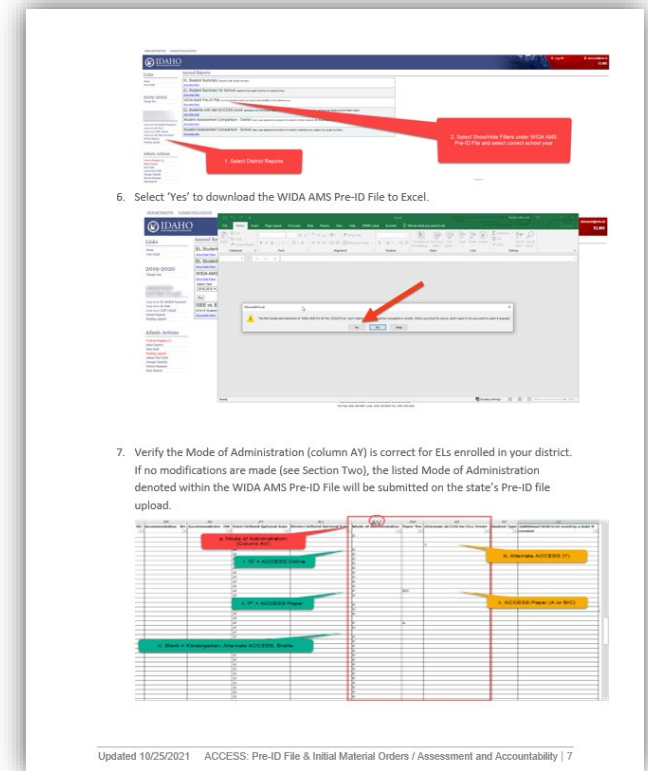
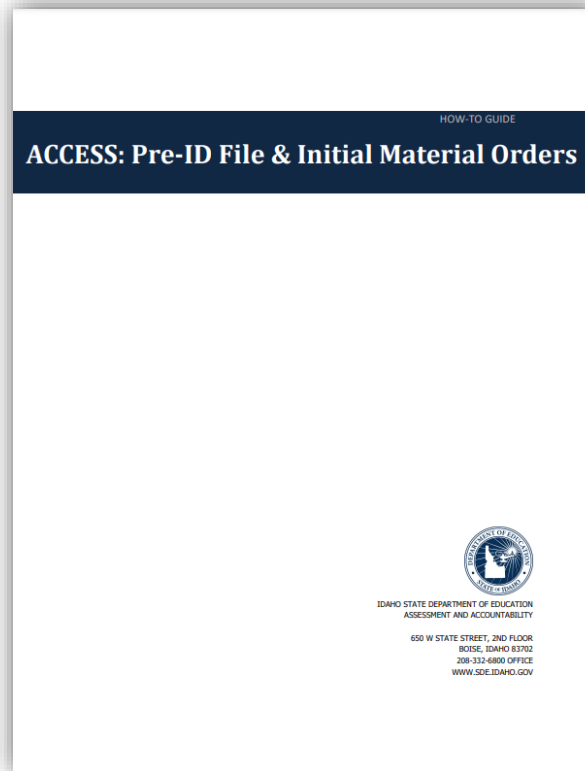
- WIDA AMS Pre-ID File Purpose and Value
- WIDA AMS Pre-ID File Updates
- Preparing the WIDA AMS Pre-ID File in ELMS
 - Mode of Administration
 - Accommodations
- Modifying Mode of Administration and Accommodations in ELMS
- Open Discussion

ACCESS Pre-ID File & Initial Materials Orders How-to Guide



- Detailed information on how to verify/modify information in ELMS for the WIDA AMS Pre-ID File upload can be found in the ACCESS: Pre-ID File & Initial Materials Orders How-to Guide

- Updated on 10.25.2021



WIDA AMS Pre-ID File Purpose and Value



- The WIDA AMS Pre-ID File
 - Identifies Idaho ELs, so they may be loaded into the WIDA Assessment Management System (AMS)
 - **Creates Pre-ID labels from submitted EL list**
 - Defines quantity of physical test materials needed for ACCESS for ELLs administration
 - Kindergarten, Alternate, Paper, Large Print, Braille
 - Populate WIDA AMS with documented IEP/504 accommodation(s)

WIDA AMS Pre-ID File District & State Actions



- **District Role**

- Review the pre-populated WIDA AMS Pre-ID File in ELMS
- Make necessary modifications to a student's Mode of Administration and/or accommodations

- **State Role**

- Upload a comprehensive State WIDA AMS Pre-ID File to DRC
 - Ensure all districts are accounted for and no errors are present on the State file



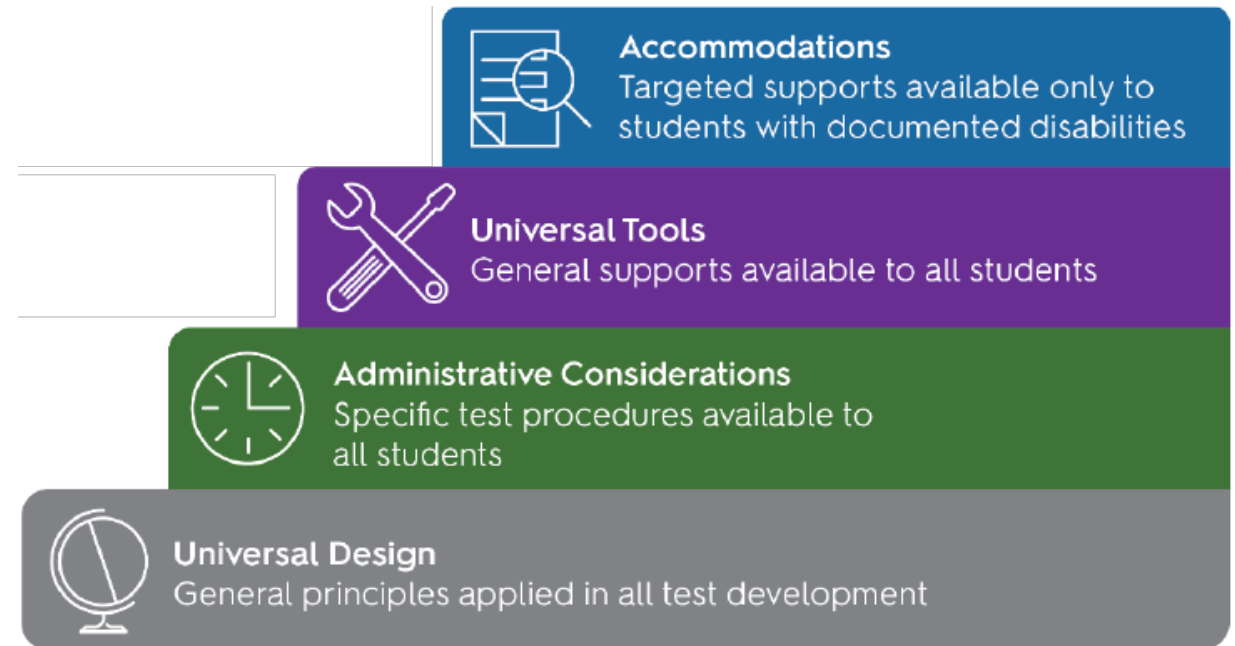
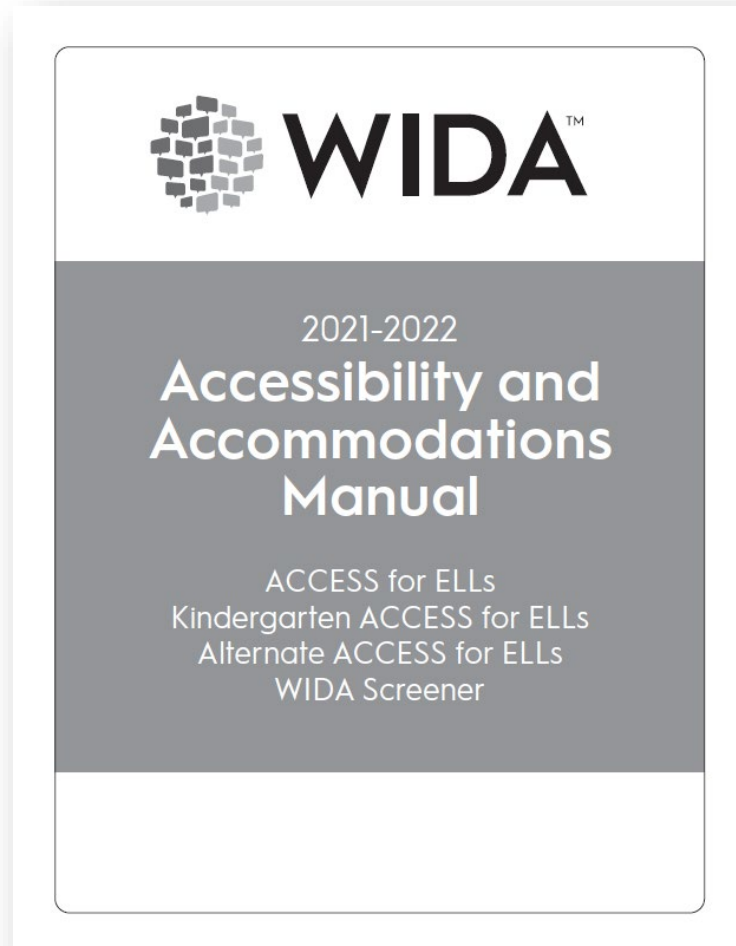
ACCESS for ELLs Accommodations Updates 2021-2022

Adjustments/Modifications Made in ELMS to Accommodate the 2021-2022 Updates

WIDA AMS Pre-ID File Adjustments



ACCESS for ELLs Accommodations Updates 2021-2022



<https://wida.wisc.edu/sites/default/files/resource/Accessibility-Accommodations-Manual.pdf>

ACCESS for ELLs Accommodations Updates 2021-2022



- **Extended test time within the school day (ET)** is now an administrative consideration and not an accommodation.
 - **(ET)** accommodation option removed from ELMS / WIDA AMS Pre-ID File
- **The Human Reader for items (HI) and Human Reader for response options (HR)** accommodations are now consolidated as the new **In-person human reader (IR)** accommodation.
 - **(IR)** accommodation option added to ELMS / WIDA AMS Pre-ID File
- **The Human Reader for repeat of items (RI) and Human Reader for repeat of response options (RR)** accommodations are now consolidated as the new **Repeat in-person human reader (RP)** accommodation.
 - **(RP)** accommodation option added to ELMS / WIDA AMS Pre-ID File

ACCESS for ELLs Accommodations Updates Braille



- ACCESS for ELLs test materials for grades 6–12 are now available in UEB Technical, in addition to UEB with Nemeth Code
 - NC = Nemeth Contracted (grades 01-12)
 - NU = Nemeth Uncontracted (grades 01-12)
 - TC = Technical Contracted (grades 06-12)
 - TU = Technical Uncontracted (grades 06-12)

ACCESS for ELLs Accommodations Updates

ELMS – ACCESS Setup Modifications



- Adjustments to the 'Edit ACCESS Setup' menu have been made accommodates the changes outlined for the 2021-2022SY
- Assessment Mode
 - NC = Nemeth Contracted
 - NU = Nemeth Uncontracted
 - TC = Technical Contracted
 - TU = Technical Uncontracted
- Accommodations
 - Extended test time within the school day (ET) removed
 - In-person human reader (IR) added
 - Repeat in-person human reader (RP) added

A screenshot of the 'Edit ACCESS Setup' dialog box. The dialog has a title bar with a close button. It contains several sections: 'Paper' with radio buttons for 'Paper', 'Nemeth Contracted Grades 01-12', 'Nemeth Uncontracted Grades 01-12', 'Technical Contracted Grades 06-12', 'Technical Uncontracted Grades 06-12', and 'None'; 'Paper Tier' with radio buttons for 'A', 'B/C', and 'None'; and 'Other Accommodations' with a list of checkboxes including 'MC-Manual control of item audio', 'RA-Repeat item audio', 'ES-Extended speaking test response time', 'LP-Large Print', 'SD-Interpreter signs test directions in ASL', 'SR-Scribe', 'WD-Keyboarding device to respond to test items', 'RD-Student responds using a recording device', 'NS-Test may be administered in a non-school setting', 'EM-Extended testing of a test domain over multiple days', 'IR-In-person human reader', and 'RP-Repeat in-person human reader'. The 'Nemeth Uncontracted Grades 01-12' option and the 'IR-In-person human reader' and 'RP-Repeat in-person human reader' options are highlighted with red rectangles. At the bottom are 'Save' and 'Cancel' buttons.

ACCESS for ELLs Accommodations Updates

WIDA AMS Pre-ID File Modifications



- Selections made using the ACCESS Setup 'Edit' function within 'EL Student Summary' will transfer to the ELMS 'WIDA AMS Pre-ID File' District Report
- Other Pre-ID File Layout Field Definition Updates
 - Paper Tier: 'B' is now 'B/C'
 - EL Status (Column AT): Added
 - Length of Time in LEP/ELL Program (Column W): Added
 - ACCESS Setup Changes (Column F): Date student record was updated using the 'Edit' function



ELMS ACCESS Setup Encoded Defaults

Mode of Administration

Accommodations



ELMS ACCESS Setup

Encoded Defaults - Mode of Administration



1. Students in grade: '00', are ordered Kindergarten ACCESS for ELLs materials;
2. Students in grades: 01, 02, 03, 04, 05, 06, 07, 08, 09, 10, 11, and 12 are placed into an ACCESS for ELLs Online test session;
 - a. Grades 01, 02, and 03 are ordered a Writing Student Response Booklet
 - b. Students will not be placed into a Writing test session in WIDA AMS
3. Students in grades: 01, 02, 03, 04, 05, 06, 07, 08, 09, 10, 11, and 12 who took Alternate ACCESS for ELLs in the previous year are ordered an Alternate ACCESS for ELLs;
4. Students in grades 01, 02, 03, 04, 05, 06, 07, 08, 09, 10, 11, and 12 who took ACCESS for ELLs Paper in the previous year are ordered a paper version;
 - a. *The Paper Tier should be reviewed prior to the State's upload, so it matches changes to a student's current proficiency level.
5. Accommodations assigned in the previous year will be assigned to the student automatically.

ELMS ACCESS Setup

Encoded Defaults - Accommodations



- Accommodations assigned in the previous year will be assigned to the student automatically
 - It is highly recommended that districts download the WIDA AMS Pre-ID File to review a student's assigned accommodations from the prior year
 - Validate an accommodation(s) is still documented within the student's IEP/504 Plan

ELMS ACCESS Setup

Encoded Defaults - Accommodations



- Students assigned an accommodation have an (*) denoted under the ACCESS Setup column in the EL Student Summary
- Within the WIDA AMS Pre-ID File, a 'Y' indicates that an accommodation has been assigned (Columns AG – AS)

N	Paper				EL History	Screens
					Appeals	EL Plans
					Waiver	Notes
					+ WIP	- Summary
N	Online *				EL History	Screens
					Appeals	EL Plans
					Waiver	Notes
					+ WIP	- Summary
N	Online *				EL History	Screens
					Appeals	EL Plans
					Waiver	Notes
					+ WIP	- Summary

WIDA AMS Pre-ID File: A 'Y' within columns 'AG' - 'AS' indicate an ACCESS for ELLs accommodation has been assigned. Blank cells denote that no accommodation has been assigned

AG	AH	AI	AJ	AK	AL	AM	AN	AO	AP	AQ	AR	AS
Accommodation - MC	Accommodation - RA	Accommodation - ES	Accommodation - LP	Accommodation - BR	Accommodation - SD	Accommodation - IR	Accommodation - RP	Accommodation - SR	Accommodation - WD	Accommodation - RD	Accommodation - NS	Accommodation - EM



Preparing WIDA AMS Pre-ID File in ELMS

Reviewing Mode of Administration and Accommodations

Modifying Mode of Administration

Selecting Accommodations



WIDA AMS Pre-ID File in ELMS



- Download the WIDA AMS Pre-ID File in ELMS
 - From the ELMS landing page
 1. Select 'District Reports'
 2. Select the 'Show/Hide Filters'
 3. Select 'Run'
 4. Select 'Yes' when prompted

A screenshot of the ELMS (Educational Longitudinal Monitoring System) interface. The page has a blue header with "DEPARTMENTS" and "COMMUNICATIONS" links. Below the header is the "IDAHO STATE DEPARTMENT OF EDUCATION" logo. The main content area is divided into two columns. The left column contains a "Links" section with "Home" and "User Guide" links, a "2021-2022" section with a "Change Year" dropdown, and a "SHELLEY JOINT DISTRICT(060)" section with links for "2021-2022 EL Student Summary", "2021-2022 EL Data", "2021-2022 LEP Upload", "2021-2022 EL Plan Download", "District Reports", and "Pending Appeals". Below this is an "Admin Actions" section with links for "Work in Progress (54)", "Select District", "Find Child", "Pending Appeals", "Admin Find Child", "Manage Calendar", "District Summary", and "State Reports". The right column contains an "Annual Reports" section with links for "EL Student Summary", "EL Student Summary for School", "WIDAAMS Pre-ID File", "EL Students with last ACCESS score", "Student Assessment Comparison - District", and "Student Assessment Comparison - School". Below this is a "District Detail Reports" section with links for "ACCESS 2.0 Proficiency Level Comparison", "ACCESS 2.0 Proficiency Level Comparison - School", "ACCESS 2.0 Scale Score Comparison", and "ACCESS 2.0 Scale Score Comparison - School". Red numbered circles (1, 2, 3) are overlaid on the screenshot to indicate the steps: 1 points to the "District Reports" link in the left sidebar, 2 points to the "Show/Hide Filters" link under the "WIDAAMS Pre-ID File" report, and 3 points to the "Run" button next to the "WIDAAMS Pre-ID File" report.

Preparing WIDA AMS Pre-ID File in ELMS

Reviewing Default Mode of Administration



- Review the WIDA AMS Pre-ID File for student default selections
 - **Mode of Administration (Column AV)**
 - **O = Online ACCESS** (default - grades 1-12)
 - **P = Paper ACCESS for ELLs** (an 'A' or 'B/C' is assigned in column 'AW' and designates paper tier)
 - **Blank = Kindergarten ACCESS for ELLs**
 - Grade in column 'N' is '00')
 - **Blank = Alternate ACCESS for ELLs**
 - Student meets the [Idaho Alternate Assessment Participation Criteria](#)
 - A 'Y' is present in column 'AX'
 - *Cannot have Large Print (LP) accommodation selected
 - **Blank = Braille**
 - An 'NC', 'NU', 'TC', or 'TU' is present in column 'AK'

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Preparing WIDA AMS Pre-ID File in ELMS

Reviewing Default Accommodations



- Review the WIDA AMS Pre-ID File for student default selections
 - **ACCESS for ELLs Accommodations (Columns AG – AS)**

Accommodation	WIDA AMS Pre-ID File - Column
Manual control of item audio (MC)	AG
Repeat item audio (RA)	AH
Extended Speaking test response time (ES)	AI
Large Print (LP)	AJ
Braille (BR)	AK
Interpreter signs test directions in ASL (SD)	AL
In-person human reader (IR)	AM

Accommodation	WIDA AMS Pre-ID File - Column
Repeat human reader (RP)	AN
Scribe (SR)	AO
Word Processor or similar keyboarding device to respond to test items (WD)	AP
Student responds using a recording device, which is played back and transcribed by the student (RD)	AQ
Test may be administered in a non-school setting (NS)	AR
Extended testing of a test domain over multiple days (EM)	AS

WIDA AMS Pre-ID File: A 'Y' within columns 'AG' - 'AS' indicate an ACCESS for ELLs accommodation has been assigned. Blank cells denote that no accommodation has been assigned



Modifying Mode of Administration and Accommodations in ELMS

Using the “Edit” Function in the EL Student Summary



Modifying ACCESS for ELLs in ELMS

Mode of Administration & Accommodations



- After the first ISEE upload to the State, the 'ACCESS Setup' column appears under the EL Student Summary
 - ACCESS for ELLs Mode of Administration and accommodations may be assigned using the "Edit" function

DEPARTMENTS COMMUNICATIONS

IDAHO
STATE DEPARTMENT OF EDUCATION

English Learner Summary for 2019-2020

Filter on Name or Eduld:

The data on this page is derived from 2018-2019 enrollment data. Since SDE does not get enrollment data via ISEE for 2019-2020, this page will be updated to reflect current enrollment.

The EL Status is based on the data provided as a starting point so you can begin working with your students. Once SDE gets enrollment data via ISEE for 2019-2020, this page will be updated to reflect current enrollment.

1. Select EL Student Summary

School/Grade	LIEP	ACCESS Setup
	N	Paper * A Edit
	N	Online * Edit
	N	Alternate Edit
	N	Braille-C * Edit

2. Find the student whose Mode of Administration needs modifying

Log Off abennett@edu.id ELMS - Beta

Links
Home
User Guide

2019-2020
Change Year

2019-2020 EL Student Summary
2019-2020 EL Data
2019-2020 LIEP Upload
District Reports
Pending Appeals

Admin Actions
Select District
Find Child
Pending Appeals
Admin Find Child
Manage Calendar
District Summary
State Reports

Click column heading to sort

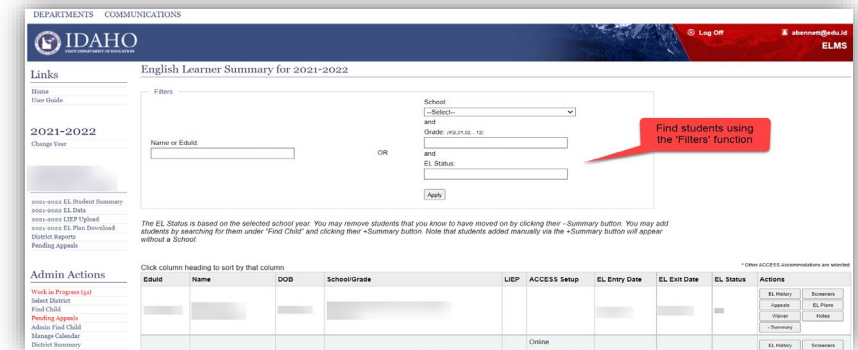
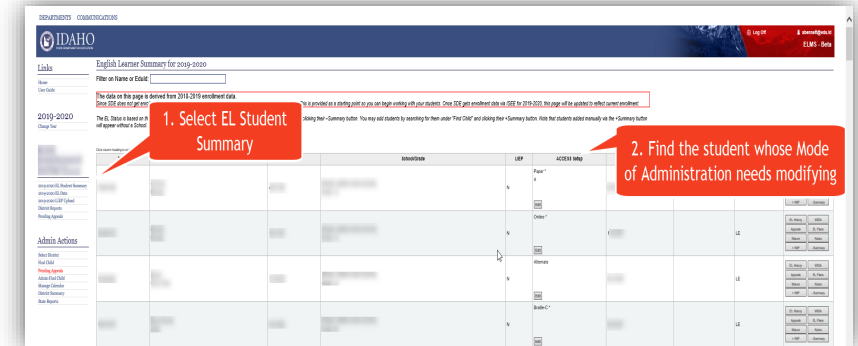
+ WSP - Summary
EL History WIDA
Approvals EL Plans
Waiver Notes
+ WSP - Summary
EL History WIDA
Approvals EL Plans
Waiver Notes
+ WSP - Summary
EL History WIDA
Approvals EL Plans
Waiver Notes
+ WSP - Summary

Modifying ACCESS for ELLs in ELMS

Mode of Administration & Accommodations



1. Select 'EL Student Summary'
2. Find student whose ACCESS for ELLs Mode of Administration/Accommodation needs modification
 - a. To quickly find a student use the 'Filters' function. Filter students by name, EDUID number, school, grade or EL status
3. Select the 'Edit' icon under the 'ACCESS Setup' column for the student you wish to modify

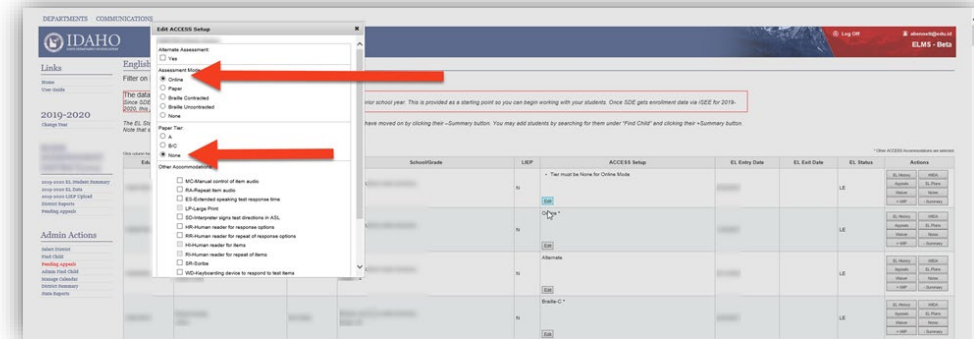
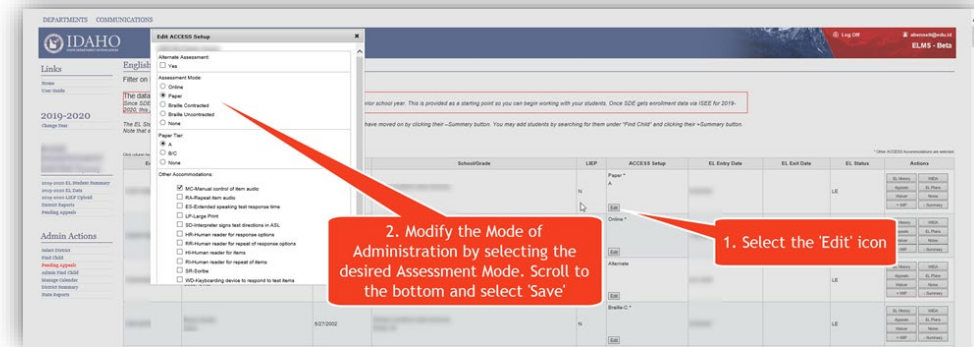


Modifying ACCESS for ELLs in ELMS

Mode of Administration & Accommodations



- Once the 'Edit' icon is selected, an 'Edit ACCESS Setup' box will open.
- Modify the Mode of Administration by selecting the radio button next to the mode you wish to choose (Assessment Mode)
 - Online
 - Paper
 - Must select a paper Tier when Paper assessment mode is selected
 - Nemeth Contracted Grades 01-12
 - Nemeth Uncontracted Grades 01-12
 - Technical Contracted Grades 06-12
 - Technical Uncontracted Grades 06-12



Modifying ACCESS for ELLs in ELMS

Mode of Administration & Accommodations



6. Select “Yes” under Alternate Assessment to designate that the student needs to complete the Alternate ACCESS for ELLs form

- Student must meet the [IDAA Participation Criteria](#)

A screenshot of the "Edit ACCESS Setup" window. The "Alternate Assessment" section is highlighted with a red arrow pointing to the "Yes" radio button, which is selected. Below this, the "Assessment Mode" section shows radio buttons for "Online", "Paper", "Braille Contracted", "Braille Uncontracted", and "None". The "Paper Tier" section shows radio buttons for "A", "B/C", and "None". The "Other Accommodations" section lists various options with checkboxes, including "MC-Manual control of item audio", "RA-Repeat item audio", "ES-Extended speaking test response time", "LP-Large Print", "SD-Interpreter signs test directions in ASL", "HR-Human reader for response options", "RR-Human reader for repeat of response options", "HI-Human reader for items", "RI-Human reader for repeat of items", and "SR-Scribe".

7. Verify Mode of Administration change is saved correctly by reviewing the ‘ACCESS Setup’ column.

- If more attention is needed, a message will populate within the ‘ACCESS Setup’ column alerting the user to the error

A screenshot of the "ACCESS Setup" column in a table. The first row has a red box around the text "Paper Tier is required" and an "Edit" button below it. The second row has a red box around two lines of text: "Mode and Tier must be None for Alternate Assessments" and "Paper Tier is required", with an "Edit" button below it. The third row is empty. The fourth row has the text "Online" and an "Edit" button below it.A screenshot of the "ACCESS Setup" column in a table. The first row has a red box around the text "Online" and an "Edit" button below it. The second row has a red box around the text "Paper B/C" and an "Edit" button below it. The third row is empty. The fourth row has the text "Online" and an "Edit" button below it.

Modifying ACCESS for ELLs in ELMS

Mode of Administration & Accommodations



- Use the “None” radio button to address multiple Mode of Administration modifications

NOTE: If a Mode of Administration has already been modified, and a district wishes to modify the Assessment Mode again, the user will need to use the ‘None’ radio button.

Example: If a district changed the Mode of Administration to Paper and assigned Tier ‘A’ (see above), and then wanted to change the Mode of administration to Online, the user would need to select ‘Online’ and select the ‘None’ radio button under ‘Paper Tier’. After this is done, the user would need to scroll down and select ‘Save’.

Modifying ACCESS for ELLs in ELMS

Mode of Administration & Accommodations



- The “Edit” function is also used to assign an accommodation to an EL with a documented need (IEP/504 Plan)
 - The available accommodations are listed dependent on the selected ACCESS for ELLs Mode of Administration

Edit ACCESS Setup

Assessment Mode:

- ☒ Online
- ☐ Paper
- ☐ Braille Contracted
- ☐ Braille Uncontracted
- ☐ None

Paper Tier:

- ☐ A
- ☐ B/C
- ☐ None

Other Accommodations:

- ☐ MC-Manual control of item audio
- ☐ RA-Repeat item audio
- ☐ ES-Extended speaking test response time
- ☐ LP-Large Print
- ☐ SD-Interpreter signs test directions in ASL
- ☐ HR-Human reader for response options
- ☐ RR-Human reader for repeat of response options
- ☐ HI-Human reader for items
- ☐ RI-Human reader for repeat of items
- ☐ SR-Scribe
- ☐ WD-Keyboarding device to respond to test items
- ☐ RD-Student responds using a recording device
- ☐ NS-Test may be administered in a non-school setting
- ☐ ET-Extended testing time within the school day

Edit ACCESS Setup

Assessment Mode:

- ☐ Online
- ☒ Paper
- ☐ Braille Contracted
- ☐ Braille Uncontracted
- ☐ None

Paper Tier:

- ☐ A
- ☐ B/C
- ☐ None

Other Accommodations:

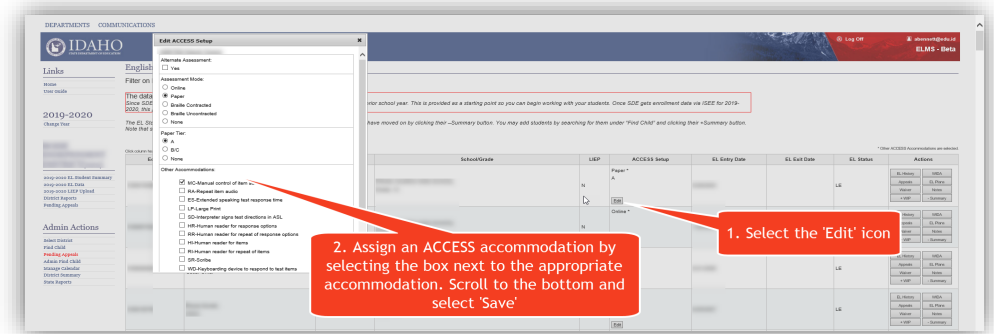
- ☐ MC-Manual control of item audio
- ☐ RA-Repeat item audio
- ☐ ES-Extended speaking test response time
- ☐ LP-Large Print
- ☐ SD-Interpreter signs test directions in ASL
- ☐ HR-Human reader for response options
- ☐ RR-Human reader for repeat of response options
- ☐ HI-Human reader for items
- ☐ RI-Human reader for repeat of items
- ☐ SR-Scribe
- ☐ WD-Keyboarding device to respond to test items
- ☐ RD-Student responds using a recording device
- ☐ NS-Test may be administered in a non-school setting
- ☐ ET-Extended testing time within the school day

Modifying ACCESS for ELLs in ELMS

Mode of Administration & Accommodations



1. Find the student you wish to assign an ACCESS for ELLs accommodation to under the 'ACCESS Setup' column
 - a. To quickly find a student use the 'Filters' function. Filter students by name, EDUID number, school, grade or EL status
2. Select the 'Edit' icon. Assign the specific accommodation by clicking on the box that corresponds to the appropriate accommodation
3. Once the desired accommodation(s) has been selected, scroll down and select 'Save'



- DEPARTMENTS COMMUNICATIONS
 IDAHO
Log Out ELMS - Beta

Links

 - Home
 - User Guide
 - 2019-2020
 - Change Year

English Learner Summary for 2019-2020

Filter on Name or EduId:

This data on this page is derived from 2018-2019 enrollment data.

[Since SZE does not get enrollment data until mid October, this enrollment data comes from the prior school year. This is provided as a starting point so you can begin working with your students. Once SZE gets enrollment data via SCE for 2019-2020, this page will be updated to reflect current enrollment.]

The EL Status is based on the selected school year. You may remove students that you know to have moved on by clicking their --Summary button. You may add students by searching for them under "Find Child" and clicking their --Summary button. Note that students added manually via the --Summary button will appear without a School.

* User ACCESS Recommendations are outlined

EduId	Name	DOB	School/Grade	LIEP	ACCESS Setup	EL Entry Date	EL Exit Date	EL Status	Actions
					On Hold			LE	El History Index Access El Photo Reports Notes --SCE --Summary
					Paper B/C			LE	El History Index Access El Photo Reports Notes --SCE --Summary
					Adoptive			LE	El History Index Access El Photo Reports Notes --SCE --Summary
					Adoptive			LE	El History Index Access El Photo Reports Notes --SCE --Summary

- [illegible]

Next Monthly Meeting



Preparing for ACCESS

TUES Dec **7th** 12:00pm - 1:00pm (MST)

Join Andrew Bennett, the English Language Development Coordinator, for monthly webinars which focus on providing timely assessment information, updates and resources to successfully navigate the imple ...

Date of training has been updated from
December 8, to **December 7, 2021!**

https://idahosde.zoom.us/meeting/register/tJYlcuuoqzkqH9fJoXr0HWMG_9S_TjjzorHN



Open Discussion



Open Discussion



- Unmute yourself or write your questions/comments/concerns in the chat



Thank you!



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<https://www.sde.idaho.gov/assessment/elpa/>

www.sde.idaho.gov



Supporting Schools and Students to Achieve

SHERRI YBARRA, ED.S., SUPERINTENDENT OF PUBLIC INSTRUCTION

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