

TO: System Test Coordinators
FROM: Judy Snow, State Assessment Director
RE: Smarter Balanced Test Window Opens March 23, 2016
DATE: March 22, 2016

✚ By 8am tomorrow, the Test Administration icon will become active.



✚ Reminders:

- Be sure you have installed and tested your secure browsers.
- The screens in the test administration application look and work the same as the proctored practice tests.
- A Test Administrator Training Module is located under resources on the Measured Progress Montana portal.

Resources ▾

Choose Test Administrators/Tutorials

Test Administrator Training Module
[PPTX]

This training provides an overview of the Test Administrator sites (the TA Interface and TA Training Site) used to administer online Practice or Training test, Interim test, and Summative test.

✚ Other Resources are also on the OPI MontCAS site.

- Test Administration Manual
<http://www.opi.mt.gov/pdf/Assessment/SMART/16SmarterTestAdministrationManual.pdf>
- Test Administrator User Guide
http://www.opi.mt.gov/pdf/Assessment/SMART/Admin/16Smarter_TA_UserGuide.pdf
- OPI Smarter TA Training Notebook
http://opi.mt.gov/PDF/Assessment/SMART/Smarter_TATraining_Notebook.pdf

✚ For assistance:

- Measured Progress Montana Help Desk: 888-792-2741 or montanahelpdesk@measuredprogress.org
- Angie Koehler, akoehler2@mt.gov, 406-444-3511
- Judy Snow, jsnow@mt.gov, 406-444-3656
- Pam Birkeland, pbirkeland@mt.gov, 406-560-2060