

WIDA Screener Score Entry

OEAA Secure Site

The WIDA Screener is an assessment screening tool used by educators to measure the English language proficiency of students who have recently arrived in the U.S. in a particular district. It can help to determine if a student needs English language instructional services.

There is a paper based WIDA Screener for Kindergarten and 1st semester 1st graders. The online WIDA Screener (also available as paper/pencil) is used for 2nd semester 1st graders through 12th grade.

Districts/schools are responsible for entering scores from the WIDA Screener (online and paper/pencil) into the OEAA Secure Site whether a student is determined to be an English learner or not.

Some things to keep in mind when entering scores:

- If a student was unable to be administered a particular domain due to a disability, refusal, etc, select the lowest possible proficiency level.
- Educators must enter or upload raw scores only for the Kindergarten WIDA Screener. The OEAA Secure Site will calculate the proficiency levels for students taking this grade level of the test so educators do not need to use the WIDA Score Calculator on the WIDA website for this grade. However, for scores entered for students taking the Grades 1-12 WIDA Screener, proficiency levels to input into the Secure Site can be found by generating WIDA Screener reports in WIDA AMS for students who took the WIDA Screener Online. For students who took the WIDA Screener Paper test, raw scores can be found in the Student's Student Response Booklet and then entered into the [WIDA Screener Score Calculator](#) to generate needed proficiency levels.
- The student's current grade of enrollment may not be within the range of the grade level cluster in which the student was administered the assessment. First semester students take the previous grade level's assessment while second semester students will take the on grade level screener.

Scores can be entered on the OEAA Secure Site using the same methods as pre-identification for other state assessments.

1. Student Search – entering student information one at a time
 - a. All students must have a UIC number. If the student is new to Michigan public school system and the student does not have an UIC number, you will need to work with the district pupil accounting person to obtain one.
 - b. Instructions for entering student's EL Placement test scores through the student search can be found www.michigan.gov/securesitetraining by clicking on the One Student at a Time/Student Search under the Pre-Identification of Students heading.

2. MSDS Copy function on the Secure Site
 - a. Using this function will allow a user to copy from student data from the Michigan Student Data System (MSDS) into the Secure Site for score entry. You do not need access to MSDS to use this function on the Secure Site.
 - b. Students must already be enrolled in your building in the Michigan Student Data System (MSDS) to use this function. Depending on how often your district updates MSDS, you may only have access to the fall or spring student count day data. If your district continues to submit student enrollment in MSDS throughout the year, you have access to new students that came in after student day.
 - c. Once the student information is copied into the Secure Site and assigned to the WIDA Screener, the student's scores will still need to be entered. Remember to use raw scores only for the Kindergarten WIDA Screener.
 - d. After the students are pre-ID, you can go into the Pre-Student Report which lists all of the students Pre-ID for the assessment. You can find detailed instructions for accessing the Pre-ID Student Report at www.michigan.gov/securesitetraining and click on Pre-ID Student Report under the pre-Identification of Students section.
 - i. The Pre-ID Student Report can be used as a "list" of students that have been entered into the Secure Site as taking the WIDA Screener.
 1. Access the Pre-ID Student Report under the Assessment Registration menu and then Pre-ID.
 2. By clicking on a student's name on the Pre-ID Student Report, you can access the student's assessment summary page and enter scores. Use the One Student at a Time/Student Search instructions at <http://www.michigan.gov/securesitetraining> and start at #5 in the instructions.
 3. When you click Save after entering the student's scores, you can use the Back button to go back to the Pre-ID Student Report and then click on the next name to enter the scores.
 4. If you copy the student information into the OEAA Secure Site using MSDS Copy, this will save you steps, instead of search for each student one at a time to enter the student's scores.
 - e. You can find the detailed instructions for MSDS Copy at www.michigan.gov/securesitetraining and click on MSDS Copy under the Pre-Identification of Students section.

Pre-ID Student Report Search

The Pre-ID Student Report will display students identified for testing in the selected Test Period or Test Cycle. All students, including home schooled students, taking online or paper and pencil assessments must be pre-identified. Once the list of students is displayed, you can also select students using the check box to the far left and unassign them from the test cycle by clicking the "Unassign" button at the bottom right.

[Page Instructions](#)

Search Criteria

* Indicates required field

* **Test Period** OR * **Test Cycle**

Select a Test Period 2017-2018 EL Screener WIDA Scr...

Testing Mode: All Online Paper and Pencil

Select Content Areas: Check All Listening Reading

* **ISD** * **District** School

Wayne RESA (82000) Dearborn City School District (82030) Charles A. Lindbergh Elementary S...

Search **Reset**

Pre-Ided Students

SCHOOL	UIC	STUDENT ID	STUDENT NAME	BIRTH DATE	GENDER	GRADE	ETHNICITY	LEP	SE	ED	HL	MS	HS	PREID DATE	LISTENING	REA
<input type="checkbox"/> Charles A. Lindbergh Elementary School (00639)	6796776103	20100847	Bazy, Maerissa S	03/09/2010	M	02	White	Y	N	Y	N	N	N	07/27/2017	WIDAS - ON	WIDAS - ON
<input type="checkbox"/> Charles A. Lindbergh Elementary School (00639)	4514921918	20099386	Casares, Kadian	08/16/2009	M	02	Hispanic or Latino	Y	N	N	N	N	N	07/27/2017	WIDAS - ON	WIDAS - ON
<input type="checkbox"/> Charles A. Lindbergh Elementary School (00639)	3110139255	20095659	Jomaa, Jomarie M	04/17/2010	M	02	White	Y	N	Y	N	N	N	07/27/2017	WIDAS - ON	WIDAS - ON
<input type="checkbox"/> Charles A. Lindbergh Elementary School (00639)	8370780760	20096576	Khalil, De'Paris	06/18/2009	F	02	Asian	Y	N	N	N	N	N	07/27/2017	WIDAS - ON	WIDAS - ON

3. Pre-ID File Upload

- a. The Pre-ID File Upload that is used for pre-identification for other state assessments can be used to enter student information, including the WIDA Screener scores into the Secure Site for a group of students.
- b. The Pre-ID Format and Pre-ID File Template can be found at www.michigan.gov/oeea-secure at the bottom of the page.
 - i. If using the template, it must be saved as a .csv file before loading it to the OEEA Secure Site.
 - ii. You must also use the Pre-ID File Format with the template to ensure you are formatting each field accurately.
 - iii. You can find the detailed instructions for Pre-ID File Upload at www.michigan.gov/securetraining and click on the Pre-ID File Upload under the Pre-Identification of Students section.