



WIDA Important Announcements

Additional Material Order Window Ends March 14, 2014

What do I really need to bubble in on the back of the test booklet?

Booklets with Labels

- **Accommodations:** Please ensure that all accommodations used for any domain of the assessment are marked appropriately.
- **Do Not Score This Section For This Student:** **ONLY** use these fields for students who may have experienced a misadministration, prohibited behavior, have been absent from school preventing them from finishing the assessment, or have unenrolled and did not complete all domains (completed 1 or more domains but not all). It is unnecessary to mark the SPD field for any student for whom our office has granted an exemption.

Booklets without Labels

- Priority fields:
 - o Student's Last Name
 - o First Name
 - o MI
 - o District Name
 - o School Name
 - o State Name Abbreviation
 - o District Number
 - o School Number
 - o Birth Date
 - o Grade Level
 - o Gender
 - o State Student ID Number
 - o State Defined Optional Data
 - o Accommodations
 - o Do Not Score This Section For This Student

What language codes do I use for the test booklets I have to fill out manually?

Please use the codes below to indicate students' primary language on test booklets that did not come pre-labeled.

| Language Name | Language Code |
|----------------|---------------|
| Albanian | 1 |
| Arabic | 2 |
| Bengali | 3 |
| Chaldean | 4 |
| Chinese | 5 |
| English | 6 |
| Hmong | 7 |
| Japanese | 8 |
| Other | 9 |
| Serbo-Croatian | 10 |
| Spanish | 11 |
| Vietnamese | 12 |

Students Who have Unenrolled

There are a few scenarios in which you will handle test booklets differently:

1. Student has officially unenrolled from the district and did not complete any domains of the test: Mark DO NOT SCORE on the front cover of the test booklet and place with nonscoreable materials.
2. Student has officially unenrolled from the district but has completed 1 or more domains but not all domains: Bubble in the appropriate domains in the ABS (Absent) field under the Do Not Score section of the test booklet.

Reporting Misadministration or Prohibited Behavior

If you have a misadministration, prohibited behavior, or any unethical testing circumstance to report during WIDA testing, please use the following link to file an Incident

Report: <https://baameap.wufoo.com/forms/sp9va4s1jzklnq/>. When completing an Incident Report, please include as much information as possible about the incident. A representative from the Office of Standards and Assessment will follow up on any reported incidents with guidance and protocol for handling the incident(s).

Students Who Have Recently Tested on the WIDA ACCESS for ELLs in Other States

There are often students transferring in from other states who utilize WIDA ACCESS. These students may have recently taken the WIDA ACCESS or Alternate ACCESS in that state during this school year. Due to MDE's inability to verify student information, students identified as EL who have enrolled in Michigan schools during the WIDA ACCESS testing window, must retake the assessment here in Michigan.

W-APT (Screener) Reminders

Please be sure that when you enter students W-APT scores into the Secure Site that you ignore the current performance levels generated by the system. These are currently calculating incorrectly. You should calculate the performance levels by hand or by using the W-APT Score Calculator found

at: <http://www.wida.us/assessment/w-apt/ScoreCalculator.aspx>

WIDA PODER and PUEDE Field Test Opportunity

PODER and PUEDE are standards-based Spanish language development assessments that can be used to assess the Spanish language proficiency and development of native or non-native speakers. The field test will take place April 16, 2014 – May 27, 2014. Please contact Jennifer Paul at paulj@michigan.gov for more information on this opportunity for your district.