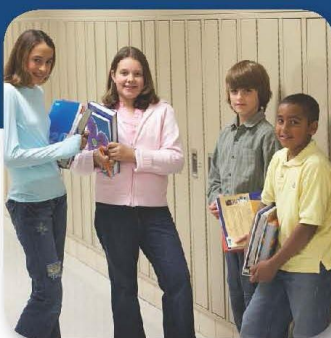


Smarter Balanced Interim Assessments

# DRC Getting Started Guide



September 2022





## GETTING STARTED WITH THE SMARTER BALANCED ASSESSMENT CONSORTIUM (SBAC) INTERIM ASSESSMENTS, REPORTING TOOLS, AND TOOLS FOR TEACHERS

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## SMARTER BALANCED INTERIM ASSESSMENTS OVERVIEW

The Michigan Smarter Balanced Interim Assessments are high quality assessments that are fully aligned to Michigan Standards. Students are tested on what they are taught in Michigan classrooms. These assessments allow educators to check student progress throughout the year, providing information which can be used to improve instruction.

The Smarter Balanced Interim Assessments are administered using the same test engine and test management platform Michigan educators use for the M-STEP, MI-Access, Early Literacy & Mathematics Benchmarks, and WIDA assessments, minimizing educator time spent on test set-up and administration.

Student performance on Interim Comprehensive Assessments (ICAs) is reported on the same scoring scale as the summative assessment and therefore are predictive of student performance on the M-STEP summative assessments.

Districts and schools have the flexibility to administer the Interim Assessments up to 10 times during the school year.

The Smarter Balanced Interim Assessments are free to Michigan districts and schools through funding provided by the State of Michigan and are fully integrated with the Michigan Data Hub.

Student reports are intuitive and user friendly, with fast results and the ability to track student progress over time.

Assessments results are linked to the ***Tools for Teachers*** digital platform, a rich resource created by teachers with materials, activities, and lessons that can be used to improve student learning.

### Types of SBAC Interim Assessments

- **Interim Comprehensive Assessments (ICAs)** - assess the full range of targets, measuring similar content as the M-STEP summative assessment.
- **Interim Assessment Blocks (IABs)** - assess targets in Math or ELA/Literacy and can be used throughout the year to assess smaller bundles of content.
- **Focused IABs** – used to assess up to three assessment targets to gain a detailed understanding of student learning.



## Interim Comprehensive Assessments (ICAs) Testing Times

It is recommended that the two parts of the ICAs should be scheduled as separate sessions. The Interim Assessments **do not** lock overnight, so students can continue testing on subsequent days without any special intervention. Testing times provided in the table are approximate and are supplied for scheduling purposes only.

**Note:** These estimates do not include transition to the test room, distribution of test tickets, reading directions, or logging into the test.

**Interim Comprehensive Assessments (ICAs)  
Approximate Testing Times**

Content Area	Grades	Hours: Mins
ELA/Literacy	3-5	1:30
ELA/Literacy	6-8	1:30
Mathematics	3-5	1:30
Mathematics	6-8	2:00
Both	3-5	3:00
Both	6-8	3:30

## Interim Assessment Blocks (IABs) Testing Times

The Interim Assessment Blocks (IABs) include the same item types and formats but are shorter and focus on smaller sets of concepts than the ICAs and Summative assessment. Each IAB has 6-18 items and can generally be completed in one class period. The IAB Performance Task and Brief Write forms for ELA take approximately 2 hours. The IAB Performance Tasks for math take approximately 1 hour.

**Note:** Some IABs require educator scoring by the site. Educator Scoring is done through the DRC INSIGHT Portal. Until any applicable educator scoring is completed, only raw scores will be available.

### INTERIM ASSESSMENTS AT A GLANCE

<b>Interim Comprehensive Assessments</b> Assess a broad range of targets, similar to the summative <i>Examples:</i> <ul style="list-style-type: none"><li>Grade 3 ELA</li><li>Grade 3 Math</li></ul>		<b>Interim Assessment Blocks</b> Assess 3–8 targets in ELA/literacy or Math <i>Examples:</i> <ul style="list-style-type: none"><li>Grade 3 ELA, Read Literary Texts</li><li>Grade 3 Math, Operations and Algebraic Thinking</li></ul>		<b>Focused Interim Assessment Blocks</b> Assess 1–3 targets in ELA/literacy or Math <i>Examples:</i> <ul style="list-style-type: none"><li>Grade 3 ELA, Research: Use Evidence</li><li>Grade 3 Math, Time, Volume, and Mass</li></ul>	
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Find more information at: [contentexplorer.smarterbalanced.org](https://contentexplorer.smarterbalanced.org)



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## USER SETUP

Users from the previous School year are automatically provided access to the current Smarter Balanced Interim Assessments administration in the DRC INSIGHT Portal.

- These users may add additional users through the DRC INSIGHT Portal.
- Participating students will need to be added to test sessions created in the DRC INSIGHT portal by sites. Students will not be pulled from the Secure Site for the Smarter Balanced Interim Assessments.

	Smarter Balanced Interim Assessments	Early Literacy & Mathematics Benchmark Assessments (K-2)	Michigan Summative Online Assessments
DRC INSIGHT Test Engine	X	X	X
DRC INSIGHT Portal	X	X	X
Remote Testing Availability	X	X	
Sites Add New Users in DRC INSIGHT Portal	X		
Sites Add Students in DRC INSIGHT Portal	X		
Educator Scoring	X		
Reports Accessed through DRC INSIGHT Portal	X		
Single Sign-On Access to Tools for Teachers	X		
Single Sign-On Access to Smarter Balanced Reporting System	X		

## Adding New Users to the DRC INSIGHT Portal

Users will automatically be provided permissions to the Smarter Balanced Interim Assessments in the DRC INSIGHT Portal. These users may add additional users for their-sites. User accounts with the Smarter Balanced Interim Assessments administration will include access to **Tools for Teachers**. Permissions for **Tools for Teachers** is provided in the District, School, and Teacher permission sets.

1. New users can be added in the User Management section of the DRC INSIGHT Portal (<https://mi.drcedirect.com>) by a user with the same or greater permissions.
2. School personnel who do not yet have a DRC INSIGHT Portal account should check with their District or Building Coordinator for access as a new user at your site. If no one in your district has a DRC INSIGHT Portal account with the current year's Smarter Balanced Interim Assessments, please reach out to DRC Customer Service.

## ACCESSING THE SMARTER BALANCED INTERIM ASSESSMENTS

### In-person Testing Using the DRC INSIGHT Secure Web-Based Test Engine

Access the DRC INSIGHT secure web-based test engine for in-person testing by double-clicking the DRC INSIGHT icon on the student testing device.





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Under the Smarter Balanced Interim Assessments icon, select the Online Tools Training link to launch the OTT or select the Test Sign-In link to log into an actual test.



On the Test Sign-In page, the student can log into their test using the credentials on their test ticket.

### Remote Testing via a URL

Remote Testing is offered for the Smarter Balanced Interim Assessments using the DRC INSIGHT test engine, which will be accessed via a URL and launched in a public browser. More information, along with the remote testing URL, can be found in the DRC INSIGHT Portal.

1. Log into your DRC INSIGHT Portal account and navigate to My Applications > General Information > Documents.
2. Filter the Administration for the current year's **Smarter Balanced Interim Assessments** and the Document Type to **Remote Testing**.
3. Select the **DRC INSIGHT Remote Testing URL, Links, and Contacts for the Smarter Balanced Interim Testing** document.
4. Click on the remote testing URL link in the documents and the Smarter Balanced Interim Assessment Test Sign-In page will launch.
5. On the Test Sign-In page, enter the credentials on the student test ticket to begin the test.



## TESTING SUPPORTS AND ACCOMMODATIONS

Testing Supports are available for both the **Interim Comprehensive Assessments (ICAs)** and **Interim Assessment Blocks (IABs)**. Available supports include:

- Masking
- Color Choices
- Contrasting Text
- Text-To-Speech\*
- Text-to-Speech for ELA Passages in Grades 6-8\*

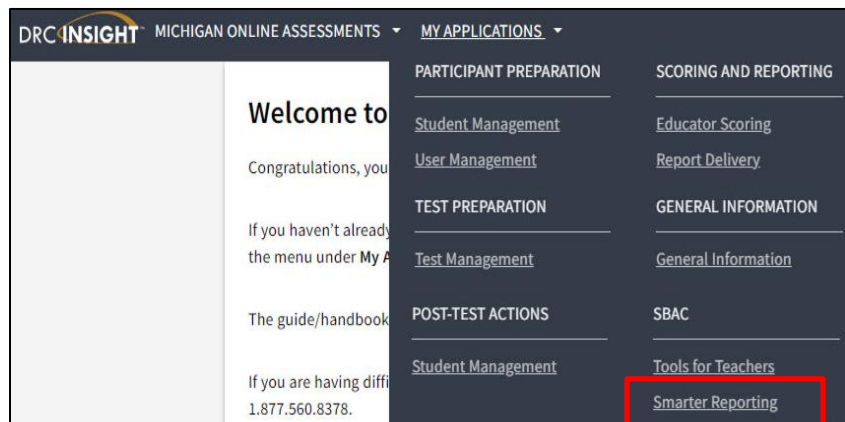
*\* Must be assigned as a designated support in the student profile in the DRC INSIGHT Portal before testing*

## THE SMARTER BALANCED REPORTING SYSTEM

### Accessing the Smarter Balanced Reporting System

Access for the Smarter Balanced Reporting System is provided to users with a DRC INSIGHT Portal account and access to the Smarter Balanced Interim Assessments administration. Permission to access Smarter Reporting is provided in the District, School, and Teacher permission sets.

1. Log into your DRC INSIGHT Portal Account (<https://mi.drcdirect.com>) and navigate to My Applications > SBAC > Smarter Reporting (note: options will vary based on permissions).
2. When you click on the Smarter Reporting link in the DRC INSIGHT Portal, you will be automatically redirected to the Smarter Balanced Reporting System.



### Setting Up and Assigning Student Groups

District or School users will need to set up Student Groups and assign them to Teachers in the Smarter Balanced Reporting System. This will provide Teachers access to their students in the Smarter Balanced Reporting System. Detailed information on setting up Student Groups is provided in the [Smarter Balanced Reporting System User Guide](#).

**Important!** Teacher email address **MUST** match the email used for the Teacher in the DRC INSIGHT Portal. In addition, student information **MUST** match the student information in the DRC INSIGHT Portal.



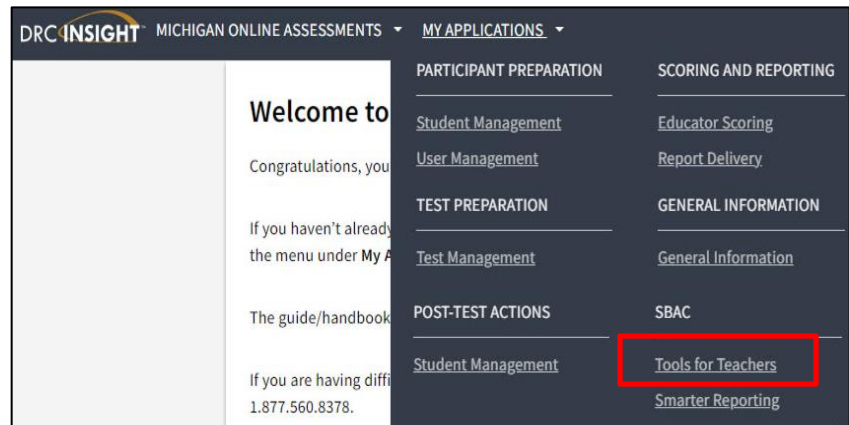


## ACCESSING TOOLS FOR TEACHERS

**Tools for Teachers** is available to *all* Michigan educators—even if they do not use the Smarter Balanced Interim Assessments. This online resource provides materials, lessons, and strategies aligned to state standards.

To access **Tools for Teachers**, educators need a DRC INSIGHT Portal account with permission for the Smarter Balanced Interim Assessments. Educators who have not previously had a DRC INSIGHT Portal account can be added by sites as new users for the Smarter Balanced Interim Assessments, even if it is only to access **Tools for Teachers**. Permission for **Tools for Teachers** is provided in the District, School, and Teacher permission sets.

1. Log into the DRC INSIGHT Portal (<https://mi.drcdirect.com>).
  - a. If you do not yet have a Portal account, check with your District or Building Coordinator to request to be added as a new user at your site.
  - b. If no one in your district has a Portal account, reach out to DRC Customer Service at (see last page of this document).



2. In the DRC INSIGHT Portal, navigate to My Applications > SBAC, then click the **Tools for Teachers** link (note: options will vary based on permissions).

When you click on the **Tools for Teachers** link in the DRC INSIGHT Portal, you will be automatically redirected to **Tools for Teachers**.

On the **Tools for Teachers** main page, click the left-hand menu to see the menu options, type a topic, claim, or target in the search box, or click the filter resources link.







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## RESOURCES ON THE DRC INSIGHT PORTAL

DRC offers resources to support your use of the Smarter Balanced Interim Assessments, Reporting Tools, and **Tools for Teachers**. Most documents, manuals, and training materials can be accessed on the DRC INSIGHT Portal without a log-in.

From the DRC INSIGHT Portal Sign-In page ( <https://mi.drctedirect.com> )

**DRC INSIGHT**

**Sign In**

Username \*

Password \*

☐ Show Text

**Sign In**

[Forgot your password?](#)

**Welcome to the DRC INSIGHT Portal**

The DRC INSIGHT Portal is used to manage M-STEP, MI-Access, and Early Literacy and Mathematics Benchmark Assessments. Enter your Username (email address) and Password to the left and select **Sign In**. To obtain a login and password follow these [directions](#).

**Without a login** – You can access:

- Documents and Training Materials
  - Manuals and test directions
  - Mini-modules and training presentations
  - Accommodation videos
- DRC INSIGHT systems status

**With a login** – You can access:

- Student Management tools
  - Assign accommodations
  - Monitor student testing status
  - Test Monitoring Application
- Test Management tools
  - Create and update test sessions
  - Print test tickets
- Software downloads

**MI-Access Online Answer Document Portal**

The MI-Access Online Answer Document Portal for Supported Independence and Participation score entry is only available during the MI-Access testing window. Test tickets are required for score entry.

Need assistance? **DRC Customer Support** can be contacted at (877) 560-8378 option 2 or by emailing [mlsupport@datarecognitioncorp.com](mailto:mlsupport@datarecognitioncorp.com).

**DRC INSIGHT**

General Information | Announcements | **Documents** | Test Tutorials

### Documents

[+ Instructions](#)

Administration

Smarter Balanced Interim Assessment

Document Type

(All)

Audience

(All)

**Show Documents**



## RESOURCE LINKS

[Smarter Balanced Interim Assessments Overview Training](#)

[DRC INSIGHT Portal User Guide](#)

[Accessing Documents in the DRC INSIGHT Portal](#)

[Adding New Users to the DRC INSIGHT Portal Mini-Module](#)

[Adding Students in the DRC INSIGHT Portal Mini-Module](#)

[Accessing Tools for Teachers through the DRC INSIGHT Portal](#)

[How to Use the Text-to-Speech \(TTS\) Accommodation and Designated Support](#)

[Smarter Balanced Reporting System User Guide:](#)

Note: Student Groups will need to be set up for Teachers as this provides Teacher access to student in the Smarter Balanced Reporting site.

[Smarter Balanced Interim Assessment Overview](#)

[Smarter Balanced Tools for Teachers Overview](#)

[What is Tools For Teachers?](#) (YouTube video)

[Understanding the Smarter Balanced Reporting System for Educators](#) (YouTube video)

[Understanding the Smarter Balanced Interim Assessments](#) (YouTube video)

[Tools for Teachers - Demonstration](#)

[Smarter Annotated Response Tool:](#) Video walks user through the SmART and will showcase how writing tasks are scored and how educators can use SmART to support student writing.

[Interim Assessment Item Portal:](#) Video demonstrates how educators can use the IAIP to search for individual interim assessment test questions to use in the classroom.

More information on the **Smarter Balanced Interim Assessments** can be found at <https://www.smarterbalanced.org/assessments/interim-assessments/>.

## CUSTOMER SUPPORT

### DRC Customer Support

- Phone: 877-560-8378 [Option #2](#)
- Email: [misupport@datarecognitioncorp.com](mailto:misupport@datarecognitioncorp.com)
- 8:00am-5:00 pm EST Monday-Friday [regular hours]
  - Contact DRC if you have questions about the DRC INSIGHT Portal or the online test administration process.

### Office of Educational Assessment and Accountability (OEAA)

- Phone: 877-560-8378 [Option #3](#)
- Email: [mde-oeaa@michigan.gov](mailto:mde-oeaa@michigan.gov)
- Contact MDE customer service for questions about administration policies.