

Testing Manager

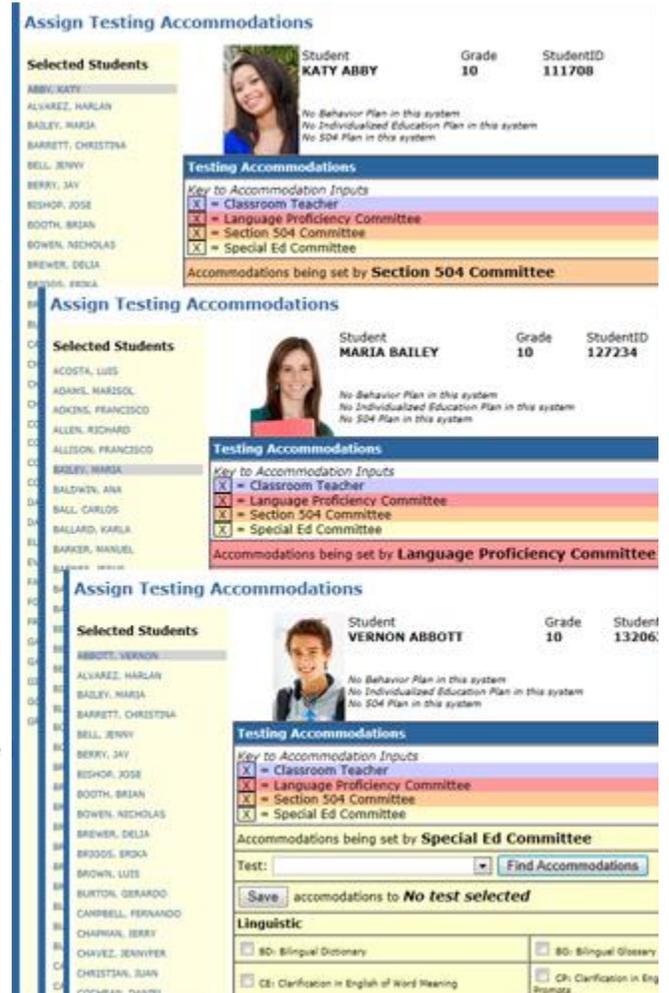
Problem

- State-mandated testing includes **many requirements**
- Students must be given the **tests that states require**
- Many students qualify for special **accommodations** which must be identified ahead of time and assigned to testing locations accordingly
- Proctors must be **assigned, trained and file oaths** for understanding and abiding by the testing rules
- **Records and documentation** must be made and kept for a prescribed period of years
- **Records must match test results**
- ...and the requirements go on!

Solution

With Edclick's Web-based **Testing Manager**:

- **Assign staff** to be test proctors with a few clicks.
- **Assign students** to tests and proctors with a few clicks.
- **Automatically compare school test rosters to state test rosters** to ensure an exact match to testing requirements.
- **Gather testing accommodations** input per student from your Special Ed Committee, Section 504 Committee, Language Proficiency Committee and classroom teachers.
- **Consolidate testing accommodations** inputs into an accommodation plan for each student and each test where applicable.
- **Red-flag accommodations discrepancies** that do not match accommodations recommended by accommodation committees.
- **Create electronic forms with electronic signatures** for Oaths and other required forms for proctors, testing coordinators, administrators and others. Store forms securely with easy access and without consuming file cabinet space.
- **Easily track electronic forms which have been not been signed** and those that have been signed to ensure 100% compliance.
- **Automatically generate test rosters with accommodations** and other necessary info to proctors.
- **Automatically generate test rosters for public posting** so students know where to go on test day.
- **Quickly create drag-and-drop seating arrangements** to be archived with test documentation archive.
- **Complete records:** Testing Manager provides complete and easily accessible testing records over time for transparency and accountability.
- **Customizable:** The system is customizable to your school's testing process.



The screenshots show the 'Assign Testing Accommodations' interface for three students: KATY ABBY, MARIA BAILEY, and VERNON ABBOTT. Each interface includes a list of 'Selected Students', a student profile with a photo, and a 'Testing Accommodations' section. The 'Testing Accommodations' section has a 'Key to Accommodation Inputs' with checkboxes for Classroom Teacher, Language Proficiency Committee, Section 504 Committee, and Special Ed Committee. For KATY ABBY, the accommodations are set by the Section 504 Committee. For MARIA BAILEY, they are set by the Language Proficiency Committee. For VERNON ABBOTT, they are set by the Special Ed Committee. The interface also includes a 'Test:' dropdown, a 'Find Accommodations' button, and a 'Save' button with a note 'accommodations to No test selected'. A 'Linguistic' section at the bottom has checkboxes for 'BD: Bilingual Dictionary' and 'CD: Clarification in English of Word Meanings'.

I do hereby further certify, warrant, and affirm that I will faithfully and fully comply with all requirements concerning test security and confidentiality.

Signature Signed Not Signed
 Checking this electronic signature button is equivalent to signing **Mary Arney** on a paper document. Your identity has been established by your logon account.