

# OHIO ENGLISH LANGUAGE PROFICIENCY ASSESSMENT

## SPRING 2022 OELPA TEST ADMINISTRATION OVERVIEW



OHIO DEPARTMENT OF EDUCATION  
CAMBIUM ASSESSMENT, INC.

# Teams Live Event

Attendee microphones are muted.

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Submit questions in the Q&A.

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Live stream is delayed 20-30 seconds.

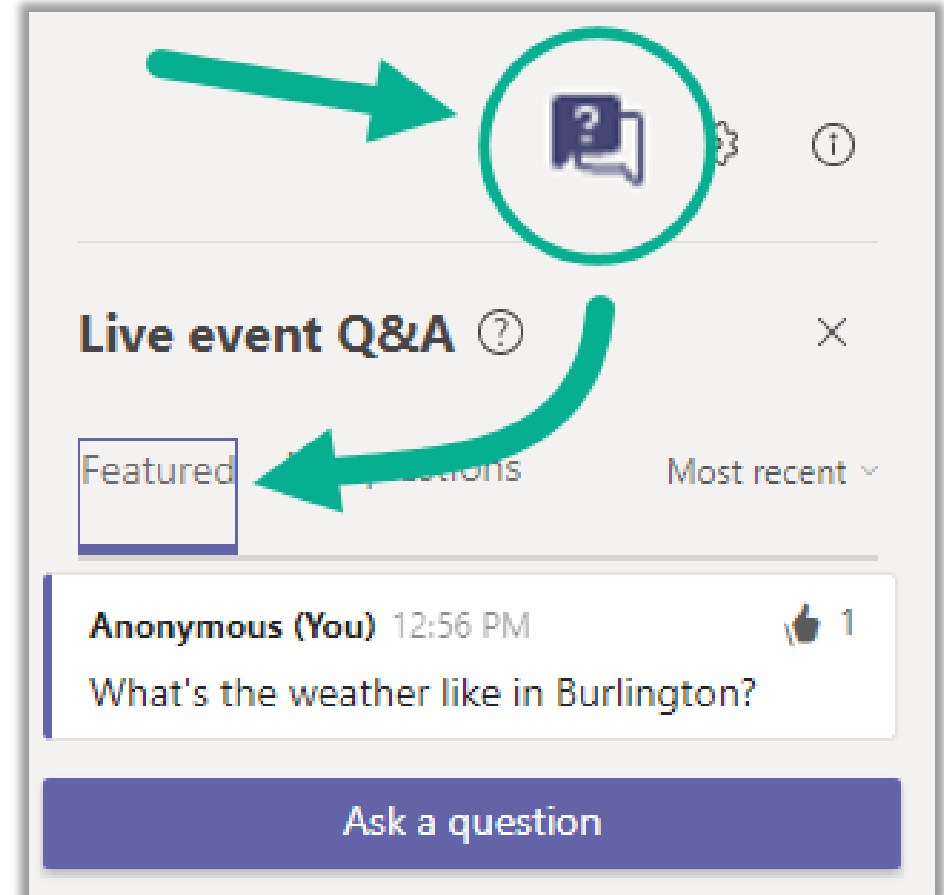


# Teams Live Event - Q&A Feature

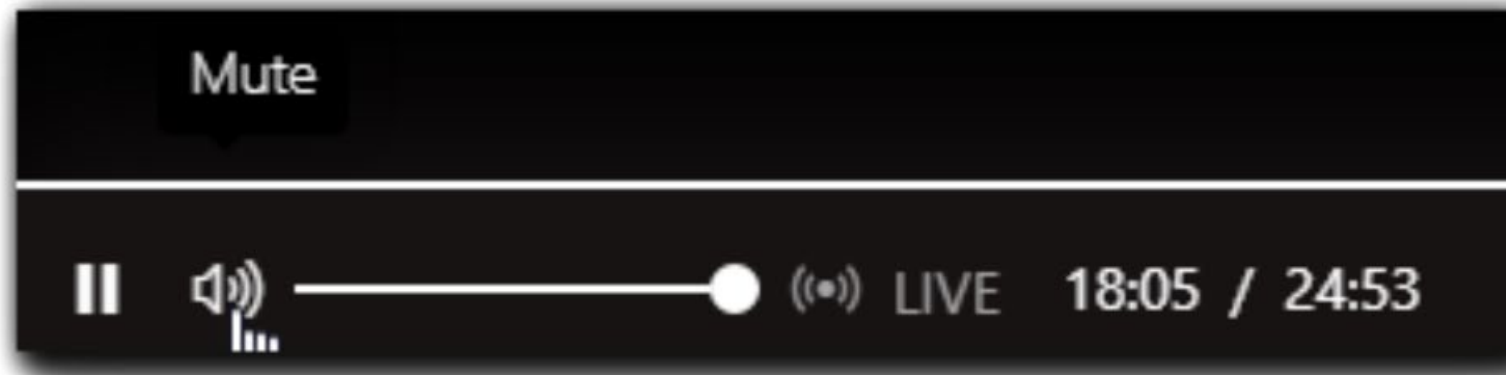
**Attendees** can submit questions to presenters while the Q&A chat is open.

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**Presenters** can reply privately or feature questions and answers for all to see.



# Teams Live Event - Attendee Controls



|                    |  |
|--------------------|--|
| <b>Pause</b>       | Attendees can pause the live stream.                                 |
| <b>Volume/Mute</b> | Attendees can adjust volume and mute.                                |
| <b>Live</b>        | After pausing, clicking “Live” will jump forward to the live stream. |
| <b>Timer</b>       | Indicates where attendee’s stream is versus the live event.          |

# Webinar Announcements

Sessions recorded and available later.

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Complete evaluation to receive certificate of attendance.

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# Training Objectives



Become familiar with the portal and online systems



Know how to find resources on the portal



Prepare participants for the spring 2022 administration



Answer questions about the portal and test systems.

Today's topics will cover the following for the Spring 2022 OELPA administration:

- Test participation information
- Important dates
- CAI systems for administering the OELPA
- Updating students for OELPA in TIDE
- Online Administration
- Paper Testing
- Test Administrator Resources
- Overview of results

# Who Participates in the OELPA?



**All public-school districts and community schools** enrolling English learners administer the OELPA annually.



OELPA administered annually to **all students identified as English learners.**



Review the Department's guidance for more information:  
[Guidelines for Identifying English Learners](#)  
[English Learner Exit Criteria](#)



# Ohio English Language Proficiency Assessment (OELPA)

## Four separate domain tests:

- Listening
- Reading
- Speaking
- Writing

## Tests by grade band:

- Kindergarten
- Grade 1
- Grades 2-3
- Grades 4-5
- Grades 6-8
- High School (Grades 9-12)

## Domain test scores:

- 1 – Beginning
- 2 – Early Intermediate
- 3 – Intermediate
- 4 – Early Advance
- 5 – Advance

## Overall performance levels:

- 1 – Emerging
- 2 – Progressing
- 3 – Proficient

## Online:

- TA sets up test session in the [Test Administrator \(TA\) Interface](#)
- Student accesses test via the secure browser
- No paper materials.

## Paper (accommodation including Braille and Large Print):

- Paper materials ordered through TIDE
- TA enters student responses into Date Entry Interface (DEI)

# Important Dates

## January 18, 2022

- Accommodated Paper Test materials due in district

## January 19 – March 23, 2022

- Addition Order window available in TIDE

## January 31– March 25, 2022

- OELPA Test window for online and paper tests.

## March 25, 2022

- Last day to register students in TIDE
- Test window closes

## May 16, 2022

- Scores available in the Centralized Reporting System

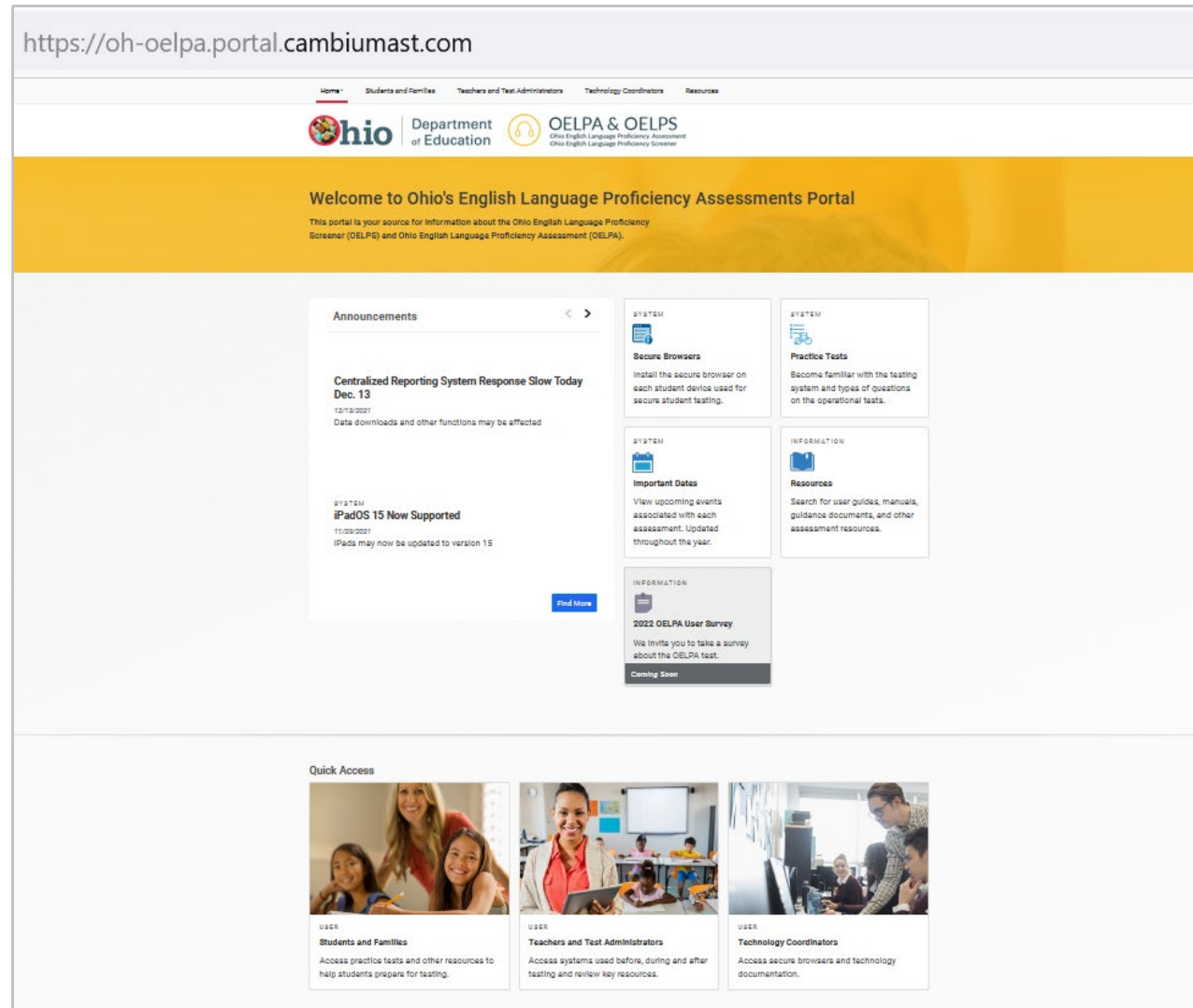
Visit the OELPA Portal at:

<https://oh-oelpa.portal.cambiumast.com/>

*Note: Portal access does not require a login.*

# OELPA Portal Homepage

- Access the assessment systems used to administer the OELPA on the homepage of the OELPA portal.



The screenshot displays the OELPA Portal Homepage at <https://oh-oelpa.portal.cambiumast.com>. The page features a navigation menu with links for Home, Students and Families, Teachers and Test Administrators, Technology Coordinators, and Resources. The header includes the Ohio Department of Education logo and the OELPA & OELPS logo. A yellow banner welcomes users to the Ohio's English Language Proficiency Assessments Portal, stating it is the source for information about the Ohio English Language Proficiency Screener (OELPS) and the Ohio English Language Proficiency Assessment (OELPA).

The main content area is divided into several sections:

- Announcements:** Contains two items: "Centralized Reporting System Response Slow Today Dec. 13" (dated 12/13/2021) and "iPadOS 15 Now Supported" (dated 11/23/2021).
- Secure Browsers:** A system message advising users to install the secure browser on each student device used for secure student testing.
- Practice Tests:** A system message encouraging users to become familiar with the testing system and types of questions on operational tests.
- Important Dates:** A system message about viewing upcoming events associated with each assessment, updated throughout the year.
- Resources:** An information message about searching for user guides, manuals, guidance documents, and other assessment resources.
- 2022 OELPA User Survey:** An information message inviting users to take a survey about the OELPA test, with a "Coming Soon" status.

The bottom section, titled "Quick Access", provides direct links for three user groups:

- Students and Families:** Access practice tests and other resources to help students prepare for testing.
- Teachers and Test Administrators:** Access systems used before, during and after testing and review key resources.
- Technology Coordinators:** Access secure browsers and technology documentation.

# OELPA Administration Systems

- Test Information Distribution Engine (TIDE)
- TA Interface
- Data Entry Interface (DEI)
  - for paper testing only

Home - Students and Families **Teachers and Test Administrators** Technology Coordinators Resources

**Ohio** Department of Education **OELPA & OELPS**  
Ohio English Language Proficiency Assessment  
Ohio English Language Proficiency Screener

## Teachers and Test Administrators

This portal is your source for information about the Ohio English Language Proficiency Screener (OELPS) and Ohio English Language Proficiency Assessment (OELPA).

Home > Teachers and Test Administrators

### Preparing for Testing

**SYSTEM**

**Test Information Distribution Engine (TIDE)**  
Manage users and student information, order paper materials and monitor test progress.

**SYSTEM**

**General TA Certification**  
Complete optional training on using the TA Interface and administering tests.

**SYSTEM**

**TA Practice Site**  
Become familiar with TA Interface and proctor practice sessions for students and guest users.

### Administering Tests

**SYSTEM**

**TA Interface**  
Launch tests or training tests for students.

**SYSTEM**

**Data Entry Interface (DEI)**  
Enter student responses and scores for paper tests only.

**SYSTEM**

**Teacher Hand Scoring System (THSS)**  
Score responses for hand-scored items on Step Three for the OELPS.

### After Testing

**SYSTEM**

**Centralized Reporting System (CRS)**  
Access and download state Assessments results and view reports on student performance.

**SYSTEM**

**Online Reporting System (ORS)**  
Access student results and reports for state assessments administered prior to July 2021.

**SYSTEM**

**Inbox**  
Securely access data files exported from TIDE, ORS, or CRS.

# OELPA Online System User Roles

| Online System/Tasks   | Test Coordinators<br>(DTC, DA, BTC) | Teacher<br>(TE) | Test<br>Administrator<br>(TA) |
|---|-------------------------------------|-----------------|-------------------------------|
| <b>TIDE:</b> <ul style="list-style-type: none"> <li>Student information</li> <li>Participation reports</li> </ul> | X                                   | X               | X                             |
| <b>TA Interface:</b> <ul style="list-style-type: none"> <li>Test sessions for online tests</li> </ul>             | X                                   | X               | X                             |
| <b>Data Entry Interface:</b> <ul style="list-style-type: none"> <li>Response entry for paper tests</li> </ul>     | X                                   | X               | X                             |
| <b>Centralized Reporting System</b> <ul style="list-style-type: none"> <li>Viewing student scores</li> </ul>      | X                                   | X               |                               |

# TIDE User Accounts

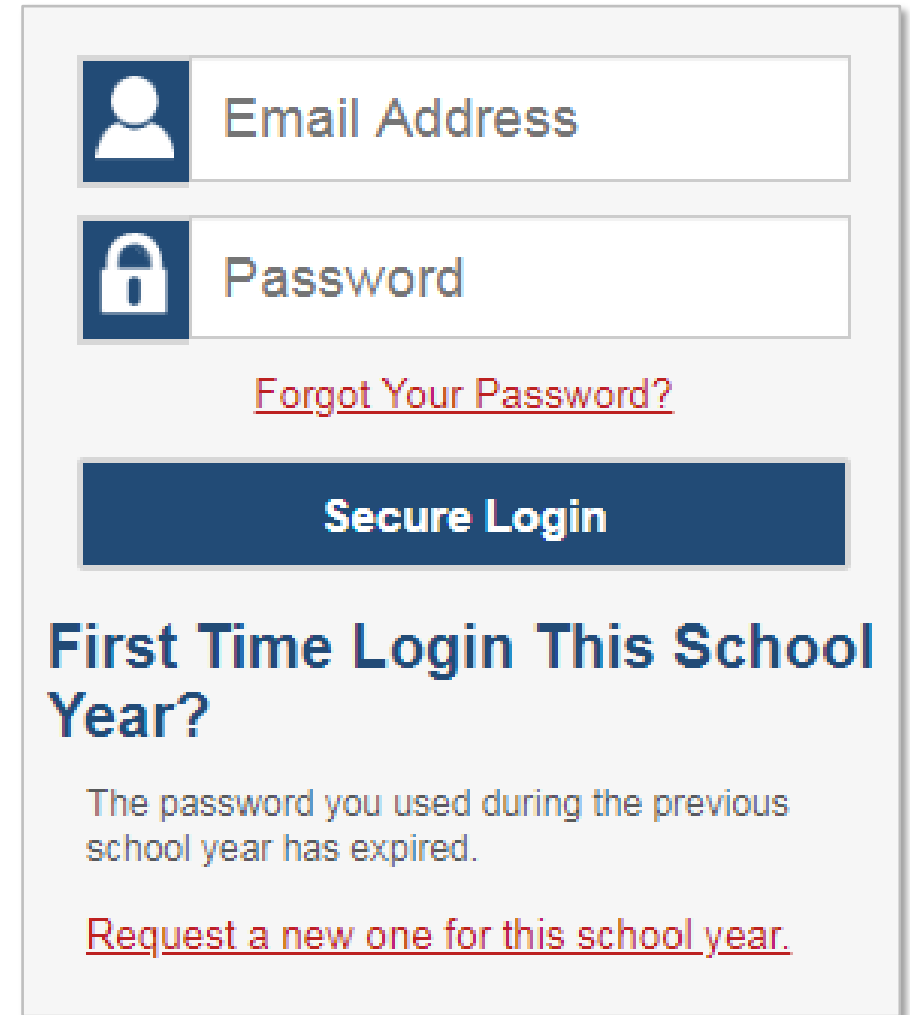
- Test coordinators (DTCs, DAs, or BTCs) are responsible for creating and maintaining all TE and TA user accounts.
- All users should ensure they have a TIDE account in advance of the test window.
- Administrator user accounts must be associated with the school and district where their students are preidentified.
- Users can have different roles in different schools and districts. For example, a person can be a TE in School A and a TA in School B.
  - *The same email address should be used to add users to multiple schools or districts.*



# TIDE User Accounts (continued)

When a test coordinator creates a user account, the user will receive an activation email to setup their password.

- Username is the email address used when adding the account in TIDE.
- Users **MUST** access the link within the activation email within 15 minutes of receiving the email.
- If a user fails to do so within 15 minutes, a new activation email can be requested on the login screen.
- Activation and password reset emails come from DoNotReply@cambiumassessment.com
- **Do not share your password with anyone!**



The screenshot shows a login interface with two input fields: 'Email Address' (with a person icon) and 'Password' (with a lock icon). Below the fields is a link for 'Forgot Your Password?'. A dark blue button labeled 'Secure Login' is positioned below the fields. Below the button, a message reads: 'First Time Login This School Year? The password you used during the previous school year has expired.' At the bottom, there is a link: 'Request a new one for this school year.'

# Test Administrator Criteria

To administer the OELPA, a test administrator must:

- be an employee of the district; and
- hold a license/permit/certificate issued by the Ohio Department of Education

as stated in the Ohio Administrative Code.


# Test Administrator Preparation


To administer the 2022 OELPA, the test administrator must also be trained.

Training should include:

- Reading the [Test Coordinator Manual](#), [Test Administration Manual](#), and the [TA User Guide](#) to become familiar with the test procedures.
- If administering paper tests, administrators **also** must read the [Data Entry Interface \(DEI\) User Guide](#).
- Complete the [TA Certification Course](#) and other available training modules on the portal

- TIDE Pre-ID window is open through March 25
- Pre-identify students in TIDE prior to testing them;
- SSID tracks the student through the system for all state tests;
- Only English learner students should be marked for an OELPA test mode in TIDE.

SYSTEM 



**Test Information Distribution Engine (TIDE)**

Manage users and student information, order paper materials and monitor test progress.

## Access TIDE to:

- Create and manage TIDE user accounts;
- Preidentify students for tests;
- Submit requests for paper, large print and Braille tests;
- Configure student test settings; and
- Submit test status requests to reset, reopen or invalidate a test.

<https://oh.tide.cambiumast.com/Common/DashBoard>

- Log into TIDE using your email address and password

## Login



Email Address



Password

[Forgot Your Password?](#)

**Secure Login**

### First Time Login This School Year?

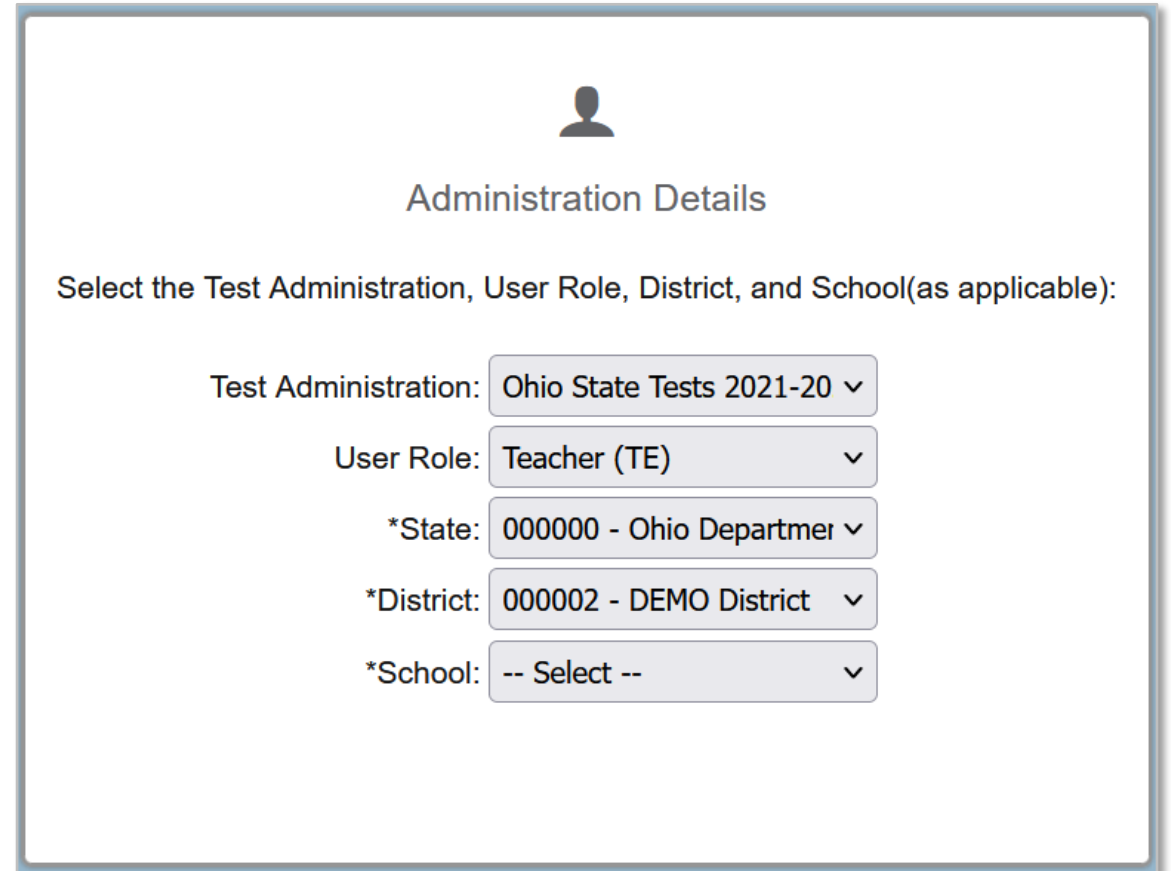
The password you used during the previous school year has expired.

[Request a new one for this school year.](#)

# TIDE log-in

- Choose the “Ohio State Tests 2021-2022” in the drop down for the test administration in TIDE.
- Choose the correct User Role that you are set up as in the TIDE system
- Select your district and school if applicable.

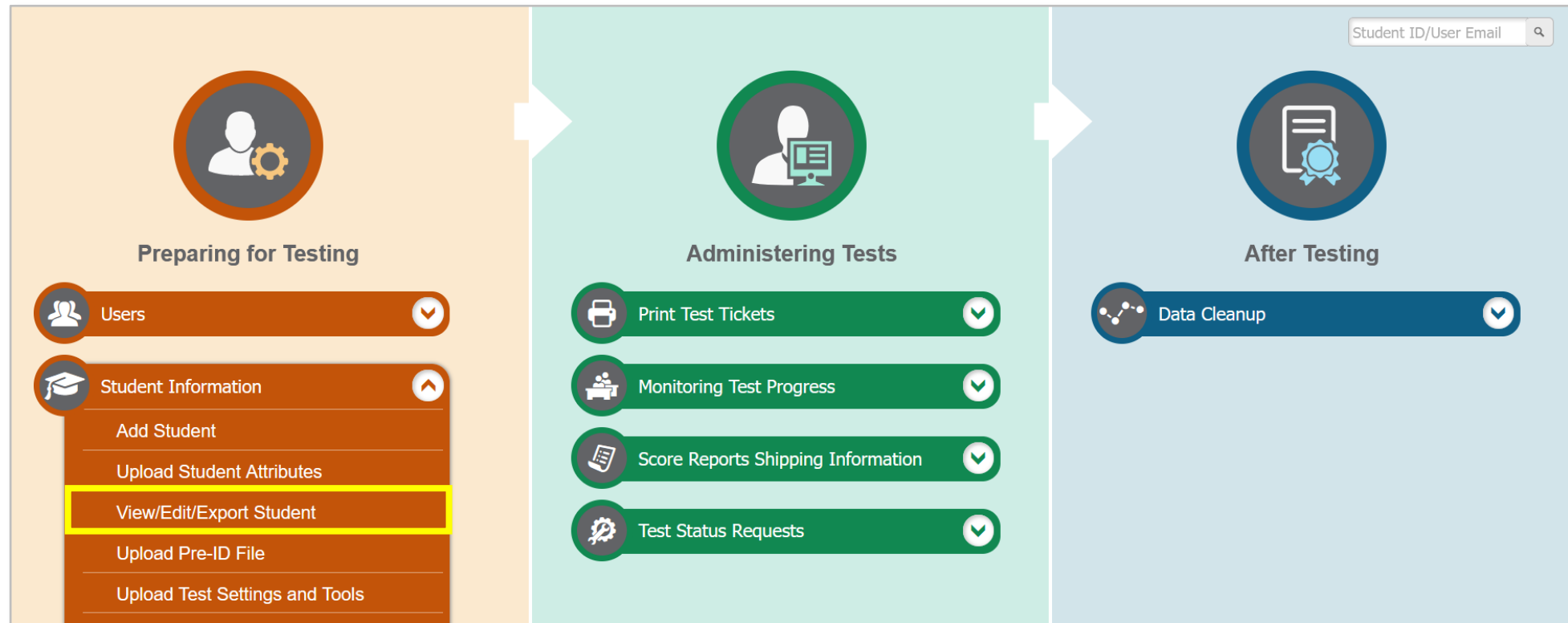
\*Only BTCs, DTCs, and DAs can add or edit student information in TIDE



The screenshot shows a user profile icon at the top, followed by the title "Administration Details". Below the title is the instruction "Select the Test Administration, User Role, District, and School(as applicable):". The form contains five dropdown menus: "Test Administration" set to "Ohio State Tests 2021-20", "User Role" set to "Teacher (TE)", "\*State" set to "000000 - Ohio Departmer", "\*District" set to "000002 - DEMO District", and "\*School" set to "-- Select --".

# Updating a student for OELPA in TIDE

- Under the “Preparing for Testing” section, choose the “View/Edit/Export Student” to update a student for OELPA.
- If a student already is in TIDE, you can search for them by entering their SSID in the “search” function.





# View/Edit Screen

## View/Edit/Export Student

Use this page to view, edit, or export students. [more info](#) ▾

### Search Students

\*District:  ▾  
\*School:  ▾  
SSID:

Student's Last Name:   
Student's First Name:   
Enrolled Grade:  ▾

### Advanced Search

Search Fields:  ▾

Add

**Additional Criteria Chosen:**

Search

# View/Edit Screen

**View/Edit Student:**

Use this form to modify a student's settings. [more info](#)

**Go to section:**

- 1
- 2
- 3
- 4
- 5
- 6
- 7
- 8
- 9
- 10

**Student Information**

District: 000002 - DEMO District      Student's Middle Name: SM10

School: 000003 - DEMO School      Gender:  Male  Female

\*SSID: DEMO30206      \*Birth Date (MMDDYYYY): 03012017

District assigned student identifier:

\*Enrolled Grade: 10

\*Student's Last Name: A^1      \*Ethnicity: Other/Unknown

\*Student's First Name: Sfname10      Home District IRN:

Home School IRN:

**Eligibility Information**

Test Eligibility (Alternate  Yes  No Assessment):

LCI Assignment:  Yes  No

OELPA Mode:

OELPA Braille:  Yes  No

**Breach Eligibility for Ohio's State Tests**

American Government:

American History:

Algebra I:

Biology:

# Required Pre-ID Fields for Students Taking the OELPA

- **OELPA Test Mode Fields**

- O = Online

- P = Paper

- Must be indicated for each applicable subject.

# View/Edit Screen

| General Testing Tools |                                     |                                     |                                     |                                     |                                     |                                     |                                     |                                     |
|-----------------------|-------------------------------------|-------------------------------------|-------------------------------------|-------------------------------------|-------------------------------------|-------------------------------------|-------------------------------------|-------------------------------------|
| General Testing Tools | AASCD                               | ELA                                 | Graduation Tests                    | Mathematics                         | OELPA                               | OELPS                               | Science                             | Social Studies                      |
| Strikethrough ?       | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> |
| Highlighter ?         | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> |
| Masking ?             | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> |
| Test Clock ?          | <input type="checkbox"/>            | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/>            | <input type="checkbox"/>            | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> |

+ Reading Tools

+ Visual Tools

+ Other Tools

# Domain Exemptions

| Domain Exemptions               | AASCD                    | ELA                      | Graduation Tests         | Mathematics              | OELPA                                  | OELPS                                      | Science                  | Social Studies           |
|---------------------------------|--------------------------|--------------------------|--------------------------|--------------------------|--|--|--------------------------|--------------------------|
| Exempted Domains <span>?</span> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="text" value="Listening"/> | <input type="text" value="No Exemptions"/> | <input type="checkbox"/> | <input type="checkbox"/> |

Domain exemptions must be marked before the student starts the test.

See the [Accessibility Manual for Ohio's English Language Proficiency Assessments](#) for complete information about Ohio's domain exemption policy.

OELPA

- No Exemptions
- Listening
- Reading
- Writing
- Speaking

# ADMINISTERING THE OELPA ONLINE

**The OELPA is an online test.**

Almost all students who take the OELPA will test online through the Student Interface via the secure browser.

# Test Status Requests


| In order to...  | Submit this test status request type in TIDE   |
|---|--|
| allow the student to log in to a test that has been submitted                       | <b><i>Reopen a test</i></b><br>To submit a reopen request, the test must be in completed, expired, submitted, scored, reported or invalidated status.          |
| allow the student to start the test over by removing all student responses or marks | <b><i>Reset</i></b><br>To submit a reset request, the test can be in any status.   |
| invalidate a student's online domain test(s)  | <b><i>Invalidation</i></b><br>To submit an invalidation request, the test must be in completed, denied, expired, paused, submitted, scored or reported status. |


# OELPA Systems for Online Testing

| System  | Description  |
|---|--|
| TIDE<br>(Test Information<br>Distribution Engine) | <ul style="list-style-type: none"><li>• Student identification (name, SSID, grade, etc.)</li><li>• User management</li><li>• Resets and invalidations (test status requests)</li><li>• Monitoring Test Progress</li></ul>      |
| TA Interface (DEI)                                | <ul style="list-style-type: none"><li>• Used by TE/TA to start session, approve student to test, and monitor test progress.</li></ul>  |
| Student Interface                                 | <ul style="list-style-type: none"><li>• Accessed via the Secure Browser</li><li>• Access domain tests.</li><li>• Test tools available via Global Toolbar</li><li>• Responses entered directly into student interface</li></ul> |
| Centralized Reporting<br>System (CRS)             | <ul style="list-style-type: none"><li>• Access student score reports and downloadable results (available to select user roles)</li><li>• Results available in May</li></ul>  |




# Online Testing Demonstration


SYSTEM 



**TA Interface**

Launch tests or training tests for students.

SYSTEM 



**Secure Browsers**

Install the secure browser on each student device used for secure student testing.



<https://oh-oelpa.portal.cambiumast.com/secure-browsers.html>

# TA Interface

The screenshot shows the TA Interface with a modal window titled "Operational Tests Test Selection". The modal contains the following elements:

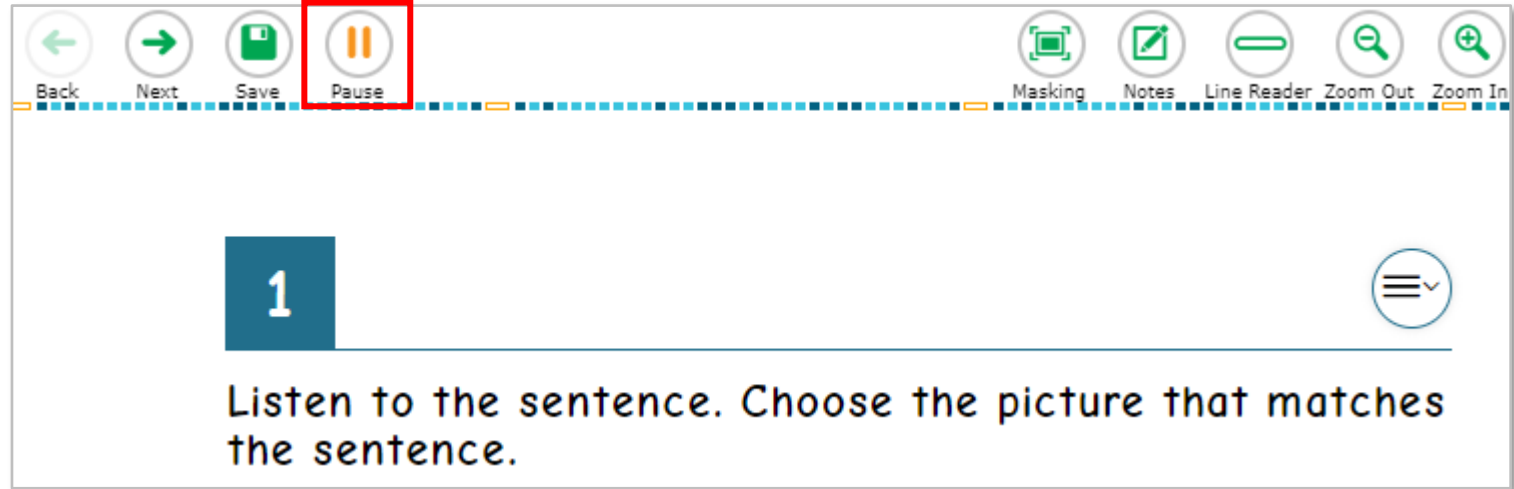
- Header: "Operational Tests Test Selection" with search and close icons.
- Instructions: "Choose a testing category. Then select one or more tests. You can switch categories by using the button in the modal header."
- Category List:
  - Uncategorized Tests
  - Ohio's State Tests (highlighted in green)
  - OELPS
  - Ohio Graduation Tests
  - OELPA Tests
  - Restart Readiness Assessments
  - Alternate Assessment
- Message: "You must make at least one selection before starting your session." with a left-pointing arrow.
- Button: "Start Operational Tests Session" with a play icon.

Background interface elements include a top navigation bar with "Student Lookup", "Print Session", "Help Guide", and "Logout as demo, test". A sidebar on the left shows "Ohio" and "Operational Tests Not Started" sections.

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# Pausing a Test

- A test may be paused by the student or TA.
- The test may be paused up to 20 minutes and resumed.
- If test is paused longer than 20 minutes, a task request for a reopen may be submitted in TIDE.
- If test is paused longer than 20 minutes and is not reopened, the test will be submitted at the end of the test window.






## Practice Test Session

0 students awaiting approval 1 active tests

 = OELPA Practice Tests

Tests started/paused/completed

| Student Information      | Opp # | Test                                     | Progress  | Status   | Test Settings   | Actions   |
|--------------------------|-------|--|--|----------|---|---|
| LN, FN<br>SSID DEMO02861 | 1     | Kindergarten OELPA Writing Practice Test | <input type="text"/>   | Approved | Standard<br> |  |

# PAPER TESTING FOR THE OELPA

Paper testing is allowed only as an accommodation for eligible English learners

English learners who require the paper format must have the paper accommodation noted in their IEP or 504 plan

# Paper Testing Overview

- Districts will need to place orders for paper materials in TIDE.
- Paper orders need to be approved by the Department.
- Students must be preidentified in TIDE with a test mode of “P”.
- The test administrator uses the paper materials to administer the test to the student.
- The test administrator will then enter the student’s responses into the Data Entry Interface (DEI).
- Test security must be maintained.

SYSTEM



## **Data Entry Interface (DEI)**

Enter student responses and scores for paper tests only.

# Entering Students' Paper Responses into the DEI

- Do not wait until the end of the test window to submit student responses for paper.
- Enter student responses during or immediately after the administration of each domain test.
- Responses can be entered even if the student has not completed all domain tests.
- **Submit** each domain test after entering all responses for that domain.

# Speaking Tests in the DEI

## Instructions for TA:

- Speaking test is administered and scored “live”
- TA scores spoken responses and enters scores in the Data Entry Interface (DEI)
- Enter scores during or immediately after the speaking test.
- Enter all scores before the test window closes (March 25)
- Review the *DEI User Guide* and the *Local Scoring Tutorial for Speaking* on the portal for more information



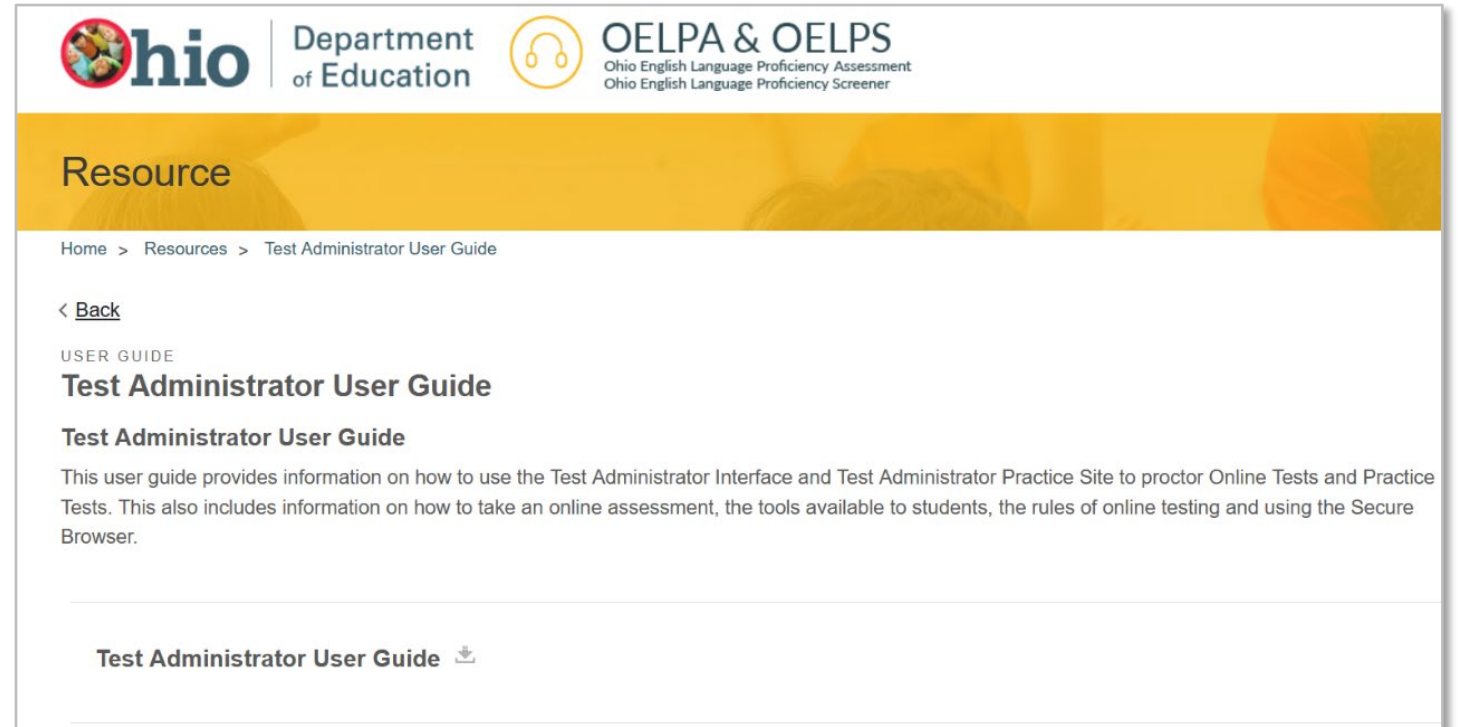
# System User Guides for OELPA

- Test Administration User Guide
- TIDE System Resources
- Data Entry Interface User Guide
- Centralized Reporting System Resources

The screenshot shows a web page with the URL <https://oh-oelpa.portal.cambiumast.com/resources#text=TIDE>. The header includes the Ohio Department of Education logo and the OELPA & OELPS logo. The page title is "Resources". Below the header, there is a search bar with the text "What can we help you find?" and a dropdown menu set to "TIDE". A "Search" button is to the right of the search bar. Below the search bar, there is a link "Browse the Glossary" and a message "Your search has returned 39 results." On the left side, there is a "REFINE" section with filters for "Resource Type", "Audience", "Testing Phase", and "Topic". The main content area displays search results, including a "FAQ" section titled "Frequently Asked Questions about TIDE" and a "USER GUIDE" section titled "TIDE User Guide" with a description: "2021-2022 TIDE User Guide This user guide provides an overview of the Test Information Distribution Engine (TIDE), how to access". There are also two "TIDE Tasks Summary for Test Coordinators" entries.

# Test Administrator User Guide

- Test Administrator Interface
- Test Administrator Practice Site
- Taking online assessments
- Tools available to students
- Rules of online testing
- Using the Secure Browser



The screenshot shows the top of a web page. At the top left is the 'hio' logo. To its right is the text 'Department of Education'. Further right is the 'OELPA & OELPS' logo, which includes a headset icon and the text 'Ohio English Language Proficiency Assessment' and 'Ohio English Language Proficiency Screener'. Below the logos is a yellow banner with the word 'Resource' in white. Underneath the banner is a breadcrumb trail: 'Home > Resources > Test Administrator User Guide'. Below the breadcrumb is a '< Back' link. Then, the text 'USER GUIDE' is displayed in all caps. The main heading is 'Test Administrator User Guide'. Below this is a sub-heading 'Test Administrator User Guide'. The main body of text reads: 'This user guide provides information on how to use the Test Administrator Interface and Test Administrator Practice Site to proctor Online Tests and Practice Tests. This also includes information on how to take an online assessment, the tools available to students, the rules of online testing and using the Secure Browser.' At the bottom of the page, there is a download link: 'Test Administrator User Guide' with a download icon.

- Access to TIDE
- Uploading pre-ID information
- Submitting paper test orders
- Managing user roles
- Managing student eligibility for OELPA
- Assigning domain exemptions



The screenshot shows the top navigation bar of the Ohio Department of Education website. It includes the 'ohio' logo, the text 'Department of Education', and the 'OELPA & OELPS' logo with the text 'Ohio English Language Proficiency Assessment' and 'Ohio English Language Proficiency Screener'. Below the navigation bar is a yellow header with the text 'Resource List'. The main content area shows a breadcrumb trail: 'Home > Resources > TIDE Support Documents'. There is a '< Back' link and the text 'GUIDANCE DOCUMENT | USER GUIDE'. The main heading is 'TIDE Support Documents'. A list item is visible: 'TIDE User Guide' with a download icon. Below it is a description: '2021-2022 TIDE User Guide This user guide provides an overview of the Test Information Distribution Engine (TIDE), how to access'.

# Additional TIDE Resources

## TIDE Resource Documents:

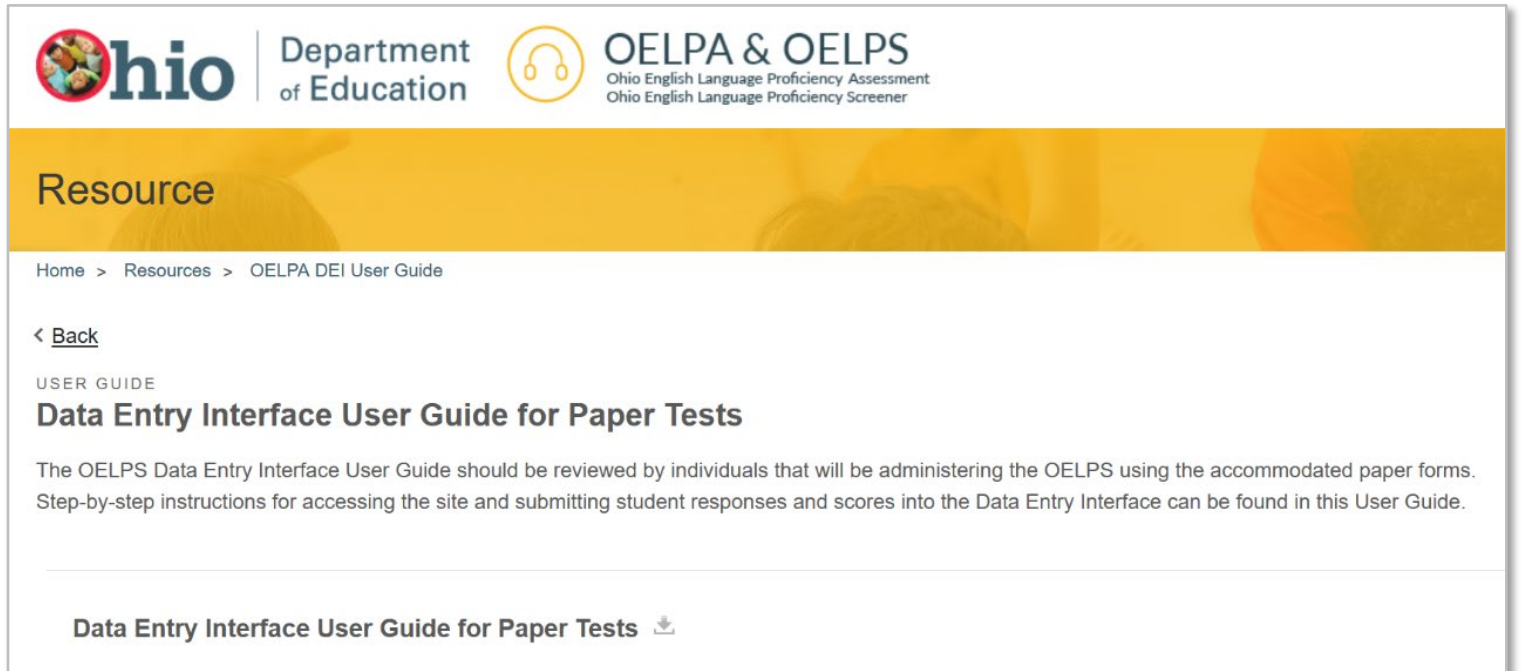
- Guidance Document for OH Pre-ID Files
- Online User Management User Document
- Pre-ID File Layout
- Online User Role Matrix
- TIDE Tasks Summary for Test Coordinators



The screenshot displays the Ohio Department of Education's website. At the top, there are logos for 'hio' (Ohio Department of Education), 'Department of Education', and 'OELPA & OELPS' (Ohio English Language Proficiency Assessment and Ohio English Language Proficiency Screener). Below the logos is a yellow banner with the text 'Resource List'. Underneath the banner, there is a breadcrumb trail: 'Home > Resources > TIDE Support Documents'. A '< Back' link is visible. Below the breadcrumb trail, the text 'GUIDANCE DOCUMENT | USER GUIDE' is displayed, followed by the main heading 'TIDE Support Documents'. A list of resources is shown, with the first item being 'TIDE User Guide' with a download icon. Below this item, a description reads: '2021-2022 TIDE User Guide This user guide provides an overview of the Test Information Distribution Engine (TIDE), how to access'.

# Data Entry Interface (DEI) User Guide

- Entering student responses to paper tests
- Accessing the site
- Submitting student responses



The screenshot shows the top navigation bar with the Ohio Department of Education logo and the OELPA & OELPS logo. Below the navigation bar is a yellow header with the word "Resource". The main content area has a breadcrumb trail: "Home > Resources > OELPA DEI User Guide". There is a "Back" link and a "USER GUIDE" section. The main heading is "Data Entry Interface User Guide for Paper Tests". The text below the heading states: "The OELPS Data Entry Interface User Guide should be reviewed by individuals that will be administering the OELPS using the accommodated paper forms. Step-by-step instructions for accessing the site and submitting student responses and scores into the Data Entry Interface can be found in this User Guide." At the bottom, there is a download link: "Data Entry Interface User Guide for Paper Tests" with a download icon.

# OELPA Test Coordinator Manual (TCM)

- Ohio-specific policies and student eligibility for OELPA
- Procedures for testing students online and on paper
- Overview of test security policies and guidelines
- Instructions for test administrators before, during and after testing
- DTC and TA checklists
- **Must be reviewed prior to administering the OELPA**


# OELPA Test Administration Manual (TAM)

- Directions for administering the Online OELPA
- Specific directions for each domain test (reading, writing, listening and speaking)
- Script for test administrators to read aloud while administering the online test
  - Translated directions and audio files available.
- **Must be reviewed prior to administering the online OELPA.**

# OELPA Practice Tests

- On the OELPA portal:
- Grade Bands
  - » Kindergarten
  - » Grade 1
  - » Grades 2-3
  - » Grades 4-5
  - » Grades 6-8
  - » High School
- Tests by domain

SYSTEM



**Practice Tests**

Become familiar with the testing system and types of questions on the operational tests.



# OELPA User Survey

- New this year
- Available January 31 – April 8, 2022
- Take survey after OELPA administration is complete
- Provides feedback for program and system improvement.

## INFORMATION



### **2022 OELPA User Survey**

We invite you to take a survey about the OELPA test.

*Coming Soon*

# Help Desk Contact Information

For questions about test administration and online systems:

Ohio Help Desk  
1-877-231-7809  
7am – 5pm

[OHHelpDesk@cambiumassessment.com](mailto:OHHelpDesk@cambiumassessment.com)

# Ohio Department of Education Contact Information

The logo for the Ohio Department of Education features the word "Ohio" in a large, bold, maroon font. The letter "O" is a red outline, while the letters "hio" are solid maroon. A horizontal red line is positioned below the "O".

**Department  
of Education**

## **Office of Assessment**

[statetests@education.ohio.gov](mailto:statetests@education.ohio.gov)

(614) 466-1317

## **David Brauer**

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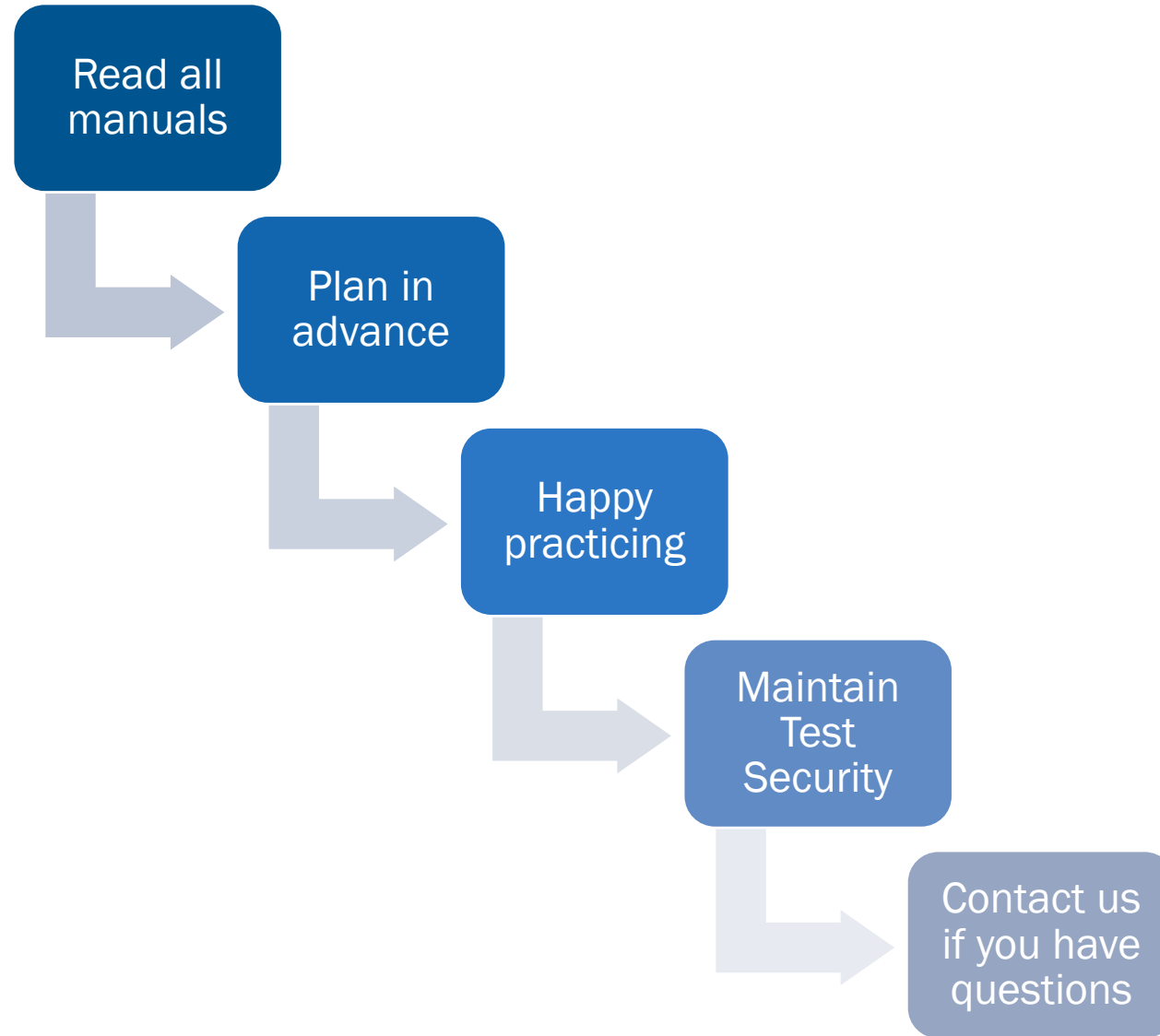
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# OELPA: Path to Success



# WEBINAR EVALUATION

<https://forms.office.com/r/CUhsVVpQrF>

<https://oh-oelpa.portal.cambiumast.com>