



iMSSA Remote Administration

The iMSSA MOY window has been extended to January 28. All assessments must be completed before this deadline. No additional extensions can be granted. For schools that have transitioned back to online learning, the iMSSA can be administered remotely from a browser. For detailed information about how students can take the iMSSA at home, please review Cognia's [Quickstart: Testing from Home](#) guidance.

Cognia/eMetric Portal Closed

A reminder that the Cognia portal will be temporarily shut down from Friday, January 21 through Sunday, January 23, so the PED can complete the summative assessment student bulk upload. Any student not previously loaded in the portal for an iMSSA administration will be loaded at this time. DTCs should regain portal access on Monday, January 24, to begin reviewing and editing all student information. The deadline to edit student information is Friday, February 11.

Winter DTC Training Series

Thank you for joining the Assessment Bureau for the second day of the [Winter 2021-22 DTC Training](#) series. Both session recordings, along with session resources, will be made available in Canvas by Friday, January 21. The next session covering the State Seal of Bilingualism and Biliteracy (SSBB) will be held on Wednesday, February 9. DTCs without Canvas access or those who were unable to attend Friday's sessions live, should contact [Axel Hernandez](#). Winter DTC Training certificates will be issued at the conclusion of the final sessions in the series.

2021-22 SAT School Day Manuals Now Available

The College Board has published three manuals for District and School Test Coordinators preparing for the SAT School Day in the spring. The manuals are now available on the [SAT section](#) of the Assessment Bureau website.

- [Digital SAT School Day Coordinator Manual](#)
- [Digital SAT School Day Standard Testing Manual](#)
- [Digital SAT School Day Accommodated Testing Manual](#)

ACCESS Reminders and Tips

For information regarding ACCESS for ELLs such as training, test prep, and test materials, see [Everything you've ever wanted to Know: ACCESS for ELLS reference guide](#). LEAs please remember that WIDA encourages the return of the Grade 1-3 Writing Test Booklets as early as possible. It is unnecessary to wait until the end of the test window. Recovery of these materials will ensure that score reports are not delayed.



DLM Training

All educators administering the DLM during the required Spring assessment window must complete the self-paced [test administrator training](#). While the training is self-paced, it requires a significant amount of time to complete. The training must be completed before completing a student's First Contact Survey (FCS) and Personal Needs Profile (PNP). The suggested deadline for completing the FCS and PNP is Monday, March 7.

Guidance for Safe Test Administration

As a follow-up to the information presented at Friday's Winter DTC Training General Session on COVID-19 safety reminders, the Assessment Bureau has completed this [Guidance for Safe Test Administration document](#) for your reference.

Virtual Office Hours

The Assessment Bureau will hold virtual office hours on Friday, January 21, from 8:00-9:00 am. All DTCs are welcome to attend. The link to the session can be found [here](#).

For questions about newsletter content, please email: PED.Assessment@state.nm.us