



Comprehensive Adult Student Assessment Systems

National News and Updates

December 7, 2022

Welcome to the December 2022 CASAS National Webinar

- Your **phones and computers are muted.**
- Presentation questions? **USE Q & A**
- Technical Difficulties? **USE CHAT**
- **Webinar recording & PPT** posted on the website:
<https://www.casas.org/social-media-newsroom/webinars>

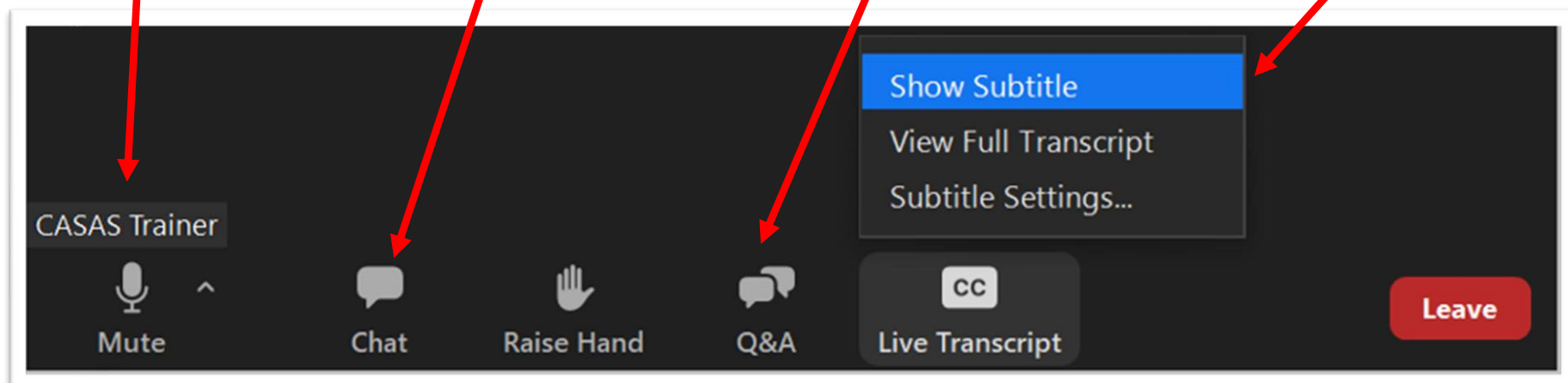
Before we start: Webinar Tips

Check your
audio
settings

Use chat only
for webinar
technical
issues. Select
all panelists for
support

Q & A is used for
questions about
the presentations
and specific
questions for the
presenter(s)

Enable
Closed
Captions



Agenda

- Test Development Update
- Field Testing and Research Studies
- Guest Speaker: PARS Equality Center
- Student Data Security
- What's new in TOPSpro Enterprise?
- Training Update
- CASAS News



Test Development Update

Linda Taylor

CASAS VP, Assessment Development

NRS Status of Current & Next Test Series

Assessment	NRS Approval
FOR ABE	
Reading GOALS for ABE/ASE	Through February 2025
Math GOALS	Extended through March 2024
New Math GOALS 2 Series	Submitted for NRS Approval on Oct. 1, 2022

NRS Status of Current & Next Test Series

FOR ESL

Life and Work Reading – 80 series

Beginning Literacy – Forms 27 and 28

Reading for Language Arts – Forms 513 and 514

Extended through
February 2024

Life and Work Listening – 980 series

Extended through
February 2024

New ESL Reading STEPS

Submitted for NRS
Approval on Oct. 1, 2022

New ESL Listening STEPS

Submitted for NRS
Approval on Oct. 1, 2022

New - Math GOALS 2 Test Series

- eTests 5 Levels (A to E), 2 forms per level
- eTests and Paper
- Appraisals on eTests and Paper
- Locators on eTests and Paper!
- Aligned to the CCR Math Standards
- Similar content and item types as in Math GOALS

New - STEPS Test Series for ESL

- Reading STEPS and Listening STEPS
 - STEPS = Student Test of English Progress and Success
- 5 Levels (A to E), 2 forms per level
- eTests and Paper
- Appraisals on eTests and Paper
- Locators on eTests and Paper!

New Test Series Design

CASAS Test Level	NRS Level
Level A	NRS 1 & 2
Level B	NRS 2 & 3
Level C	NRS 3 & 4
Level D	NRS 4 & 5
Level E	NRS 5 & 6

STEPS Test Series for ESL -- Content

- Aligned to the ELP Standards
 - ✓ Increased focus on content standards, together with competencies
- Similar item types as in Reading GOALS
- Reading and Listening STEPS Blueprints – ready to share!
 - PDFs available now – on CASAS website “News & Updates” page
 - STEPS website page coming soon...

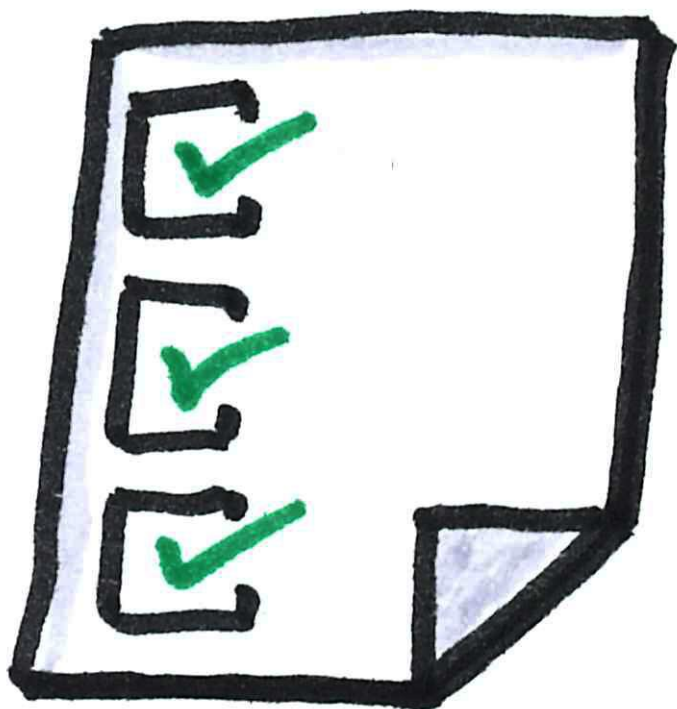
Research Studies

Karen Burger

National Program Specialist

Assessment Research Coordinator

Research Update – NEW ASSESSMENTS SUBMITTED TO NRS FOR APPROVAL!



Three modalities – Math and
ESL Reading & Listening

Since January 2020

Nearly 18K field tests

30 States

175+ Agencies

Beginning ABE Literacy (NRS Level 1)

Reading GOALS 2 Item Field Testing

- **When?** Now through December (January)
- **Who?** ABE Learners
 - Students with a Reading GOALS scale score of 203 or below
 - Students in Literacy programs or too low to test in reading
- **Delivery?** eTests and paper/pencil (on site and remote)

Beginning ABE Literacy (NRS Level 1) Reading GOALS 2 Item Field Testing

- **Methodology?** One to four tests – no locator
- **Timing?** 30 - 45 minutes per test
- **Student gift cards: \$20 per test (up to \$80!)**
- Complimentary web-test units

How do I get started?



- Communicate with agency teachers/administrators
- Create a plan for implementation
- Contact CASAS for support along the way!

For more information contact:
Karen Burger / Elizabeth Scheib
Fieldtesting@casas.org

New Pilot: CASAS Language Test

- Who?
 - ESL High Intermediate and above
 - Reading GOALS level 3 and above
- Format of test?
 - 20 questions, sentence completion, multiple-choice
 - 20 minutes
- Reports?
 - Fully-integrated into eTests, including a Personal Score Report (PSR)
 - Reports accessible by the proctor (inside eTests)
 - Also in TOPSpro Enterprise under **Reports → CASAS eTests → Personal Score Report**

Personal Score Report: Language Test


eTests Online

Personal Score Report

Janice Fera
123456

Modality	Test Form	Test Date	Total	Correct	CCR Language Level
Language	FT-US-LA-001	10/07/2022	20	10	C

Language Content Area	Total Items	Number Correct	Percent Correct
Nouns and Pronouns	4	2	50%
Verbs, Adverbs and Adjectives	7	5	71%
Phrases, Clauses and Sentences	4	1	25%
Punctuation	5	2	40%

 Print

- <https://www.casas.org/product-overviews/research-and-evaluation/field-testing-opportunities>

Promising Practices: Pars Equality Center

Ms. Mehrnaz Saadat

ESL and Citizenship Education Program Coordinator / Instructor

A Quick Review of Student Data Security

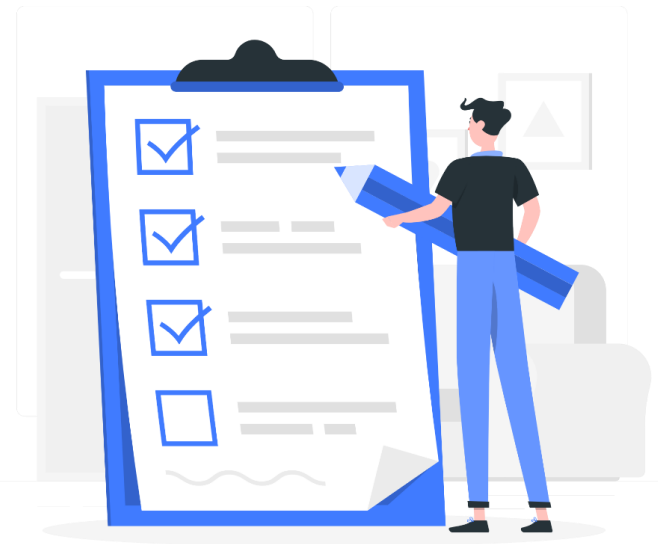
Janice Fera,
National Program and Technology Specialist

Why talk about “Data Security”?

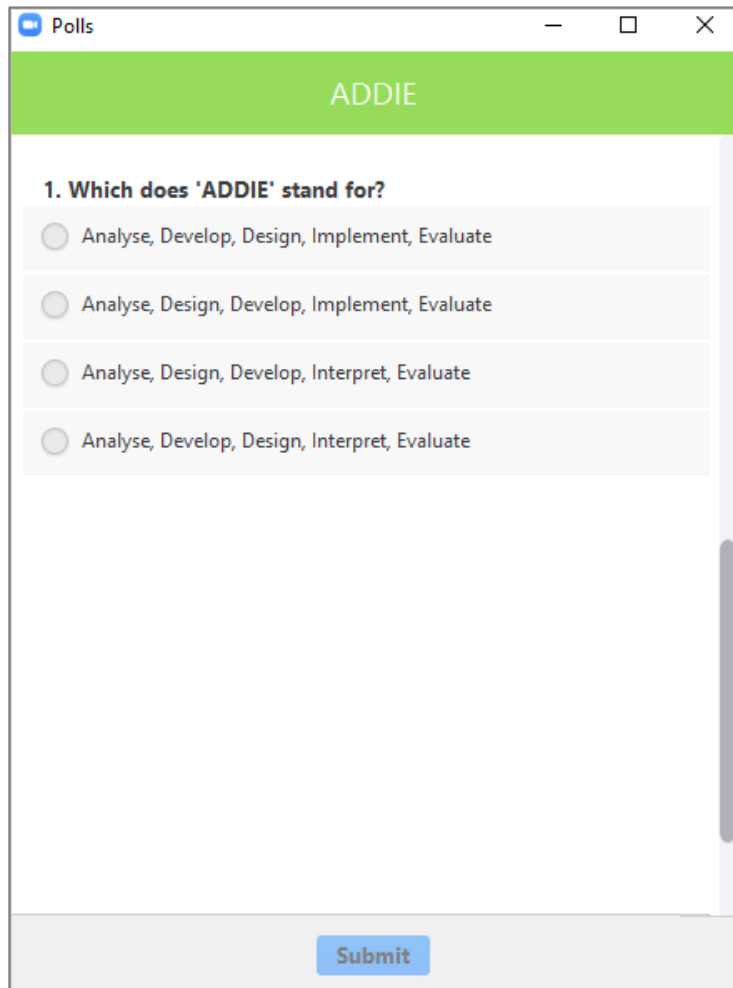
- We all have a responsibility to our students to keep their data safe.
- Identity theft is a major interruption for individuals and families.
- The safety of students involved in social programs or domestic protection deserve our care as well.
- Internet trolls are always phishing... so here are a few reminders on best practices for supporting student data security.

Will you share YOUR feedback with us?

- Zoom Poll:
- Does your school district or state education agency have a policy about **passwords** (i.e. password length, frequency of change, or sharing userids)?



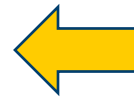
Polls



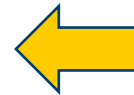
The screenshot shows a web browser window titled 'Polls'. Inside, there's a green header bar with the text 'ADDIE'. Below this, the question '1. Which does 'ADDIE' stand for?' is displayed. There are four radio button options:

- ☐ Analyse, Develop, Design, Implement, Evaluate
- ☐ Analyse, Design, Develop, Implement, Evaluate
- ☐ Analyse, Design, Develop, Interpret, Evaluate
- ☐ Analyse, Develop, Design, Interpret, Evaluate

 At the bottom of the form is a blue 'Submit' button.



3 Close the poll



1 Answer the poll



2 Submit the poll

First Steps for “Data Security”

- Rule Number One: Avoid emailing ANYTHING containing student-identifiable data
- Printed student information (i.e., paper registration forms) belongs in locked cabinet
- Learn the FERPA basics



WWW.ED.GOV/FPCO

<https://studentprivacy.ed.gov/?src=rn>

1. How to hide student-identifiable data in TE and CASAS eTests reports?

- A: Show **only the Student ID number** on the report, via TOPSpro Enterprise (TE) “General Settings”
 - “Test Score Overview” for a class
 - “Student Gains” for a class

TE View Organization Records Reports Tools Help User: Administrator 00 Version: 4.0 build 32

Test Score Overview Test Score Overview...

Report Setup Navigator 4908 - Rolling Hills Adult School (RHAS) Subsites Generate View Reporting Session (Default)

General Settings

- Class Personnel
- ✓ Class Instances
- Student In Program Years
- Class Enrollments
- Assessment Forms
- Class Personnel (for test)
- Class Instances (for test)
- Tests

Warn if too many pages: ☒ Include Criteria Info: ☒ Include Prepared By: ☒ Include Print Time: ☒

Report Style Option: Agency Print Option: Site Print Option: Class Print Option: Personnel Print Option: **Student Print Option:**

☐ B&W ☒ ID Name ☐ ID ☐ Name ☐ Name ID
 ☐ Blue ☐ ID ☐ Name ☐ Name ID
 ☐ Green ☐ ID ☐ Name ☐ Name ID
 ☐ Red ☐ ID ☐ Name ☐ Name ID
 ☐ ID Name ☒ ID ☐ Name ☐ Name ID

Show NRS Educational Functioning Levels: ☒ Show Grade Level Equivalent: ☐

Special Options

Reporting Level: ☐ Agency ☐ Site ☒ Class Show all tests: ☐

CASAS

11/01/2022 15:42:21

Test Score Overview

by Class

Page 2 of 5 TSO4

Agency:	4908 - Rolling Hills Adult School (RHAS)	Teacher:	teacher51@rhas.org
Site:	01 - RHAS: North Campus	Modality:	Math
Class:	020720-FA21 - HSE All Subjects	Scale:	CASAS Math 900
Course:	HSEALLSUBJ		

Student	Test Date	Form	Scale Score	NRS EFL
1665491	02/19/2023	914M	200	ABE Level 2
6420463	04/28/2023	914M	212	ABE Level 3
6653945	04/19/2023	917M	250♦	ABE Level 6
7123249	11/06/2022	913M	218	ABE Level 4

2. Can I share my login credentials in TE or CASAS eTests with a co-worker?

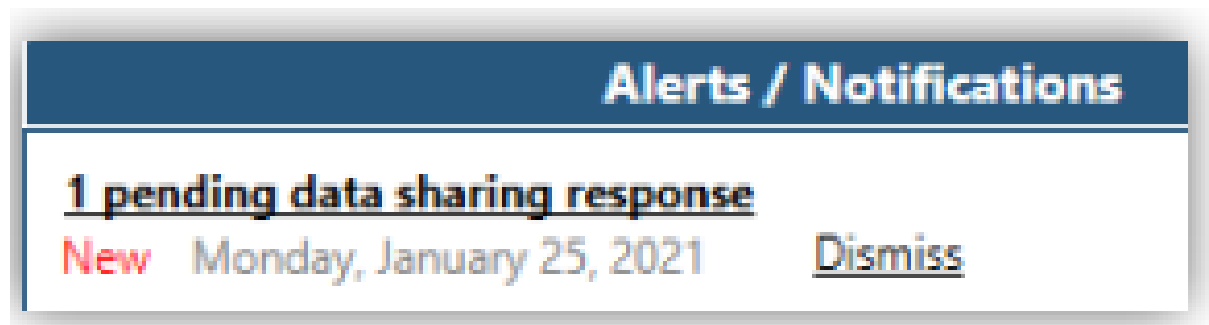
- No, no, no!
- All actions in TE are tracked by userid performing the step, as part of each Record creation or update
- https://www.casas.org/docs/default-source/training-materials/topspro-enterprise-basics-training.pdf?sfvrsn=cc06325a_8?Status=Master

3. How to securely transfer student data between two agencies?

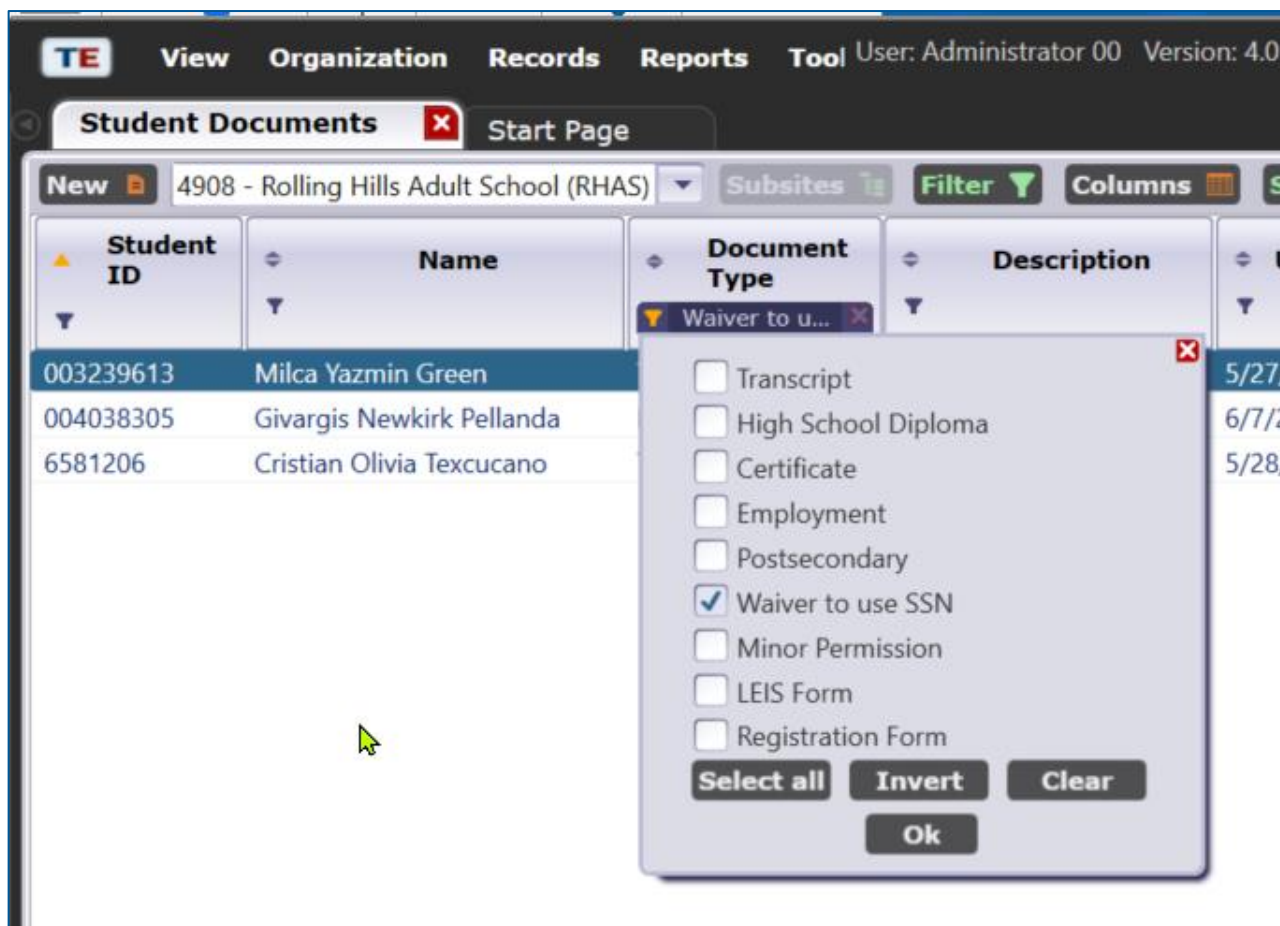
- Use the “Data Sharing Request Wizard” inside TE
- Includes demographics, test scores
- Examples: Migratory farm workers, continuing education post-incarceration, WIOA I and II partnerships
 - <https://www.casas.org/docs/default-source/te-help-documentation/transferring-student-data-between-agencies.pdf>

HINT: Obtain permission during Intake

- Only students who have signed a consent form granting access to their data can be processed using the Data Sharing Wizard.



HINT: Attach Student Documents in TE



- Records → Students → Documents

Student Documents (cont'd)

Student Document Information

Student: [004038305 / Givargis Newkirk Pellanda](#)

Agency: [4908 - Rolling Hills Adult School \(RHAS\)](#)

Document

Document: WSCS 2019-20_WSCS Certificate.pdf **Open** **Download**

File Type:

- ☐ Word Document (.doc)
- ☒ Portable Document Format (.pdf)
- ☐ Excel Document (.xls)
- ☐ Image (.jpg)
- ☐ Rich Text Format (.rtf)

Document Type:

<input type="radio"/> Transcript	<input type="radio"/> Waiver to use SSN
<input type="radio"/> High School Diploma	<input type="radio"/> Minor Permission
<input checked="" type="radio"/> Certificate	<input type="radio"/> LEIS Form
<input type="radio"/> Employment	<input type="radio"/> Registration Form
<input type="radio"/> Postsecondary	

Description:

Workforce Skills Certif

Issue Date: 6/1/2021

Expiry Date:

4. Could attendance be considered confidential?

- Yes! EDD records request showing student attendance dates/hours
- Any program that has requirements for continuing job search or training
- Examples: Social welfare programs, prisoner early-release programs, records expunging programs

5. How does CASAS support Data Security?

Privacy, Copyright, and Security Policy

Good partnerships are characterized by mutual cooperation and responsibility to achieve specific goals. To maintain the integrity of its partnerships, CASAS has defined policies in these specific areas.

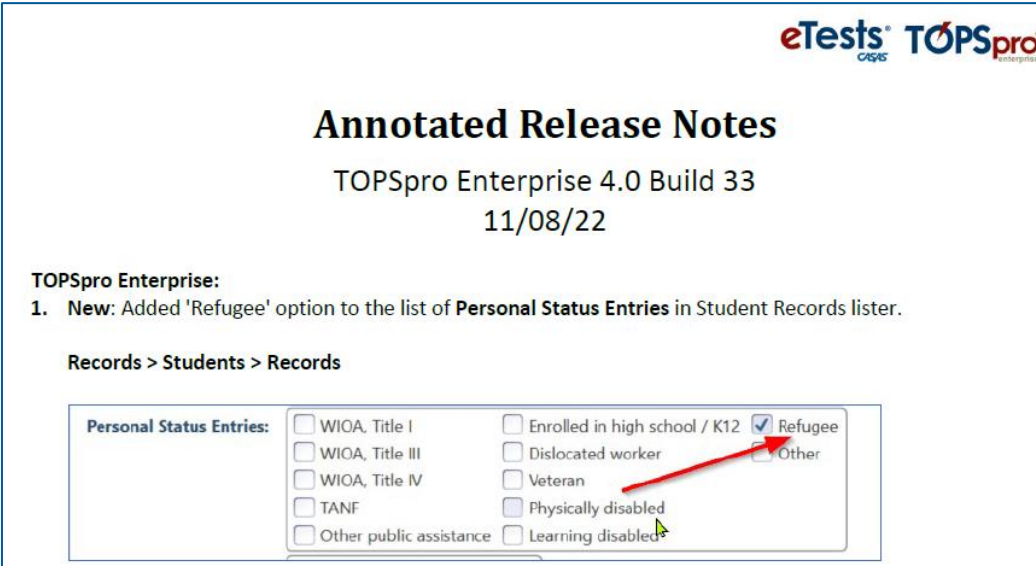
- [Personal privacy](#)
- [Online privacy](#)
- [Copyright and protection of intellectual property](#)
- [Test security](#)

- <https://www.casas.org/about-casas/privacy-and-copyright-policy>
- https://www.casas.org/docs/default-source/default-document-library/casas-privacy-compliance-statement.pdf?sfvrsn=6bb9265a_6?Status=Master

What's new in TOPSpro Enterprise?

“Annotated” Release Notes

- TE and CASAS eTests
- TE Classmate
- Screenshots
- Expanded commentary
- Examples



eTests® TOPSpro®
Enterprise

Annotated Release Notes

TOPSpro Enterprise 4.0 Build 33
11/08/22

TOPSpro Enterprise:

1. **New:** Added 'Refugee' option to the list of **Personal Status Entries** in Student Records lister.

Records > Students > Records

Personal Status Entries:

<input type="checkbox"/> WIOA, Title I	<input type="checkbox"/> Enrolled in high school / K12	<input checked="" type="checkbox"/> Refugee
<input type="checkbox"/> WIOA, Title III	<input type="checkbox"/> Dislocated worker	<input type="checkbox"/> Other
<input type="checkbox"/> WIOA, Title IV	<input type="checkbox"/> Veteran	
<input type="checkbox"/> TANF	<input type="checkbox"/> Physically disabled	
<input type="checkbox"/> Other public assistance	<input type="checkbox"/> Learning disabled	

- <https://www.casas.org/product-overviews/software/topspro-enterprise/topspro-enterprise-help/annotated-release-notes>

CASAS News

Kristine Mains
National Program Specialist

Topics

- National Summer Institute 2023
- CASAS Online Training – Going Offline for Updates
- Live Training – Instructional Implementation (Module 4)
- National TE Network Meetings

- Office Hours
- News & Updates Webinars
- Holiday CASAS Office Closures

SI Registration Opens on January 6



- In-person Registration – \$680
- Virtual Registration – \$500
- In-person Lab Fee – \$80 each
- Contact casas-si@casas.org

Hyatt Regency Orange County




CASAS Online Training – Offline for Updates

- Training.casas.org will be offline from
 - Monday, December 1, 2022 *through*
 - Monday, January 2, 2023
- Currently enrolled?
 - Please complete by midnight (12:00 am Pacific) on Sunday, **December 18, 2022.**
 - If you cannot complete training before the deadline, you will need to re-enroll and start over on January 3, 2023.



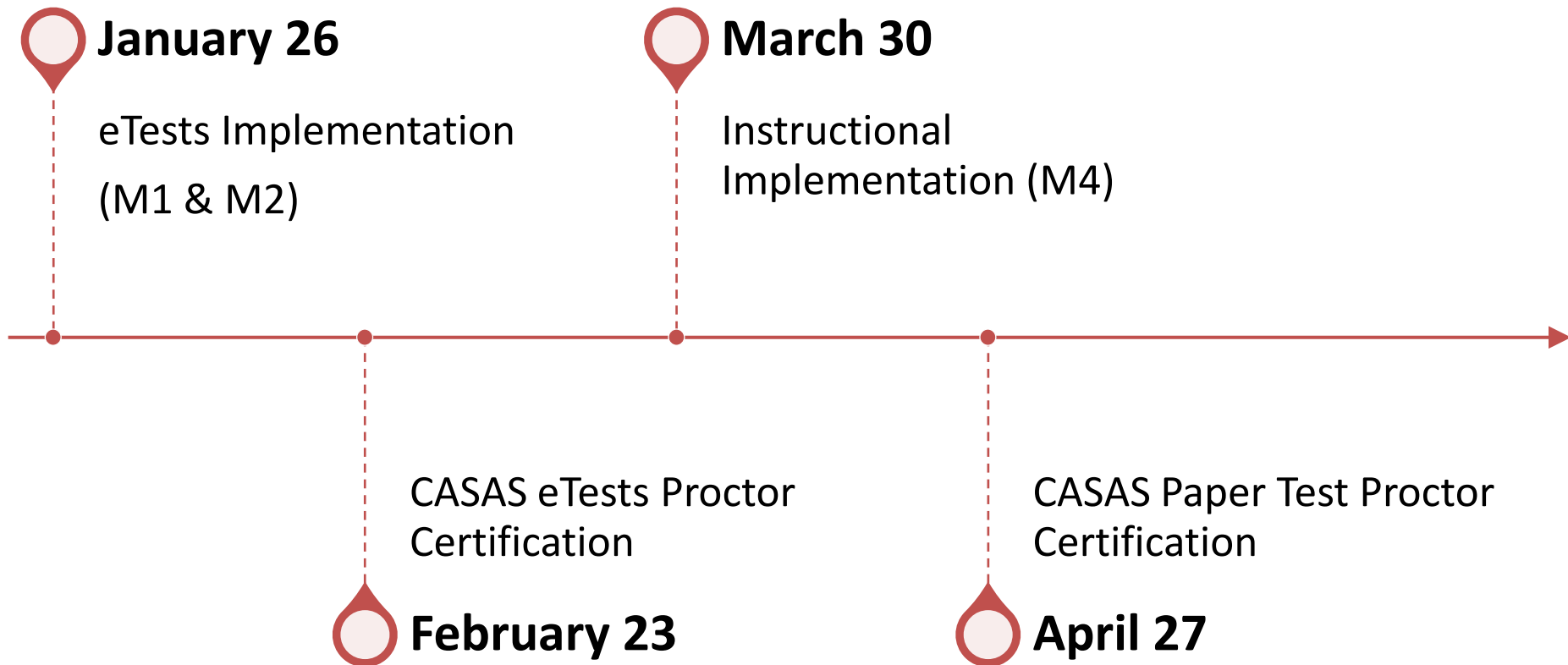
Upcoming Live Training

What's New

- [eTests Test Security: Take a Test](#)
 - [Field Testing Opportunities](#)
 - [Getting started with CASAS eTests](#)
 - [Remote Testing](#)
 - [Office Hours Registration](#)
 - [News and Updates Webinars](#)
 - [Live Facilitated Training Registration](#)
- 

- Instructional Implementation Overview (M4)
 - **Thursday, December 8**
 - 1:00 pm – 2:30 pm Pacific
 - Focus on interpreting test results
 - Understanding test results
 - Analyze sample TE reports
 - Align instruction to competencies and/or standards
- To register, click link www.casas.org

Save the Dates for 2023 Live Training



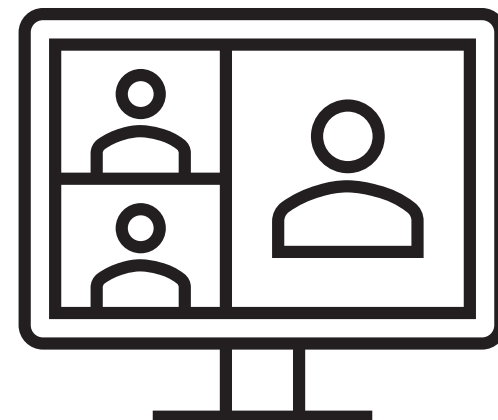
Next National TE Network Meeting



- **LIVE! Friday, February 3, 2023, 9 am – 10:30 am Pacific**
- Meeting info will be posted in “What’s New” on CASAS website.
- To check the schedule and get registered, visit <https://www.casas.org/training-and-support/casas-live-facilitated-training>
- To review previous TE Network meeting recording and handouts, visit <https://www.casas.org/training-and-support/casas-peer-communities/california-adult-education-accountability-and-assessment/training-and-networking>

Office Hours with CASAS Staff

- **Fridays** at 11am Pacific/2pm Eastern
 - **Save the Dates: January 20 and February 10**
- Join us for one-to-one support
- Attendees drive the session with their questions
- Register:
<https://www.casas.org/training-and-support/casas-live-office-hours>



Next News & Updates Webinar

What's New

- [eTests Test Security: Take a Test](#)
- [Field Testing Opportunities](#)
- [Getting started with CASAS eTests](#)
- [Remote Testing](#)
- [Office Hours Registration](#)
- [News and Updates Webinars](#)
- [Live Facilitated Training Registration](#)
- [FAQs](#)
- [Help Documentation & Videos](#)

- **Wednesday, February 8**
- **11 am Pacific/2 pm Eastern**
- [Click](#) to register today!



Holiday Office Closures

- Winter Break
 - Closed beginning Monday, December 26, 2022
 - Reopens Tuesday, January 3, 2023
- Martin Luther King Jr. Day
 - January 16, 2023
- No Tech Support



Thank you for attending!

Recording of this webinar and the PPT will all be posted in the What's New/News and Update Webinars section on the CASAS website.

- General CASAS Information, casas@casas.org
 - Ask any question - including what materials to order
- Order Department – orders@casas.org
 - to place an order or check the status of an order
- Field Testing – fieldtesting@casas.org
- Tech Support – techsupport@casas.org
- Training – training@casas.org
- eTests Implementation – golive@casas.org
- Remote Testing – remotetesting@casas.org