

To: Corporation Test Coordinators

From: Dr. Charity Flores, Director of Assessment

Date: March 19, 2020

Subject: WIDA ACCESS Pre-Reporting Data Validation Window

Pre-reporting data validation is the process of reviewing student test records to identify potential errors in student demographic, accommodation, and test result records and to make corrections before score reports are generated. Schools and corporations have an opportunity to confirm data during the pre-reporting data validation. The Indiana Department of Education (IDOE) will subsequently review data sets to identify discrepant records if corporations and schools are not available during this time period. The Pre-Reporting Data Validation window remains scheduled from **March 23 to April 3**. Please note the following:

- During the Pre-Reporting Data Validation window, the Corporation Test Coordinator (CTC) or designee is able to make real-time data corrections in [WIDA AMS](#).
- Not participating in pre-reporting data validation may result in missing test scores or unmatched reports for impacted students.
 - Materials returned late will not have a data validation window.
 - This is the only opportunity for corporations/schools to edit student data prior to reports posting in WIDA AMS on April 24.
- Review the [WIDA AMS User Guide Supplement: Data Validation](#) and/or view the [Data Validation Webinar recording](#) for detailed information regarding this process.

Contact WIDA Customer Service at 855-787-9615 or WIDA@datarecognitioncorp.com with questions regarding the data validation process.