



WIDA ACCESS MILESTONES: 2023-2024

Task/Event	WIDA ACCESS	Alternate ACCESS
Before Testing		
<p>Updated WIDA ACCESS Assessment Training Courses Launch The new <i>ACCESS Online: Administration</i>, <i>ACCESS Paper: Administration</i>, and <i>Alternate ACCESS: Administration and Scoring</i> training courses launch. A certification date on or after Friday, September 1, 2023, is required to administer the corresponding ACCESS assessment in 2023-2024.</p>	Friday, September 1	
<p>WIDA ACCESS Pretest Workshop The 2023-2024 WIDA ACCESS Pretest Workshop will be available in Moodle. Corporation Test Coordinators (CTCs) and WIDA Test Coordinators (WTCs) must complete the Pretest Workshop by Friday, December 15. CTCs will be assigned to the course in Moodle. WTCs and other staff members can access the Pretest Workshop in Moodle using the Access Code: WIDA2024PTW.</p>	Monday, November 6	
<p>WIDA ACCESS Accommodations Overview This training video will be available to view via YouTube. Test administrators (TAs) who will administer WIDA ACCESS assessments to students with test accommodations must review this training prior to test administration. CTCs or WTCs must monitor completion of this training by TAs.</p>	Monday, November 6	
<p>Data Exchange: Deadline for Pre-ID Data Corporations and schools must ensure that student data is up to date and accurate in their student information system (SIS) and Indiana IEP for all identified English learners (ELs).</p>	Friday, November 10	
<p>WIDA AMS Test Setup Available for Registrations Test setup for registrations opens for the “IN ACCESS 2023-2024” test administration in WIDA AMS. Identified ELs not included on the Pre-ID file can be added and registered for testing. Existing students’ demographic data and test registrations can be edited, as needed.</p>	Wednesday, December 6	
<p>Initial Materials Orders Arrive Initial materials arrive in corporations and schools. Initial materials are populated based on Pre-ID data.</p>	Monday, January 8, 2024	
<p>Additional Materials Ordering (AMO) Window Opens AMOs can be submitted in WIDA AMS. AMOs should be placed at the District level. A single, consolidated AMO should be placed if multiple schools within the corporation need additional materials.</p>	Monday, January 8, 2024	

Note: Dates are subject to change. Monitor WIDA Assessment Update listservs for changes, as applicable.



WIDA ACCESS MILESTONES: 2023-2024

Task/Event	WIDA ACCESS	Alternate ACCESS
During Testing		
WIDA ACCESS Annual Test Window All identified ELs must participate in the appropriate ACCESS assessment during the test window.	Tuesday, January 16, through Friday, March 1, 2024	
AMO Window Closes This is the last day to place an AMO in WIDA AMS.	Friday, February 23, 2024	
After Testing		
Return of Secure Test Materials Deadline All used and unused secure test materials must be returned. Test booklets containing student responses returned after this date will not be included in data validation or initial reporting.	Wednesday, March 6, 2024	
Pre-Reporting Data Validation Schools make real-time data corrections in WIDA AMS for individual students. Not participating in this process may result in missing test scores or split reporting for impacted students in the initial reporting.	Monday, March 25, through Monday, April 8, 2024	
Initial Results Release - Online Electronic reports and data files are available in WIDA AMS. Data corrections made during pre-reporting data validation are reflected in initial reporting. Note: Alternate ACCESS reporting is delayed due to standard setting. This reporting is final.	Friday, April 26, 2024	Tuesday, September 10, 2024
Initial Results Release - Printed Printed reports arrive in corporations. Printed reports match the electronic reports in WIDA AMS. Note: Alternate ACCESS reporting is delayed due to standard setting. This reporting is final.	Tuesday, May 21, 2024	Thursday, September 26, 2024
Post-Reporting Data Validation Indiana Department of Education identifies and corrects remaining data discrepancies.	Tuesday, May 14, through Friday, May 24, 2024	
Final Results Release in WIDA AMS Data corrections during post-reporting data validation will result in the delivery of new electronic reports and data files in WIDA AMS for impacted corporations, schools, and students.	Friday, June 14, 2024	Initial results released in September 2024 are final.

Note: Dates are subject to change. Monitor WIDA Assessment Update listservs for changes, as applicable.



WIDA OFFICE HOURS: 2023-2024

WIDA Office Hours are held on Wednesdays from 3 to 4 p.m. ET.

2023 Office Hours Dates and Topics	2024 Office Hours Dates and Topics
July 26 : Beginning of the year reminders, updates for 2023-2024	January 10 : Pre-testing Q&A, secure test materials reminders
August 23 : EL identification and placement timeline, training requirements	January 31 : ACCESS testing window check-in
September 27 : Monitoring training course completion, DEX-LM reporting reminders	February 14 : Open Office Hours Q&A
October 25 : Data Exchange and accommodations reporting reminders	February 28 : End of test window reminders, returning secure test materials
November 15 : Pre-ID file status and WIDA AMS test setup availability	March 27 : Pre-reporting data validation information and reminders
December 13 : Verifying student information and test registrations in WIDAAMS	April 24 : Initial reporting information and reminders
	May 22 : Final reporting information, end-of-year wrap-up, lessons learned

Note: Dates are subject to change. Monitor WIDA Assessment Update listservs for changes, as applicable.

WIDA Contacts and Resources

IDOE Office of Student Assessment

- Phone: 317-232-9050
- Email: INassessments@doe.in.gov
- [IDOE WIDA Web Page](#)

WIDA Client Services Center

- Phone: 866-787-9615
- Email: help@wida.us
- [WIDA Secure Portal](#)

DRC Customer Service

- Phone: 855-787-9615
- Email: wida@datarecognitioncorp.com
- [WIDAAMS](#)



Webinar Title and Description	Date of Live Webinar (Live webinars are held from 2 to 3 p.m. ET, unless otherwise noted.)
DRC Technical Enhancements for 2023-2024 Provides information on WIDA AMS and DRC INSIGHT technical enhancements.	Link to Recording
WIDA Screener for Kindergarten Provides an overview of WIDA Screener for Kindergarten training, test administration, and scoring.	Tuesday, July 25
WIDA Screener Online Provides an overview of WIDA Screener Online training, test administration, and scoring.	Tuesday, August 1
WIDA Screener Paper Provides an overview of WIDA Screener Paper training, test administration, and scoring.	Thursday, August 3
Welcome Back: What's New in 2023? Introduces new features of WIDA AMS, WIDA training, and the WIDA website for the 2023-2024 school year.	Tuesday, September 12 2 to 3:30 p.m. ET
Pre-Testing: ACCESS for ELLs for New Test Administrators Provides information for new test administrators preparing to administer WIDA ACCESS.	Thursday, September 14
Pre-Testing: ACCESS for ELLs for New District Test Coordinators Provides information for new test coordinators on how to monitor training completion and use WIDA AMS.	Tuesday, September 19
Pre-Testing: Ordering Materials in WIDA AMS Provides an overview of ordering ACCESS test materials and monitoring order status.	Tuesday, September 26
Pre-Testing: Software Updates and Tech Readiness Checklist Provides an overview of system requirement, the Technology Readiness Checklist, and DRC INSIGHT updates..	Tuesday, October 3
Pre-Testing: Technology Installations Part 1 Provides instruction on how to configure Central Office Services (COS) and installation of COS devices.	Tuesday, October 10
Pre-Testing: Technology Installations Part 2 Provides instruction on how to install DRC INSIGHT on varying student devices/operating systems.	Thursday, October 12
Pre-Testing: Test Scheduling - ACCESS Provides instruction on how to schedule testing, group students, time the tests, and schedule practice tests.	Tuesday, October 17



WIDA WEBINARS: 2023-2024

Webinar Title and Description	Date of Live Webinar (Live webinars are held from 2 to 3 p.m. ET, unless otherwise noted.)
Pre-Testing: Technology Coordinator Support for Test Administrators Provides technology coordinators information to communicate on troubleshooting and reporting technical issues.	Tuesday, November 7
Kindergarten ACCESS for ELLs for New Test Administrators Provides an overview of Kindergarten ACCESS including scheduling, test administration, and training resources.	Tuesday, November 14
During Testing: Managing Students in WIDA AMS - ACCESS Online Provides an overview about student demographic information and accommodations for online administration.	Thursday, November 16
Alternate ACCESS for New Test Administrators Provides an overview of Alternate ACCESS including scheduling, test administration, and training resources.	Tuesday, November 21
During Testing: Managing Test Sessions - ACCESS Online Provides information on test management, creating registrations, and printing test tickets.	Tuesday, December 5
During Testing: Managing Test Materials Provides information on paper materials inventory, additional materials ordering, and secure materials protocol.	Thursday, December 7
During Testing: Managing Students in WIDA AMS - ACCESS Paper Provides information about test booklet labels and accurately completing student information.	Tuesday, December 12
During Testing: Technology Troubleshooting Provides an overview of various error messages and common troubleshooting solutions.	Thursday, December 14
Post-Testing: Returning Materials Provides an overview of the secure materials return process.	Tuesday, January 23, 2024
During Testing: Monitoring Completion for Test Coordinators - ACCESS Online Provides information about student status reports and online testing statistics.	Thursday, January 25, 2024
Post-Testing: Data Validation Provides information on validating and correcting student data in WIDA AMS prior to initial reporting.	Tuesday, March 5, 2024
Post-Testing: Interpreting Score Reports - ACCESS Provides information on how to interpret score report data and review general data corrections.	Tuesday, March 12, 2024