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MEMORANDUM

TO: School District Superintendents

FROM: Pam Stewart

DATE: October 17, 2014

SUBJECT: Computer-Based Assessment Certification Tool Opening for Winter 2014 Assessments

Contact Information
CBT Certification Coordinator
850-245-3250
CBTSurvey@fldoe.org
DPS: 2014-175

The Winter 2014 certification of CBT readiness for the NGSSS EOC assessments opens on **October 20, 2014**, and closes **November 17, 2014**. This is a **required** certification period for all schools participating in the following assessments:

- Winter 2014 NGSSS EOC– Pearson TestNav 8 platform:
 - Algebra 1 EOC Assessment
 - Biology 1 EOC Assessment
 - Civics EOC Assessment
 - Geometry EOC Assessment
 - U.S. History EOC Assessment

The specifications in Section I have been updated to reflect the transition of the NGSSS EOC assessments to the TestNav 8 test platform. These specifications are available at www.FLAssessments.com/TestNav8. More information regarding technical setup and infrastructure trials will be released in the coming weeks.

The website to log in to the certification tool is <https://app1.fldoe.org/CBT/CertificationTool/Default.aspx>. The district username is your two-digit district number (add a leading “0” for districts 1-9) followed by four zeroes with no spaces (e.g., 010000). When you log in for the first time during the 2014–15 school year, your password will be the same as your username (two-digit district number and four zeroes), and you will then be prompted to change it. There will be one district-level login to be shared by all district staff who will access the tool. Please forward this information to your district assessment coordinator (or other designated contact) who will open the tool for school staff. For new school logins, the username is the two-digit district number followed by the four-digit school number (e.g., 010112). The initial password is the same as the username and must be changed on the first login.

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The *Guide to the Computer-Based Testing Certification Tool*, including screenshots of the tool, will be provided prior to the opening of the certification window.

For additional information about the 2014–15 Computer-Based Assessment Certification Process, please refer to the memo sent to you on August 1, 2014 at:

<http://info.fldoe.org/docushare/dsweb/Get/Document-7126/dps-2014-122.pdf>.

Thank you for your support of CBT. If you or your staff have questions, please email CBTSurvey@fldoe.org.

PS

cc: School District Assessment Coordinators
School District CBT Certification Contacts