



Pearson

# Illinois Assessment of Readiness (IAR)

## Test Administration Training

for administrators with 0-2 years  
experience

January 26, 2021

10:00 a.m. - Noon



**ILLINOIS**  
Assessment of Readiness





# Agenda

The agenda for the training this morning will cover the outline of tasks for district/school test coordinators.

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<https://il.mypearsonsupport.com/resources/training-resources/OutlineforIARTestAdmininistrator.pdf>

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Please ask questions

# Key Dates

## ★ IAR Key Dates – Spring 2021

IAR Spring 2021 Testing Window – Online Testing	3/15/21 – 5/14/21
IAR Spring 2021 Testing Window – Paper Testing	3/15/21 - 4/30/21
Student registration information from ISBE's Student Information System (SIS) available in PearsonAccess <sup>next</sup> (PAN)	1/6/21
Deadline for Districts/Schools to have student information loaded into PAN for initial paper material orders and student Pre-IDs	2/5/21
Initial Materials in district - Wave 1 (Manuals Only)	2/16/21
Initial Materials in district - Wave 2 (Initial Orders)	3/1/21
Additional order window for districts/schools (all paper testing materials)	3/1/21 – 4/27/21
Prepare Sessions Start / End	3/11/21
Start Sessions Start / End	3/15/21 – 5/14/21
Deadline to return <b>paper-based testing</b> scorable and nonscorable materials to Pearson (picked up by vendor) - (one week after testing)	5/7/21
Deadline to return <b>computer-based testing</b> nonscorable materials to Pearson (Math Human Reader scripts, tactile graphics) - (one week after testing)	5/21/21

<https://il.mypearsonsupport.com/>

# Outline of Tasks for District/School Coordinators

1. Establish an account for yourself as district/school test coordinator in PearsonAccess<sup>next</sup> (PAN).
2. Check network/computers for compatibility with PearsonAccess<sup>next</sup> and TestNav.
3. Load student information or create student records within PearsonAccess<sup>next</sup>.
4. Install Proctor Cache software (IF needed).
5. Create accounts for test administrators in PearsonAccess<sup>next</sup>.
6. Create and place students in test sessions in PearsonAccess<sup>next</sup>.
7. Prepare test sessions.
8. Start test sessions.
9. Stop test sessions.
10. Return any secure materials to Pearson.

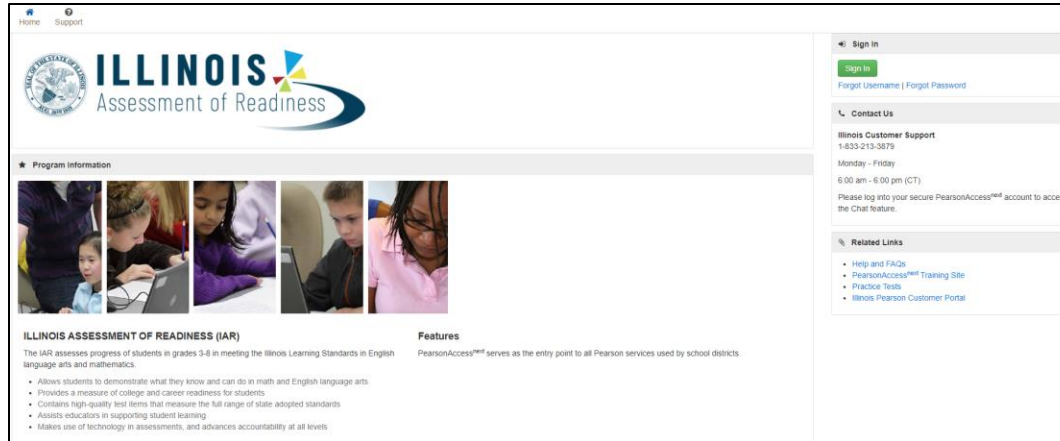
<https://il.mypearsonsupport.com/>

## PearsonAccess<sup>next</sup> live site

- Complete the majority of Test Administrator tasks.

## PearsonAccess<sup>next</sup> Training Site

- Practice all live activities.
- Secure practice tests.



The screenshot displays the PearsonAccess<sup>next</sup> website interface. At the top, there are navigation links for "Home" and "Support". The main header features the "ILLINOIS Assessment of Readiness" logo, which includes the state seal of Illinois. Below the header, a "Program Information" section contains five small images of students working on laptops. To the right of the main content, there is a "Sign In" section with a "Sign In" button and links for "Forgot Username" and "Forgot Password". Below that is a "Contact Us" section for "Illinois Customer Support" with the phone number 1-833-213-3879 and operating hours from Monday to Friday, 6:00 am to 6:00 pm (CT). A note indicates that users must log into their secure PearsonAccess<sup>next</sup> account to access the chat feature. At the bottom right, there is a "Related Links" section with links to "Help and FAQs", "PearsonAccess<sup>next</sup> Training Site", "Practice Tests", and "Illinois Pearson Customer Portal".

**ILLINOIS ASSESSMENT OF READINESS (IAR)**  
The IAR assesses progress of students in grades 3-8 in meeting the Illinois Learning Standards in English language arts and mathematics.

- Allows students to demonstrate what they know and can do in math and English language arts.
- Provides a measure of college and career readiness for students
- Contains high-quality test items that measure the full range of state adopted standards
- Assists educators in supporting student learning
- Makes use of technology in assessments, and advances accountability at all levels

**Features**  
PearsonAccess<sup>next</sup> serves as the entry point to all Pearson services used by school districts.

# PearsonAccess<sup>next</sup>

PearsonAccess<sup>next</sup>

Home Support

**ILLINOIS**  
Assessment of Readiness

★ Program Information

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Forgot Username | Forgot Password

**Contact Us**

**Illinois Customer Support**  
1-833-213-3879  
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6:00 am - 6:00 pm (CT)  
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**Related Links**

- **PearsonAccess<sup>next</sup> Training Site**
- Illinois Pearson Customer Portal

## Live Site

<http://il.pearsonaccessnext.com>

Training PearsonAccess<sup>next</sup>

Home Support

**ILLINOIS**  
Assessment of Readiness

★ Program Information

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## Training Site

<https://trng-il.pearsonaccessnext.com/>



Pearson

# What's New for the Spring Administration



# What's New for the Spring Administration

- All student accommodations and accessibility features will be entered directly into PearsonAccess<sup>next</sup>.
- All student demographic information must still be entered in SIS.
- Proctor Cache is no longer required under certain conditions.
- Spanish and Spanish Text-to-Speech will no longer have an EL validation in PAN.
- Student Pre-ID labels can be printed onsite if necessary.
- All additional orders will be shipped as kits.



# Field Test Information for Spring 2021

<https://www.isbe.net/pages/IAR.aspx>

- All students taking an online test form will take three (3) test units for the ELA assessment.
- The schools/students selected for the 2020 administration will be rolled over and participate in in the 2021 administration.
  - The schools and grades selected to participate are listed on the isbe.net site.  
<https://www.isbe.net/Documents/2021-ELA-FT-Sample.pdf>
  - The time needed to administer the three sessions is described in the administration manuals.
- All the remaining students in the state who are scheduled to be administered the online IAR assessment will be given a shortened 3rd session.
  - This session will be composed entirely of multiple-choice items and will not be used in the calculation of a student score.
  - The time needed for the 3rd unit is no more than 20 minutes.

# Outline of Tasks for District/School Coordinators

## 1. Establish an account for yourself as district/school test coordinator in PearsonAccess<sup>next</sup> (PAN). *(timeframe - now)*

- If you already have an account -- confirm you can still access PAN and reset passwords if necessary.
- If you are new and do not have a PearsonAccess<sup>next</sup> user account, contact your District Test Coordinator.
- If you are the District Test Coordinator and do not have an account, you may need to contact ISBE at [assessment@isbe.net](mailto:assessment@isbe.net).

**Familiarize yourself with how PearsonAccess<sup>next</sup> works.**

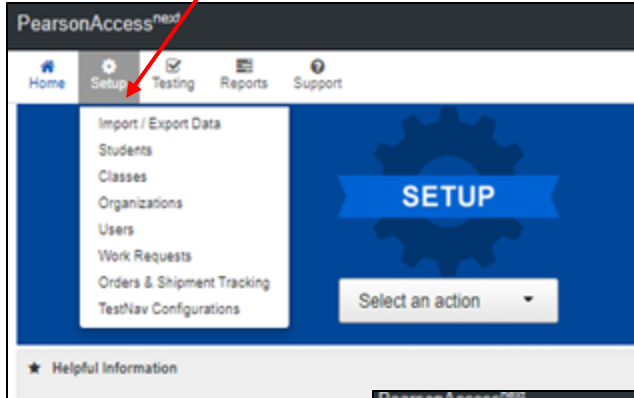
# Outline of Tasks for District/School Coordinators

## Additional tasks / information once account is established

1. Confirm you are in the correct site (live vs training).
  - An account must be set up in both sites. If you are using the same user name in the live and the training site, then the password will be the same for both sites.
  - You can export users from the live site and import into training.
2. Make sure you are in the correct administration - IAR Spring 2021.
3. Confirm organization information.
  - Confirm shipping address.
  - Confirm “ship to district” vs “ship to school”.

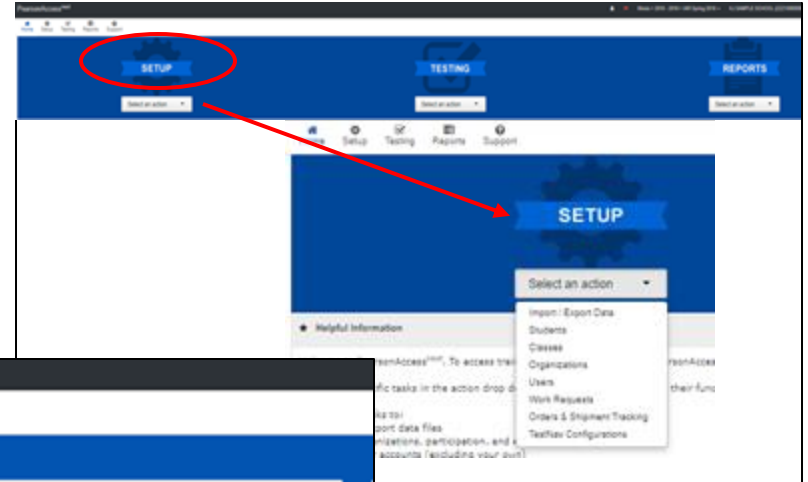
# PearsonAccess<sup>next</sup> - Navigating the Site

- Information can be accessed via the dropdown links across the upper left of the screen.

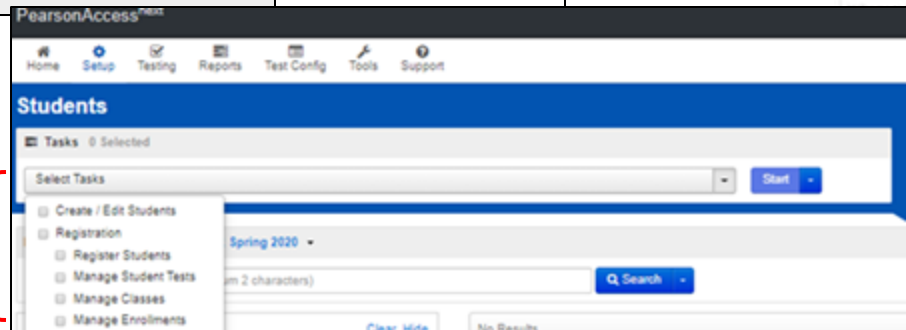


OR

- Information can be accessed using the dropdown menus located in the blue banner (brown if in training site) on the home screen.



- Once on the main task screen use the gray select tasks bar to perform PAN activities.



The slide features a dark blue background with a repeating pattern of light blue, stylized, concentric curved lines. A large white circle is centered on the slide, containing the text. The text is in a serif font, with 'next' in a smaller, lighter blue font as a superscript.

**PearsonAccess<sup>next</sup>**  
**Account Access**  
**Demonstration**

# Outline of Tasks for District/School Coordinators

## 3. Load Student Information into or create Students within PearsonAccess<sup>next</sup>. *(timeframe - now thru testing)*

- The initial student import was sent to PAN and available starting January 6<sup>th</sup>.
- Nightly feeds from ISBE's SIS will import into PearsonAccess<sup>next</sup>. This import will include core student demographic and organization registration information only.
- District and school staff with IWAS/SIS access have the ability via an on-demand option in SIS to submit an update to PearsonAccess<sup>next</sup> without waiting for the nightly feed.

### 3. Load Student Information into or create Students within PearsonAccess<sup>next</sup> (continued)

- Enter or Update student demographic information in ISBE's Student Information System (SIS).
- Once student records appear in PAN, add student accommodation information (Student Registration/Personal Needs Profile - SR/PNP).
  - Change via student registration import.
  - Change manually using the PAN user interface (available in February).
- Confirm SR/PNP information using the Operational Report.
  - [PNP Report - Accessibility Features and Accommodations for Student Tests](#) - link
  - SR/PNP report presents a list of students and tests with identified Accessibility Features and Accommodations.



# **Accommodations**



# Accommodations & Accessibilities

## Accommodations

- **Alternate Representation - Paper**
- **Large Print**
- **Text-To-Speech** (ELA - IEP required, Text Decoding disability)
- **Human Reader**
- **American Sign Language (ASL) video**
- **Assistive Technology - Screen Reader / Non-Screen Reader**
- **Closed Captioning (ELA)**
- **Braille** - (Refreshable Braille, Braille with Tactile Graphics, Braille Response)
- Directions (Human Signer for Test Directions, Clarification, Native Language)
- Capture Response (Answers Recorded in Test Book, External Devices, Monitor)
- Calculation Device/Math Tools
- Word Prediction
- Unique Accommodations
- Emergency Accommodation
- Extended Time

# Accommodations & Accessibilities

## Accessibilities

- **Spanish Transadaption of the Mathematics Assessment**
  - **Text-To-Speech** (Math)
  - **Answer Masking**
  - **Color Contrast**
  - Student Reads Assessment Aloud to Self
- **Administration Considerations**
    - Frequent breaks, separate/alternate location, small group testing, specialized equipment/furniture, specified area or setting, time of day

Details on all Accommodations and Accessibilities are in the  
**Accessibility Features and Accommodations Manual.**

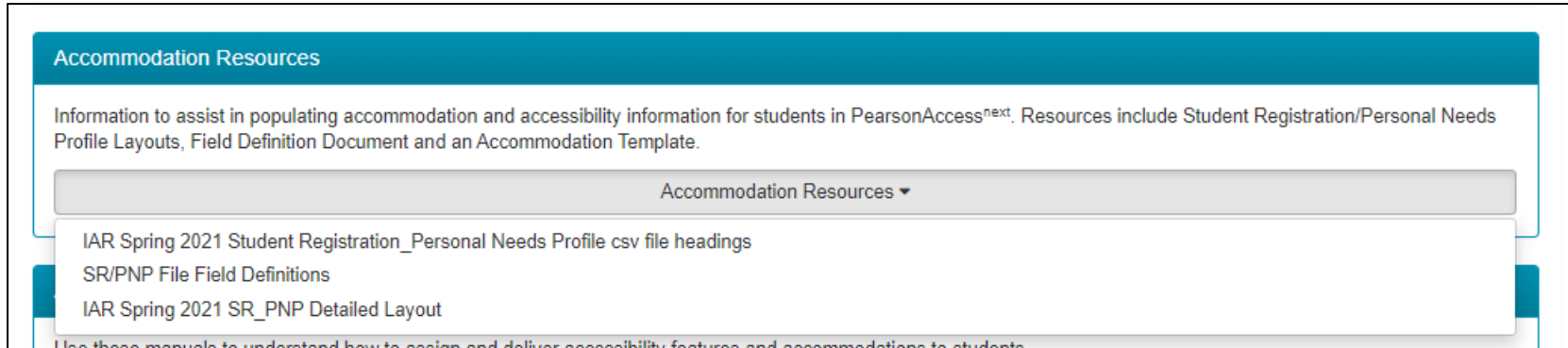
<https://il.mypearsonsupport.com/training-resources/>

# PearsonAccess<sup>next</sup> - Student Registration / Accommodations - Import

- The SR/PNP CSV Template provides the shell with header rows that can be used to import the Student Registration file.
- Recommend first doing an SR/PNP export, adding accommodations then re-importing the file.
- The entire file does not have to be imported, you can import only students with accommodations to update.
- The State Student ID as listed in PAN must be included on the SR/PNP import.

# PearsonAccess<sup>next</sup> - Student Registration / Accommodations - Import

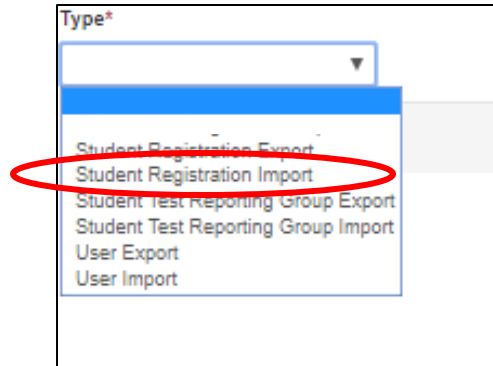
- Student records can be imported using the SR/PNP layout and templates found on the [il.mypearsonsupport.com](https://il.mypearsonsupport.com) customer support site on the Resources tab.



The screenshot shows a web interface with a teal header bar labeled "Accommodation Resources". Below the header, there is a paragraph of text: "Information to assist in populating accommodation and accessibility information for students in PearsonAccess<sup>next</sup>. Resources include Student Registration/Personal Needs Profile Layouts, Field Definition Document and an Accommodation Template." Below this text is a grey dropdown menu with the text "Accommodation Resources" and a downward arrow. The dropdown menu is open, showing three items: "IAR Spring 2021 Student Registration\_Personal Needs Profile csv file headings", "SR/PNP File Field Definitions", and "IAR Spring 2021 SR\_PNP Detailed Layout". At the bottom of the screenshot, there is a partial line of text: "Use these manuals to understand how to assign and deliver accessibility features and accommodations to students".

# PearsonAccess<sup>next</sup> - Student Registration

- Complete the information in the layout or add accommodations to SR/PNP export.
- Save file as a .csv file.
- Under the Setup drop down menu, select Import/Export Data and from the Select Tasks bar.
- In the Type drop down, select Student Registration Import.



# PearsonAccess<sup>next</sup> - Student Registrations/Accommodations

## - Import

- File Layout Type can be fixed or csv.
- Sessions will be auto created, if the session field is completed. If you do not want sessions to be create, check the “Don’t auto-create” box.
- Importing will modify students, registrations and tests. Check box if you do not want this to happen.
- Select Choose File.
- Select Process.

Tasks for Importing and Exporting

Import / Export Data

Type\*

Student Registration Import ▼

File Layout Type

CSV ▼

Don't auto-create Test Sessions for online testing

Note: If this test administration is set to auto-create test sessions but you do not want test sessions created from this import, check the box above.

Don't modify student tests

Note: This import modifies students, student registrations and student tests. If you don't want student tests modified, check the box above.

Source File

Choose File No file chosen

Additional e-mails

Enter a valid e-mail address

Process Reset

# PearsonAccess<sup>next</sup> - Student Registration /Accommodations - Import

- Check the import view detail page to confirm there were no records in error.
- The import detail screen will indicate the number of records that imported successfully as well as any records in error.

DETAILS

**Complete with issues**  
Some records were not saved, see the error list for details

### File Information

Type	Student Registration Import	Organization	KJ SAMPLE SCHOOL DEMO (ZZZ1000000000000- ZZZ100000001001)
Name	test srmpn.csv	User	kathy.johnson@pearson.com
Request Date	2020-01-08 04:12 AM		
Total Records	3	<a href="#">Download File</a>	
Successful Records	0	<a href="#">Download Students Created</a>	
Error Records	3		

### Errors

[Download Records in Error](#)

[Download Error Messages](#)

3 Results

Record Number	Message
2	Test Format is required.
3	Test Format is required.
4	Test Format is required.

- A list of errors is shown at the bottom of the screen. Error record files and error messages can be downloaded

# PearsonAccess<sup>next</sup> - Student Registration /Accommodation Entry

Manually create student records or update accommodations within PearsonAccess<sup>next</sup>.

- Under the Setup drop down menu, select Students.
- On the Student screen, use the “Select Tasks” drop down and select Create/ Edit Students and the Registration tasks.



# PearsonAccess<sup>next</sup> - Student Registration /Accommodation Entry

STUDENTS (2)

SAMPLE, 03 STUDENT 2 (323111111)  
SAMPLE, 03 STUDENT 3 (323111112)

IAR SPRING 2020

SAMPLE, 03 STUDENT 3 (323111112)

Registered

Grade Level When Assessed\*  Home School Code\*  Ship Report School Code

Ethnicity

Hispanic or Latino Ethnicity  Federal Race/Ethnicity

Race - At least one of the following fields must be selected:

Asian  American Indian or Alaska Native

Black or African American  Native Hawaiian or Other Pacific Islander

White  Two or More Races

Student Status

English Learner (EL)  Title III Limited English Proficient Participation Status

Gifted and Talented  Migrant Status

Economic Disadvantage Status  Student with Disabilities

Primary Disability Type

\* Required

Fill out additional demographic information to complete the Student Registration.

- Check the Registered box.
- Complete grade level.
- Complete Home School code (for Private Schools this will be the same as the testing school).
- Select Ethnicity/Race.
- Select additional status information including EL and Students with Disabilities.

Click on Save.

# PearsonAccess<sup>next</sup> - Student Registration /Accommodation Entry

- **Important:** Student records should only be created manually if necessary to test during the testing window.
- All student records must be entered in SIS.
- Student records created manually will be given a temporary ID, if there is not a match to a permanent ID within PAN (as imported from SIS).
- Once a permanent ID match is provided from SIS, the temporary ID will be converted to that SIS ID.



**PearsonAccess<sup>next</sup>**  
**Student Information**

**Demonstration**

# Outline of Tasks for District/School Coordinators

## 5. Create accounts for Test Administrators. *(timeframe - February/March)*

- District Test Coordinators can create additional users as needed for their school.

### User Roles:

- District Test Coordinator
- School Test Coordinator
- Test Administrator Role
- Technology Coordinator Role
- Report Access Role

[https://il.mypearsonsupport.com/resources/training-resources/IL\\_User\\_Role\\_Matrix\\_V1.pdf](https://il.mypearsonsupport.com/resources/training-resources/IL_User_Role_Matrix_V1.pdf)

## Distribute Test Administration manuals and Paper Materials.

- Manuals (TCM, TAMs - CBT & PBT) will arrive by February 16<sup>th</sup>.
- Paper Materials for accommodations entered by February 5<sup>th</sup> will arrive on March 1<sup>st</sup>.

**PearsonAccess<sup>next</sup>**

**Create Test  
Administrator  
Accounts**

**Demonstration**

# Outline of Tasks for District/School Coordinators

## 6. Place students in test sessions. *(timeframe - February/March)*

- Sessions are created in PearsonAccess<sup>next</sup> either by doing a student import or by manually creating within PAN.
  - If importing sessions, user should first do a student export to capture all accommodations that were previously input prior to adding session information.
  - Students with a human reader accommodation need to be placed in a session specific to that accommodation to ensure all students receive the same form.



**PearsonAccess<sup>next</sup>**  
**Create Test Sessions /**  
**Add Students to**  
**Sessions**

**Demonstration**

# Outline of Tasks for District/School Coordinators

## 2. Check network/computers for compatibility with PearsonAccess<sup>next</sup> and TestNav. (*timeframe - now*)

- Complete an infrastructure trial.

[https://il.mypearsonsupport.com/resources/tech-setup/ILInfrastructureTrialGuide\\_Spring2021.pdf](https://il.mypearsonsupport.com/resources/tech-setup/ILInfrastructureTrialGuide_Spring2021.pdf)

- Determine if a Proctor Cache server is needed.

<https://il.mypearsonsupport.com/resources/tech-setup/Proctor%20Cache%20Decision%20Tree.pdf>

- Run app check.
- Use the Practice Test / Training Site.
- Students need to be familiar with TestNav functionality.



# Outline of Tasks for District/School Coordinators

2. Check network/computers for compatibility with PearsonAccess<sup>next</sup> and TestNav. (*timeframe - now*)

## Additional Resources:

<https://www.isbe.net/Pages/Assessment-Webinars.aspx>

<https://www.isbe.net/Pages/Assessment-Communications.aspx>

**February 4, 2021 10:00 a.m.: Technology Coordinator Webinar**

# Outline of Tasks for District/School Coordinators

## 4. Install Proctor Cache Software (if needed). *(timeframe - now)*

- Determine if a Proctor Cache server is needed.

<https://il.mypearsonsupport.com/resources/tech-setup/Proctor%20Cache%20Decision%20Tree.pdf>

- Review archived webinar presentations.
- Attend or have the Technology Coordinator attend the February 4<sup>th</sup> webinar.

# Outline of Tasks for District/School Coordinators

## 7. Prepare Sessions. *(timeframe – March-May)*

- Sessions must be prepared before students can log into TestNav to take the test.
- Preparing the session assigns the test form, specifically form specific accommodations.
- Once the form has been assigned, Test Coordinators can confirm that students with form specific accommodations have been provided with the correct form.
  - If a student starts a test with an incorrect accommodation, that test must be marked complete, voided and a new test assigned.

### Print Testing Tickets.

- Testing tickets for all sessions can now be printed at one time.

The image features a dark blue background with a repeating pattern of light blue, stylized, concentric curved lines. In the center, there is a large white circle containing the text. The text is arranged in three lines, all in a dark blue, serif font. The first line reads "PearsonAccess<sup>next</sup>", the second line reads "Prepare Sessions", and the third line reads "Demonstration".

**PearsonAccess<sup>next</sup>**  
**Prepare Sessions**

**Demonstration**

# Outline of Tasks for District/School Coordinators

## 8. Start Sessions. *(timeframe – March-May)*

- Sessions must be started before students can log into TestNav to take the test.
- Units must be unlocked prior to testing and locked at the end of testing for that unit.
- Track students for make-up tests and new arriving students.
- Students moving out of the district who did not start any unit of test should be removed from any sessions.

**Place additional orders for paper materials, if needed.**

The logo for PearsonAccessnext, featuring the word "Pearson" in a serif font, "Access" in a sans-serif font, and "next" in a smaller sans-serif font with a superscripted "next".

**PearsonAccess<sup>next</sup>**

**Start Sessions**

**Demonstration**

# Outline of Tasks for District/School Coordinators

## 9. Stop Sessions. *(timeframe – April-May)*

- Sessions should be stopped at the end of the testing window.
- Remove students who did not start any unit of a test from test sessions.
- All test units that have been started must be in “Complete” or “Marked Complete” status.

The image features a dark blue background with a repeating pattern of light blue, stylized, concentric curved lines. In the center, there is a large white circle containing text. The text is arranged vertically and reads: "PearsonAccess<sup>next</sup>", "Stop Sessions", and "Demonstration".

**PearsonAccess<sup>next</sup>**

**Stop Sessions**

**Demonstration**



# Outline of Tasks for District/School Coordinators

## 10. Return any secure materials to Pearson. *(timeframe - April-May)*

- All paper scorable documents need to be returned under the scorable label.
  - Return completed or partially completed Grade 3 test books and Grades 4-8 Answer Documents.
  - Documents that may have been started but should not be scored, should be noted as “Do Not Score” and placed in the non-scorable materials return box.
- Return all non-scorable secure material such as Human Reader Scripts.
- Large Print and Braille documents MUST be transcribed onto a scannable document.
  - Use the regular Grade 3 book or Grades 4-8 answer documents included in the kit.



# **Paper Testers**

# IAR - Students Testing on Paper

- Student Registration / Personal Needs Profile
  - Deadline to receive material in the initial paper order: **2/5/21**
- Materials received at school
  - Regular paper
  - Accommodated paper (braille / large print / Spanish / Spanish large print / Human Reader)
  - Math tools (rulers, protractors, math reference sheets)
  - Manuals (Test Coordinator Manual, Test Administrator Manual (CBT / PBT))
  - 5% overages on manuals and regular paper materials
- Private Schools receive paper materials: 3/1/21
- Additional Orders
  - A/O window open: 3/1/21
  - All additional orders for paper test books shipped in kits.  
Kits will include all materials needed: Test Book, Answer Document, Math Tools as needed (Reference Sheet, Protractor, Ruler).

# IAR - Students Testing on Paper

## Initial Material Order

- Test Coordinator Kit
  - Resealable plastic bag
  - Paper Bands
  - Pearson Scorable and Nonscorable Labels (in different colors)
  - Pre-printed/pre-gridded Return School Header
  - Student ID Labels and Roster
  - Return Instructions Sheet
  - Shipping Carrier Return Instructions
- Packing List and Chain-of-Custody Forms
- Test Coordinator Manual
- Test Administrator Manuals
- Test Booklets and answer documents
- Math Reference Sheets, Rulers and Protractors, if applicable
- Large Print kits
- Braille kits
- Human Reader kits (paper only)
- Mathematics Human Reader Scripts (not in a kit, Computer Based only)
- Tactile Graphics with registrations for Assistive Technology - Screen Reader

## Return Labels

### Scorable

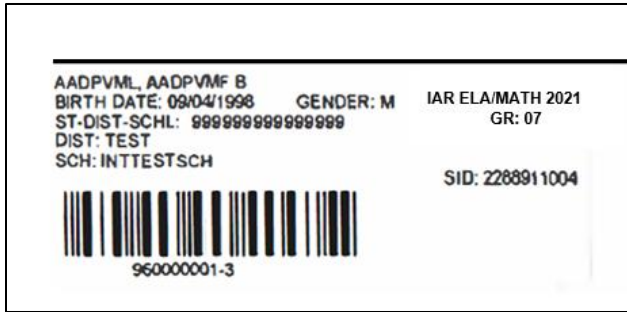
CALLIOPE	IL00009900	S-00023
1019 BROCKMAN DR SE SUITE F BUNCOMBE, IL 62992	987456321002501	
SCHOOL: _____		
BOX _____ OF _____		
<b>IAR 2021 SCORABLE</b>		
PEARSON 9200 HARRHART LANE SW CEDAR RAPIDS, IA 52404-9078		
IAR ELA/MATH SPRING 2021 SCORABLE TEST MATERIALS		

### Non-Scorable

CALLIOPE	IL00009898	S-00023
1019 BROCKMAN DR SE SUITE F BUNCOMBE, IL 62992	987456321002501	
SCHOOL: _____		
BOX _____ OF _____		
<b>IAR 2021 NONSCORABLE</b>		
PEARSON 7405 IRISH DRIVE SW CEDAR RAPIDS, IA 52404-8964		
IAR ELA/MATH SPRING 2021 NONSCORABLE TEST MATERIALS		

# IAR - Students Testing on Paper

- Students registered by 2/5/21 will receive two individual students pre-ID label (one for the ELA test and one for the Math test).



- The student label is placed on the Grade 3 test booklet or the grade 4-8 answer document.
- If the student does not have a student label, the demographic page will need to have the information hand gridded.

DO NOT AFFIX STUDENT ID LABEL HERE

**A** Student Name \_\_\_\_\_  
 School Name \_\_\_\_\_  
 District/LEA Name \_\_\_\_\_

**B** Last Name First Name MI  
 (A large grid of bubbles for demographic information)

**C** Place the Student ID Label Here

**D** Gender  
 Female  Male

**E** Date of Birth  
 Day Month Year  
 (A grid of bubbles for date of birth)

**F** State Student Identifier  
 (A grid of bubbles for state student identifier)

ILLINOIS Assessment of Readiness  
 Grade 7 Mathematics Answer Document Spring 2021

School Use Only

301024-102.221 Printed in the USA by Pearson ISD34442

# IAR - Students Testing on Paper

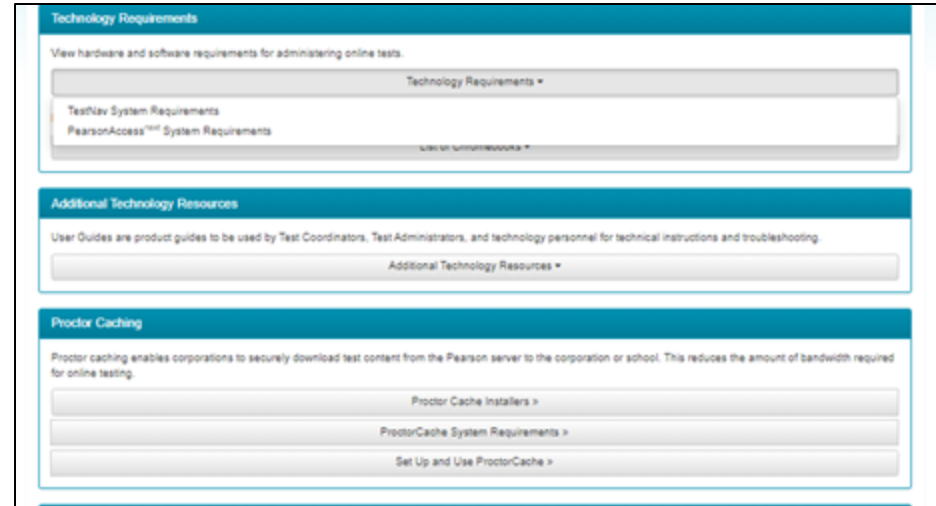
- After testing all secure materials need to be returned to Pearson.
  - Paper Materials are due one week after testing; no later than **May 7, 2021**.
    - All secure materials include all test books, scorable answer documents, human reader scripts.
  - Human reader scripts for computer-based materials must be returned by **May 21, 2021**.
  - Scratch paper that students used should be considered secure material and destroyed or returned.
  - It is not necessary to return manuals or math tools.
- Detailed Information regarding the return of paper materials can be found in the IAR 2021 Test Coordinator Manual found on the Resource page at [il.mypearsonsupport.com](https://il.mypearsonsupport.com).

The image features a light blue background with a pattern of colorful polka dots in shades of teal, dark blue, and yellow. A large white circle is centered on the page, containing the text "TestNav" in a dark blue, serif font.

**TestNav**

# TestNav

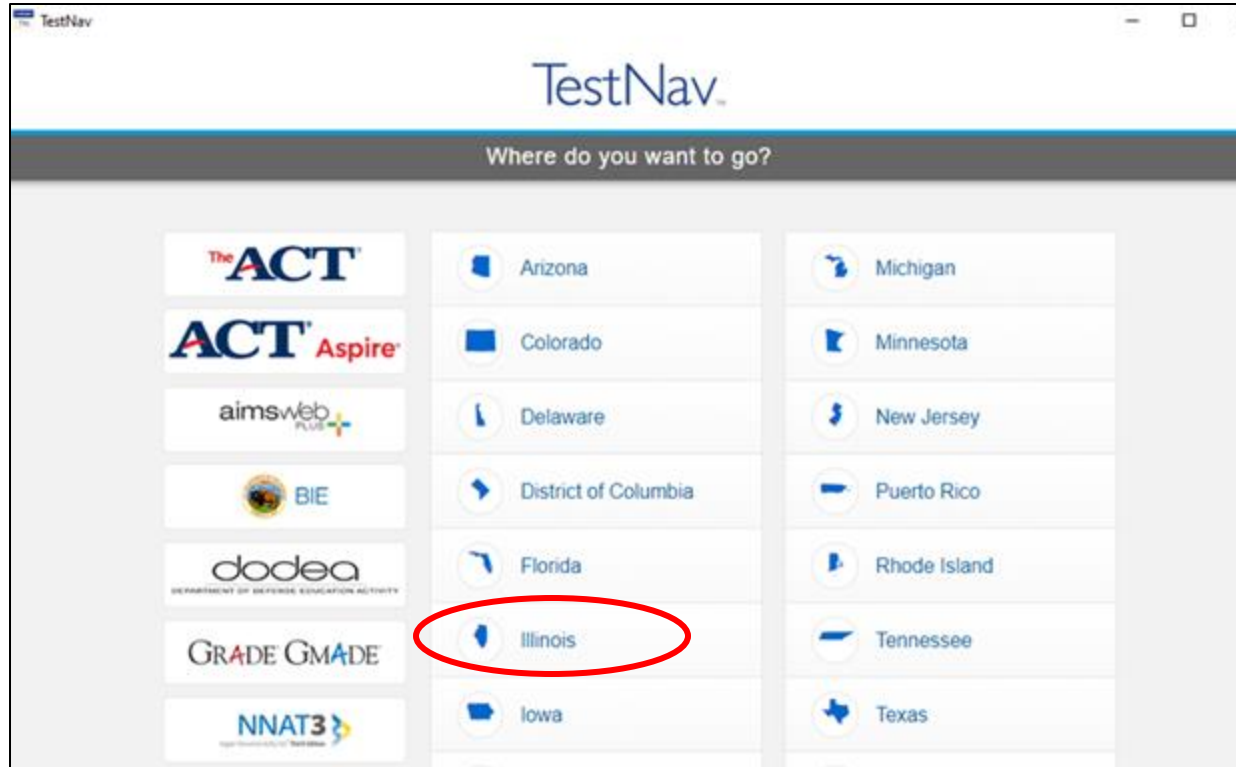
- TestNav is the software students will use to login and test the Spring 2021 Illinois Assessment of Readiness (IAR).
- The Technology Coordinator or Test Coordinator will need to download TestNav and setup computers well ahead of the testing window.
- Detailed information is available at [il.mypearsonsupport.com](https://il.mypearsonsupport.com) on the Technology tab.
- Once TestNav is downloaded, auto updates should be turned off.





# TestNav

The first time using TestNav, you will need to choose a customer.



# TestNav

- Once the customer is chosen, students will be directed to the login screen.
- The customer screen will not show up again, unless you select choose a different customer.

TestNav  
Illinois

Username

Password

Sign In

Test Audio

8.13.1522



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# Support



# Customer Support Site - [il.mypearsonsupport.com](http://il.mypearsonsupport.com)

- Manuals
- Tutorials
- Practice Tests (non-secure)
- User Guides
- Technology Information
- Support Documents
- Teacher Resources

**ILLINOIS**  
Assessment of Readiness

Home PearsonAccess<sup>next</sup> Technology Setup Resources Reporting Test Preparation Private Schools Support

## Home

The Illinois Assessment of Readiness (IAR) assesses progress of students in grades 3-8 in meeting the Illinois Learning Standards in English language arts and mathematics.

This site hosts all of the tools necessary for Test Coordinators, Technology Coordinators, and Test Administrators to prepare for and administer assessments.

**Quality Partner Standards Commitment Innovation Success Support Improvement Students Collaboration Accessible Direct Leader Experience Educators Students Expertise**

**PearsonAccess<sup>next</sup>**  
Sign in to PearsonAccess<sup>next</sup> for all administrative tasks for test administration.  
[View PearsonAccess<sup>next</sup>](#)

**Technology Setup**  
Prepare your system for online assessments.  
[View Technology Setup](#)

**Resources**  
Access trainings, manuals, and other resources to prepare for and administer assessments.  
[View Manuals, Training Modules, and Documents](#)

**Test Preparation**  
Users can access sample items, TestNav 8 tutorials, and practice tests to prepare for the tests.  
[View Test Preparation](#)

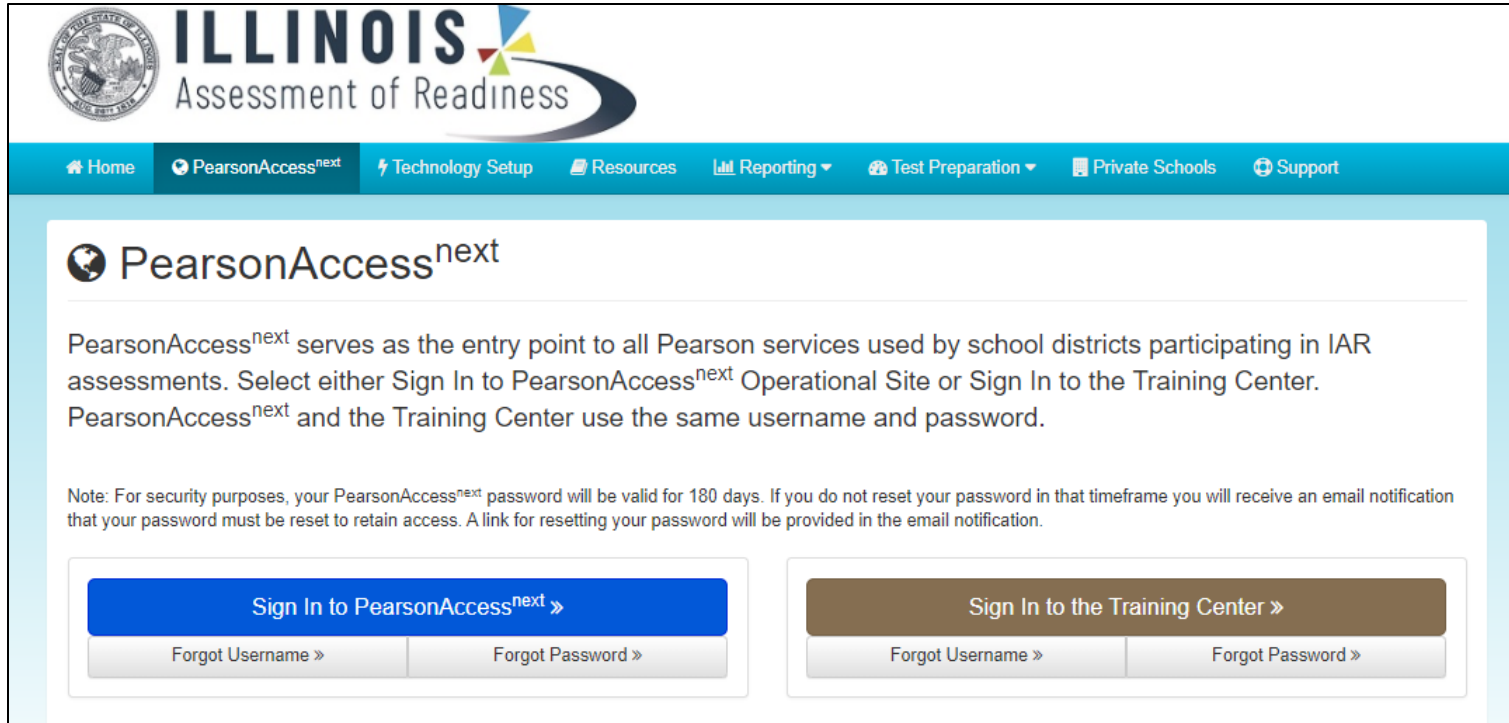
**Private Schools**  
Information for Private Schools testing students on the IAR English language arts and mathematics assessments.  
[Private Schools](#)

**Teacher Resources**  
IAR English language arts and mathematics assessment resources for teachers.  
[Teacher Resources](#)

**Reporting**  
Access a variety of reporting resources from interpretive guides, to report samples, and file layouts.  
[Reporting](#)

**Support**  
Assistance is available via email, chat, or phone.  
[View Support](#)

# Customer Support Site - [il.mypearsonsupport.com](http://il.mypearsonsupport.com)



The screenshot shows the PearsonAccess next website interface. At the top left is the Illinois Assessment of Readiness logo, featuring the state seal and the text "ILLINOIS Assessment of Readiness". Below the logo is a blue navigation bar with the following links: Home, PearsonAccess<sup>next</sup>, Technology Setup, Resources, Reporting, Test Preparation, Private Schools, and Support. The main content area has a light blue background and features the PearsonAccess<sup>next</sup> logo at the top. Below the logo, there is a paragraph of text explaining that PearsonAccess<sup>next</sup> is the entry point to all Pearson services used by school districts participating in IAR assessments. It instructs users to select either "Sign In to PearsonAccess<sup>next</sup> Operational Site" or "Sign In to the Training Center", noting that both use the same username and password. A note below states that passwords are valid for 180 days and will be reset if not used. At the bottom, there are two main sign-in buttons: a blue one for "Sign In to PearsonAccess<sup>next</sup>" and a brown one for "Sign In to the Training Center". Each button has two smaller links below it: "Forgot Username" and "Forgot Password".

**ILLINOIS**  
Assessment of Readiness

Home PearsonAccess<sup>next</sup> Technology Setup Resources Reporting Test Preparation Private Schools Support

**PearsonAccess<sup>next</sup>**

PearsonAccess<sup>next</sup> serves as the entry point to all Pearson services used by school districts participating in IAR assessments. Select either Sign In to PearsonAccess<sup>next</sup> Operational Site or Sign In to the Training Center. PearsonAccess<sup>next</sup> and the Training Center use the same username and password.

Note: For security purposes, your PearsonAccess<sup>next</sup> password will be valid for 180 days. If you do not reset your password in that timeframe you will receive an email notification that your password must be reset to retain access. A link for resetting your password will be provided in the email notification.

Sign In to PearsonAccess<sup>next</sup> »

Forgot Username » Forgot Password »

Sign In to the Training Center »

Forgot Username » Forgot Password »



## Customer Support

Customer support and assistance is available via email, chat, or phone. Pearson technical and customer support is available Monday through Friday for assistance with installation of software, test session management, or technical troubleshooting during testing.

### [Customer support FAQs](#)

#### Chat

Please log into your secure PearsonAccess<sup>next</sup> account to access the Chat feature.

Monday - Friday  
6:00 am - 6:30 pm (CT)

#### Phone

##### ISBE Division of Assessment and Accountability

☎ 1-866-317-6034  
email: [assessment@isbe.net](mailto:assessment@isbe.net)  
website: [isbe.net/assessment](http://isbe.net/assessment)

##### Illinois Customer Support

☎ 1-833-213-3879  
  
Monday - Friday  
6:00 am - 6:30 pm (CT)

#### email

Submit a Pearson help desk request



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# Training Dates

## Test Administration Webinar

Thursday, January 28, 2021 10:00-11:00 a.m.

- geared towards experienced Test Administrators (2+ years in the position)
- shorter, covering “what’s new” information





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# Training Dates

## Technology Coordinator Webinar

Thursday, February 4, 2021 10:00-11:00 a.m.

- will cover all Technology activities for IAR





# ISBE - Pearson Contacts Information



## ISBE Assessment & Accountability

866-317-6034

[assessment@isbe.net](mailto:assessment@isbe.net)

[www.isbe.net/Pages/Assessment.aspx](http://www.isbe.net/Pages/Assessment.aspx)

<https://www.isbe.net/Pages/testinvestinkidsact.aspx>

## Pearson Customer Support

833-213-3879

<https://il.mypearsonsupport.com>





Questions?