



Idaho Department  
of Education

# WIDA Secure Portal

ELPA Webinar Series 2024-2025

August 29, 2024



# Agenda

## Participants will be able to:

1. Explain the purpose of the WIDA Secure Portal as it pertains to the ELPA-Verse.
2. Explain the roles that can be assigned within the portal and how district staff can get an account.
3. Identify the five sections of the WIDA Secure Portal.
4. Describe the functionality of each WIDA Secure Portal section.
5. Clarify outstanding questions on the use and functionality of the WIDA Secure Portal.

# WIDA Secure Portal

## Purpose

# The “Brain” of the ELPA-Verse



# WIDA Secure Portal Purpose

## **District Test Coordinators:**

- Create/Manage Test Administrator / School Coordinator / IT Coordinator accounts
- Confirm assessment certifications
- View State Data Dashboard

## **All Account Holders:**

- Complete trainings/certifications (WIDA Screener/ ACCESS/ WIDA Alt. ACCESS)
- Download testing resources
- Join/View WIDA Webinars
- View assessment certifications
- Enroll & Complete professional learning modules



# **WIDA Secure Portal**

## **Roles / Permissions**

# WIDA Secure Portal Roles / Permissions

**District Test Coordinators:** Responsible for adding/modifying/deactivating Role Assignments and Package Assignments.

**Role Assignments:** What the user can modify.

Role Assignments	
Account Coordinator	<input type="checkbox"/>
State Data Dashboard	<input type="checkbox"/>

- Account Coordinator: User can add/modify district user accounts.
- State Data Dashboard: User can view/download WIDA and State aggregated reports.

- Demographics / Proficiency Levels / ACCESS Percentile Growth / NAEP Performance

Package Assignments	
Assessment Training	<input type="checkbox"/>
Self-Paced Professional Learning	<input type="checkbox"/>

**Package Assignments:** What training packages users can access

- Assessment Training: User can enroll into required assessment trainings.
- Self-Paced Professional Learning: User can access free professional development workshops.

# WIDA Secure Portal

## “Manage” Section



# WIDA Secure Portal

## Manage

Manage 

### My Profile:

- Review Basic Information
  - Change Email/Username
  - Change Password
  - View WIDA Non-Disclosure Agreement
  - View Packages (Assessment Training / Self-Paced Professional Learning that managed by you)
- Review Certifications
- Update Subscription Preferences

# WIDA Secure Portal

## Manage

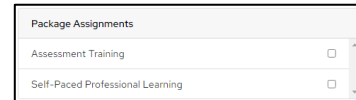
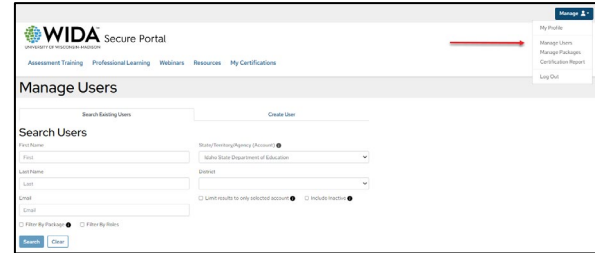
### Manage Users:

**Search Users:** Search and Modify existing users

- Search: first/last name, email, district
- Filter Function: Package / Role Assignments
  - Package: Assessment Training / Self-Paced Professional Learning
  - Role: Account Coordinator / State Data Dashboard

**Create Users:** Create a new user and assign role/package assignment(s)

- Package Assignment for New Test Administrators & School Coordinators include:
  - Assessment Training
  - Self-Paced Professional Learning



# WIDA Secure Portal

## Manage

Manage 

## Manage Users:

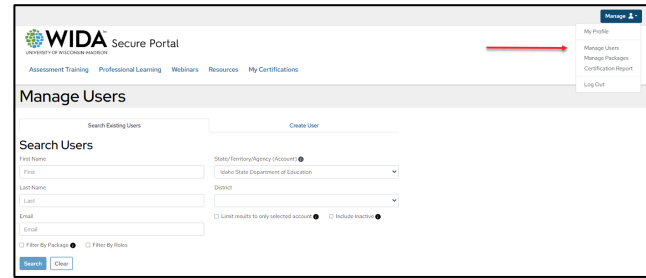
### Create a Users profile:

1. *Select Manage Users from the menu.* You may want to use the Search Existing Users option first to make sure the individual doesn't already have a profile.
2. *Select the Create User tab.* Enter in the user's information and assign packages and roles as necessary. Note: if you don't have permission to assign a specific package, it may be greyed out.
3. *Once you've entered your user's information, click Save.* An email will be sent to the email address you entered, prompting the user to complete the process by logging in and setting a password.

# WIDA Secure Portal Manage

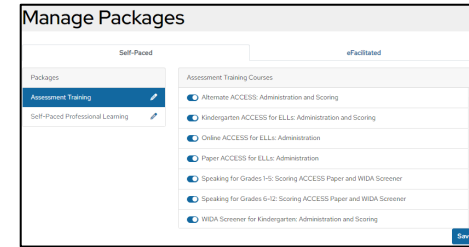


## Manage Packages:



## Self-Paced: District Coordinator can toggle on/off

- Assessment Training Courses
- Self-Paced Professional Learning Course



## eFacilitated: Manage eFacilitated workshops purchased by the district (in-addition to state MOU)

# WIDA Secure Portal Manage



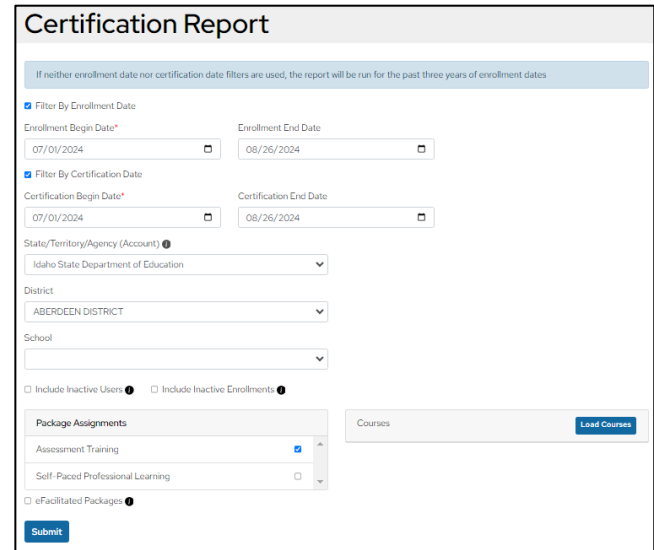
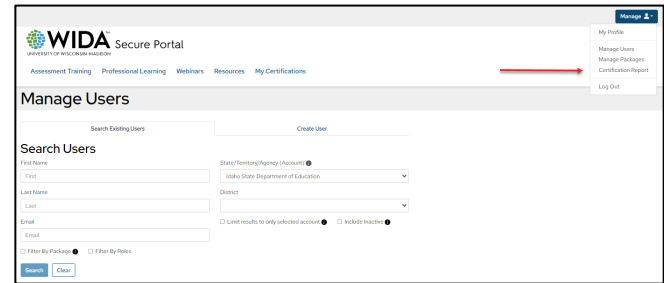
## Certification Report:

Verify certification status of district staff

- Assessment Training
- Self-paced Professional Learning

## Filter Options

- Filter by Enrollment Date
- Filter by Certification Date





# **WIDA Secure Portal Assessment Training**

# WIDA Secure Portal Assessment Training



**Enroll, train, and certify** to administer all WIDA screener and summative English language proficiency assessments.

- **Beginning of the year trainings:**
  - WIDA Screener for Kindergarten
  - WIDA Screener Online
    - \*Speaking for Grades 1-5/6-12: Scoring
    - \*Writing for Grades 1-5/6-12: Scoring
  - WIDA Screener Paper
- **Fall trainings:**
  - Kindergarten ACCESS For ELLs
  - ACCESS For ELLs Online
  - ACCESS For ELLs Paper
    - \*Speaking for Grades 1-5/6-12: Scoring
    - \*Writing for Grades 1-5/6-12: Scoring
  - WIDA Alternate ACCESS

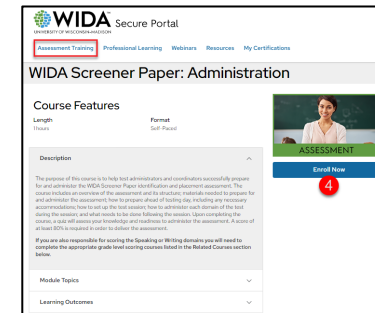
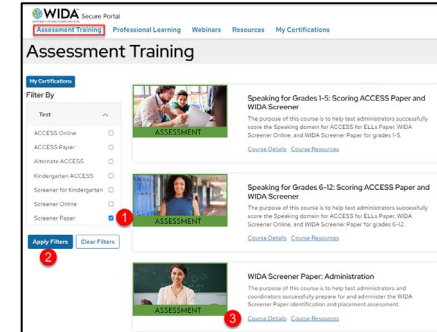


The screenshot displays the WIDA Secure Portal interface for Assessment Training. The page features a navigation bar with options like 'Assessment Training', 'Professional Learning', 'Webinars', 'Resources', and 'My Certifications'. Below the navigation, there's a 'Filter By' section with a dropdown menu set to 'Test'. A list of training courses is shown, each with a thumbnail image, a title, a brief description, and a status of 'Enrolled'. The courses include 'Alternate ACCESS: Administration and Scoring', 'Kindergarten ACCESS for ELLs: Administration and Scoring', 'Online ACCESS for ELLs: Administration', and 'Paper ACCESS for ELLs: Administration'. Each course entry also provides links for 'Course Details', 'Course Resources', and 'Go to Course'.

# WIDA Secure Portal Assessment Training

## How to Enroll:

1. Using the filter function, select the name of the ELP assessment.
  - a. All trainings associated with the selected ELP assessment populate.
2. Select **“Apply Filter”**.
3. Select **“Course Details”**.
4. Select **“Enroll Now”**.
5. Select **“Confirm”** when promoted to enroll.
6. Select **“Begin Training”** to begin the training.





# WIDA Secure Portal Assessment Training

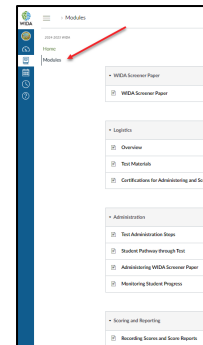
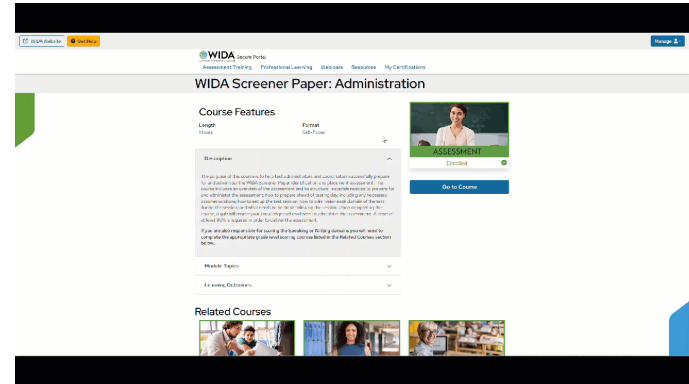


## Pro Tip 1:

On each course landing page, scroll down to reveal a “Resources” section. This section lists all testing materials associated with the selected ELP assessment.

## Pro Tip 2:

Enrollees can quickly navigate to specific training sections by selecting the “Modules” title (upper lefthand corner) once on the Canvas landing page.





# WIDA Secure Portal

## Resources

# WIDA Secure Portal Resources

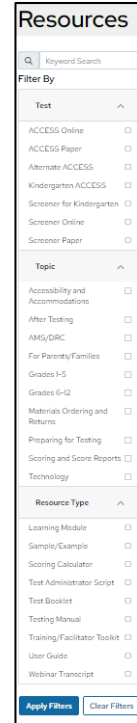


The “Resources” section lists all testing materials and resources that are associated with the WIDA-Verse.

- Use the “Search” function to quickly find a specific resource
- Filter materials by:
  - Specific ELP Assessment (Test)
  - Topic
  - Resource Type

### Pro Tip 3:

Download all the Technology resources and send them to you IT at the beginning of the year and before ACCESS testing to ensure your configurations and testing devices are operational.

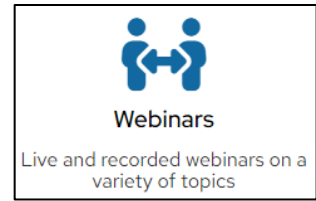




# WIDA Secure Portal

## Webinars

# WIDA Secure Portal Webinars



The “Webinars” section lists recorded and upcoming training webinars that WIDA and the Data Recognition Corporation (DRC) provide.

- Webinars provide targeted information around before, during, and after testing tasks
- Webinars explain technical aspects of:
  - The WIDA suite of assessments
  - WIDA AMS
  - Technology configurations and enhancements
  - Scoring and reporting



# **WIDA Secure Portal**

# **Professional Learning**

# WIDA Secure Portal Professional Learning



The “Professional Learning” section lists free self-paced workshops around how to best serve multilingual learners within the classroom and beyond.

- All Idaho educators and district staff can enroll.
- District Coordinators who have the “Package Assignment” of “Self-Paced Professional Learning” selected can assign a user the ability to access the professional learning opportunity.

# WIDA Secure Portal Professional Learning



## How to assign users access to Professional Learning Workshops:

1. Under the “**Manage**” function, select “**Manage Users**”.
2. Select either “**Create User**” or “**Search Existing Users**”.
3. Under “**Package Assignments**” check the “**Self-Paced Professional Learning**” radio button.
4. Select “**Save**”

A screenshot of the WIDA Secure Portal interface. The page title is "Manage Users". At the top right, there is a "Home" button (callout 1). Below the title, there are two buttons: "Search Existing Users" and "Create User" (callout 2). The "Create User" section includes fields for "First Name", "Last Name", "Email", "Confirm Email", "Position Title", "State/Territory/Agency/Account", and "Device". Below these are sections for "Role Assignments" and "Package Assignments". In the "Package Assignments" section, the "Self-Paced Professional Learning" radio button is selected (callout 3). At the bottom right of the form, there is a "Save" button (callout 4).

\* When modifying an existing user, select the “Edit” button to add a package Assignment





# WIDA Secure Portal

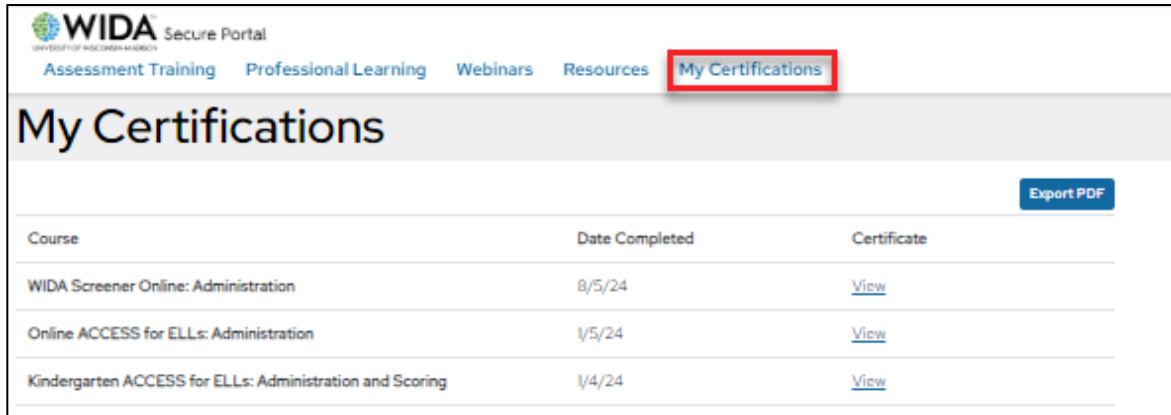
## My Certifications

# WIDA Secure Portal

## My Certifications

The “My Certifications” section allows account holders to quickly verify, view, and export certifications.

- Recommended: Prior to administering a WIDA Screener or ACCESS assessment, ensure that a date is listed under the “Date Completed” column.



WIDA Secure Portal

Assessment Training Professional Learning Webinars Resources **My Certifications**

### My Certifications

[Export PDF](#)

Course	Date Completed	Certificate
WIDA Screener Online: Administration	8/5/24	<a href="#">View</a>
Online ACCESS for ELLs: Administration	1/5/24	<a href="#">View</a>
Kindergarten ACCESS for ELLs: Administration and Scoring	1/4/24	<a href="#">View</a>



# Upcoming Events & Opportunities



# Test Coordinator Training Canvas Course

**Course Outline:** Equips ELPA District Test Coordinators with information need to successfully prepare, administer, and conclude both WIDA Screener and ACCESS for ELLs.

## Course Learning Objectives:

- Identify federal and state regulations, policies, and guidelines.
- Define Idaho ELPA’s measurement and reporting of English language proficiency.
- Understand planning, preparation, and organization of ELPA.
- Coordinate ELPA administration effectively.
- Define data collection, validation, and reporting process.



## How to Enroll & Access the Course:

- Complete Enrollment Form: [Link](#)
- Upon registration, receive email from “notifications@instructure.com”
  - Click “Get Started”
  - Course auto-populates within the user’s Canvas Dashboard (user already has an account).
  - If not, create a Canvas account.

**Canvas Log-in:** Idaho Department of Education’s Login portal: [Link](#)



# WIDA Professional Learning Trainings 24-25

## Virtual WIDA Workshops

### Planning with the ELD Standards Framework

- **September 20<sup>th</sup> & 27<sup>th</sup> 2024 – Two Virtual Workshops (Register by 9/13/24)**
- **Overview:** Educators and leaders will learn how the various components of the 2020 edition of the WIDA English Language Development Standards work together to support equitable access to high quality learning opportunities for multilingual learners. Participants will explore how the Standards Framework can support instructional planning and collaboration.

### Bringing Language into Focus: Expectations, Functions & Features

- **November 7<sup>th</sup> & 21<sup>st</sup> 2024 – Two Live Virtual Workshops + Self-Paced Module (Register by 10/31/24)**
- **Overview:** This workshop gives K-12 educators an opportunity to take a closer look at the Key Language Uses (genre families) by engaging in a deeper exploration of Language Expectations, Language Functions, and Language Features. Participants will learn the importance and purpose of mentor text to make language visible to students. Participants will engage in exploration of materials and additional resources to support their classroom implementation.



<https://forms.office.com/r/vxky93Ajg3>



# ELPA Webinar Series 2024-2025

## Free WIDA Self-Paced Workshops

- The WIDA ELD Standards Framework: A Collaborative Approach
- Newcomers: Promoting Success through Strengthening Practice
- Making Language Visible in the Classroom
- Reframing Education for Long-term English Learners
- Developing Language for Learning in Mathematics
- Engaging Multilingual Learners in Science: Making Sense of Phenomena
- Desarrollando el español: las expectativas del lenguaje (NEW!)
- Reading Comprehension Across Content Areas with Multilingual Learners (NEW!)
- Teaching Multilingual Learners Social Studies through Multiple Perspectives (Updated)
- Let's Play! Multilingual Children's Joyful Learning in PreK-3 (NEW!)
- Exploring the WIDA PreK-3 Essential Actions
- WIDA Español: Evaluaciones del desarrollo del lenguaje a nivel de salón - Classroom assessment for language development (Available spring 2025)



# English Language Proficiency Assessment 2024-2025 Webinar Series

- [ELPA: ELPA-Verse - WIDA AMS](#)
  - September 3, 2024 / 12:00-1:00PM MT
- [ELPA: 2024-25 Test Cycle Overview & Updates](#)
  - September 5, 2024 / 12:00-1:00PM MT



# Questions & Open Discussion



# Next ELPA Webinar Series Webinar

## ELPA-Verse: WIDA AMS

September 3, 2024: 12:00PM – 1:00PM MT

<https://idahosde.zoom.us/meeting/register/tJYodu2o-pz8sGNwXp1KuhfnIwxSa13Bfm8CW>



### ELPA-Verse: WIDA AMS

Tue Sep 3rd 12:00pm - 1:00pm (MDT)

This training webinar aims to empower participants with the knowledge and skills needed to use the WIDA Assessment Management System (AMS) to fulfill district responsibilities concerning English langu ...

# Questions & Open Discussion

<https://forms.office.com/r/MzK1Zte8Tx>

## Questions & Open Discussion Reminder:

- Do not discuss student personal identifiable information (PII)
- Be respectful
- Use the “Chat” function or microphone to speak



Presentation Feedback





Idaho Department  
of Education

## **Andrew Bennett | ELPA Coordinator**

**Idaho Department of Education**

**650 W State Street, Boise, ID 83702**

**208.332.6909**

**[abennett@sde.idaho.gov](mailto:abennett@sde.idaho.gov)**

**[www.sde.idaho.gov/assessment/elpa/](http://www.sde.idaho.gov/assessment/elpa/)**

**[www.sde.idaho.gov](http://www.sde.idaho.gov)**

<https://forms.office.com/r/MzK1Zte8Tx>



Presentation Feedback