



Pearson

# TELPAS Online Training Center

Overview, Layout & Resources


Spring 2019





# TELPAS Online Training Center

- ❖ Overview
- ❖ Layout
- ❖ Resources and Contact Information



# **TELPAS Online Training Center Overview**

# Important Dates

Date	Activity
Jan 14	Assembling and Verifying Grades 2–12 Writing Collections course available
Jan 28	Online basic training courses for new K–1 and 2–12 raters available
Feb 11	Calibration window opens for new and returning raters
Feb 11	Earliest eligibility date for TELPAS writing samples
<b>Feb 25–Apr 5</b>	<b>TELPAS assessment window</b>
Apr 5	Training courses and calibrations close
Jul 1	TELPAS Online Training Center maintenance begins (download calibration certificates prior to this date)

# TELPAS Online Training Center Reminders

- After completing the modules **and** practice activities, certificates of completion will be available to print in the scoring summary tab. Testing coordinators will no longer need to print certificates.
- The Grades 2-12 Online Basic Training Course and calibration activities will now only include the domain of writing.
- Each training course will now have a practice activity outside of the modules.
- A separate holistically-rated listening and speaking rater training will be available for the rare circumstances in which a student cannot access the online listening and speaking assessment.

# TELPAS Online Training Center Reminders



- The TELPAS Online Training Center does not save training histories or certificates. Accounts and certificates are purged from the training site at the end of each training window.
- Pearson and TEA do not have access to previous year certificates; CTCs or DTCs should maintain a record of completed rater training.
- District Coordinators will receive an email in January containing the keyword users need to create an account for this year.
- Inform raters when courses and calibrations will become available.
- Verify computers and devices meet the minimum system requirements for the Online Training Center.
- Enable pop-ups if pages do not load correctly.

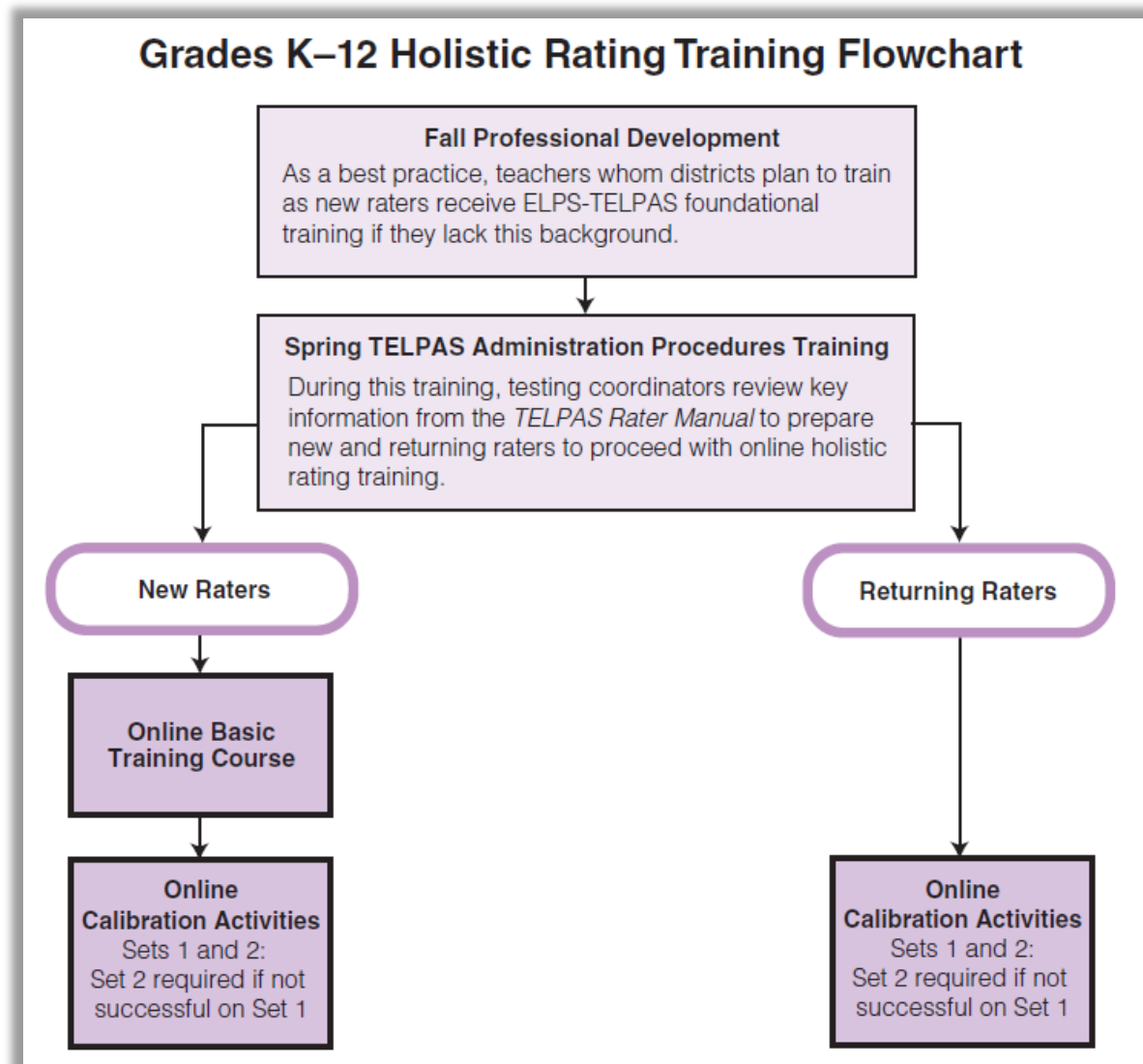
# TELPAS Training

Grades K–1	Grades 2–12
<ul style="list-style-type: none"><li>Holistically-rated listening, speaking, reading, and writing assessments based on classroom observations and student interactions.</li></ul>	<ul style="list-style-type: none"><li>Online multiple-choice reading test with shorter blueprint</li><li>Online listening and speaking test</li><li>Holistically-rated student writing collection</li></ul>
Teachers serving as new TELPAS raters for writing, listening, speaking, and reading complete online basic training* component. All TELPAS raters must complete monitored online calibration activities annually.	Teachers serving as new TELPAS raters for writing complete online basic training* component. All TELPAS raters must complete the monitored online calibration activities annually.


\* New raters and returning raters who have not completed calibration activities within the last three school years are required to complete the online basic training course before calibrating.



# Training Flowchart





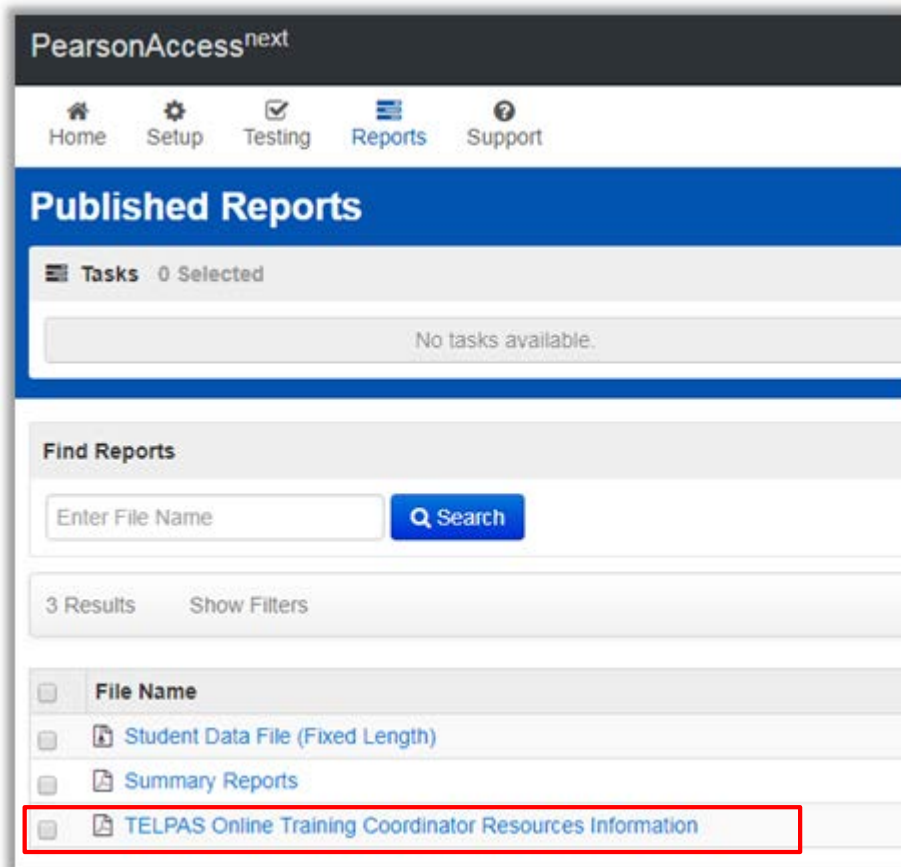


# **TELPAS Online Training Center Layout**

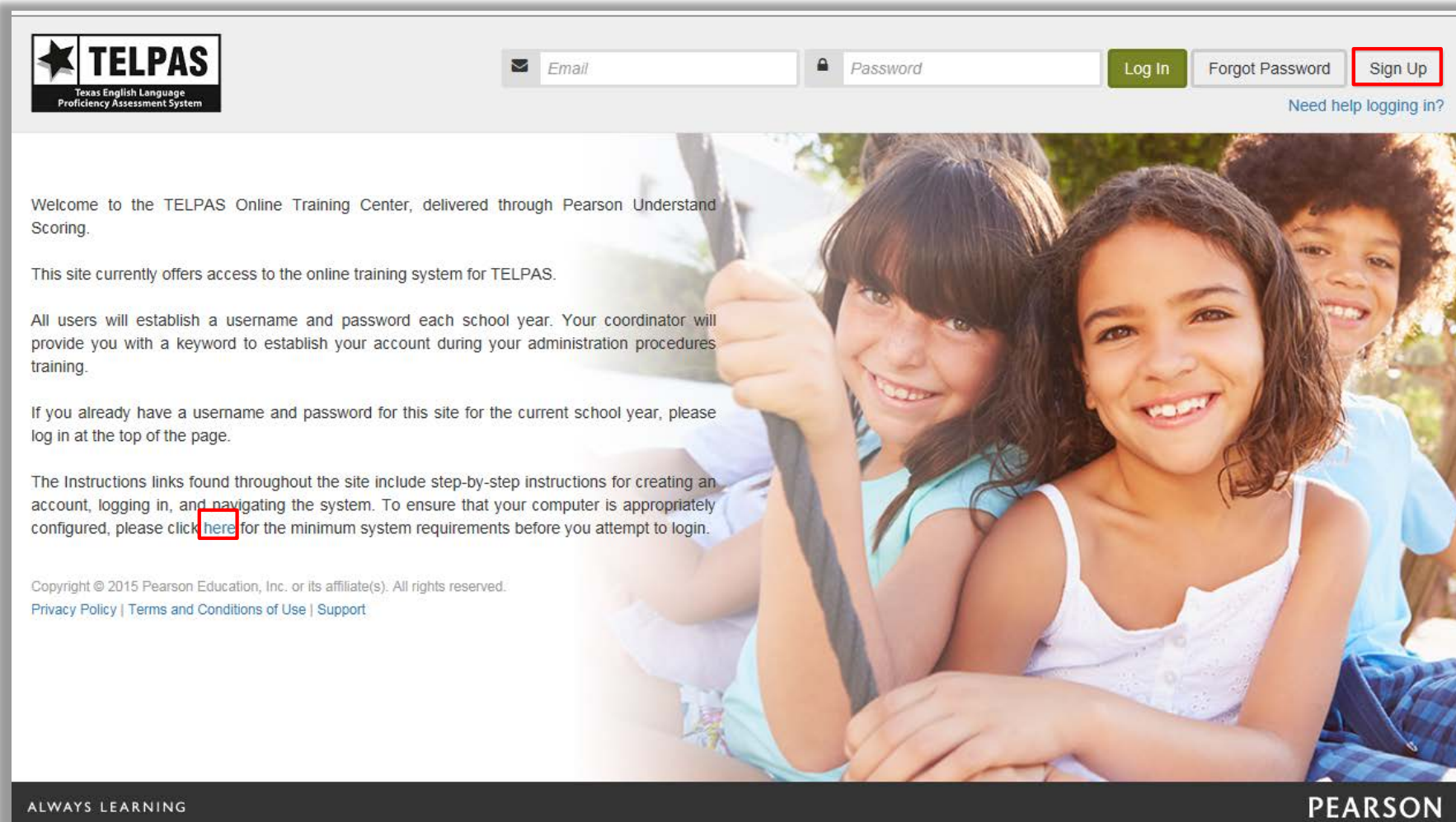
# TELPAS Online Training Center Coordinator Resources Document

Available in PA Next for District Testing Coordinators. Go to Reports → Published Reports. This resource contains:

- Account creation passcode
- Calibration passcodes
- Calibration session roster



# How to Create an Account



The screenshot shows the TELPAS Online Training Center website. At the top left is the TELPAS logo, which includes a star icon and the text "TEXLPAS Texas English Language Proficiency Assessment System". To the right of the logo are input fields for "Email" and "Password", each with an icon (an envelope and a lock respectively). Further right are three buttons: "Log In" (green), "Forgot Password" (grey), and "Sign Up" (red, highlighted with a red box). Below these buttons is a link that says "Need help logging in?". The main content area features a large background image of three smiling children. Overlaid on this image is text that reads: "Welcome to the TELPAS Online Training Center, delivered through Pearson Understand Scoring." followed by "This site currently offers access to the online training system for TELPAS." Then, "All users will establish a username and password each school year. Your coordinator will provide you with a keyword to establish your account during your administration procedures training." Next, "If you already have a username and password for this site for the current school year, please log in at the top of the page." Finally, "The Instructions links found throughout the site include step-by-step instructions for creating an account, logging in, and navigating the system. To ensure that your computer is appropriately configured, please click [here](#) for the minimum system requirements before you attempt to login." At the bottom left of the content area, there is copyright information: "Copyright © 2015 Pearson Education, Inc. or its affiliate(s). All rights reserved." and links for "Privacy Policy | Terms and Conditions of Use | Support". The bottom of the page has a dark grey bar with "ALWAYS LEARNING" on the left and the "PEARSON" logo on the right.

**TELPLAS**  
Texas English Language  
Proficiency Assessment System

Email Password Log In Forgot Password **Sign Up**

Need help logging in?

Welcome to the TELPAS Online Training Center, delivered through Pearson Understand Scoring.

This site currently offers access to the online training system for TELPAS.

All users will establish a username and password each school year. Your coordinator will provide you with a keyword to establish your account during your administration procedures training.

If you already have a username and password for this site for the current school year, please log in at the top of the page.

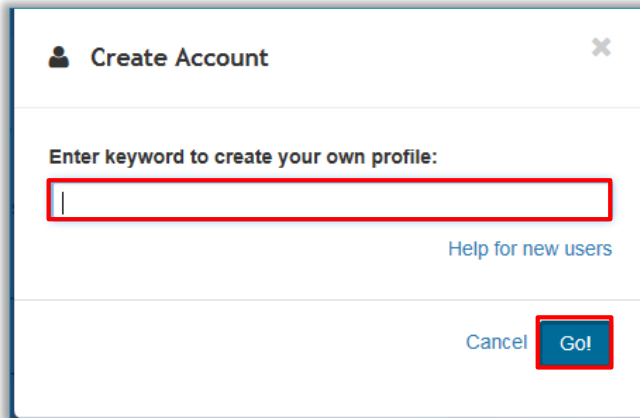
The Instructions links found throughout the site include step-by-step instructions for creating an account, logging in, and navigating the system. To ensure that your computer is appropriately configured, please click [here](#) for the minimum system requirements before you attempt to login.

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ALWAYS LEARNING PEARSON

<http://www.texasassessment.com/TELPASTrainingCenter>

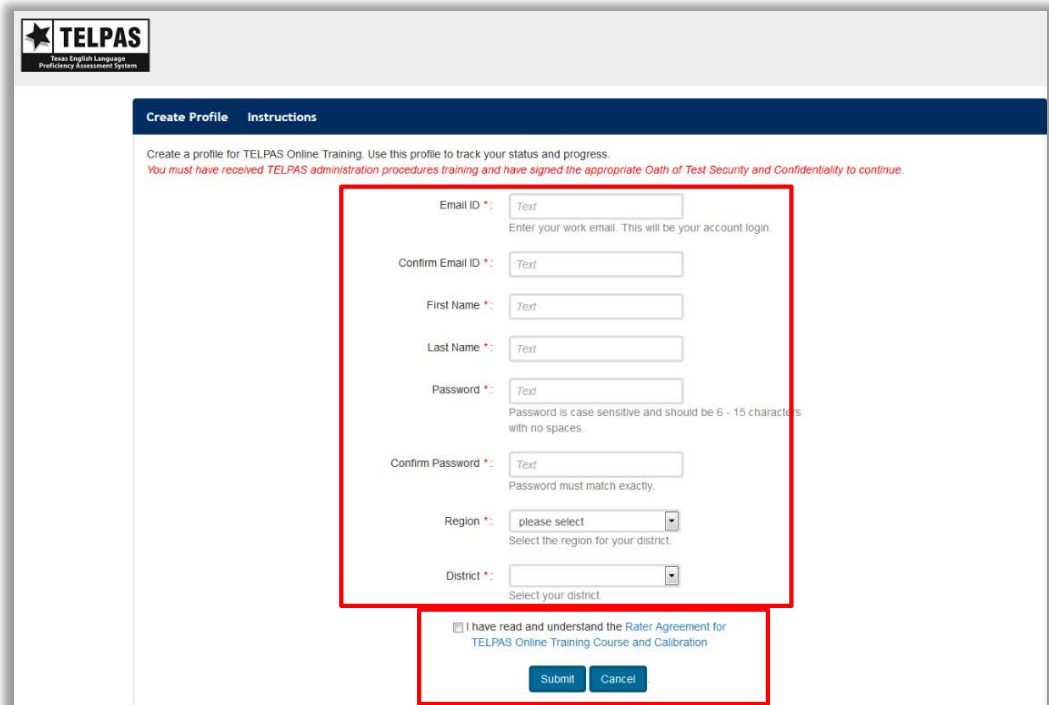
# How to Create an Account



A small dialog box titled "Create Account" with a close button (X) in the top right corner. It contains a text input field with a red border and a placeholder text "Enter keyword to create your own profile:". Below the input field is a link "Help for new users". At the bottom are two buttons: "Cancel" and "Go!". The "Go!" button is highlighted with a red border.


Coordinators will receive a keyword for users to create an account.

All fields are required.  
Check box for Rater Agreement and Submit



A screenshot of the "Create Profile" form in the TELPAS Online Training system. The form is titled "Create Profile" and "Instructions". It contains several text input fields and dropdown menus, all of which are highlighted with a red border. The fields are: "Email ID \*", "Confirm Email ID \*", "First Name \*", "Last Name \*", "Password \*", "Confirm Password \*", "Region \*", and "District \*". Below these fields is a checkbox labeled "I have read and understand the Rater Agreement for TELPAS Online Training Course and Calibration". At the bottom are two buttons: "Submit" and "Cancel".

# Educator Home Page



EDUCATOR HOME

Change Password  
Update Profile  
Sign Out

### Start Here

To access your training, click on the button that corresponds to the grade level(s) of students you have been assigned to rate. If you have been assigned to rate students in multiple grade clusters, you will be able to return to this page using the Educator Home button to select another grade. Contact your campus coordinator if you are unsure of your training requirements.

If you have a student that has been approved for a special administration of the TELPAS listening and speaking assessment, you will complete the holistically rated listening and speaking training in the applicable grade level. To access the holistically rated listening and speaking training, choose the grade level of the student you are assigned to rate from the second row of buttons below. A password is required. Contact your campus coordinator if you have questions.

Testing coordinators, campus administrators, raters, or writing collection verifiers may access the optional course titled *Assembling and Verifying Grades 2-12 Writing Collections* using the Assembling and Verifying button below.

### Announcements

January 14 - Assembling & Verifying Grades 2-12 Writing Collections course available  
January 28 - Online Basic Training Courses available for K-1 and 2-12  
February 11 - Calibration window opens for new and returning raters  
February 11 - Earliest eligibility date for TELPAS writing samples  
February 25 - April 5 - TELPAS assessment window  
**April 5 (5 P.M. CDT) - Training courses and calibrations close**  
**July 1 - TELPAS Online Training Center maintenance begins (download calibration certificates prior to this date)**

*Do not leave your computer unattended if you are logged in. If you need to leave your computer, sign out of your account.*

### Choose Your Training

Grades  
K-1

Grade  
2

Grades  
3-5

Grades  
6-8

Grades  
9-12

Assembling  
and Verifying

### Holistically Rated Listening and Speaking

This training is for raters that have TEA approval to holistically rate a student in listening and speaking. A passcode is required to access this training.

Grades  
2-3

Grades  
4-5

Grades  
6-8

Grades  
9-12

### Resources

[Glossary of Terms Used in TELPAS Holistic Rating Training](#)  
[ELPS-TELPAS Proficiency Level Descriptors](#)  
[TELPAS Rating Tips](#)

# Introduction and Announcements

## Start Here

To access your training, click on the button that corresponds to the grade level(s) of students you have been assigned to rate. If you have been assigned to rate students in multiple grade clusters, you will be able to return to this page using the Educator Home button to select another grade. Contact [your administrator](#) if you have any questions about training requirements.

If you have a student that has been approved for listening and speaking assessment, you will need to select the appropriate listening and speaking training in the applicable grade level. If you have a student that has been approved for listening and speaking training, choose the grade level that the student is currently in. The second row of buttons below. A pass coordinator if you have questions.

Testing coordinators, campus administrators, and students can access the optional course titled *Assembling and Vending Collections* using the Assembling and Vending Collections

## Announcements

January 14 - Assembling & Verifying Grades 2-12 Writing Collections course available

January 28 - Online Basic Training Courses available for K-1 and 2-12

February 11 - Calibration window opens for new and returning raters

February 11 - Earliest eligibility date for TELPAS writing samples

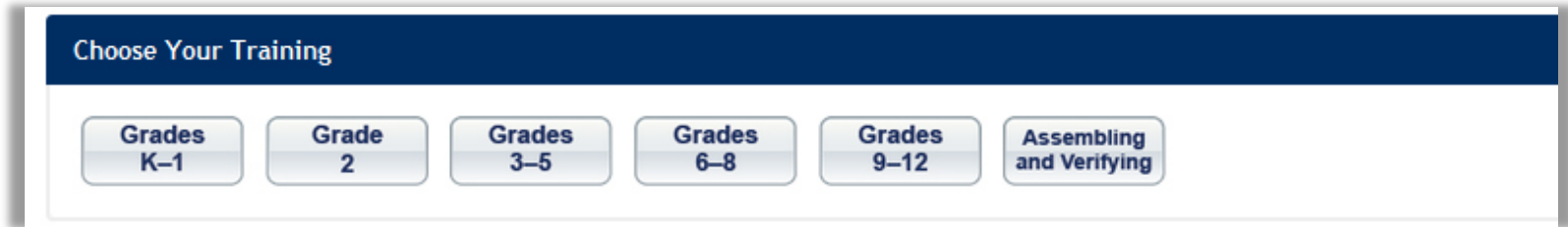
February 25 - April 5 - TELPAS assessment window

April 5 (5 P.M. CDT) - Training courses and calibrations close

July 1 - TELPAS Online Training Center maintenance begins (download calibration certificates prior to this date)

*Do not leave your computer unattended if you are logged in. If you need to leave your computer, sign out of your account.*

# Choose Your Training



The screenshot shows a web interface titled "Choose Your Training". Below the title, there are six buttons arranged horizontally. The first five buttons represent grade clusters: "Grades K-1", "Grade 2", "Grades 3-5", "Grades 6-8", and "Grades 9-12". The sixth button is labeled "Assembling and Verifying".

Choose Your Training					
Grades K-1	Grade 2	Grades 3-5	Grades 6-8	Grades 9-12	Assembling and Verifying

Raters must know their assigned grade cluster to select the appropriate online training

Raters should consult with their campus coordinator if they are unsure of their training requirements



# Holistically Rated Listening and Speaking

## Holistically Rated Listening and Speaking

This training is for raters that have TEA approval to holistically rate a student in listening and speaking. A passcode is required to access this training.



Grades  
2–3

Grades  
4–5

Grades  
6–8

Grades  
9–12

EDUCATOR HOME | ADMIN | REPORTS

 Enter Passcode 

A passcode is required to access the grades 2-12 listening and speaking training.  
Enter the passcode that was provided with the approval from TEA to holistically rate the domains of listening and speaking.

Cancel

TEA approval required to  
holistically rate a student in  
listening and speaking

Passcode will be provided with  
TEA approval

# Resources and Support

## Resources


[Glossary of Terms Used in TELPAS Holistic Rating Training](#)  
[ELPS-TELPAS Proficiency Level Descriptors](#)  
[TELPAS Rating Tips](#)

## Support


### TELPAS Online Training Center Support

The *Instructions* links found throughout the site include step-by-step instructions for using the Training Center, contact Pearson's Customer Service

# Training Courses



EDUCATOR HOME

Welcome, Firstname Lastname 

Training Course

Practice

Calibration

Scoring Summary

TELPAS Online Basic Training Course for Grades 2-12

Instructions

This basic training course is primarily for new raters or raters that have not completed calibration activities in the last 3 years. The course covers the language domain of writing. Raters must complete this course before calibrating and before rating their students for TELPAS.

Course module:



- [Writing](#)

Once you have completed this module, proceed to the Practice tab. After completing the practice activities, a certificate of completion will be available in the scoring summary. You may not proceed to calibration until you have been assigned to a monitored calibration session by your campus. If you have any questions, please contact your campus coordinator.

To return to the Educator Home, click the button at the top of the page.

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# Training Courses

EDUCATOR HOMEWelcome, **Firstname Lastname** 

[Training Course](#) [Practice](#) [Calibration](#) [Scoring Summary](#)

## TELPAS Online Basic Training Course for Grades 2-12 Instructions

This basic training course is primarily for new raters or raters that have not completed calibration activities in the last 3 years. The course covers the language domains of listening and speaking. Raters must complete this course before calibrating and before rating their students for TELPAS. The use of headphones or quality external speakers is necessary to complete this course.

**You must exit each module before launching a new module.**


Course modules:

- [Listening](#)
- [Speaking](#)

Once you have completed these modules, proceed to the Practice tab. After completing the practice activities, a certificate of completion will be available in the scoring summary. You may not proceed to calibration until you have been assigned to a monitored calibration session by your campus. If you have any questions, please contact your campus coordinator.

To return to the Educator Home, click the button at the top of the page.

# Practice


EDUCATOR HOME
Welcome, Firstname Lastname

[Training Course](#)
[Practice](#)
[Calibration](#)
[Scoring Summary](#)

### Practice for Grade 2 Instructions

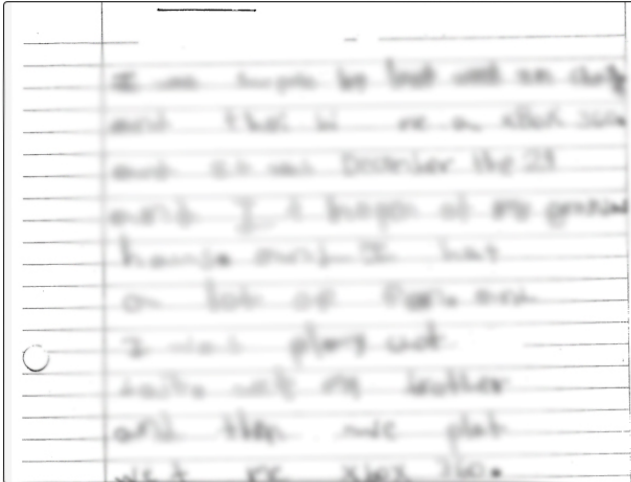
PLDs

**Student:** Writing,      **Grade 2** [Completed]

Your Rating	Assigned Rating
	XXXXXXXX

Review

Student 2 of 5




- Ability to communicate original ideas using short, simple sentences
- Present tense used most accurately; past tense used inconsistently and with errors
- Loosely connected text with limited and repetitive use of cohesive devices (and, then)
- Frequent use of primary language phonics

If you rated this student higher than intermediate, you may have noticed that he is beginning to "spill" into the advanced level in some respects (e.g., he is starting to develop a grasp of basic verb forms). However, his written or observed oral production is far below what would be expected at the next level.


# Calibration Information

- Both new and returning raters must complete calibration in a monitored session that has been established by the campus or district.
- Raters will be given a passcode by the session proctor in order to access calibration.
- Most raters will need one to two hours to complete a calibration set.
- Raters must finish a calibration set once it is started. They will not be able to save their progress and return later to complete the set.
- For K–1, each set contains ten students to be rated. Raters must rate at least 70 percent of the students correctly within a set to demonstrate sufficient calibration.
- For 2–12 grade clusters, each set contains ten writing collections to be rated. Raters must rate at least 70 percent of the collections correctly within a set to demonstrate sufficient calibration.

# Calibration

 **TELPAS**  
Texas English Language  
Proficiency Assessment System

EDUCATOR HOME



Welcome, Firstname Lastname 

[Training Course](#) [Practice](#) [Calibration](#) [Scoring Summary](#)

**Calibration Set 1 for Grades 4-5** **Instructions** **PLDs**

**Student:** Listening, Grade 5 [Review](#)

Select your rating:

Student 1 of 6  

There are 2 samples for this student.


Eiden understands a fair amount of English during content area lessons, though he needs second language acquisition support. During a math lesson a couple of weeks ago, Eiden asked an adult to support his understanding of the questions he was asked, as shown in [Video Sample 1](#).

During recess, Eiden typically has little difficulty understanding conversations in English with friends. At times, though, I see his friends explaining things and pointing to help him with unfamiliar English. Last week Eiden played a new board game with his classmates. To understand the rules of the game, he depended on some additional explanation and visual support using the game pieces and board.


In academic settings, Eiden is generally able to understand the main points of class discussions and activities. Particularly when we start new units, it sometimes takes him extra processing time to follow along, and he occasionally needs clarification of English vocabulary that is familiar to native English speakers. During a recent science explanation that used to introduce a unit on the properties of rocks, Eiden demonstrated these characteristics, as shown in [Video Sample 2](#).



# Calibration

 **TELPAS**  
Texas English Language  
Proficiency Assessment System

EDUCATOR HOME

Welcome, Firstname Lastname 

Training Course Practice **Calibration** Scoring Summary

Calibration Set 1 for Grade 2 Instructions PLDs

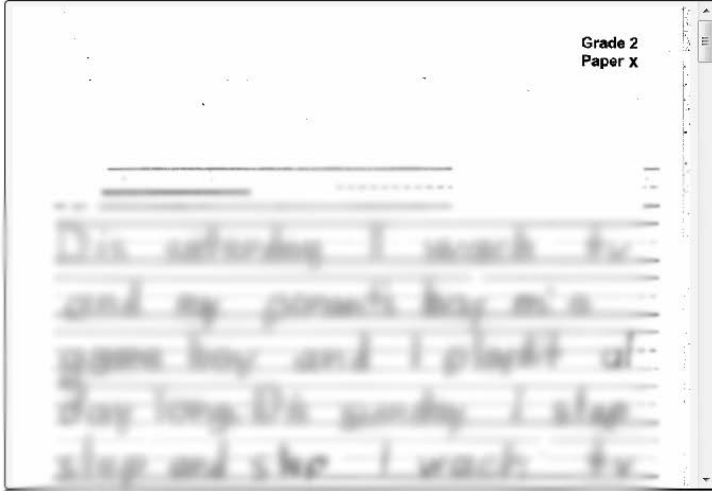
Student: Writing, Grade 2 **[Completed]**

Your Rating	Assigned Rating
	XXXXXXX

Review


Student 7 of 10

Grade 2  
Paper X




- Ability to connect simple, original ideas in English using short, simple sentences
- Ability to communicate on highly familiar topics requiring simple, high-frequency English
- Clauses of main verbs and other language structures well formed
- Frequent errors language spelling, fluency and correct language acquisition across (they told she could go to work, under the sea and all day used home, He has black hair, we don't eat, I say my mom and dad, we never find home)

# Scoring Summary



EDUCATOR HOME

Welcome, Firstname Lastname 

[Training Course](#) [Practice](#) [Calibration](#) [Scoring Summary](#)

Grades 2-3

Instructions

Scoring Data for User:

Report Created: Oct. 16, 2017 04:54 PM (America/Chicago)

Activity	Status	Correct/Total	Score %	Pass ?	Certificate	Professional Development (PD)
Practice	Completed	6/6	N/A	N/A	<a href="#">Print</a> <a href="#">Email</a>	3 PD Hours CPE #500144 09/01/2017
Calibration Set 1	Completed	6/6	100%	Yes	<a href="#">Print</a> <a href="#">Email</a>	2 PD Hours CPE #500144 09/01/2017
Calibration Set 2	Completed	6/6	100%	Yes	-	-

Print

# K-1 Online Basic Training Course Certificate

**Texas English Language Proficiency Assessment System  
(TELPAS)**

**Firstname Lastname**

**f.lastname@isd.com**

has completed this component of TELPAS holistic rating  
training for a total of 5 professional development hours:

**TELPAS Rater Online Basic Training Course for  
Kindergarten and Grade 1**

(CPE #500144)

Spring 2018

Penny Schwinn  
Deputy Commissioner, Academics  
Texas Education Agency



Deborah Sauberer  
Executive Director, Student Assessment  
Texas Education Agency

# 2-12 Basic Training Course Certificate


**Texas English Language Proficiency Assessment System  
(TELPAS)**

**Firstname Lastname**  
**f.lastname@isd.com**

has completed this component of TELPAS holistic rating  
training for a total of 3 professional development hours:

**TELPAS Rater Online Basic Training Course  
for Grades 2-12 Writing**  
(CPE #500144)  
Spring 2018

Penny Schwinn  
Deputy Commissioner, Academics  
Texas Education Agency

 **TELPAS**  
Texas English Language  
Proficiency Assessment System

Deborah Sauberer  
Executive Director, Student Assessment  
Texas Education Agency

# Calibration Certificate

**Texas English Language Proficiency Assessment System  
(TELPAS)**


**Firstname Lastname**  
**f.lastname@isd.com**

has successfully completed this year's calibration component  
of TELPAS holistic rating training for a total of 2 professional development hours:

**Grade 2**  
**Writing**  
(CPE #500144)

Spring 2018

Penny Schwinn  
Deputy Commissioner, Academics  
Texas Education Agency

 **TELPAS**  
Texas English Language  
Proficiency Assessment System

Deborah Sauberer  
Executive Director, Student Assessment  
Texas Education Agency

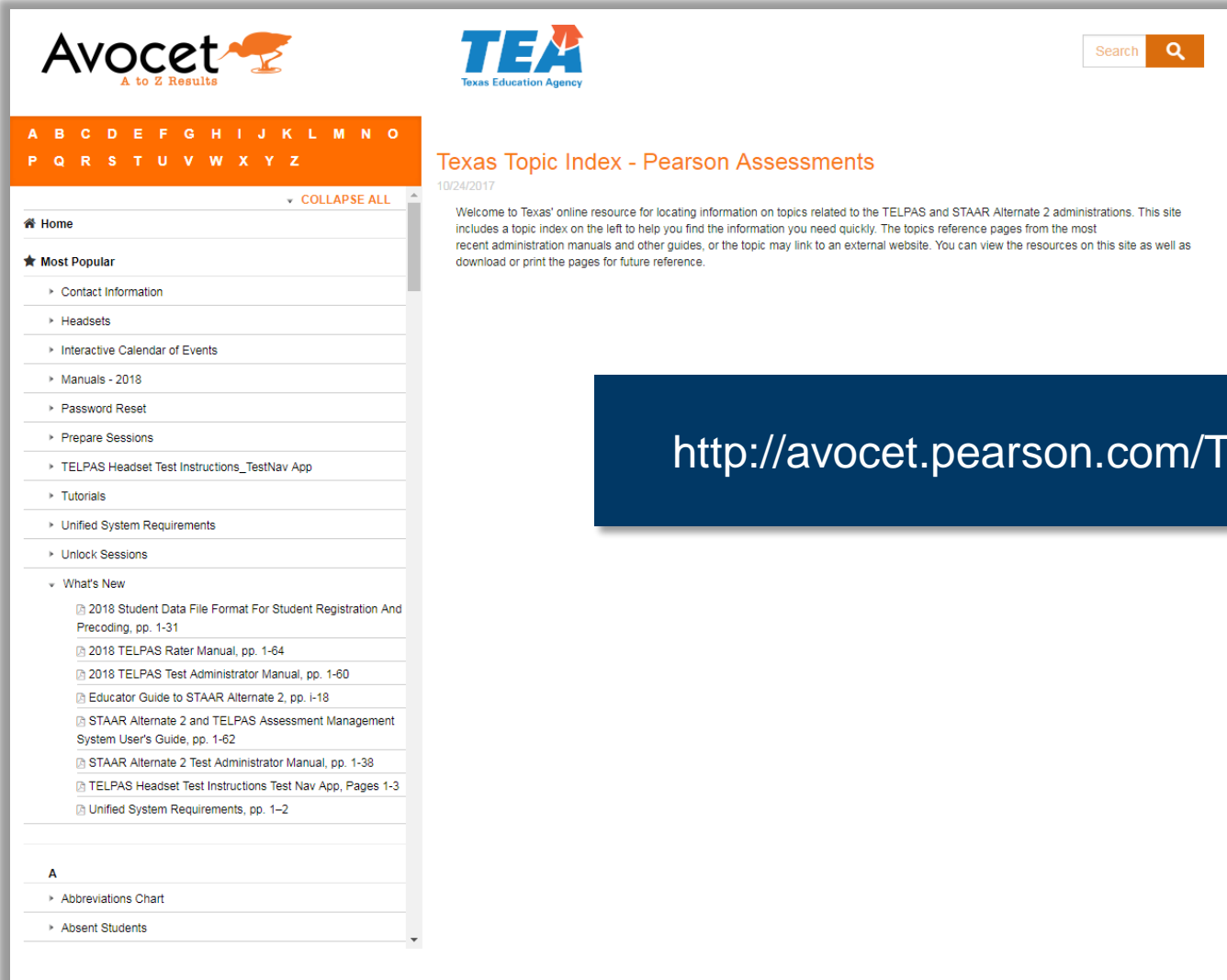


## **Resources and Contact Information**

# Resources

- District and Campus Coordinator Resources
- *Educator Guide to TELPAS and TELPAS Alternate*
- *2019 TELPAS Rater and Test Administrator Manual*
- Avocet <http://avocet.pearson.com/TX/Home>
- Texas Education Agency: <http://tea.texas.gov/student.assessment/ell/telpas/>





The screenshot displays the Avocet website interface. At the top left is the Avocet logo with the tagline "A to Z Results". To its right is the TEA (Texas Education Agency) logo. A search bar is located in the top right corner. Below the logos is an alphabetical index bar (A-Z) and a "COLLAPSE ALL" link. The left sidebar contains a "Home" link, a "Most Popular" section with links to Contact Information, Headsets, Interactive Calendar of Events, Manuals - 2018, Password Reset, Prepare Sessions, TEPAS Headset Test Instructions\_TestNav App, Tutorials, Unified System Requirements, and Unlock Sessions. Below this is a "What's New" section listing various manuals and guides with their page counts. At the bottom of the sidebar is an "A" section with links to Abbreviations Chart and Absent Students. The main content area is titled "Texas Topic Index - Pearson Assessments" with a date of 10/24/2017. The text below the title reads: "Welcome to Texas' online resource for locating information on topics related to the TELPAS and STAAR Alternate 2 administrations. This site includes a topic index on the left to help you find the information you need quickly. The topics reference pages from the most recent administration manuals and other guides, or the topic may link to an external website. You can view the resources on this site as well as download or print the pages for future reference."

<http://avocet.pearson.com/TX/Home>

# Contact Information

Pearson Customer Support  
Phone: 800-627-0225

TEA Student Assessment Division  
Phone: 512-463-9536



**Thank you!**