

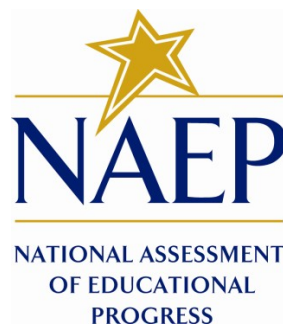
National Center for Education Statistics
National Assessment of Educational Progress

National Assessment of Educational Progress (NAEP) 2027

Appendix I

2027 Assessment Management System Materials

OMB# 1850-0803 v.39



March 2026

A combination of draft and final AMS materials are included in Appendix I for this 30-day Clearance Package submission. Drafts that have been replaced with final versions are marked by “(NEW)” in the header. Remaining draft communications will be updated in the Amendment package for use in the 2027 NAEP Science Pilot Assessment. The table below shows the administration window and subject.

Activity	Window	Grade	Subjects
2027 NAEP Science Pilot	January-March 2027	8	Science

Important changes in how we collect demographic information are reflected in the 2027 instruments. In March 2024, the Office of Management and Budget (OMB) announced revisions to Statistical Policy Directive No. 15: Standards for Maintaining, Collecting, and Presenting Federal Data on Race and Ethnicity (SPD 15) and published the revised SPD 15 standard in the Federal Register (89 FR 22182). See Part A.7 of this package to see how NCES plans to incorporate these revisions into NAEP 2027.

Additionally, materials in this submission are in compliance with the White House’s Executive Orders “Defending Women from Gender Ideology Extremism and Restoring Biological Truth to the Federal Government,” (January 20, 2025) and “Ending Radical and Wasteful Government DEI Programs and Preferencing,” (January 20, 2025).

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Appendix I1: 2027 AMS Login Screens (NEW)

Note: The AMS log-in screens included here are examples and will be updated in the Amendment (Summer 2026).

To request help, contact the NAEP help desk at naephelp@westat.com or 1-800-283-6237

NAEP Classroom Server (Field Staff Only) English Español ? Help




Assessment Management System (AMS)


AMS uses Login.gov as its secure sign-in provider to enhance account protection. AMS users must sign in through Login.gov using an email, password, and multifactor authentication (MFA), also known as two-factor authentication, to access the system.

! Access to AMS requires a valid Login.gov account connected to your AMS account.

[Review Account Activation Instructions and FAQs](#)


Sign in with  **LOGIN.GOV**

[Review Paperwork Reduction Act Statement](#)



To request help, contact the NAEP help desk at naephelp@westat.com or 1-800-283-6237

NAEP Classroom Server (Field Staff Only) English Español ? Help



Assessment Management System (AMS)

AMS uses Login.gov as its secure sign-in provider to enhance account protection. AMS users must sign in through Login.gov using an email, password, and multifactor authentication (MFA), also known as two-factor authentication, to access the system.

! Access to AMS requires a valid Login.gov account connected to your AMS account.

[Review Account Activation Instructions and FAQs](#)

Acknowledge **Intended for Authorized Access Only**

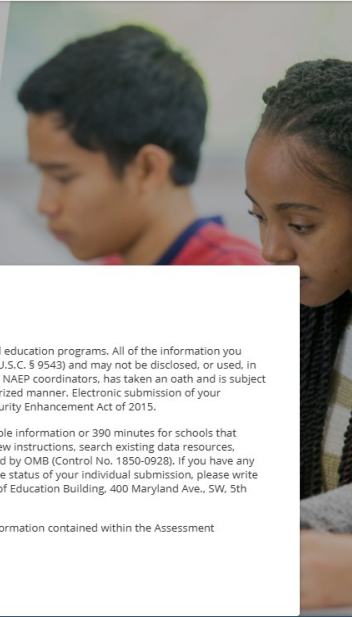
Paperwork Reduction Act (PRA) Statement
The National Center for Education Statistics (NCES) conducts the National Assessment of Educational Progress to evaluate federally supported education programs. All of the information you provide may only be used for the purposes of research, statistics, and evaluation under the Education Sciences Reform Act of 2002 (ESRA; 20 U.S.C. § 9543) and may not be disclosed, or used, in identifiable form for any other purpose except as required by law. Every NCES employee as well as every NCES agent, such as contractors and NAEP coordinators, has taken an oath and is subject to a jail term of up to 5 years, a fine of \$250,000, or both if he or she willfully discloses ANY identifiable information about you in any unauthorized manner. Electronic submission of your information will be monitored for viruses, malware, and other threats by Federal employees and contractors in accordance with the Cybersecurity Enhancement Act of 2015.

NCES estimates the time required to complete this information collection to average 270 minutes for schools that do not submit student sample information or 390 minutes for schools that submit student sample information manually, plus an additional 10 minutes for each student identified as SD or EL, including the time to review instructions, search existing data resources, gather the data needed, and complete and review the information collection. This voluntary information collection was reviewed and approved by OMB (Control No. 1850-0928). If you have any comments concerning the accuracy of the time estimate, suggestions for improving this collection, or any comments or concerns regarding the status of your individual submission, please write to: National Assessment of Educational Progress (NAEP), National Center for Education Statistics (NCES), Lyndon Baines Johnson Department of Education Building, 400 Maryland Ave., SW, 5th floor, Washington, DC 20202, or send an email to: nces.information.collections@ed.gov.

When you have finished your work or need to stop and return later to finish, please LOG OUT of the system to preserve the security of the information contained within the Assessment Management System.

OMB No. 1850-0928 APPROVAL EXPIRES 8/31/2027

version - 26.1211.2 p



2027 PRA Statement - English

Paperwork Reduction Act (PRA) Statement

The National Center for Education Statistics (NCES) conducts the National Assessment of Educational Progress to evaluate federally supported education programs. All of the information you provide may only be used for the purposes of research, statistics, and evaluation under the Education Sciences Reform Act of 2002 (ESRA; 20 U.S.C. § 9543) and may not be disclosed, or used, in identifiable form for any other purpose except as required by law. Every NCES employee as well as every NCES agent, such as contractors and NAEP coordinators, has taken an oath and is subject to a jail term of up to 5 years, a fine of \$250,000, or both if he or she willfully discloses ANY identifiable information about you in any unauthorized manner. Electronic submission of your information will be monitored for viruses, malware, and other threats by Federal employees and contractors in accordance with the Cybersecurity Enhancement Act of 2015.

NCES estimates the time required to complete this information collection to average 270 minutes for schools that do not submit student sample information or 390 minutes for schools that submit student sample information manually, plus an additional 10 minutes for each student identified as SD or EL, including the time to review instructions, search existing data resources, gather the data needed, and complete and review the information collection. This voluntary information collection was reviewed and approved by OMB (Control No. 1850-0928). If you have any comments concerning the accuracy of the time estimate, suggestions for improving this collection, or any comments or concerns regarding the status of your individual submission, please write to: *National Assessment of Educational Progress (NAEP), National Center for Education Statistics (NCES), Lyndon Baines Johnson Department of Education Building, 400 Maryland Ave., SW, 5th floor, Washington, DC 20202*, or send an email to: nces.information.collections@ed.gov.

When you have finished your work or need to stop and return later to finish, please LOG OUT of the system to preserve the security of the information contained within the Assessment Management System.

OMB No. 1850-0928 APPROVAL EXPIRES xx/xx/xxxx

Appendix I2: 2027 NAEP Data Security Agreement (NEW)

Assessment Management System - DATA SECURITY AGREEMENT

Under this agreement you will have access to Assessment Management System, a secure site maintained by ETS on behalf of the National Center for Education Statistics (NCES). By accepting this agreement, you also agree to keep information from the site confidential as outlined below.

NCES is authorized to conduct NAEP by the National Assessment of Educational Progress Authorization Act (20 U.S.C. § 9622) and to collect students' education records from education agencies or institutions for the purposes of evaluating federally supported education programs under the Family Educational Rights and Privacy Act (FERPA, 34 CFR §§ 99.31(a)(3) and 99.35). All of the information you provide may be used only for statistical purposes and may not be disclosed, or used, in identifiable form for any other purpose except as required by law (20 U.S.C. § 9573).

NAEP collects data in a manner consistent with Family Educational Rights and Privacy Act (FERPA) privacy conventions governing the release of student data. Generally, schools must have written parental permission in order to release any information from a student's education record. However, FERPA allows schools to disclose those records, without consent, to organizations conducting certain studies for or on behalf of the school [34 CFR Part 99.31(a)(6)(i)].

As a study authorized by the U.S. Secretary of Education, NAEP is permitted to obtain personally identifying student information without written parental permission. Even so, FERPA stipulates that data collection must be conducted in a manner that does not permit personal identification of parents and students by individuals other than representatives of the organization, and that the information is destroyed when no longer needed for the purposes for which the study was conducted [34 CFR Part 99.31 (a)(6)(iii)(C)(4)].

NAEP fully conforms to the requirements of the Family Educational Rights and Privacy Act of 1974 (FERPA) [20 U.S.C. 1232g; 34 CFR Part 99]. The NAEP procedures and data collection are FERPA compliant. FERPA compliance is ensured through stringent confidentiality requirements governing data transmission, cloud data storage, and personnel protocols, all designed to safeguard personally identifiable information (PII) in accordance with federal regulations. Data is encrypted during transmission using SSL/TLS 1.2 or higher, and data at rest is protected using AES-256 encryption and other advanced encryption standards within a FedRAMP-compliant cloud infrastructure that adheres to FISMA security controls. Access to data is tightly controlled through multi-factor authentication (MFA) and role-based access control (RBAC) to ensure that only authorized users can access sensitive information. In alignment with FERPA guidelines, all individuals, including contractors and school personnel are required to sign confidentiality assurances, pledging to maintain the privacy and security of education records and to exercise reasonable care to prevent unauthorized access to information in their possession.

Acknowledgment

As a representative of your school working on NAEP, you will have access to personally identifying student information. By accepting this agreement, you are certifying that you are authorized to handle and process NAEP information on behalf of your school, and that you will keep the information secure and confidential.

First and last name

Email

Cancel

Agree and Submit

Data Security Agreement (English)

Assessment Management System - DATA SECURITY AGREEMENT

Under this agreement you will have access to Assessment Management System, a secure site maintained by ETS on behalf of the National Center for Education Statistics (NCES). By accepting this agreement, you also agree to keep information from the site confidential as outlined below.

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NAEP fully conforms to the requirements of the Family Educational Rights and Privacy Act of 1974 (FERPA) [20 U.S.C. 1232g; 34 CFR Part 99]. The NAEP procedures and data collection are FERPA compliant. FERPA compliance is ensured through stringent confidentiality requirements governing data transmission, cloud data storage, and personnel protocols, all designed to safeguard personally identifiable information (PII) in accordance with federal regulations. Data is encrypted during transmission using SSL/TLS 1.2 or higher, and data at rest is protected using AES-256 encryption and other advanced encryption standards within a FedRAMP-compliant cloud infrastructure that adheres to FISMA security controls. Access to data is tightly controlled through multi-factor authentication (MFA) and

role-based access control (RBAC) to ensure that only authorized users can access sensitive information. In alignment with FERPA guidelines, all individuals, including contractors and school personnel are required to sign confidentiality assurances, pledging to maintain the privacy and security of education records and to exercise reasonable care to prevent unauthorized access to information in their possession.

Acknowledgment

As a representative of your school working on NAEP, you will have access to personally identifying student information. By accepting this agreement, you are certifying that you are authorized to handle and process NAEP information on behalf of your school, and that you will keep the information secure and confidential.

First and last name

Email

Appendix I3: 2027 AMS Account Activation Email (NEW)

From: naep-ams@naepnpd.org

Subject: Account Activation for NAEP AMS – Time Sensitive

Dear [First name] [Last name],

You were identified to support the National Assessment of Educational Progress (NAEP) as [Role] for [School/District Name]. Please activate your NAEP Assessment Management System (AMS) account to begin using the AMS. The AMS will be your main resource for preparing for the upcoming NAEP assessment.

Important: This Activate AMS Account link in this email is unique to your AMS account activation. Please do **not** forward or share this email with others.

Thank you in advance for your support.

Select the Activate AMS Account button below to review additional instructions and complete your NAEP AMS account activation.

[Activate AMS Account](#)

This link expires in <XX> days.

Appendix I4: 2027 AMS Account Activation Instructions and FAQ (NEW)

2027 AMS Account Activation Instructions and FAQs (New)



National Assessment of Educational Progress (NAEP) Assessment Management System (AMS)

AMS Account Activation Instructions and FAQs

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NAEP AMS Account Activation Instructions

Once invited to the NAEP Assessment Management System (AMS), you will receive an email from naep-ams@naepnpd.org with subject line *Account Activation for NAEP AMS – Time Sensitive* sent to your AMS account email address.

Select **Activate AMS Account** to initiate your account activation.

From: naep-ams@naepnpd.org
Subject: Account Activation for NAEP AMS – Time Sensitive

Dear [First name] [Last name],

You were identified to support the National Assessment of Educational Progress (NAEP) as [Role] for [School/District Name]. Please activate your NAEP Assessment Management System (AMS) account to begin using the AMS. The AMS will be your main resource for preparing for the upcoming NAEP assessment.

Important: This Activate AMS Account link in this email is unique to your AMS account activation. Please do not forward or share this email with others.

Thank you in advance for your support.

Select the Activate AMS Account button below to review additional instructions and complete your NAEP AMS account activation.

Activate AMS Account

This link expires in <XX> days.

You will be directed to the NAEP AMS Account Activation home page.

Note. Login.gov is a service that offers secure and private online access to government programs, such as federal benefits, services, and applications. The AMS uses Login.gov as its secure sign-in provider to

enhance account protection.

You must have a Login.gov account connected to your AMS account email address to complete your AMS account activation. Your AMS account email address is displayed on the NAEP AMS Account Activation home page for reference.

Steps to complete your AMS account activation depend on your current Login.gov account status. Select the option below that applies to you and follow the corresponding instructions provided to complete your AMS account activation.

1. [I do NOT have a Login.gov account](#)
2. [My Login.gov account IS CONNECTED to my AMS account email address](#)
3. [My Login.gov account IS NOT CONNECTED to my AMS account email address](#)

If you need assistance with the AMS, including an expired link in the Account Activation email or an error message on AMS, contact the NAEP Help Desk at 1-800-283-6237 or naephelp@westat.com.

If you need assistance with Login.gov, including management of your Login.gov account or an error message on Login.ed.gov, please go to the [Login.gov Help Center](#) or visit [Login.gov](#) for additional information and support.

I do NOT have a Login.gov account

Follow the steps below to complete your AMS account activation. You will need to create a Login.gov account linked to your AMS account email address.

Steps to complete your AMS Account Activation

Step 1: Note your AMS email address and select **Create an account at LOGIN.GOV**. You will be directed to the U.S. Department of Education sign in options screen.

NAEP AMS Account Activation

The NAEP Assessment Management System (AMS) uses Login.gov as its secure sign-in provider to enhance account protection. AMS users must sign in through Login.gov using an email, password, and multifactor authentication (MFA), also known as two-factor authentication, to access the system.

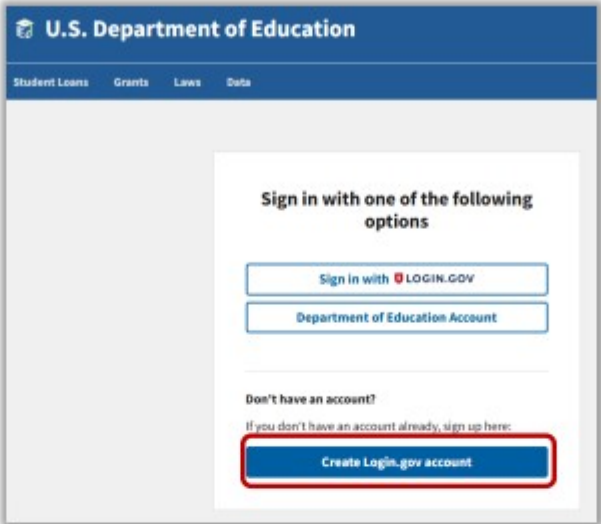
[Review Account Activation Instructions and FAQs](#)

To get started, select the option that best describes your **Login.gov** account status:

- I do NOT have a Login.gov account**
NEXT STEPS:
 - Select "Create an account at Login.gov"
 - You will be taken to the Department of Education's Login.gov screen
 - Create a Login.gov account using your AMS account email address**Create an account at LOGIN.GOV**
- My Login.gov account IS CONNECTED to my AMS account email address**
NEXT STEPS:
 - Select "Sign in with Login.gov"
 - You will be taken to the Department of Education's Login.gov screen
 - Sign in using your AMS account email address**Sign in with LOGIN.GOV**
- My Login.gov account IS NOT CONNECTED to my AMS account email address**
NEXT STEPS:
 - Select "Manage account at Login.gov"
 - Sign in to Login.gov
 - Add your AMS account email address to your Login.gov account
 - Once complete, return to this screen and select "Sign in with Login.gov"**Manage account at LOGIN.GOV**

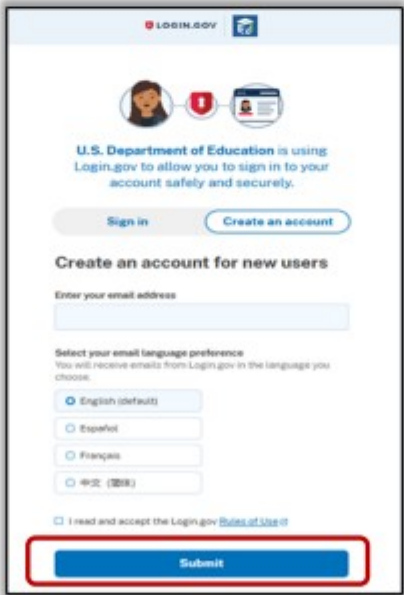
If you need assistance with **Login.gov**, including management of your Login.gov account, please visit the [Login.gov Help Center](#).

Step 2: Select **Create Login.gov account**. You will be directed to the Create an account for new users screen.



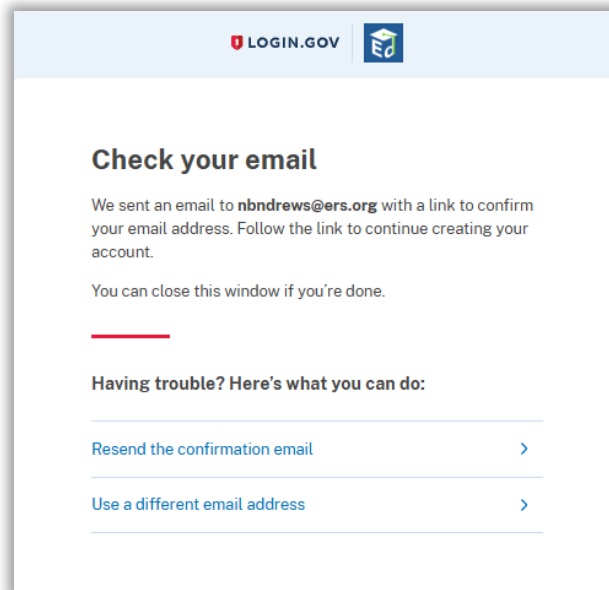
Step 3: Enter your AMS account email address, select your preferred language, read and accept the Login.gov Rules of Use, and select **Submit**.

Note: The language selected does not apply to the AMS.

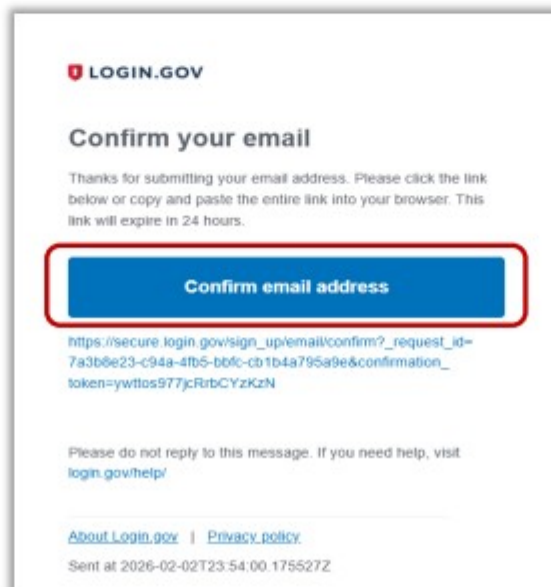


Step 4: Check your inbox of the email account used in Step 3 for a verification email. The verification email will have the subject: *Confirm your email* and will be sent from no-reply@Login.gov.

If you do not see the verification email, please check your spam folder.



Step 5: Open the email and select **Confirm email address** to be directed back to Login.gov and finish creating your Login.gov account.



Step 6: Create a password for your Login.gov account, then select **Continue**.

LOGIN.GOV

You have confirmed your email address

Create a strong password

Your password must be 12 characters or longer. Don't use common phrases or repeated characters, like abc or 111.

Password

Confirm password

Show password

Continue

Password safety tips +

[Cancel account creation](#)

Step 7: Set up your secondary authentication method(s). Pick your preferred authentication method(s) and select **Continue**. Follow the on-screen instructions to set up your authentication method(s).

You will be directed to the AMS upon successful Login.gov account creation and authentication.

LOGIN.GOV

Authentication method setup

Add an additional layer of protection to your Login.gov account by selecting a multi-factor authentication method. We recommend you select at least two different options in case you lose one of your methods.

- Face or touch unlock**
Use your face or fingerprint to access your account without a one-time code.
- Authentication application**
Download or use an authentication app of your choice to generate secure codes.
- Text or voice message**
Receive a secure code by (SMS) text or phone call.
- Security key**
Connect your physical security key to your device. You won't need to enter a code.
- Government employee ID**
PIV/CAC cards for government and military employees. Desktop only.
- Backup codes**
A list of ten codes you can print or save to your device. Because backup codes are easy to lose, choose this option only as a last resort.

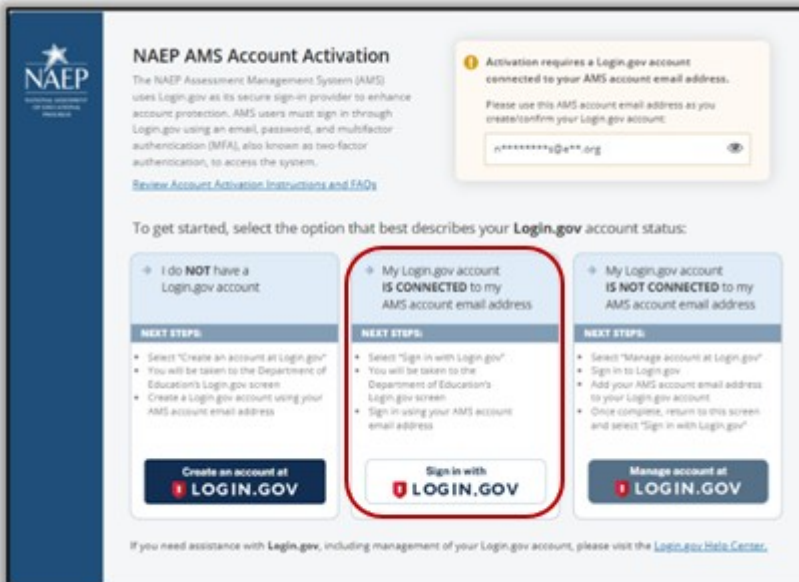
Continue

My Login.gov account IS CONNECTED to my AMS account email address

To complete your AMS account activation, you need to sign in through Login.ed.gov using your AMS account email address.

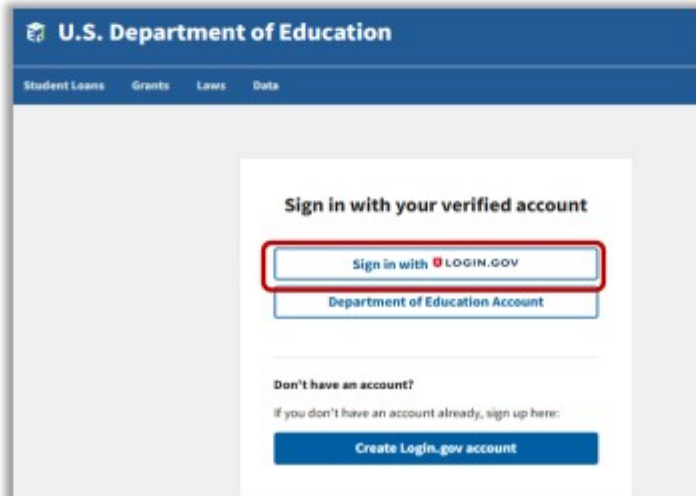
Steps to complete your AMS Account Activation

Step 1: Select **Sign in with LOGIN.GOV**. You will be directed to the U.S. Department of Education sign in options screen.



The screenshot shows the 'NAEP AMS Account Activation' page. At the top left is the NAEP logo. The main heading is 'NAEP AMS Account Activation'. Below it, a paragraph explains that the system uses Login.gov for secure sign-in. A yellow callout box on the right states: 'Activation requires a Login.gov account connected to your AMS account email address. Please use this AMS account email address as you create/confirm your Login.gov account.' Below this is an email input field with a masked address '*****@***.org'. The main content area asks the user to select an option based on their Login.gov status. Three options are presented in blue boxes: 1) 'I do NOT have a Login.gov account' with 'NEXT STEPS' including creating an account and linking it to the AMS email. 2) 'My Login.gov account IS CONNECTED to my AMS account email address' with 'NEXT STEPS' including signing in with Login.gov and using the AMS email. This option is highlighted with a red rounded rectangle. 3) 'My Login.gov account IS NOT CONNECTED to my AMS account email address' with 'NEXT STEPS' including managing the account and linking it to the AMS email. Each option has a 'Create an account at LOGIN.GOV' or 'Sign in with LOGIN.GOV' button. At the bottom, there is a link to the 'Login.gov Help Center'.

Step 2: Select **Sign in with LOGIN.GOV**. You will be directed to the Sign in screen.



The screenshot shows the 'U.S. Department of Education' sign-in page. The header includes the department logo and navigation links for 'Student Loans', 'Grants', 'Laws', and 'Data'. The main heading is 'Sign in with your verified account'. There are two primary buttons: 'Sign in with LOGIN.GOV' (highlighted with a red rounded rectangle) and 'Department of Education Account'. Below these, there is a section for users who do not have an account, with the text 'Don't have an account?' and 'If you don't have an account already, sign up here:', followed by a 'Create Login.gov account' button.

Step 3: Enter your AMS account email address and Login.gov password, select **Submit**, and complete your multi-factor authentication. You will be directed to the AMS upon successful authentication.

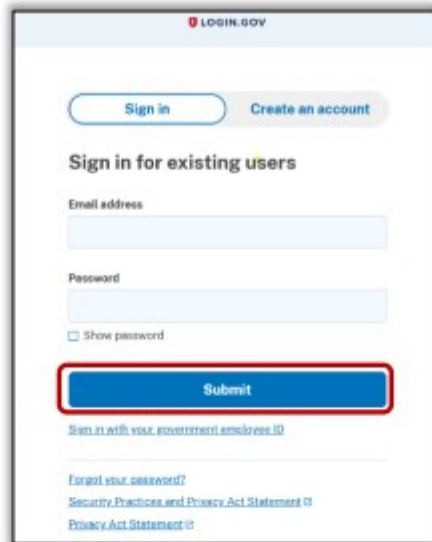
My Login.gov account IS NOT CONNECTED to my AMS account email address

Steps to complete your AMS Account Activation

Step 1: Note your AMS email address and select **Manage Account LOGIN.GOV**.

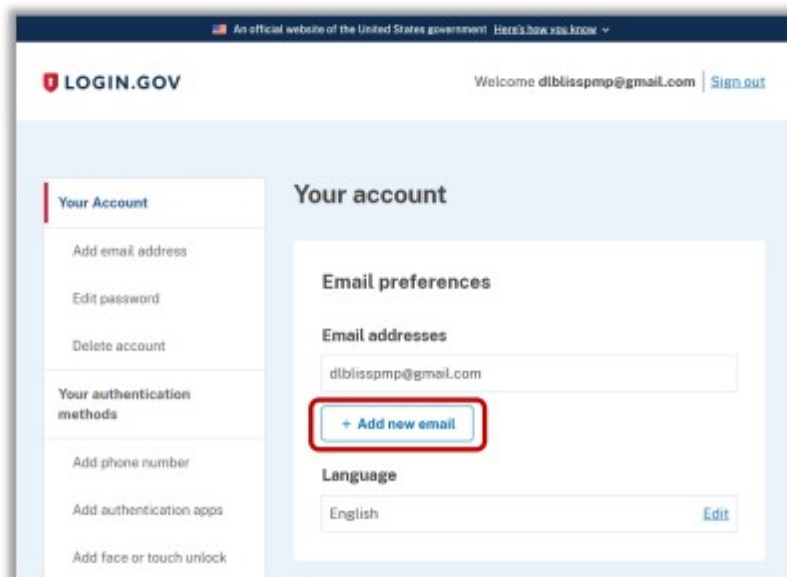
The Login.gov sign-in page will open in a new tab. Do not close the AMS Account Activation home page; you will need to return to complete your AMS account activation.

Step 2: Sign into your Login.gov account by entering your existing Login.gov email address and password. Select **Sign in** and complete your multi-factor authentication.

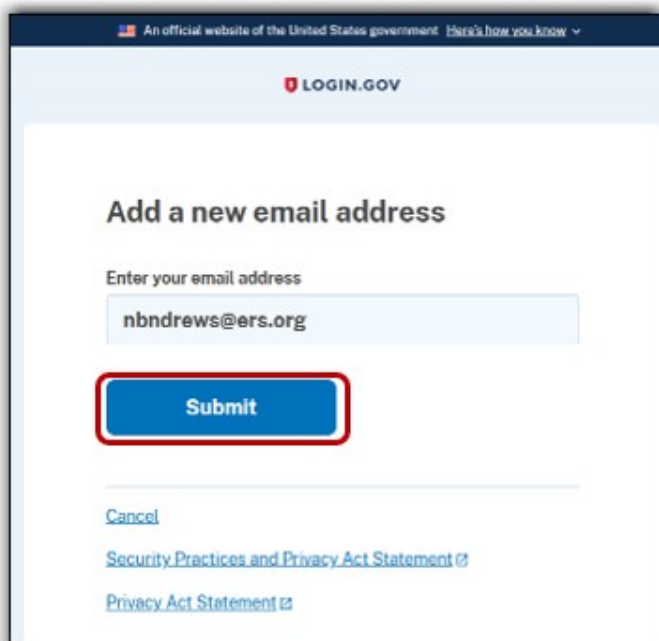


Step 3: From your account page select **Add new email**.

Skip to Step 7 if you already see your AMS account email address displayed under Email addresses.



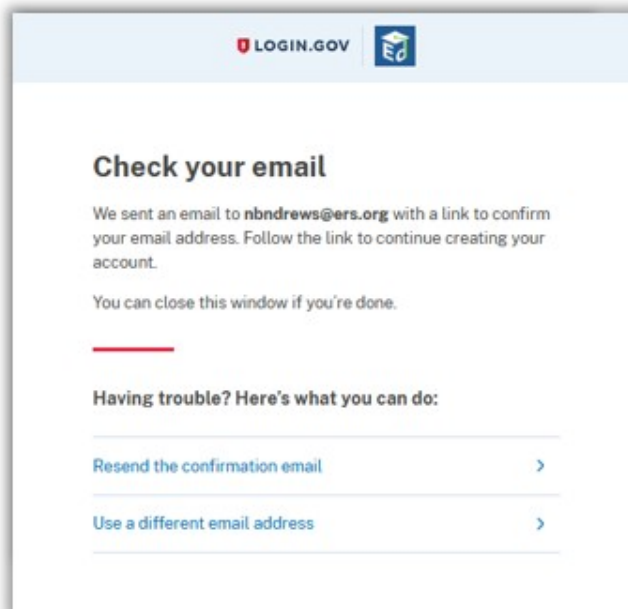
Step 4: Enter your AMS account email address and select **Submit**.



The screenshot shows the LOGIN.GOV website interface. At the top, there is a navigation bar with the text "An official website of the United States government" and a link "Here's how you know". Below this is the LOGIN.GOV logo. The main heading is "Add a new email address". Underneath, there is a text input field labeled "Enter your email address" containing the email address "nbdrews@ers.org". A blue "Submit" button is highlighted with a red border. Below the button, there are links for "Cancel", "Security Practices and Privacy Act Statement", and "Privacy Act Statement".

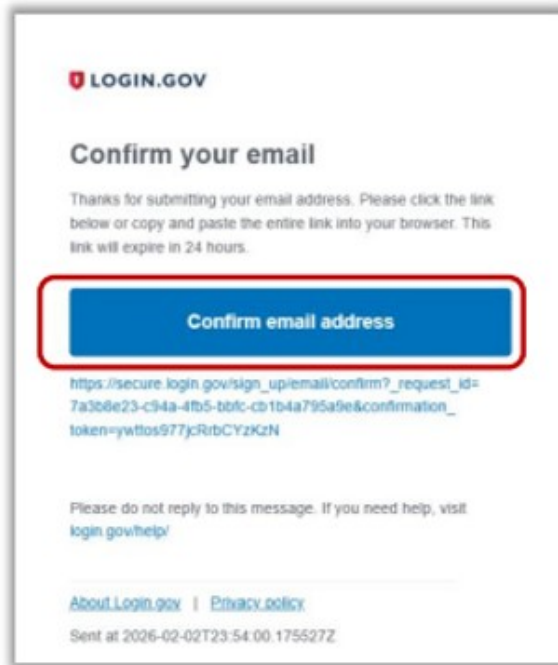
Step 5: Check the inbox of your AMS account email address added in Step 4 for a verification email. The verification email will have the subject: *Confirm your email*, and will be sent from no-reply@Login.gov.

If you do not see the verification email, please check your spam folder.



The screenshot shows the LOGIN.GOV website interface. At the top, there is a navigation bar with the LOGIN.GOV logo and a small icon. The main heading is "Check your email". Below this, there is a paragraph of text: "We sent an email to nbdrews@ers.org with a link to confirm your email address. Follow the link to continue creating your account." Below this, there is a line of text: "You can close this window if you're done." Below this, there is a red horizontal line. Below the line, there is a heading "Having trouble? Here's what you can do:". Below this, there are two links: "Resend the confirmation email" and "Use a different email address", each with a right-pointing arrow.

Step 6: Open the email and select **Confirm email address** to finish adding your AMS account email to your Login.gov account.



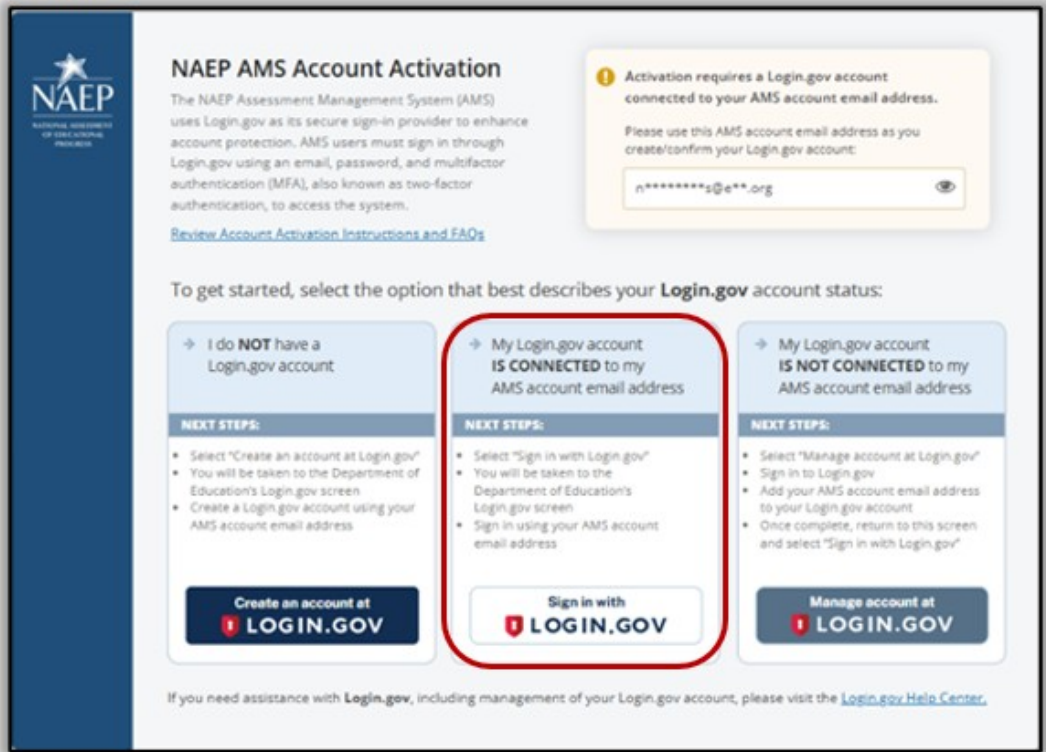
Your AMS account email address has been connected to your Login.gov account.

Step 7: Return to the AMS Account Activation home page.

If you closed the AMS Account Activation home page on your web browser, select **Activate AMS Account** in your AMS Account Activation email to return.

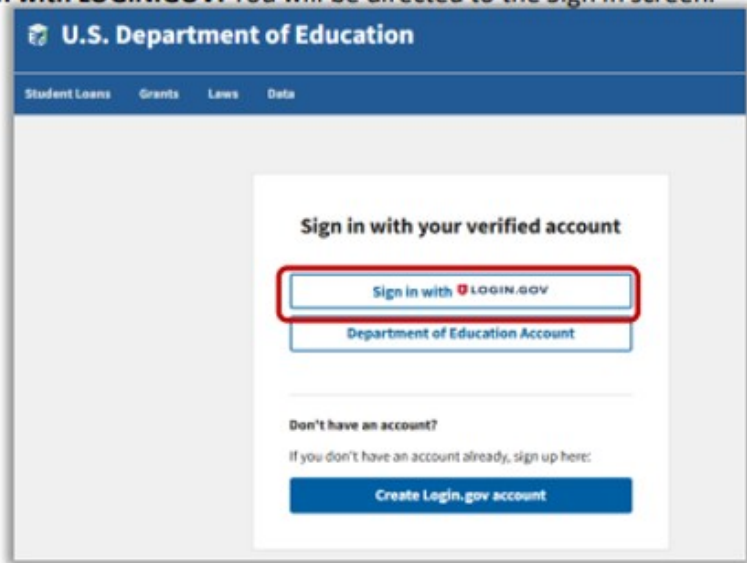
The image shows the NAEP AMS Account Activation page. On the left is the NAEP logo. The main heading is "NAEP AMS Account Activation". Below it is a paragraph explaining that the NAEP Assessment Management System (AMS) uses Login.gov for secure sign-in. A link "Review Account Activation Instructions and FAQs" is provided. To the right, a yellow box contains a warning: "Activation requires a Login.gov account connected to your AMS account email address." Below this is a text input field with "n*****s@e**.org" and a password icon. The main content area has the heading "To get started, select the option that best describes your Login.gov account status:" and three columns of options. Each column has a "NEXT STEPS:" section and a "LOGIN.GOV" button. The first column is for users who do not have a Login.gov account. The second column is for users whose Login.gov account is connected to their AMS email. The third column is for users whose Login.gov account is not connected to their AMS email. At the bottom, a link "If you need assistance with Login.gov, including management of your Login.gov account, please visit the Login.gov Help Center." is provided.

Step 8: Select Sign in with LOGIN.GOV. You will be directed to the U.S. Department of Education sign in options screen.



The screenshot shows the 'NAEP AMS Account Activation' page. On the left is the NAEP logo. The main heading is 'NAEP AMS Account Activation'. Below it, a paragraph explains that the NAEP Assessment Management System (AMS) uses Login.gov for secure sign-in. A yellow callout box states: 'Activation requires a Login.gov account connected to your AMS account email address. Please use this AMS account email address as you create/confirm your Login.gov account: n*****@e**.org'. Below this, a section titled 'To get started, select the option that best describes your Login.gov account status:' contains three buttons. The middle button, 'My Login.gov account IS CONNECTED to my AMS account email address', is highlighted with a red border. Each button lists 'NEXT STEPS' and has a 'LOGIN.GOV' button below it. At the bottom, a link to the 'Login.gov Help Center' is provided.

Step 9: Select Sign in with LOGIN.GOV. You will be directed to the Sign in screen.



The screenshot shows the 'U.S. Department of Education' sign-in page. The header includes the department name and navigation links for 'Student Loans', 'Grants', 'Laws', and 'Data'. The main heading is 'Sign in with your verified account'. A red box highlights the 'Sign in with LOGIN.GOV' button. Below it is a 'Department of Education Account' button. A section titled 'Don't have an account?' includes the text 'If you don't have an account already, sign up here:' and a 'Create Login.gov account' button.

Step 10: Enter your AMS account email address and Login.gov password, select **Submit**, and complete your multi-factor authentication. You will be directed to the AMS upon successful authentication.

LOGIN.GOV

U.S. Department of Education

U.S. Department of Education is using Login.gov to allow you to sign in to your account safely and securely.

Sign in Create an account

Sign in for existing users

Email address
nbndrews@ers.org

Password

Show password

Submit

Frequently Asked Questions

What is the Assessment Management System?

The Assessment Management System (AMS) is a secure invitation-based web application used to support and manage National Assessment of Educational Progress (NAEP) operational activities.

What is Login.gov?

Login.gov is a service that offers secure and private online access to government programs, such as federal benefits, services, and applications. Login.gov securely verifies, stores, and manages each user's digital identity using verified credentials and multi-factor authentication. With a Login.gov account, you can sign into multiple government websites and applications with a single email address and password.

Refer to [Login.gov](https://login.gov) for more information.

Login.gov service authenticates users accessing the Assessment Management System (AMS) per the U.S. Department of Education's security requirements beginning with the 2027 NAEP administration.

How does the AMS utilize Login.gov?

Login.gov is the secure, centralized service used by NAEP to authenticate the identity of Assessment Management System (AMS) users.

Why do I need to activate my AMS account?

AMS account activation is required to establish the connection between your AMS account and your Login.gov account.

How do I activate my AMS account?

The specific steps required to complete your AMS account activation depend on your current Login.gov account status as follows:

1. [I do not have a Login.gov account](#)
2. [My Login.gov account IS CONNECTED to AMS account email address](#)
3. [My Login.gov account IS NOT CONNECTED to my AMS account email address](#)

See the [AMS Account Activation Instructions](#) section for detailed step-by-step instructions based on your Login.gov account status.

How can I find out if I already have a Login.gov account?

To find out if you have a Login.gov account, attempt to sign into your [Login.gov account](#) with any email addresses you likely may have used. If you receive a message indicating no account exists, then you likely do not have an account.

Can I access the AMS directly from Login.gov?

No, to access the AMS you must select **Sign in with LOGIN.GOV** on the AMS Sign in home page (<https://ams.naep.ed.gov>) to navigate to the Login.ed.gov. This establishes the connection between the

AMS and Login.ed.gov that authenticates your access and redirects you back to the AMS.



The first time you access AMS, you must activate your AMS account. To do so, select **Activate AMS Account** in the AMS Account Activation email you received when you were invited to AMS. Follow the on-screen instructions to be guided to Login.gov to sign-in and then gain access to the system.

Refer to [AMS Account Instructions](#) for step-by-step instructions.

Who do I contact if I experience any issues or have additional questions?

If you need assistance with the AMS, including an expired link in the Account Activation email or an error message on AMS, contact the NAEP Help Desk at 1-800-283-6237 or naephelp@westat.com.

If you need assistance with Login.gov, including management of your Login.gov account or an error message on Login.ed.gov, please visit the [Login.gov Help Center](#) for additional information, or contact [Login.gov support](#).

Appendix I5: 2027 AMS Account Activation Home Page (NEW)

Upon selecting the AMS Account Activation link in the NAEP AMS Account Activation email, users are directed to the NAEP AMS Account Activation home screen.

To request help, contact the NAEP help desk at naephelp@westat.com or 1-800-283-6237

English Español ? Help

NAEP AMS Account Activation

The NAEP Assessment Management System (AMS) uses Login.gov as its secure sign-in provider to enhance account protection. AMS users must sign in through Login.gov using an email, password, and multifactor authentication (MFA), also known as two-factor authentication, to access the system.

[Review Account Activation Instructions and FAQs](#)

! Activation requires a Login.gov account connected to your AMS account email address.

Please use this AMS account email address as you create/confirm your Login.gov account:

To get started, select the option that best describes your **Login.gov** account status:

Option	Next Steps	Action
→ I do NOT have a Login.gov account	<ul style="list-style-type: none">Select "Create an account at Login.gov"You will be taken to the Department of Education's Login.gov screenCreate a Login.gov account using your AMS account email address	Create an account at LOGIN.GOV
→ My Login.gov account IS CONNECTED to my AMS account email address	<ul style="list-style-type: none">Select "Sign in with Login.gov"You will be taken to the Department of Education's Login.gov screenSign in using your AMS account email address	Sign in with LOGIN.GOV
→ My Login.gov account IS NOT CONNECTED to my AMS account email address	<ul style="list-style-type: none">Select "Manage account at Login.gov"Sign in to Login.govAdd your AMS account email address to your Login.gov accountOnce complete, return to this screen and select "Sign in with Login.gov"	Manage account at LOGIN.GOV

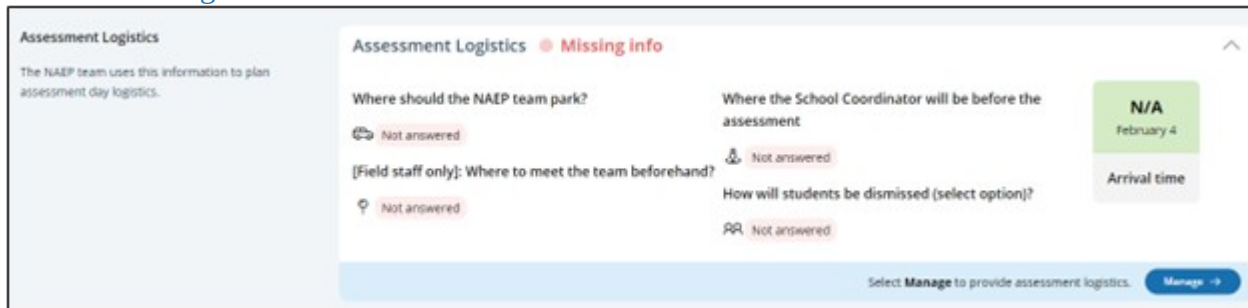
If you need assistance with **Login.gov**, including management of your Login.gov account, please visit the [Login.gov Help Center](#).

[Review Paperwork Reduction Act Statement](#)

Users must have a Login.gov account that is connected with their AMS account email address. Steps to complete AMS account activation depend on the user's current Login.gov account status. Instructions outlining NAEP AMS account activation process with detailed step by step instructions (based on a users Login.gov account status) and Frequently Asked Questions (FAQs) are available for download from the NAEP AMS Account Activation home screen.

Appendix I6: Draft 2027 Assessment Logistics

Assessment Logistics



The screenshot displays the 'Assessment Logistics' section of a school summary page. The page title is 'Assessment Logistics' with a sub-header 'Missing info'. The main content area contains several questions, each with a 'Not answered' status: 'Where should the NAEP team park?', '[Field staff only]: Where to meet the team beforehand?', 'Where the School Coordinator will be before the assessment', and 'How will students be dismissed (select option)?'. A 'Manage' button is located at the bottom right. A sidebar on the right shows 'N/A' for 'February 4' and 'Arrival time'.

From the school summary page, schools will access the assessment logistics section by selecting the Manage button.

On this page, schools will provide details about logistical information for assessment day that includes:

1. School start and end time
2. Assessment Groups
3. Schedule Groups
4. Student Group Details
5. Health and Safety Protocols
6. Parking and Arrival
 - Checking In
 - Classroom Protocols
 - Special Circumstances
 - After the Assessment

A tutorial video (see Appendix I22) is provided to support users working throughout assessment logistics.

Additionally, a “*Room layouts for NAEP assessments*” resource is also available in the assessment logistics section for review.

In the schedule groups section, schools will receive a warning if there are not three hours between the start of the first group and second group.

Baranoff EI

Assessment Planning Meeting: January 14, 2026 | Assessment date: February 2, 2026 | NAEP ID: 4819521

Watch the tutorial video (3:00)

Review additional resources

School start and end time

Provide school start and end times so NAEP representatives can compare them to each group's start time.

School start times should be between 6:00 AM and 3:59 PM. End times should be between 6:00 AM and 5:59 PM.

Start time
Not answered

End time
Not answered

Select **Edit** to update the information. [Edit](#)

Assessment Groups

Determine how you would like to assess students.

Assessment Groups

How should students be assessed at your school?

Not answered

Select **Edit** to update the information. [Edit](#)

Schedule Groups

Select a location that can support concurrent connections to a wireless access point and sustain the minimum required bandwidth of 5 Mbps download speed and 2 Mbps upload speed.

Schedule Groups

Assign a location and start time for each group in the table. Students need up to 2 hours to take the assessment. Select a location or locations available for at least 2 hours to ensure all students, including students with extended time, have enough time to complete the assessment.

Group	Number of Students	Start Time	Location	Edit
Group A	25			
Group B	25			

Student Group Details

NAEP has assigned each student taking the assessment to a group. Students who will not be taking NAEP will not appear in the table.

You can make updates to student groups if there is a scheduling conflict. Use the edit button to switch the students.

Students taking NAEP with extended time should be placed in the group that allows ample time for their accommodation.

Group A: 25 student(s) | Group B: 25 student(s) | Total: **50**

Sort by Reset

Line #	Student	Subject	Accommodations	Group
1	Eight, Student	Reading	--	A
2	Fifty, Student	Math	--	A
3	FiftyFour, Student	Math	--	A
4	FiftyNine, Student	Reading	--	A
5	FiftySeven, Student	Math	--	A
6	Fourteen, Student	Math	--	A
7	FortyEight, Student	Reading	--	A
8	FortyNine, Student	Reading	--	A
9	FortyThree, Student	Math	--	A
10	FourtyTwo, Student	Reading	--	A

Show: **10** / 25 All of 50 rows < 1 2 3 4 5 >

Health and Safety Protocols

Provide information on health and safety protocols.

Do NAEP representatives need to follow any specific health or safety protocols when administering the assessment to students at your school?

Not answered

Select **Edit** to update the information.

Edit 

Parking and arrival

Provide details about school delay or closure notifications and where to park.

Where should the NAEP team park?

Not answered

How are staff notified of school delays or closures?

Not answered

Select **Edit** to update the information.

Edit 

Checking in

Provide procedures for checking in.

What are the procedures for checking in at the school?

Not answered

Where should the team meet the school coordinator upon arriving at the school?

Not answered

Select **Edit** to update the information.

Edit 

Classroom Protocols

Provide details about classroom protocols.

Having a school staff member present throughout the assessment helps the assessment to run more efficiently.

What is the school's cell phone, smartwatch, and other electronic device policy during testing?

What is the protocol for restroom breaks?

Are school staff available to be in the room during the assessment?

Select ▼

Special Circumstances

Provide details for how to handle emergency situations.

Who is the contact for emergency situations?

Type name here... Phone number

Phone requires a 10-digit number

Are there any scheduled interruptions (e.g., fire drill)?

What is the protocol for emergency situations?

After the Assessment

Provide details about dismissing the students.

How will Certificates of Community Service be distributed?

How will students be dismissed (select option)?

Where should students be sent after the assessment?

How will Extended Time students be dismissed?

Where can the team meet with the school coordinator after the assessment?

In the after the assessment section, schools can select from the following options for distributing certificates of community service and student dismissal:

- Certificates of community service
 - The NAEP team should give the certificates to students after the assessment.
 - The NAEP team should give the certificates to me.
 - We will not offer certificates of community service to students.
- Dismissal options
 - Option 1: Dismiss as a group once the last student has finished (students with extended time or late arrivals will be dismissed later, if needed).
 - Option 2: Dismiss students as they finish but no earlier than 70 minutes after students begin the assessment.
 - Option 3 (grade 12 only): (For schools using flexible start times) Dismiss students individually as they finish.

Schools participating in NAEP with school devices

Assessment groups Tile (Only for School Device Model)

Assessment Groups

Determine how you would like to assess students.

Assessment Groups

NAEP representatives will administer the assessment at your school; they can staff a morning and afternoon group and will also administer any separate accommodation groups coordinated during the Assessment Planning Meeting; these groups are scheduled independently from the options below. Options 2 and 3 require a school staff member to assist with classroom management during the assessment.

How should students be assessed at your school?

Not answered	Option 1: Assess students at two different times. A school staff member is encouraged to remain in the assessment location.	Option 2: Assess students in two locations at the same time. A school staff member is required to remain in each assessment location.	Option 3: Assess all students in one location at the same time. A school staff member is required to remain in the assessment location.
--------------	---	---	---

Please enter the name and contact information for the school staff member(s) who will provide support during the assessment (required).

Type name here... Email
Field is required.

Type name here... Email
Field is required.

Please enter the name and contact information for a backup school staff member who can provide support during the assessment (optional).

Type name here... Email

To save this option, enter school staff member contact information. If you do not have this information, select **Cancel**. Update this section when contact information is available.

Cancel Save

This tile only appears for schools participating in NAEP with school devices. It describes the three different grouping options and outlines the requirements of school staff support on assessment day. Grouping options are as follows:

- o **Option 1: Assess students at two different times.** A school staff member is encouraged to remain in the assessment location.
- o **Option 2: Assess students in two locations at the same time.** A school staff member is required to remain in each assessment location.
- **Option 3: Assess all students in one location at the same time.** A school staff member is required to remain in the assessment location.

Schools participating in NAEP with NAEP devices

Schedule Groups Tile

Schedule Groups

Select a location that can support concurrent connections to a wireless access point and sustain the minimum required bandwidth of 5 Mbps download speed and 2 Mbps upload speed.

Schedule Groups

Assign a location and start time for each group in the table. Students need up to 2 hours to take the assessment. Select a location or locations available for at least 2 hours to ensure all students, including students with extended time, have enough time to complete the assessment.

Group	Number of Students	Start Time	Location	Edit
Group A	25	10:00 AM	Gym	
Group B	25	10:00 AM	Gym	

[Add another group +](#)

For NAEP device school there will have additional instructions provided about the start of Group A and start of Group B.

Schedule groups pop-up:

Enter a start time and select a location for **Group A**.

Select the clock icon to enter a start time

08:30 AM

Add the location(s) where the NAEP assessment will be conducted.

Requirements for selecting location(s) are as follows:

- The preferred room is on the first floor or accessible by elevator.
- There is access to electrical outlets or a power source.
- Review the room layouts PDF for examples of room setup options.

Library

[Cancel](#) [Save](#)

Student group details pop-up:

Edit the group assignment below for **Anthony Brooks** | 9018571 | Line # 1

Assigned Group

Group A Group B

[Back](#) [Save](#)

Appendix I7: Draft 2027 Automated Questionnaire Emails

Email with NAEPQ URL (SQ version)

To: NAEP SQ Respondent

Subject: NAEP School Questionnaire – Link

NAEP School Questionnaire

Custom link enclosed



Dear [SQ Respondent Name],

Thank you for supporting the National Assessment of Educational Progress (NAEP).

- Select the questionnaire link below or copy/paste into your browser.
- See separate email for the access code, the subject is **NAEP School Questionnaire – Access Code**.
- [Grade/Age] [4/8/12] students at [school name] will take the assessment on [assessment date]. **Please complete the questionnaire before this date.** It takes approximately [Grade 4/8/12 =20] minutes to complete, and does not have to be completed in one visit.

[\[NAEPq link\]](#)

For technical assistance, contact the NAEP Help Desk at 1-800-283-NAEP (6237) or naephelp@westat.com.

Email with NAEPQ Access Code (SQ version)

To: NAEP SQ Respondent

Subject: NAEP School Questionnaire – Access Code

NAEP School Questionnaire Access Code



Dear [SQ Respondent Name],

Thank you for supporting the National Assessment of Educational Progress (NAEP).

You should have a separate email with the NAEP School Questionnaire link for [school name]. The Access Code is available below.

[\[Access Code\]](#)

For technical assistance, contact the NAEP help desk at 1-800-283-NAEP (6237) or naephelp@westat.com.

Email with NAEPQ URL (TQ version)

To: NAEP TQ Respondent

Subject: NAEP Teacher Questionnaire – Link

NAEP Teacher Questionnaire

Custom link enclosed



Dear [TQ Respondent Name],

Thank you for supporting the National Assessment of Educational Progress (NAEP).

- Select the questionnaire link below or copy/paste into your browser.
- See separate email for the access code, the subject is **NAEP Teacher Questionnaire – Access Code**.
- [Grade] [48] students at [school name] will take the assessment on [assessment date]. **Please complete the questionnaire before this date.** It takes approximately [grade 4=30, grade 8=20] minutes to complete, and does not have to be completed in one visit.

[\[NAEPq link\]](#)

For technical assistance, contact the NAEP help desk at 1-800-283-NAEP (6237) or naephelp@westat.com.

Email with NAEPQ Access Code (TQ version)

To: NAEP TQ Respondent

Subject: NAEP Teacher Questionnaire – Access Code

NAEP Teacher Questionnaire Access Code



Dear [TQ Respondent Name],

Thank you for supporting the National Assessment of Educational Progress (NAEP).

You should have a separate email with the NAEP Teacher Questionnaire link for [school name]. The Access Code is available below.

[\[Access Code\]](#)

For technical assistance, contact the NAEP help desk at 1-800-283-NAEP (6237) or naephelp@westat.com.

Appendix I8: 2027 District Summary Page (NEW)

The District Summary page consists of “tiles” (primary sections), each containing certain information for viewing/editing data and/or features for completing specific NAEP operational tasks. Tiles become operational at the opening of the assessment cycle for a given NAEP administration year and remain available through the end of assessment cycle.

The screenshot displays the AMS District Summary page for Juniper School District. The interface includes a sidebar with 'AMS', 'Schools', and 'Districts' options. The main content area is titled 'Juniper School District' and includes filters for 'Florida' and 'Grade 12'. A notification indicates that school technology surveys window closes on a specific date.

The 'Provide District Characteristics' tile contains the following information:

- District Information:**
 - District name: Juniper School District
 - Physical Address: 1234 Hellebore Highway, Hellebore FL, 12345-5555
 - LEA ID: 003856
 - Phone: Not answered
 - Website: www.juniperschooldistrict.edu
- Selected schools:** 2 (with a 'View All' link)
- Action:** Select Edit to update the information. (Edit button)

The 'Manage the School Technology Survey' tile shows the survey status:

- School Technology Survey:**
 - Progress: 3 Not yet started, 0 Incomplete, 0 Complete
 - Instructions: If you need to update a response to a previously submitted survey or require other assistance, contact the NAEP Help Desk at 1-800-283-6237.
 - Action:** Select Manage surveys to view or edit school technology survey responses. (Manage surveys button)

The 'Manage Team' tile displays the District Team list:

Name	Position	Contact info	Edit
Margaret Jones	Superintendent	555-565-9856 DistrictTechnologyDirector1920580@ams.xyz	[Edit]
Joan Thompson	District Technology Coordinator	555-565-9856 DistrictTechnologyDirector1920580@ams.xyz	[Edit]
Tina Clark	District Assessment Coordinator	555-565-9856 DistrictTechnologyDirector1920580@ams.xyz	[Edit]
Henry Smith	Other Contact	555-565-9856 DistrictTechnologyDirector1920580@ams.xyz	[Edit]

Provide District Characteristics

The Provide District Characteristics tile displays important district information including district name, address, phone, and website information, which authorized district users should review and update as needed as they begin their assessment preparation activities. The tile also displays the number of schools selected (sampled) to participate in the NAEP administration. Users are directed to the Schools list (table) by selecting the “View All” link. The

corresponding schools listed are limited to the selected schools within the district.

Schools List (table)

Schools

View schools selected for assessments. This table displays all schools regardless of their participation status.

School List

- Select a row to access a school's summary page
- Use filters to subset schools by assessment program, grade, status, etc.

Export

- Export templates designed for bulk updates (imports) and mail merges.

Import

- Import basic school information, contact information, and school characteristics.

Filters [Clear all](#)

[> Jurisdiction](#)
 [> Assessment program](#)
 [> Participation status](#)
 [> Grade or age](#)
 [> Super territory](#)
[> Territory](#)
 [> Region](#)
 [> Area](#)
 [> TUDA](#)
 [> Private schools](#)
 [> Special situations](#)
 [> Assessment date](#)

2 selected

Import ↓
 Export ↗

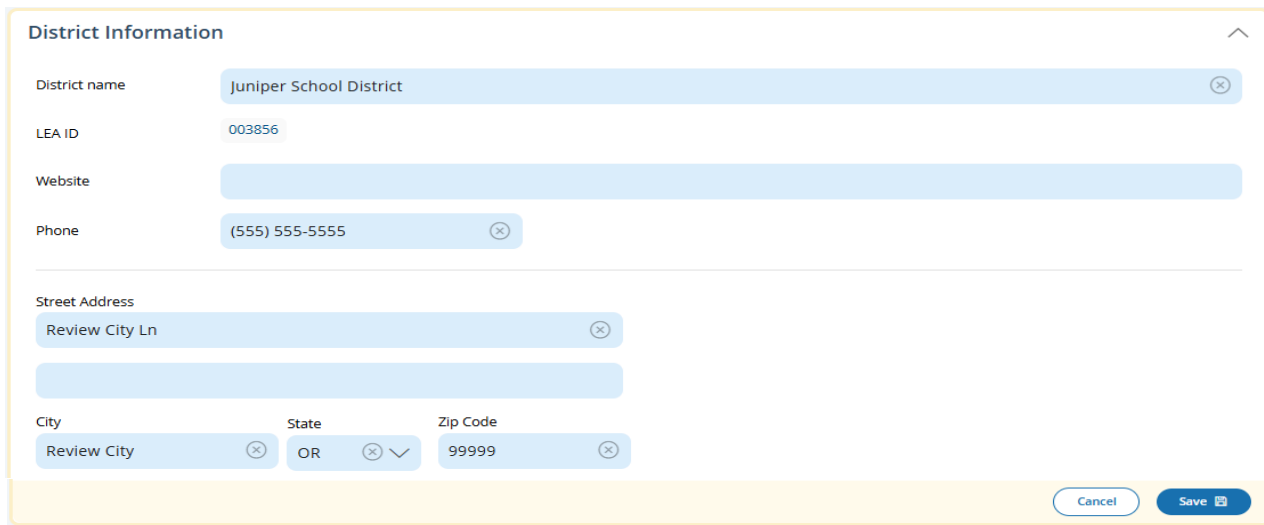
School ^	District ⇅	Status ⇅	Address ⇅	Assessment date ⇅	Tags ⇅	Go
Review School 9596 High 2026R009596	Juniper School District 003856	Cooperating 4160331	Review City Ln28509809808 Review City, OR 55555	Jan 27, 2026	Oregon Pilot Grade 4 School devices 53:OR-1/11	→
Review School 9632 2026R009632	Juniper School District 003856	Cooperating 4174769	Review City Ln Review City, OR 99999- 9999	Jan 29, 2026	Oregon Main Grade 4 NAEP devices 53:OR-1/08	→

Show: 10 2 rows

Note. Tags are not displayed to district users. They are reserved for internal NAEP staff reference/use (e.g., Field Staff)

District Information (Edit Mode)

District Name, Phone and Address are prepopulated based on data provided in the School Sample file – Common Core Data. School or District staff are responsible for ensuring the accuracy and updating accordingly.



The screenshot shows a form titled "District Information" with a close button in the top right corner. The form contains the following fields:

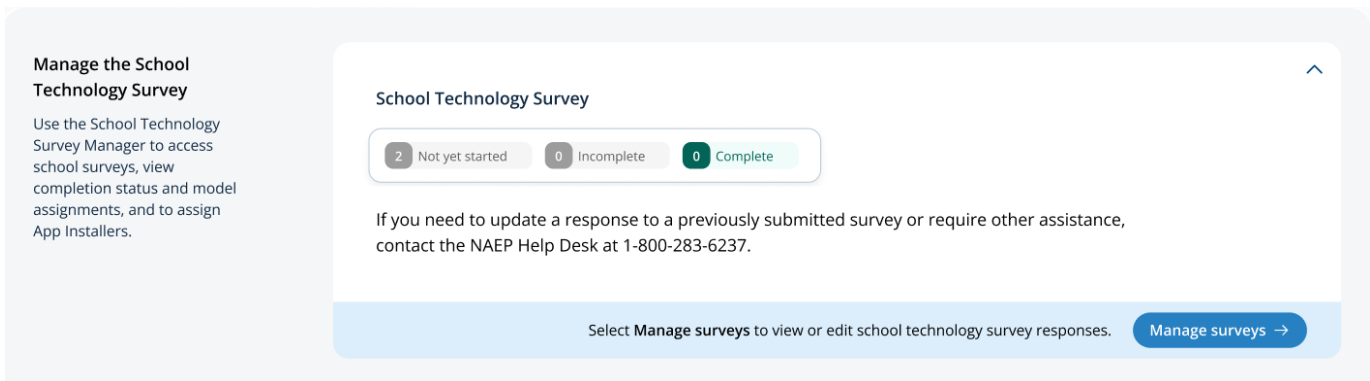
- District name: Juniper School District (with a close button)
- LEA ID: 003856
- Website: (empty text input)
- Phone: (555) 555-5555 (with a close button)
- Street Address: Review City Ln (with a close button)
- City: Review City (with a close button)
- State: OR (with a close button and a dropdown arrow)
- Zip Code: 99999 (with a close button)

At the bottom right of the form are two buttons: "Cancel" and "Save" (with a save icon).

Note. The LEA ID is not an editable field.

Manage the School Technology Survey

The Manage the School Technology Survey tile is used to access the School Technology Survey (STS) Manager where district users can select one or more school surveys to complete, review or edit (prior to submission), review STS statuses and assessment model assignments by school, and assign application installers/send application installer notifications.



The screenshot shows a tile titled "Manage the School Technology Survey". On the left side, there is a description: "Use the School Technology Survey Manager to access school surveys, view completion status and model assignments, and to assign App Installers." The main content area is titled "School Technology Survey" and features a progress bar with three segments: "2 Not yet started", "0 Incomplete", and "0 Complete". Below the progress bar, there is a text block: "If you need to update a response to a previously submitted survey or require other assistance, contact the NAEP Help Desk at 1-800-283-6237." At the bottom of the tile, there is a text prompt: "Select **Manage surveys** to view or edit school technology survey responses." and a button labeled "Manage surveys →".

Manage Team

The Manage Team tile serves two purposes. The first is to invite (register) school users. The second is to monitor and edit the district team, as needed. Only authorized district users (in addition to internal NAEP staff [e.g., State Coordinators]) can manage (invite/edit) district users.

District Team			
Name	Position	Contact Info	Invite/Edit
User, Example	Superintendent	☎ 555-555-5555 @ _example@district.edu	
User, Example	District Technology Coordinator	☎ 555-555-5555 @ example@district.edu	
--	District Assessment Coordinator	☎ @	
--	District Other Contact	☎ @	

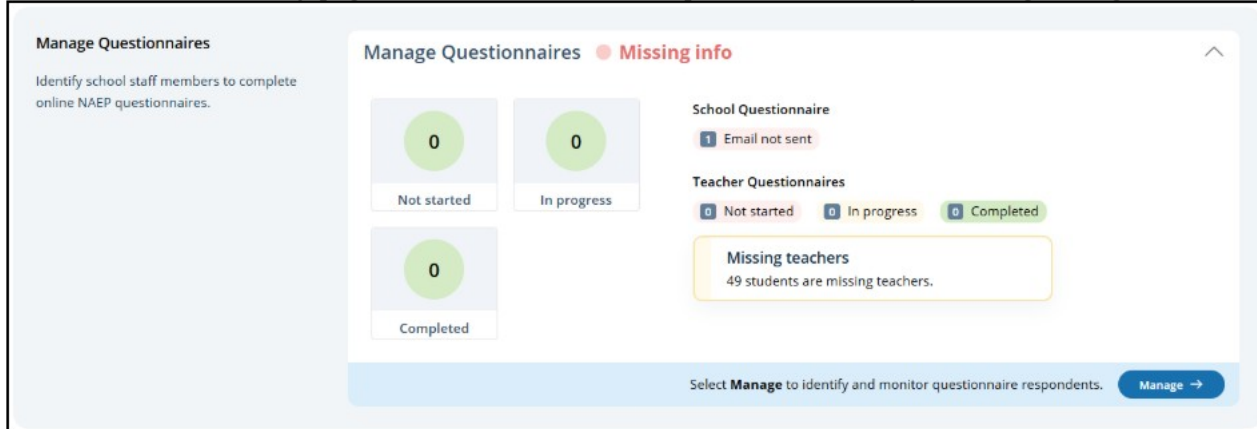
Manage Team (Invite/Edit Mode)

Invite Team Member			Edit Team Member		
First Name <input type="text"/>	Last Name <input type="text"/>	Prefix <input type="text"/>	First Name <input type="text"/>	Last Name <input type="text"/>	Prefix <input type="text"/>
<small>Field is required.</small>	<small>Field is required.</small>		Example	User	
Phone Number <input type="text"/>	Extension <input type="text"/>		Phone Number <input type="text"/>	Extension <input type="text"/>	
			☎ 555-555-5555	1234	
Email <input type="text"/>			Email <input type="text"/>		
<small>A valid email address is required.</small>			☐ example@district.edu		
Role <input type="text"/>			Role <input type="text"/>		
District Technology Director			District Technology Director		
<input type="button" value="Close"/>	<input type="button" value="Send Invitation"/>	<input type="button" value="Save"/>	<input type="button" value="Close"/>	<input type="button" value="Send Invitation"/>	<input type="button" value="Save"/> <input type="button" value="Delete"/>

Appendix I9: Draft 2027 Manage Questionnaires

Manage Questionnaires

From the school summary page, schools will access and update this section by selecting Manage.

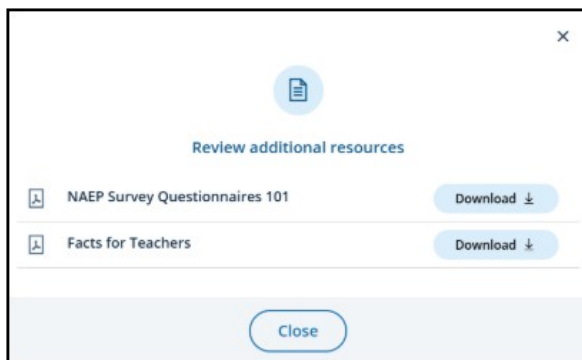


After selecting Manage on this page, schools will identify teacher and school questionnaire respondents to complete questionnaires. There are only teacher questionnaires for grades 4 and 8 schools. Schools will be able to monitor the completion status of each questionnaire respondent and send the questionnaire links and password emails. Schools will also match students with their teachers.

A tutorial video (see Appendix I22) is provided to support users working throughout Manage Questionnaires.

Additional resources are also available for download in the Manage Questionnaires section for review:

- NAEP Survey Questionnaires 101
- Facts for Teachers



Central Middle School

Assessment Planning Meeting: **Not scheduled** | Assessment date: **February 4, 2025**




Manage School Questionnaire

Identify a respondent for the school questionnaire.

Monitor school questionnaire completion. Select the **Send** button to resend the questionnaire link and password.

Name	Email address	Status	Send link & password	Edit
Lamb, Walter	@Walter.Lamb@school905500200021.westatstudies.com	Email not sent	Send	Edit

Manage Teacher Questionnaires

Identify **Reading** and **Math** teachers who teach grade 8 students to complete the teacher questionnaires.

Monitor teacher questionnaire completion. Select the **Send** button to resend the questionnaire link and password after you have matched each teacher to a student in the table below.

Export

Name	Subject	Email address	Status	Send link & password	Edit
Lewis, Terry 01	Math	@TerryLewis@central.xyz	Email not sent	Send	Edit
Jefferson, Randy 02	Math	@RandyJefferson@central.xyz	Email not sent	Send	Edit
Abrahams, Marty 03	Reading	@MartinAbrahams@central.xyz	Email not sent	Send	Edit
Daniels, Tina 04	Reading	@TinaDaniels@central.xyz	Email not sent	Send	Edit

Show 10 of 4 rows

[Add Teacher +](#)

Match Students with Teachers

Review each student and match them to their teacher.

Missing teachers
All students are missing teachers. To identify a teacher, select the **Edit** button or select multiple rows and use the **Choose category** menu to identify a teacher for multiple students.

Save

Choose category:

<input type="checkbox"/>	Line #	Student	Subject	Teacher	Identify teacher
<input type="checkbox"/>	1	Aranda, Thomas	Reading	Abrahams, Marty	Edit
<input type="checkbox"/>	2	Bowen, Robert	Reading	Abrahams, Marty	Edit
<input type="checkbox"/>	3	Broussard, James	Reading	Abrahams, Marty	Edit
<input type="checkbox"/>	4	Cunningham, Chris	Math	Not identified	Edit
<input type="checkbox"/>	5	Davis, Louis	Reading	Abrahams, Marty	Edit
<input type="checkbox"/>	6	McMichael, Ryan	Reading	Abrahams, Marty	Edit
<input type="checkbox"/>	7	Mendoza, Charles	Reading	Abrahams, Marty	Edit
<input type="checkbox"/>	8	Mueller, Lloyd	Math	Not identified	Edit
<input type="checkbox"/>	9	Darby, Claude	Math	Lewis, Terry	Edit
<input type="checkbox"/>	10	Haas, James	Reading	Abrahams, Marty	Edit

Show 10 of 10 rows

1 2 3 4 5

[Go back](#)

Edit a school questionnaire respondent

Edit the sections below for **Walter Lamb**.

Name
First Name: walter
Last Name: Lamb

Contact Info
Email: Walter.Lamb@school90559020021.westatstudies.com

[Back](#) [Save](#)

Add a teacher questionnaire respondent

Add a teacher to complete the teacher questionnaire.

Name
First Name:
Last Name:
First Name required **Last Name required**

Subjects
Math Reading
Please select one or more subjects for this teacher.

Contact Info
Email:
A valid email address is required

[Back](#) [Save](#)

Edit a teacher questionnaire respondent

Edit the sections below for **Terry Lewis**.

Name
First Name: Terry
Last Name: Lewis

Subjects
 Math Reading

Contact Info
Email: Terry.Lewis@central.xyz

[Back](#) [Save](#)

Match students with teachers

Identify the teacher below for **Chris Cunningham** | Math | Line 4

Teacher

Terry Lewis Randy Jefferson

Back Save

Edit a school questionnaire respondent

Edite las siguientes secciones para **Prince Ipai**.

Nombre

Nombre Apellido

Prince Ipai

Información de contacto

Correo electrónico

principal@ams.org

Atrás Guardar

Add a teacher questionnaire respondent

Añada un(a) maestro(a) para completar el cuestionario para maestros.

Nombre

Nombre Apellido

Nombre required Apellido required

Materias

✓ Matemáticas

Información de contacto

Correo electrónico

Se requiere un correo electrónico válido

Atrás Guardar

Edit a teacher questionnaire respondent

Edite las siguientes secciones para **Terry Lewis**. ✕

Nombre

Nombre Apellido

Materias

Matemáticas

Información de contacto

✉ Correo electrónico

Match students with teachers

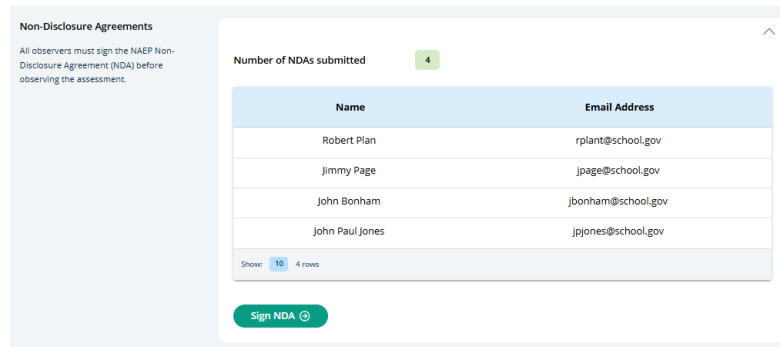
Identifique al maestro a continuación para **Julian Gibson | Math | Línea 4** ✕

Maestro(a)

Appendix I10: Draft 2027 Non-Disclosure Agreement

District and/or school staff, and external observers, may be present in the assessment location during an administration. Non-disclosure agreements are required to be signed by all observers or district/school staff present in the assessment location. Field staff are responsible for collecting the non-disclosure agreements prior to the start of the assessment and may use the Assessment Management System for this purpose. The electronic version of the non-disclosure agreement is accessed via the Assessments Menu within the AMS. Field staff trigger the NDA to appear by clicking the “Sign NDA” button for individuals to electronically sign. The AMS stores the records and displays the list of all electronically signed NDAs collected for the school.

Non-Disclosure Agreement (English)



Non-Disclosure Agreements

All observers must sign the NAEP Non-Disclosure Agreement (NDA) before observing the assessment.

Number of NDAs submitted: 4

Name	Email Address
Robert Plan	rplamt@school.gov
Jimmy Page	jpage@school.gov
John Bonham	jbonham@school.gov
John Paul Jones	jjones@school.gov

Show: 10 / 4 rows

Sign NDA

Non Disclosure Agreement Text

We welcome you to the NAEP assessment

NAEP NON-DISCLOSURE AGREEMENT

The National Assessment of Educational Progress (NAEP) is often referred to as The Nation’s Report Card. NAEP monitors what U.S. students know and can do in key subject areas at the elementary, middle, and high school levels and provides reliable student achievement profiles to educators and the public. NAEP is the largest continuing and nationally representative assessment to chart trends in student achievement across our nation. Since 1969, NAEP has been successful because of the support of teachers and school staff whose students participated in the assessment.

By being present and/or assisting during the assessment, you will help emphasize to the students the importance of their taking the assessment seriously. You have the advantage of knowing some or all of the students and the protocols of the school. The NAEP representative may ask for your assistance in these areas.

We respectfully ask for your cooperation in following these important guidelines while participating in NAEP to ensure the validity of the assessment.

NAEP representatives are thoroughly trained to administer the tests to students to ensure the highest level of validity of the test results. They have a script they must read to the students verbatim to maintain the consistency of the instructions to students across the nation. NAEP representatives have been directed not to answer any questions the students may ask about the assessment questions but to encourage the students to do the best they can. In talking to a student about his or her assessment, you may be inadvertently compromising the results.

Any conversation during the assessment could be disruptive to students and may affect their ability to concentrate.

The security of the assessment items is a very important part of NAEP. No one other than the student is to read the

questions. NAEP representatives have signed a security affidavit and, since you have access to the assessment items, we ask the same of you. You are welcome to view sample questions at [The NAEP Questions Tool \(nationsreportcard.gov\)](http://TheNAEPQuestionsTool(nationsreportcard.gov)) which provides examples of assessment questions asked in previous years in all NAEP subjects.

You may also download Sample Question Booklets online at [Sample Booklets - Experience an Assessment | NAEP \(ed.gov\)](http://SampleBooklets-ExperienceanAssessment|NAEP(ed.gov)), which includes assessment directions as well as links to sample NAEP assessment questions and survey questionnaires that explore students' activities and characteristics related to education and the subject being assessed.

If assisting with an accommodation session, you may

- encourage students to review their answers upon completion of a section;
- allow students to take a break between sections when the NAEP representative indicates they can;
- make minor modifications to the script to shorten or simplify the introductory statements; and
- answer student questions according to the guidelines provided by the NAEP representative.

If assisting with an accommodation session, you may not

- provide assistance on assessment items (Students may seek validation on certain items; you may not indicate verbally or nonverbally your recommendations. Instead you are encouraged to remind students to answer the questions to the best of their ability.) or;
- allow any student to use accommodations/adaptations on the assessment that are not indicated in the student's IEP/Section 504 Plan or that are not normally used by the student during testing.

Affidavit of Nondisclosure

I do solemnly swear (or affirm) that when given access to the subject NCES database or file, I will not

- use or reveal any individually identifiable information furnished, acquired, retrieved, or assembled by me or others, including secure assessment booklets or items, under the provisions of Sections 408 and 411 of the National Education Statistics Act of 1994 (20 U.S.C. 9001 et seq.) for any purpose other than statistical purposes specified in the NCES survey, project, or contract;
- make any disclosure or publication whereby a sample unit or survey respondent could be identified or the data furnished by or related to any particular person under this section can be identified; or
- permit anyone other than the individuals authorized by the Associate Commissioner of the National Center for Education Statistics to examine the individual reports.

The penalty for unlawful disclosure is a fine of not more than \$250,000 under 18 U.S.C. 3571 or imprisonment for not more than 5 years under 18 U.S.C. 3559, or both.

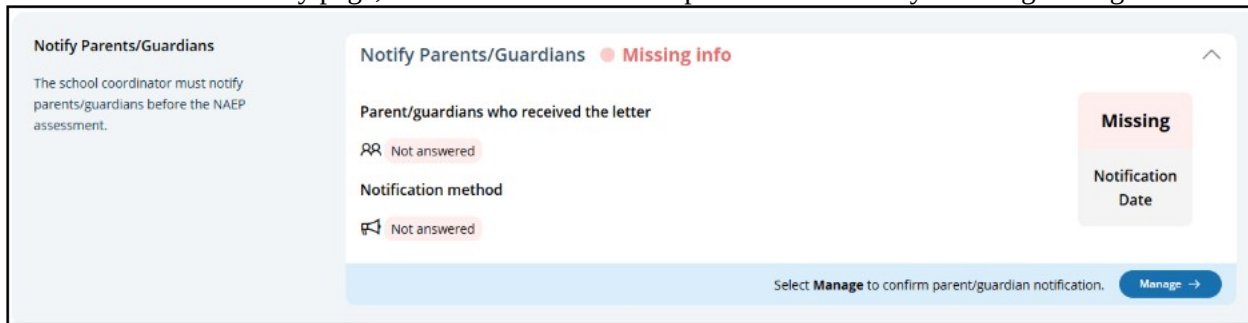
First and last name: _____

Email: _____

Appendix I11: Draft 2027 Notify Parents/Guardians Notification

Parent/Guardian Notification (English)

From the school summary page, schools will access and update this section by selecting Manage.



The screenshot displays a web interface for 'Notify Parents/Guardians'. On the left, a sidebar contains the title 'Notify Parents/Guardians' and a note: 'The school coordinator must notify parents/guardians before the NAEP assessment.' The main content area has a header 'Notify Parents/Guardians' with a red 'Missing info' indicator. Below this, there are two sections: 'Parent/guardians who received the letter' with a 'Not answered' status, and 'Notification method' with a 'Not answered' status. A 'Missing' notification box is visible on the right. At the bottom, a blue bar contains the text 'Select Manage to confirm parent/guardian notification.' and a 'Manage' button with a right-pointing arrow.

After selecting Manage on this page, schools will indicate how they notified parents and guardians, who was notified, and what date they were notified prior to the assessment. Schools will then download a PDF of the parent notification letter to distribute to parents and guardians. Schools are also able to download a translation notice to provide to parents or guardians as needed.

In the Contact information section, schools can select the contact information to include in the letter from the following options:

- o Contact information to include in the letter
 - Principal's contact information
 - School coordinator's contact information

In the parent/guardian notification details section, schools can select from the following options for "How were parent/guardians notified" and "Parent/guardians who received the letter:"

- How were parent/guardians notified
 - Mailed letter
 - Emailed letter
 - Letter sent home with students
 - Posted notice in newsletter
 - Other
- o Parent/guardians who received the letter
 - o Parent/guardians of sampled students only
 - Parent/guardians of all grade <X> students

Contact information

Provide the name of the contact person to include in the letter.

Deadline for parent refusal of NAEP

Not answered

Contact information to include in the letter

Not answered

Select **Edit** to update the information. [Edit](#)

Download letter

Download the letter and distribute to the parents/guardians of students. A translation notice is available in multiple languages for parents/guardians whose primary language is not English or Spanish.

Parent/Guardian Notification Letter

[Download English version](#)

Translation Notice

[Download translation notice](#)

Certify parent/guardian notification

By federal law, parents and guardians of students selected for NAEP must be notified in writing before the assessment can take place.

Date notified

Not answered

Certification is required.

Not answered

Select **Edit** to update the information. [Edit](#)

Contact information

Provide the name of the contact person to include in the letter.

Parent/guardian notification details

Indicate how you notified the parents and/or guardians of the NAEP assessment.

How parents/guardians were notified

Not answered

Parent/guardians who received the letter

Not answered

Select **Edit** to update the information. [Edit](#)

Download letter

Download the letter and distribute to the parents/guardians of students. A translation notice is available in multiple languages for parents/guardians whose primary language is not English or Spanish.

Central Middle School

Assessment Planning Meeting: Not scheduled

Assessment date: February 4, 2025



Review additional resources

Contact Information

Provide the name of the contact person to include in the letter.

Deadline for parent refusal of NAEP

📅 Not answered

Contact information to include in the letter

👤 Not answered

Select **edit** to update the information.

Exit of

Download Letter

Download the letter to distribute to the parents/guardians of the students.

Parent/Guardian Notification Letter

Download English version

Translation Notice

Download translation notice

Certify parent/guardian notification

By federal law, parents and guardians of students selected for NAEP must be notified in writing before the assessment can take place.

Date notified

📅 Not answered

Certification

📄 Not answered

Select **edit** to update the information.

Exit of

Parent/guardian notification details

Indicate how you notified the parents and/or guardians of the NAEP assessment.

How were parents/guardians notified

📄 Not answered

Parent/guardians who received the letter

👤 Not answered

Select **edit** to update the information.

Exit of

← Go back

Appendix I12: 2027 Provide School Characteristics, Manage Team and Review School Technology Survey (NEW)

Provide School Characteristics

The school summary page – provide school characteristics section organizes all information that the school should review and provide as they begin assessment activities. Schools will use the provide school characteristics section to edit their school name, address, phone and website information, and also provide grade level information including student enrollment numbers, year-round calendar/multiple tracks, winter break dates, and whether the school is a charter school.

Provide School Characteristics

Please review and update any missing or inaccurate information. The NAEP team uses this information to plan the assessments.

School Information

School name: Review School 9779
District: Review District 3902
Website: Not answered

Phone: (555) 555-5555 Assessment date: Not available Grade: 8 Subjects: Science

Physical address
Review City Ln
Review City, OR 999999999

[Show on Google Maps](#) [47°F Show local weather forecast](#) [Show local time](#)

Select **Edit** to update the information. [Edit](#)

Grade 8 Information

How many students are enrolled in grade 8? Not answered

Does this school have a year-round calendar with multiple tracks of grade 8 students? Not answered

Is this school considered a charter school for grade 8? Not answered

When does winter break begin in December? Not answered

When does winter break end in January? Not answered

Select **Edit** to update the information. [Edit](#)

School Information (Edit Mode)

School Name, Phone and Address are prepopulated based on data provided in the School Sample file – Common Core Data. School or District staff are responsible for ensuring the accuracy and updating accordingly.

Grade Information (Edit Mode)

Grade <#> Information ^

How many students are enrolled in grade <#>?

Does this school have a year-round calendar with multiple tracks of grade <#> students?

How many tracks of grade <#> students does this school have?

How are students assigned to tracks?

Please explain how grade <#> students are assigned to tracks

What percentage of students have a school-scheduled break on <scheduled assessment date>?

Is this school considered a charter school for grade <#>?

When does winter break begin in December?

When does winter break end in January?

Note. Additional follow up response fields dynamically appear based on selected response to questions. All possible questions/prompts are shown.

Manage Team

The Manage Team tile serves two purposes. The first is to invite (register) school users. The second is to monitor and edit the school team, as needed, and view NAEP Team members supporting the school. Only authorized school and district users can manage (invite/edit) school users. NAEP Team members are displayed as view only.

Manage Team

Assign staff to work with the NAEP team on assessment details.

School Team

Name	Position	Contact Info	Invite/Edit
Gross, Raymond	School Principal	512-814-9418 rgross+71@ets.org	
Gross, Raymond	School Coordinator	512-814-9418 rgross+RR3_Demo_SC@ets.org	
--	Technology Coordinator	 	
Gross, Raymond	District Assessment Coordinator	512-814-9418 rgross+RR2DACOR3910@ets.org	
--	Application Installer	 	
Gross, Raymond	Student Information Specialist	512-814-9418 rgross+RR3_Demo_SDEL@ets.org	

NAEP Team

Name	Position	Contact Info	Assignment
Andrews, Natalia	NAEP State Coordinator	 nandrews+OR@ets.org	
FD1, Amanda	Field Director	 nmanda+FD2test@ets.org	

Invite Team Member

Principal is school coordinator.

First Name Last Name Prefix

Field is required. Field is required.

Phone Number Extension

Email

A valid email address is required.

Role

Principal

Edit Team Member

Principal is school coordinator.

First Name Last Name Prefix

Phone Number Extension

Email

Role

51

Note. The Application Installer role differs from other school level roles as it does not provide access to the AMS, therefore management of the Application Installer does not include an invitation component but is used for purposes of identifying and sending/resending the Application Installer notification.

Edit Team Member

First Name: Raymond Last Name: Gross Prefix: X

Phone Number: 512-814-9418 Extension:

Email: rgross+appinstall@ets.org

Role: Application Installer

Buttons: Close, Save and Send Notification

Edit Team Member

First Name: Raymond Last Name: Gross Prefix: X

Phone Number: 512-814-9418 Extension:

Email: rgross+appinstall@ets.org

Role: Application Installer

Buttons: Close, Save, Resend Notification, Delete

Take/Review the School Technology Survey

The School Technology Survey (STS) tile is used to access a school's survey. Text displayed in the tile is dependent on the completion status of the STS or STS window. Once a survey is completed or the STS window closes (for schools with surveys that are not yet started or in progress) the button and corresponding text displayed changes.

During STS Window: Not yet started and In progress surveys

Take the School Technology Survey

Complete the School Technology Survey to confirm the devices NAEP may use meet the minimum specifications.

Take the School Technology Survey

Select **Take survey** to take the school technology survey. **Take survey →**

During STS Window: Completed surveys or After close of window: Not yet started and In progress surveys

Review the School Technology Survey

Review the School Technology Survey to confirm the devices NAEP may use meet the minimum specifications.

Review the School Technology Survey

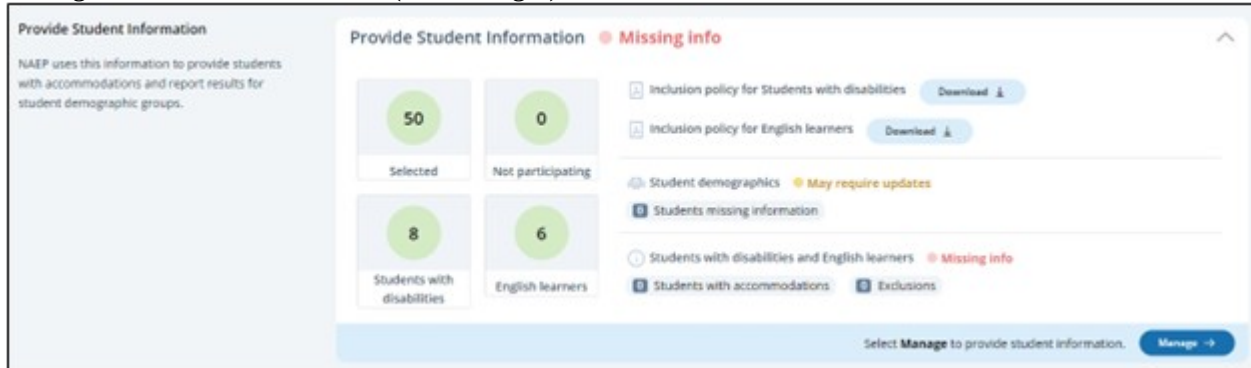
You can review the responses of the survey as submitted by Raymond Gross on Feb 3, 2026. If you need to update a response to the survey, contact the NAEP help desk at naephelp@westat.com or 1-800-283-6237.

Select **Review survey** to review the school technology survey results. **Review survey →**

Appendix I13: Draft 2027 Provide Student Information

Provide Student Information

From the school summary page, schools will access this section to provide student information by selecting the Manage button, as shown below (bottom-right).



Student Demographic Information

On this page, schools will need to review both the student demographic information and students with disabilities and English learners tabs.

On the student demographic information tab, schools will review student demographic data and update any inaccurate information or provide missing information. The “Economically disadvantaged status” column may be hidden from this table if the state does not require the school to submit this data. This is where schools will identify students with a Section 504 Plan who require accommodations.

A tutorial video (see Appendix I24) is provided to support users working throughout Provide Student Information section. Additional resources are also available for download:

- How to provide student demographic information
- How to provide information for students with disabilities and English learners
- Inclusion on NAEP fact sheet
- Inclusion policy for students with disabilities
- 1. Inclusion policy for English learners



Review additional resources



How to provide student demographic information

Download ↓



How to provide information for students with disabilities and English learners

Download ↓



Inclusion on NAEP fact sheet

Download ↓



Inclusion policy for students with disabilities

Download ↓



Inclusion policy for English learners

Download ↓

Close

Line #	Student	Subject	Sex and Birth Month/Year	Race/Ethnicity	Student with disabilities (SD) & English learners (EL)	Economically Disadvantaged (ED)	Learner Status/ Displaced student	Participation status	Edit
9	Student Nineteen 0000660800	Math	Female Jan-2012	White, not Hispanic	No, not SD & No, not EL	Yes, economically disadvantaged	100% full-time in person No	Participating	
10	Student One 0000660781	Math	Male Oct-2012	White, not Hispanic	No, not SD & No, not EL	No, not economically disadvantaged	100% full-time in person No	Participating	
1	Student Eight 0000660789	Math	Male Jan-2012	White, not Hispanic	No, not SD & No, not EL	Yes, economically disadvantaged	100% full-time in person No	Participating	
2	Student Eighteen 0000660799	Math	Female Jan-2012	Hispanic, of any race	No, not SD & No, not EL	Yes, economically disadvantaged	100% full-time in person No	Participating	
3	Student Eleven 0000660792	Math	Male Nov-2012	Hispanic, of any race	No, not SD & Yes, EL	Yes, economically disadvantaged	100% full-time in person No	Participating	
4	Student Fifteen 0000660796	Math	Female Oct-2012	Hispanic, of any race	Yes, IEP & Yes, EL	Yes, economically disadvantaged	100% full-time in person No	Participating	
5	Student Five 0000660786	Math	Male Oct-2012	White, not Hispanic	Yes, IEP & Yes, EL	Yes, economically disadvantaged	100% full-time in person No	Participating	
6	Student Four 0000660785	Math	Male Jan-2012	White, not Hispanic	No, not SD & No, not EL	No, not economically disadvantaged	100% full-time in person No	Participating	
7	Student Fourteen 0000660795	Math	Female Sep-2012	White, not Hispanic	No, not SD & No, not EL	Yes, economically disadvantaged	100% full-time in person No	Participating	
8	Student Nine 0000660790	Math	Male Oct-2012	White, not Hispanic	Yes, IEP & Information unavailable	Yes, economically disadvantaged	100% full-time in person No	Participating	

From the table, schools can make single edits or multiple edits. To make multiple student edits, schools select the number of students from the left-hand column, then use the Category and Change to drop-down menus to apply the changes.

A single student edit is made from the following pop-up:

Edit the sections below for **Student Fifteen** | 0000660796 | Line 4

Birth Month/Year

Sex
 Male Female

Race/Ethnicity
 White, not Hispanic Black or African American, not Hispanic Hispanic, of any race Asian, not Hispanic
 American Indian or Alaska Native, not Hispanic Native Hawaiian or Pacific Islander, not Hispanic Two or More Races (Non-Hispanic)
 School does not collect this information

Student with disabilities
 Yes, IEP Yes, 504 No, not SD

English learners
 Yes, EL No, not EL

Economically Disadvantaged (ED)
 Yes, economically disadvantaged No, not economically disadvantaged

Learner status
 100% full-time in person Hybrid Virtual Learner Full-time Virtual Learner

Displaced student
 Yes No

Participation status
 Participating Not Participating

Select why student is not participating in the assessment

<input type="radio"/> Not enrolled at school <ul style="list-style-type: none"> Withdrawn Graduated Expelled Student deceased Foreign exchange student 	<input type="radio"/> Enrolled but never attends campus <ul style="list-style-type: none"> Does not attend any academic classes on campus Home schooled and receives limited services on campus Long-term illness/homebound 	<input type="radio"/> Student listed in error <ul style="list-style-type: none"> Not in selected grade Student listed more than once 	<input type="radio"/> Attends all classes full-time virtually <ul style="list-style-type: none"> Full-time virtual/remote learner
<input type="radio"/> Parent refusal <ul style="list-style-type: none"> Parent notified and refused NAEP testing 	<input type="radio"/> Student refusal <ul style="list-style-type: none"> Student notified and refused NAEP testing 	<input type="radio"/> Student with a disability <ul style="list-style-type: none"> Meets (or met) participation for the alternate state assessment 	<input type="radio"/> English learner <ul style="list-style-type: none"> Enrolled in US schools for less than one year prior to the NAEP assessment

Boxes that appear in the “Select why student is not participating in the assessment” section are dynamically displayed depending on prior student information provided.

Not participating options are as follows:

2. Not enrolled at the school
3. Enrolled but never attends campus
 - Student listed in error
 - Attends all classes full-time virtually
 - Parent refusal

- Student refusal
- School refusal
- Students with a disability (students who are SD only: Meets (or met) participation for alternative state assessment)
- English Learner (students who are EL only: Enrolled in U.S. schools for less than 1 year prior to the NAEP assessment)

Student with a disability and English Learners

From this table, schools will provide information for students identified as students with disabilities and/or English Learners. Schools will also select NAEP-provided accommodations, if needed by the student.

From the table, schools can make single edits to update a student’s information. Schools edit a single student from the following pop-ups:

Line #	Student	Subject	Student with disabilities (SD) & English learners (EL)	Details	How to Take NAEP	Accommodations	School Staff	Edit
3	Student Eleven 0000660792	Math	No, not SD & Yes, EL	Missing data (7)	Missing data			
4	Student Fifteen 0000660796	Math	Yes, IEP & Yes, EL	Missing data (9)	Missing data			
5	Student Five 0000660786	Math	Yes, IEP & Yes, EL	Missing data (9)	Missing data			
8	Student Nine 0000660790	Math	Yes, IEP & Information unavailable	Missing data (3)	Missing data			
12	Student Seven 0000660788	Math	Yes, IEP & Yes, EL	Missing data (9)	Missing data			
13	STudent Sixteen 0000660797	Math	Yes, IEP & Information unavailable	Missing data (3)	Missing data			
14	Student Thirteen 0000660794	Math	Yes, IEP & Yes, EL	Missing data (9)	Missing data			
17	Student Twelve	Math	No, not SD & Yes,	Missing data (7)	Missing data			

Make selections below and indicate how **Richard Kim** will take the **Math** assessment.

SD Details

Select all applicable IDEA categories, degree of disability, and grade-level performance (IDEA Categories select all that apply)

Specific learning disability	Intellectual disability	Degree of disability	Grade-level performance in math
Hearing impairment/deafness	Autism	Profound/Severe	All or above grade level
Speech or language impairment	Emotional disturbance	Moderate	One year below grade level
Orthopedic impairment	Traumatic brain injury	Mild	Two or more years below grade level
Developmental delay (age 3 or younger)	Visual impairment/blindness	Don't know	Not receiving instruction in this subject
Other health impairment (specify)	Don't know		Don't know

Select how Richard Kim should be assessed on NAEP in Math assessment

With accommodations Without accommodations Do not test

Universal Design Elements are available to all students

All students have access to the following Universal Design Elements throughout the assessment.

<input checked="" type="checkbox"/> Zooming Enlarges some content (screen or text) from 200% to the default font size (100%) on the screen. Does not include the fabric, tactile items, calculator, and equation editor. Select the Magnification accommodation if students need all assessment content magnified.	<input checked="" type="checkbox"/> Directions Explained/Clarified Students can raise their hand at any time to get directions explained or clarified.	<input checked="" type="checkbox"/> Scratch Paper Scratch paper and a pencil is available upon request.	<input checked="" type="checkbox"/> Individual Testing Experience All students interact directly with the device through various methods to reduce distractions.
<input checked="" type="checkbox"/> Color Theming Option 1: Black text on white background (default). Option 2: white text on black background. Option 3: black text on large background. This font is not available for the fabric and some items. Select the accommodation high contrast for Visually Impaired Students if students need all content in high contrast.	<input checked="" type="checkbox"/> Uses a Computer/ Tablet to Respond All students respond on devices.	<input checked="" type="checkbox"/> Directions Read Aloud/ Text to Speech (English) All directions are text-to-speech enabled.	<input checked="" type="checkbox"/> Scratchwork/Highlighter capability Allows for freehand drawing and highlighting on the screen.
<input checked="" type="checkbox"/> Elimination Capability Allows students to give out answer choices on screen for multiple choice questions.	<input checked="" type="checkbox"/> Closed Captioning All voiceover narration is closed captioned.	<input checked="" type="checkbox"/> Volume Adjustment Students may raise or lower the volume on the response hardware.	<input checked="" type="checkbox"/> Read Aloud/ Text to Speech (English) - Occasional or Most or All Students select some or all text to be read aloud by the system using text-to-speech.

Select the accommodations Richard Kim needs for the NAEP Math assessment

<input type="checkbox"/> Extended Time Students will receive up to three times the allowed time to complete the assessment.	<input type="checkbox"/> Magnification Magnifies all assessment content greater than two times (200% the default text or graphic size on the screen).	<input type="checkbox"/> Low Mobility version of the Test Provides a test form with items that are keyboard navigable or accessible with an alternate input device provided by the school and that do not require the use of the mouse or touch pad.	<input type="checkbox"/> Calculator version of the Test A calculator is available to complete the assessment and appears directly onscreen in the assessment.
<input type="checkbox"/> Hearing Impaired version of the Test All auditory content is closed-captioned.	<input type="checkbox"/> High Contrast for Visually Impaired Students All assessment content is compatible with high contrast.	<input type="checkbox"/> Scribe Student responds orally or by pointing to their answers; a school staff member records the student's responses on the device.	<input type="checkbox"/> Directions Only Presented in Sign Language A qualified sign language interpreter at the school signs the instructions included in the session screen.
<input type="checkbox"/> Presentation in Sign Language A qualified sign language interpreter provided by the school signs the instructions included in the session screen and some or all of the test questions or answer choices for the student.	<input type="checkbox"/> Response in Sign Language Student signs his or her responses to a scribe provided by the school who records the student's responses in the device.	<input type="checkbox"/> Breaks During Test Students are allowed to take breaks as requested or as predetermined intervals during the assessment. Students can take the assessment in more than one sitting during a single day.	<input type="checkbox"/> Separate Location/Small Group Student is seated in a separate location to meet testing needs as appropriate. May be in the same room but in a specific location or a different room. Can be individual or with a small group of students.
<input type="checkbox"/> Familiar Person Present in Testing Room The aide who regularly works with the student must be present in the testing room during time of assessment.	<input type="checkbox"/> Uses Template Provided by the school and can include a cutout, masking, color overlays, line reader, or place marker.	<input type="checkbox"/> Special Equipment Provided by the school and can include a FM system, magnification equipment, auditory amplification device, noise buffers, study cart, binder, special lighting, adaptive furniture, stress ball, or sensory fidget tool.	<input type="checkbox"/> Preferential Seating Location with minimal distractions, reduce distractions, quiet location or seating within the general testing session.
<input type="checkbox"/> Cueing to Stay on task Provided by a school staff member and includes monitoring for understanding, redirecting to stay on task, prompts to stay on task, reinforcement, and refusal.			

Does the list include all accommodations Richard Kim needs for the NAEP Math assessment?

NO YES

From the table, schools can make single edits to update a student's information. Schools edit a single student from the following pop-ups:

SD/EL Details: Draft 2027 Science

SD Details

Select all applicable IDEA categories, degree of disability, and grade-level performance.

IDEA categories (select all that apply)

Specific learning disability
 Intellectual disability
 Hearing impairment/ deafness
 Autism

Speech or language impairment
 Emotional disturbance
 Orthopedic impairment

Traumatic brain injury
 Developmental delay (age 9 or younger)
 Visual impairment/ blindness

Other health impairment (Specify)
 Don't know

Degree of disability

Profound/Severe
 Moderate
 Mild
 Don't know

Grade-level performance in Reading

At or above grade level
 One year below grade level
 Two or more years below grade level
 Not receiving instruction in this subject
 Don't know

EL Details

Select the student's primary language, years of academic instruction in English, grade-level performance and English proficiencies

Primary Language

Spanish
 Other

Years of academic instruction in English

Not receiving instruction in English
 Less than 1 year
 1 to 2 years
 2 to 3 years
 More than 3 years
 Don't know

English proficiency in reading

No Proficiency
 Beginning
 Intermediate
 Advanced
 Don't know

English proficiency in writing

No Proficiency
 Beginning
 Intermediate
 Advanced
 Don't know

English proficiency in speaking

No Proficiency
 Beginning
 Intermediate
 Advanced
 Don't know

English proficiency in listening

No Proficiency
 Beginning
 Intermediate
 Advanced
 Don't know

UEs: Draft 2027 Science

Universal Design Elements are available to all students

All students have access to the following Universal Design Elements throughout the assessment.

<p>✓ Zooming</p> <p>Enlarges some content onscreen up to two times (2X) the default text/image size on the screen. Does not include the tutorial, toolbar, item tabs, scrollbars, calculator, and equation editor. Select the Magnification accommodation if students need all assessment content magnified.</p>	<p>✓ Individual Testing Experience</p> <p>All students interact directly with the device through earbuds to reduce distractions.</p>	<p>✓ Directions Read Aloud/Text-to-Speech (English)</p> <p>All directions are text-to-speech enabled.</p>	<p>✓ Directions Explained/Clarified</p> <p>Students can raise their hand at any time and ask the test administrator to clarify or explain directions.</p>
<p>✓ Use a Computer/Tablet to Respond</p> <p>All students respond on devices.</p>	<p>✓ Color Theming</p> <p>Option 1: black text on white background (default). Option 2: white text on black background. Option 3: black text on beige background. This tool is not available for the tutorial and some items. Select the accommodation High Contrast for Visually Impaired Students if students need all content in high contrast.</p>	<p>✓ Scratchwork/Highlighter Capability</p> <p>Allows for freehand drawing and highlighting on the screen.</p>	<p>✓ Elimination Capability</p> <p>Allows students to gray out answer choices on screen for multiple choice questions.</p>
<p>✓ Volume Adjustment</p> <p>Students may raise or lower the volume on the voice-over narration.</p>	<p>✓ Closed Captioning</p> <p>All voice-over narration is closed captioned.</p>	<p>✓ Scratch Paper</p> <p>Scratch paper and a pencil is available upon request.</p>	

Additional Accommodations: Draft 2027 Science

Does the list include all accommodations John Roberson needs for the NAEP Reading assessment?

NO YES

Select any additional accommodations that John Roberson needs for the NAEP Reading assessment.

Flexible Scheduling/Time of day Read aloud to self or requires a whisper phone Requires a snack or water during testing Test blood sugar and diabetic needs

The following accommodations are NOT allowed or provided by NAEP.

Tape-Recording answers Taking the test over multiple days Use of arithmetic tables, graph paper, or non-NAEP ruler Multiplication Charts or Tables/100s tables/Numbers chart Graphic organizers

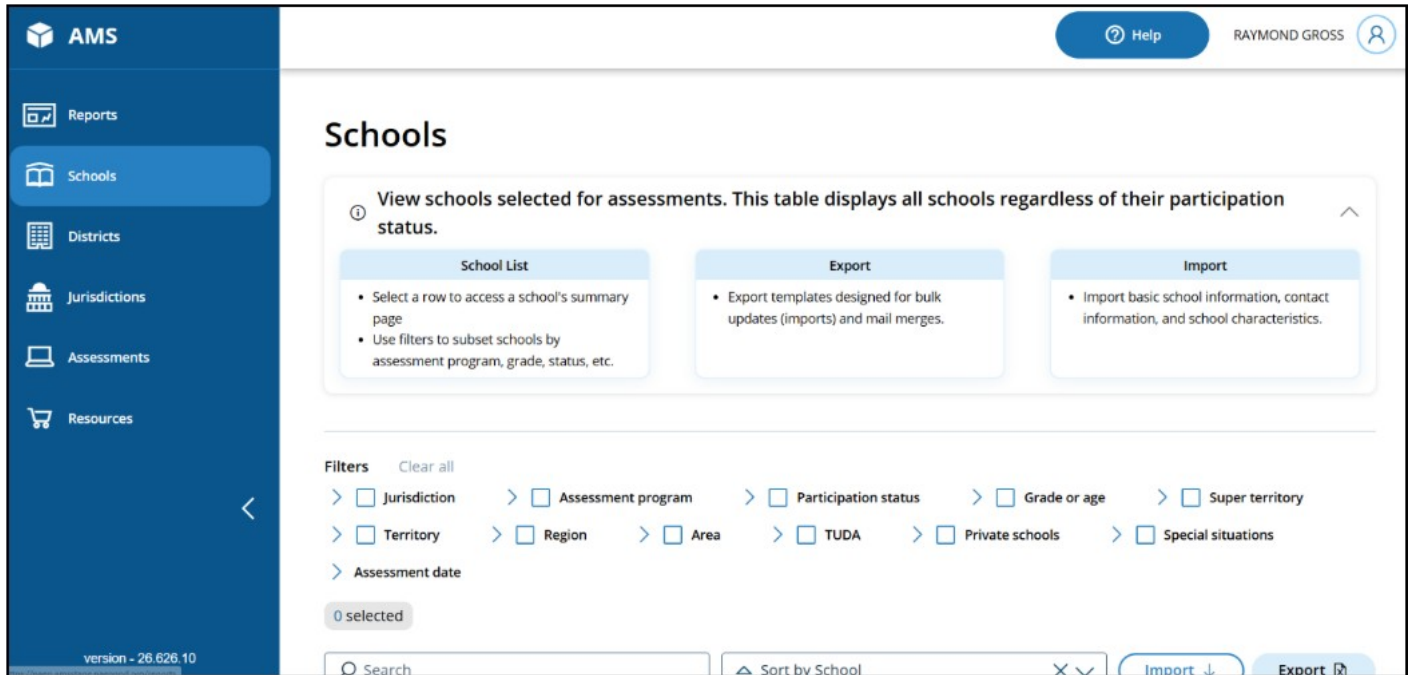
Rewording or simplifying test questions Use of a dictionary, thesaurus, or any spelling- or grammar-checking software Paper version of the test Speech-to-text

Oral or written responses translated into written English Use of a bilingual version of the test other than in Spanish Read aloud/Text-to-speech in native language other than in Spanish

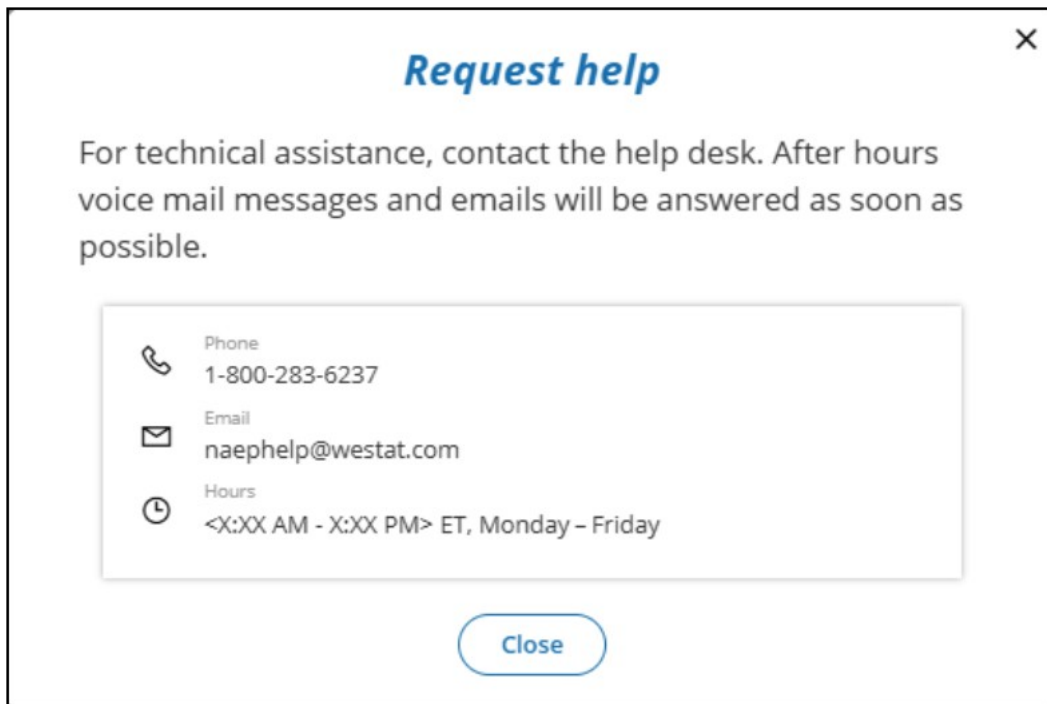
Spanish/English Version of the Test Bilingual Dictionary (in any language) Read Aloud/Text-to-Speech (English) — Occasional or Most or All Read Aloud/Text-to-speech (Spanish) - occasional or most or all

Appendix I14: 2027 Request Help (NEW)

Users can access and view the contact information for the NAEP help desk by clicking the Help button in the top Menu bar.



The screenshot shows the AMS (Assessment Management System) interface. On the left is a dark blue sidebar with navigation options: Reports, Schools (highlighted), Districts, Jurisdictions, Assessments, and Resources. The top right corner features a 'Help' button with a question mark icon and a user profile for 'RAYMOND GROSS'. The main content area is titled 'Schools' and includes a descriptive text box: 'View schools selected for assessments. This table displays all schools regardless of their participation status.' Below this are three action cards: 'School List' (with instructions to select rows and use filters), 'Export' (with instructions on export templates), and 'Import' (with instructions on importing school information). A 'Filters' section follows, listing various criteria like Jurisdiction, Assessment program, Participation status, Grade or age, Super territory, Territory, Region, Area, TUDA, Private schools, and Special situations. At the bottom, there is a search bar, a 'Sort by School' dropdown, and 'Import' and 'Export' buttons.



The 'Request help' dialog box is displayed with a blue title and a close button (X) in the top right. The text inside reads: 'For technical assistance, contact the help desk. After hours voice mail messages and emails will be answered as soon as possible.' Below the text is a white box containing contact information: a phone icon next to 'Phone 1-800-283-6237', an email icon next to 'Email naephelp@westat.com', and a clock icon next to 'Hours <X:XX AM - X:XX PM> ET, Monday - Friday'. A blue 'Close' button is located at the bottom center of the dialog.

Note. NAEP Help Desk hours vary throughout the assessment cycle.

Appendix I15: Draft 2027 Schedule Assessment Planning Meetings

Schedule Assessment Planning Meetings

From the school summary page, school coordinators are able to schedule the assessment planning meeting with their NAEP representative by selecting the schedule or reschedule assessment planning meeting button to their corresponding meeting.

Schedule Assessment Planning Meeting

Participate in a virtual meeting with the NAEP team to review the assessment plan. Your NAEP representative will contact you about scheduling this meeting.

Meeting between NAEP representative and school

Wednesday, January 14 9:00 AM - 10:00 AM Time Zone CDT Not Assigned

Virtual meeting link:

Reschedule Assessment Planning Meeting +

Add/Edit Virtual Meeting Link

Did this meeting happen? No Yes

Is a follow-up meeting needed? No Yes

For field staff only: Please record the details of this meeting and any follow-up contacts in the **Contact Log**.

Schedule Follow-up Meeting -

Did this meeting happen?
 No Yes

On the modal pop-up, the school coordinators will be able to select a date and time that their NAEP representative is available and schedule the assessment planning meeting to review and confirm school information prior to assessment day.

Schedule Meeting

Your NAEP representative will send a **virtual** link for this date and time.

📅 Wednesday, January 14 Date

🕒 9:00 AM - 10:00 AM Time Zone CDT Time

👤 Not Assigned NAEP Representative

📍 Allison EI School

← Back

Schedule Meeting

Select a Date & Time

Meeting between NAEP representative and school

< January > < 2026 >

Sun	Mon	Tue	Wed	Thu	Fri	Sat
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

7:00 AM

7:30 AM

8:00 AM

8:30 AM

9:00 AM

9:30 AM

Time Zone

🌐 Central Daylight Time - US & Canada (10:58 PM)

Assessment date

📅 Assessment date is not available

Confirm →

Appendix I16: 2027 School Summary Page (NEW)

The School Summary page consists of “tiles” (primary sections), each containing certain information for viewing/editing data and/or features for completing specific NAEP operational tasks. Tiles become operational at different points throughout the administration cycle in support of, and alignment with, school recruitment, student sampling, preassessment readiness activities, and school and teacher questionnaire management. The page features badges and banners to display important reference information at the top of the page to support system users that conditionally appear, change or are removed at different points in time. A Task List navigation menu is also provided on the School Summary page.

Review School 9790

School Technology Survey: Not started - Closed | Assessment Planning Meeting: January 30, 2026 | Assessment date: January 16, 2026 | Verification code: VK52

Review School 9790 has been selected to participate in the NAEP assessment using school devices.

Preassessment Activities

Now that the student sample is available, preassessment activities can be completed in the AMS. This summary report will show the status of each activity. All activities should be completed before the assessment planning meeting.

Assessment Planning Meeting date: **January 30, 2026**

Task	Missing info	May require updates after Add New Students	Completed
Provide Student Information: Student Demographics	●		
Provide Student Information: SD and EL Students	●		
Add New Students			●
Assessment Logistics	●		
Technical Logistics	●		
Notify Parents/Guardians	●		
Manage Questionnaires	●		

Demographic information is unavailable for 2 student(s) in the Provide Student Information section.

Provide School Characteristics

Please review and update any missing or inaccurate information. The NAEP team uses this information to plan the assessments.

School Information

School name: Review School 9790
 District: Review District 3910
 Website: Not answered

Phone: (111) 111-1111 | Assessment date: January 16, 2026 | Grade: 8 | Subjects: Math & Reading

Physical address: Review City Ln, Review City, OR 99999-9999

Show on Google Maps | 47°F Show local weather forecast | Show local time

Select **Edit** to update the information. [Edit](#)

Grade 8 Information

How many students are enrolled in grade 8? **Not answered**

Does this school have a year-round calendar with multiple tracks of grade 8 students? **Not answered**

Is this school considered a charter school for grade 8? **Not answered**

When does winter break begin in December? **Not answered**

When does winter break end in January? **Not answered**

Select **Edit** to update the information. [Edit](#)

Manage Team

Assign staff to work with the NAEP team on assessment details.

School Team

Name	Position	Contact Info	Invite/Edit
Gross, Raymond	School Principal	512-814-9418 rgross+71@ets.org	
Gross, Raymond	School Coordinator	512-814-9418 rgross+RR3_Demo_SC@ets.org	
--	Technology Coordinator	 	
Gross, Raymond	District Assessment Coordinator	512-814-9418 rgross+RR2DACOR3910@ets.org	
--	Application Installer	 	
Gross, Raymond	Student Information Specialist	512-814-9418 rgross+RR3_Demo_SDEL@ets.org	

NAEP Team

Name	Position	Contact Info	Assignment
Andrews, Natalia	NAEP State Coordinator	nandrews+OR@ets.org	
FD1, Amanda	Field Director	nmanda+FD2test@ets.org	

Review the School Technology Survey

Review the School Technology Survey to confirm the devices NAEP may use meet the minimum specifications.

Review the School Technology Survey

Select **Review survey** to review the school technology survey results.

[Review survey](#)

Schedule Assessment Planning Meeting

Participate in a virtual meeting with the NAEP team to review the assessment plan. Your NAEP representative will contact you about scheduling this meeting.

Meeting between NAEP representative and school

Friday, January 30 8:30 AM - 9:30 AM Time Zone EST Not Assigned

Virtual meeting link:

[Reschedule Assessment Planning Meeting](#)

Did this meeting happen? No Yes

Is a follow-up meeting needed? No Yes



[Schedule Follow-up Meeting](#)

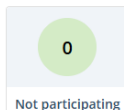
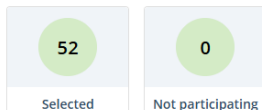
Did this meeting happen?

No Yes

Provide Student Information

NAEP uses this information to provide students with accommodations and report results for student demographic groups.

Provide Student Information ● Missing info



Inclusion policy for students with disabilities [Download](#)

Inclusion policy for English learners [Download](#)

Student demographics ● Missing info

Students missing information

Students with disabilities and English learners ● Missing info

Students with accommodations Exclusions

Select **Manage** to provide student information.

[Manage](#)

Add New Students

Create and upload a complete list of all currently enrolled grade 8 students at your school. NAEP compares this list against the original list submitted in the fall to determine if there are new students. Any new students have an opportunity to be selected for the assessment.

Add New Students ● Completed

N/A
Reported grade 8 enrollment

- Add New Students available
- State Unique Student ID
- Add New Students method
- 2 Students added

Jan 2
State unique student ID, 10 digits
Excel import

Select **Manage** to add new students. [Manage →](#)

Assessment Logistics

The NAEP team uses this information to plan assessment day logistics.

Assessment Logistics ● Missing info

Where should the NAEP team park?

Not answered

Where will the school coordinator be before the assessment?

Not answered

How will students be dismissed (select option)?

Not answered

8:30 AM
January 16

Arrival Time

Select **Manage** to provide assessment logistics. [Manage →](#)

Technical Logistics

Confirm devices are ready, complete checks to confirm the school's WiFi meets minimum requirements, and provide other details about school devices to prepare for the NAEP assessment day.

Technical Logistics ● Missing info

Device Validation

Estimated number of devices required
28

Operating system
ChromeOS

Number of devices ready
3 out of 3

Date and time of last device update
Dec 8, 2025 at 10:44 am

How will the devices be set up for the NAEP assessment in the assessment location?

Students will bring the devices with them to the assessment location.

Select **Manage** to provide technical logistics. [Manage →](#)

Notify Parents/Guardians

The school coordinator must notify parents/guardians before the NAEP assessment.

Notify Parents/Guardians ● Missing info

Parent/guardians who received the letter

Parents/guardians of all grade 8 students

Notification method

Emailed letter

Dec 4

Notification Date

Select **Manage** to confirm parent/guardian notification. [Manage →](#)

The screenshot shows two main sections. The top section, 'Manage Questionnaires', includes a sidebar with instructions and a main area with three progress indicators: '1 Not started', '6 In progress', and '0 Completed'. It also shows 'School Questionnaire' (Not started) and 'Teacher Questionnaires' (Not started, In progress, Completed). A 'Missing teachers' box indicates '42 students are missing teachers.' A 'Manage' button is at the bottom right. The bottom section, 'Support Assessment Activities', lists four items: 'Teacher Notification Letter', 'List of Participating Students', 'Student Appointment Cards', and 'List of Students for Device Application Installation'. Each item has radio buttons for 'English' (selected) and 'Spanish', and a 'Download' button with a downward arrow.

Badges

Badges provide users with quick at-a-glance reference to key dates, statuses and other information. The following badges appear in the system:

School Technology Survey (STS)

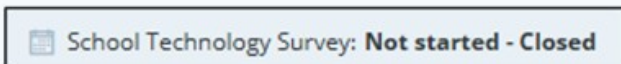


Note. Interactive badge displayed during the STS window until the school's survey is submitted (completed).



- Possible statuses include:
 - Not started
 - In progress
 - Completed

Note. Status displayed in STS badge changes after the close of the STS Window.



- Possible statuses include:
 - Not started – Closed
 - In progress – Closed
 - Completed – Closed

Assessment Planning Meeting (APM) and Scheduled Assessment Dates:

Assessment date: **January 16, 2026**

Assessment Planning Meeting: **January 30, 2026**

Note. Display “Not Scheduled” prior to dates being established.

Verification code:

Verification code: **VK52**

Note. Verification codes are unique to each school, and used when validating devices as part of device readiness checks.

Banners

Banners are used to display important information to users. The following banners appear in the system.

Assessment Model Assignment


Either of the following two banners will appear at the time the STS is completed for a school or at the close of the STS window for surveys not yet started or in progress.

Review School 9597 has been selected to participate in the NAEP assessment using school devices.

Review School 9597 has been selected to participate in the NAEP assessment using NAEP devices.

Assessment

The following banner appears one day prior to a school’s scheduled assessment date.

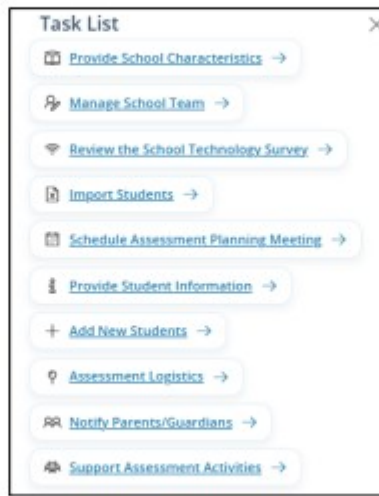
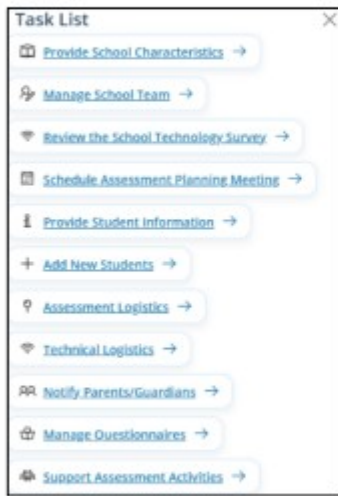
 **Caution**
If you make any changes in AMS, please contact your NAEP representative directly.
NAEP representatives prepare materials the day before the assessment and will need to update them.

Task List

The Task List is an expandable/collapsible tab that serves as a shortcut to navigate users to a specific tile. Menu options are dynamically populated based on the tiles available to the user.

Note. Not all tiles appear to all users and are dependent on State Coordinator designations of whether the school, district, or state is responsible for importing student lists and add new students, or school, district, state refusals of school and teacher questionnaires. Additionally the Technical Logistics tile does not appear (not applicable) for schools assigned to NAEP Device Model. The following are two examples of lists

dynamically populated based on the specific conditions. Collectively these two examples identify the full set of possible options that may appear.



Appendix I17: 2027 School Technology Survey (NEW)

The School Technology Survey (STS) is used to determine assessment model assignments (School Device, NAEP Device) for individual schools.

Notes:

- District respondents may complete surveys for one or more schools within a single session or across multiple sessions anytime during the survey response window. District and state respondents select the school(s) they wish to respond to from the School Technology Survey Manager.
- School level respondents are limited to responding to a single school survey only and may complete the survey within a single session or across multiple sessions anytime during the survey response window.
- Responses are automatically saved as a respondent navigates through the survey (e.g., advances to a different question via **Save and Continue** button).
- Respondents may return to previous question via the **Previous Question** button. Responses are not automatically saved as a response is provided or when a prior response is changed. When navigating to a previous question, respondents will be provided with two options for proceeding if they have made a change to a response (single school survey) or one or more responses (multi school survey): **Save and Continue**, **Cancel**.

Unsaved Changes



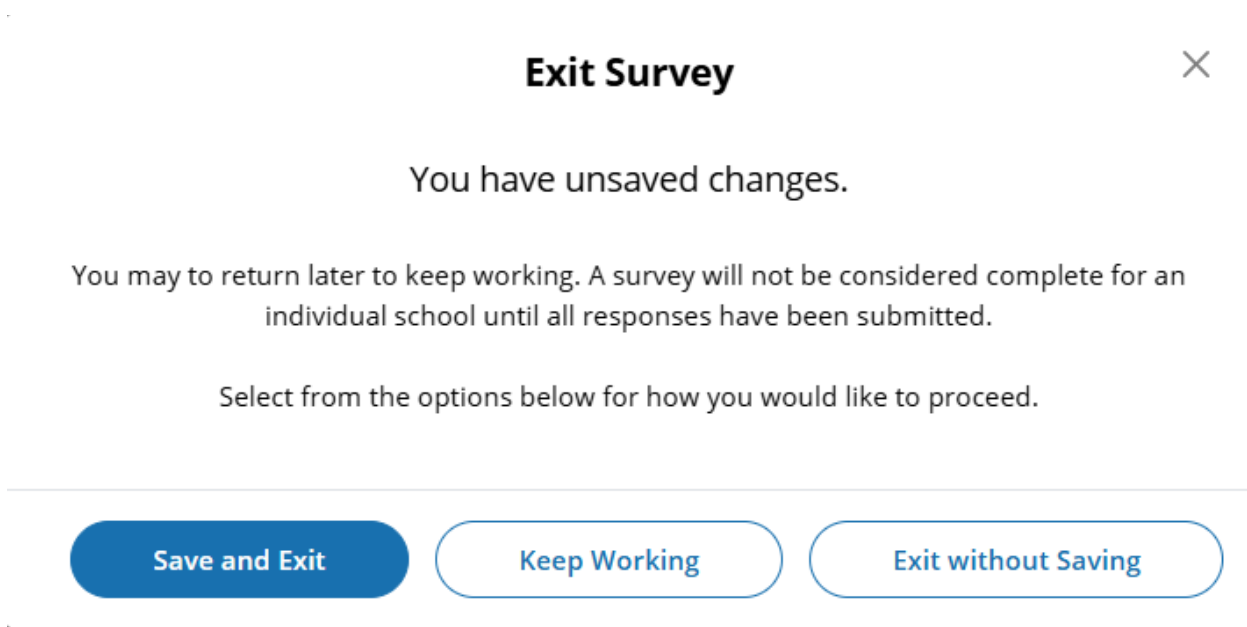
You have made changes that have not yet been saved.

Select **Save and Continue** to confirm your changes or Cancel to keep working on this question.

Cancel

Save and Continue

- Ability to **Exit Survey** is provided on each question. Upon clicking **Exit Survey**, respondents are provided three options for proceeding: **Save and Exit**, **Keep Working**, **Exit without Saving**.



Exit Survey ×

You have unsaved changes.

You may to return later to keep working. A survey will not be considered complete for an individual school until all responses have been submitted.

Select from the options below for how you would like to proceed.

Save and Exit **Keep Working** **Exit without Saving**

- **(Multi School)** Respondents have the ability to “Save” work in progress on a question by selecting the **Save** button. Responses up to that point saved and user remains on current question.
- **(Single and Multi School)** – Responses are automatically saved when respondent clicks **Save and continue** button and user is navigated to the next question.
- An option to clear responses is provided for selected response questions. Clear response does not apply to open ended text box responses.
 - **(Single School)** – **Clear response** button removes response provided on the question.
 - **(Multi School)** – **Clear response** button provided for each school listed - removes response for a specific school.
- Questions 1-5 are School Device eliminating questions:
 - **(Single School)** If a response is provided that eliminates the option for using School Devices, a “Submit Survey” confirmation pop up will appear upon clicking the **Save and continue** button.

Submit Survey



One or more responses indicate that school devices do not meet NAEP minimum requirements. No further responses are required on this survey for this school.

Select **Submit** if you are done working and are confident in all of the responses provided.

Select **Cancel** to go back and make changes.

Changes cannot be made after the survey has been submitted, or once the survey window has closed.

Cancel

Submit

- o **(Multi School)** - Schools for which an eliminating response is provided on any of questions 1-5, the school will remain shown on subsequent questions but will be disabled (greyed out) and will not require additional responses to be provided. If an eliminating response is provided for all selected schools a “Submit Survey” confirmation pop up will appear upon clicking the **Save and continue** button.

Submit Survey



One or more responses indicate that school devices do not meet NAEP minimum requirements. No further survey responses are required for these schools.

Select **Submit** if you are done working and are confident in all of the responses provided.

Select **Cancel** to go back and make changes.

Changes cannot be made after the surveys have been submitted, or once the survey window has closed.

Cancel

Submit

Prior responses may be changed prior to submission of the survey by any permissioned user with editing rights. Users changing existing responses will be shown a pop-up providing two options for proceeding: **Cancel** and **Continue**.

(Single and Multi School)

Modifying Responses



This action will override a previously saved response. Are you sure you want to proceed?

Select **Continue** to confirm your changes or **Cancel** to return to the question.

Cancel

Continue

- Respondents may advance to the next question without making a selection for multiple choice and open-ended text box questions. If responses are missing, a message will be displayed alerting respondent of missing responses upon clicking the **Submit** button at the end of the survey. School surveys may not be “submitted” without a response provided for each question.

(Single School) – Submit Survey: No Incomplete Responses

Submit Survey



Select **Submit** if you are done working and are confident in all of the responses provided.

Select **Cancel** to go back and make changes.

Changes cannot be made after the survey has been submitted, or once the survey window has closed.

Cancel

Submit

(Multi School) – Submit Survey: No Incomplete Responses

Submit Survey



You are about to submit survey responses for **(5)** schools.

Select **Submit** if you are done working and are confident in all of the responses provided.

Select **Cancel** to go back and make changes.

Changes cannot be made after the survey has been submitted, or once the survey window has closed.

Cancel

Submit

(Single School) – Submit Survey: Incomplete Responses

Submit Survey



The survey cannot be submitted because one or more responses are missing.

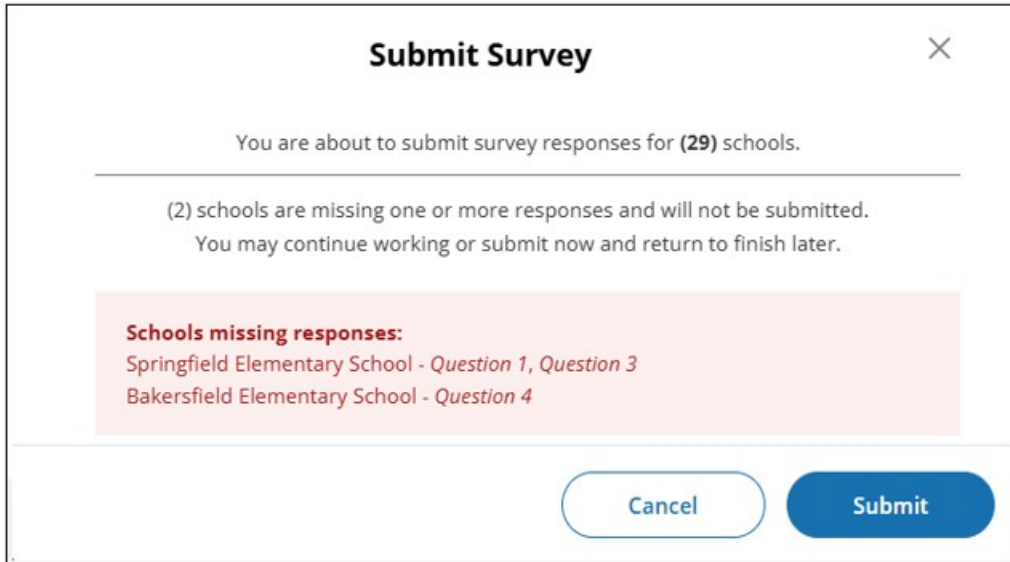
Select **Cancel** to provide the missing responses or to save and finish later.

Missing responses:
Question 4, Question 5

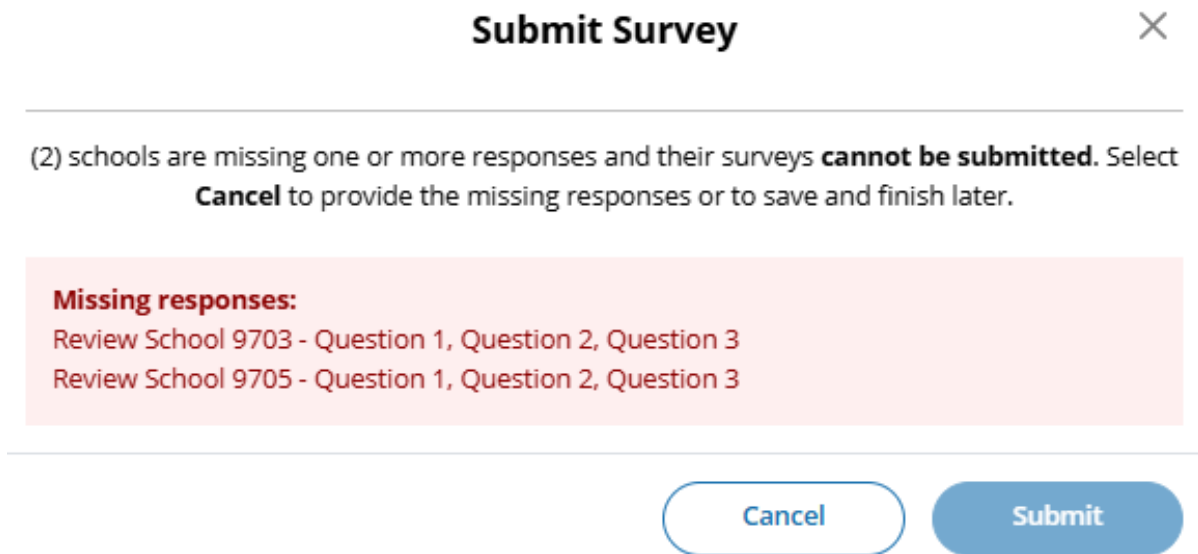
Cancel

Submit

(Multi School) – Submit Survey: Incomplete Responses for some schools



(Multi School) – Submit Survey: Incomplete Responses for all schools



Note. Submit button is disabled

- For multi school survey submissions, any schools with a complete set of responses will be successfully submitted and classified as "Complete". Schools identified as missing responses in the message will not be submitted and will be classified as "Incomplete". School surveys in incomplete status will remain open for completion any time during STS window.

- Once a school survey is submitted it is locked for further editing by District or School staff. Staff needing support must contact the NAEP Help Desk or their NAEP State or TUDA Coordinator to make further edits during the survey window.
- Once the survey window has closed no further editing is permitted.
- eNAEP Download Center URL(<https://enaep.naep.ed.gov/download-center/resources/index.html>) can be accessed via hyperlinks on the STS introduction page and within each question:

School Technology Survey Manager

(Multi School Only)

Districts > Hawaii Department of Education > School Technology Survey Manager

School Technology Survey Manager

Survey Selection

Please select the school(s) for which you wish to complete or update a survey response, then click **Open Selected Surveys** below.

You may select schools individually or by using the provided table filters.

Note: Model eligibility (School or NAEP devices) will be determined and displayed for each school upon survey submission. Schools eligible to use school devices must designate an application installer below or from the Manage Teams tab on the School Summary page.

- App installer may be designated for a single school using the Assign Installer button in the school listing.
- App installer may be designated for multiple schools by selecting the schools and using the Assign Installer button above the schools table.

Quick Select

[Clear Selections](#)

Assign Installer

Resend Notification

Export

<input type="checkbox"/>	School [▲]	Charter [⊕]	Grade [⊕]	Survey status [⊕]	Last updated by [⊕]	Model eligibility [⊕]	Application Installer [⊕]	Device validations [⊕]
<input type="checkbox"/>	Kaeewai Elementary School	--	4	Completed	Administrator 08/22/2025	School Devices	Assign Installer	0 validated, 0 passed
<input type="checkbox"/>	Kapolei Middle School	--	8	Not Started				
<input type="checkbox"/>	Salt Lake Elementary School	--	4	Completed	Administrator 08/22/2025	School Devices	Rosenberg, Sharyn [⊕]	0 validated, 0 passed
<input type="checkbox"/>	Sergeant Samuel K Solomon Elementary School	--	4	Completed	Administrator 08/22/2025	NAEP Devices	Not applicable	Not applicable

Open Selected Survey(s)

Survey Text:

Survey Selection

Please select the school(s) for which you wish to complete or update a survey response, then click **Open Selected Surveys** below.

You may select schools individually or by using the provided table filters.

Note: Model eligibility (School or NAEP devices) will be determined and displayed for each school upon survey submission. Schools eligible to use school devices must designate an application installer below or from the Manage Teams tab on the School Summary page.

- App installer may be designated for a single school using the Assign Installer button in the school listing.
- App installer may be designated for multiple schools by selecting the schools and using the Assign Installer button above the schools table.

Notes:

- Application installer name (with green tag) identified in Application Installer column if Application Installer information previously provided via Team Management tile in Schools summary section of AMS or via the STS Manager.

- Schools in “Completed” status and identified for “NAEP Device” are shown with “Not Applicable” in Application Installer column.
- Schools in “Completed” status and identified for “School Device” model with no Application Installer previously identified have “Assign Installer” (red tag) shown in Application Installer column
- Click on “Assign Installer” (red tag) or name of App Installer (green tag - if previously provided) – opens pop-up to enter/edit App installer information.

Assign a NAEP Application Installer ✕

Please identify the individual who will be responsible for deploying the NAEP Application on school devices.

This action will update the Application Installer for all 3 selected schools.

First Name Last Name Prefix

Phone Number Extension

Email

Close
Save

- Application Installer may be identified/entered for one or more selected schools via the **Assign Installer** button
- Click on **Export** button provides report in (XLSX format) – matched to any school selection criteria applied.
- Click on **Resend Notification** button sends App Installer Instruction email (a.k.a., eNAEP Download Center Notification) to App Installer identified at selected schools. Pop-up confirmation is shown to confirm intent to send email.

Installer Email Notification ✕

Confirm that you want to send an instructional email to the NAEP App Installer on file for the selected schools.

The email will include instructions for installing and verifying the NAEP App to confirm School Device model eligibility.

Also send a copy of the instructional email to my inbox

Cancel
Send Email

- **Open Selected Survey(s)** button navigates user to survey introduction.

Introduction

(Single and Multi School)

Schools > Review School 9601 > School Technology Survey

School Technology Survey

Thank you for supporting the <year> administration of the National Assessment of Educational Progress (NAEP).

The School Technology Survey is a critical preassessment activity to determine whether school devices can be used for NAEP Assessments.

Note: Responses provided must reflect the actual devices available in a school for the NAEP Assessment.

The following are the key considerations when completing this survey for a school:

- Estimated minimum number of devices needed (as indicated in survey)
- Security policies for installing external assessment applications
- School devices and how they are managed
- Person who will install the NAEP Assessment Application (NAEP App) on school devices

Start

i The deadline to complete the survey is <date>.

Your responses will be saved as you navigate through the survey.

A completed survey is required for each school selected to participate in the NAEP <Program(s)> <Assessment / Assessments>.

For more information, please visit the [eNAEP Download Center](#) or contact the NAEP help desk at 1-800-283-6237 or naephelp@westat.com.

STS Version: <version #>

Confirm Operating System Requirements (Single School)

Operating System

The NAEP Assessment Application (NAEP App) is available for Windows® and ChromeOS™ with the following versions supported:

Windows: Version <versions>
Chrome:

- Stable Channel (S) Version: <versions>
- Long-Term Support (LTS) Version: <versions>

Note. NAEP will periodically update the recommended ChromeOS version as newer builds reach the [Stable](#) or [Long-Term Support \(LTS\) channels](#).

i Review the [eNAEP Download Center](#) for the most current OS version and technical requirements.

Devices Required
27

This school will require at least 27 devices to support the NAEP Assessment.

Question 1:

Which supported operating systems are on the school devices available for the NAEP Assessment?

Chrome OS |

Windows OS |

Combination of both

None have Windows OS or Chrome OS

[Clear response](#)

[Previous Question](#) [Save and Continue](#) [Exit Survey](#)

Respondents selecting “None have Window OS or Chrome OS” are displayed and additional question (required response) on the page.

Question 1a:

(Required) Select the operating system(s) of devices the school has available. Select all that apply.

- macOS
- iOS (iPad)
- Other

(Multi School)

School Technology Survey

1 2 3 4 5 6

Operating System

The NAEP Assessment Application (NAEP App) is available for Windows® and ChromeOS™ operating systems with the following versions supported:

Windows: Version <versions>

Chrome:

- Stable Channel (S) Version: <versions>
- Long-Term Support (LTS) Version: <versions>

Note. NAEP will periodically update the recommended ChromeOS version as newer builds reach the [Stable](#) or [Long-Term Support \(LTS\)](#) channels.

i Review the [eNAEP Download Center](#) for the most current OS version and technical requirements.

Question 1:

Which supported operating systems are on the school devices available for the NAEP Assessment?

School	Grade	Minimum devices needed	Apply to all:	Chrome OS	Windows OS	Combination of both	None	
Review School 9601	8	27	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	Clear
Review School 9603	8	19	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	Clear
Review School 9703	8	28	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	Clear
Review School 9705	8	28	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	Clear
Review School 9791	8	28	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	Clear

[Previous Question](#) [Save](#) [Save and Continue](#) [Exit Survey](#)

If “None” selected an additional question (Question 1a - required response) becomes available within a modal on the page via the “Add Details” button that appears. The button label converts to “View/Edit” once the question has been responded to.

Question 1:

Which [supported operating systems](#) are on the school devices available for the NAEP Assessment?

School	Minimum devices needed	Apply to all:	Chrome OS	Windows OS	Combination of both	None	
			<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	Clear
Aspen Heights School	120		<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/> Add Details	Clear
Forest Glen School	30		<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	Clear
Horizon Peak School	30		<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/> View/Edit	Clear
Maplewood Academy	60		<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/> Add Details	Clear
Starlight Elementary	12		<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	Clear
Sunnyvale Elementary	30		<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/> View/Edit	Clear

Question 1a: Pop-up Modal (when applied to a single school)

Question 1a:
(Required) Select the operating system(s) of devices the school has available. Select all that apply.

- macOS
- iOS (iPad)
- Other

Question 1a: Pop-up Modal (when applied to All Schools)

Question 1a:
(Required) Select the operating system(s) of devices the school has available. Select all that apply.

Warning: This will update comments for ALL selected schools

- macOS
- iOS (iPad)
- Other

[Clear response](#)

Confirm Physical Keyboard Requirements

(Single School)

School Technology Survey



Physical Keyboard

The use of devices with physical keyboards is required for the NAEP Assessment. Virtual keyboards, those shown on screen, are not supported as they limit the viewable screen area for the test and may make typing responses more difficult.

[i Review NAEP technical requirements](#) (eNAEP Download Center)

Devices
Required

11

This school will require at least 11 devices to support the NAEP Assessment.

Question 2:

Do the devices available for the NAEP Assessment have enabled and working physical keyboards?

- Yes
- No

[Clear response](#)

[Previous Question](#)

[Save and Continue](#)

[Exit Survey](#)

School Technology Survey



Physical Keyboard

The use of devices with physical keyboards is required for the NAEP Assessment. Virtual keyboards, those shown on screen, are not supported as they limit the viewable screen area for the test and may make typing responses more difficult.

[Review NAEP technical requirements](#) (eNAEP Download Center)

Question 2:

Do the devices available for the NAEP Assessment have enabled and working physical keyboards?

School	Grade	Minimum devices needed	Apply to all:	Yes	No	
				<input type="radio"/>	<input type="radio"/>	
Review School 9601	4	27		<input type="radio"/>	<input type="radio"/>	Clear
Review School 9603	4	19		<input type="radio"/>	<input type="radio"/>	Clear
Review School 9703	8	28		<input type="radio"/>	<input type="radio"/>	Clear
Review School 9705	8	28		<input type="radio"/>	<input type="radio"/>	Clear
Review School 9791	12	28		<input type="radio"/>	<input type="radio"/>	Clear

[Previous Question](#)

[Save](#)

[Save and Continue](#)

[Exit Survey](#)

Confirm Device Availability (Single School)

School Technology Survey



Number of Available Devices

You have indicated that the school has devices that meet the NAEP Assessment requirements for operating system and physical keyboard.

[i Review NAEP technical requirements](#) (eNAEP Download Center)

Devices
Required

11

This school will require at least 11 devices to support the NAEP Assessment.

Question 3:

Does the school have enough devices meeting the operating system and keyboard requirements to support the NAEP Assessment?

Note: All devices should be in good condition. For example, devices with broken screens or keyboards cannot be used for the assessment.

- Yes
- No

[Clear response](#)

[Previous Question](#)

[Save and Continue](#)

[Exit Survey](#)

School Technology Survey

Number of Available Devices

You have indicated that one or more schools have devices that meet the NAEP Assessment requirements for operating system and physical keyboard.

[Review NAEP technical requirements](#) (eNAEP Download Center)

Question 3:

Do the school(s) have enough devices meeting the operating system and keyboard requirements to support the NAEP Assessment? The estimated number of devices needed is shown below for each school.

Note: All devices should be in good condition. For example, devices with broken screens or keyboards cannot be used for the assessment.

School	Grade	Minimum devices needed	Apply to all:	Yes	No	
				<input type="radio"/>	<input type="radio"/>	
Review School 9601	4	27		<input type="radio"/>	<input type="radio"/>	Clear
Review School 9603	4	19		<input type="radio"/>	<input type="radio"/>	Clear
Review School 9703	8	28		<input type="radio"/>	<input type="radio"/>	Clear
Review School 9705	8	28		<input type="radio"/>	<input type="radio"/>	Clear
Review School 9791	12	28		<input type="radio"/>	<input type="radio"/>	Clear

[Previous Question](#)

[Save](#)

[Save and Continue](#)

[Exit Survey](#)

Device Management

(Single School)

School Technology Survey



Device Management

A **managed device** is a school-owned device that is actively monitored and controlled by the state, district, school, or their third-party vendor through specific software, ensuring security and compliance with policies.

An **unmanaged device** is a student's personal device (like a laptop) which the school does not have direct control over, potentially leading to security concerns and inconsistent access to school resources.

[i Review NAEP technical requirements](#) (eNAEP Download Center)

Question 4:

Are the devices available for the NAEP Assessment managed by the state, district, school, or their third-party vendor contracted to manage school devices?

- Yes
- No

[Clear response](#)

[Previous Question](#)

[Save and Continue](#)

[Exit Survey](#)

(Multi School)

School Technology Survey



Device Management

A **managed device** is a school-owned device that is actively monitored and controlled by the state, district, school, or their third-party vendor through specific software, ensuring security and compliance with policies.

An **unmanaged device** is a student's personal device (like a laptop) which the school does not have direct control over, potentially leading to security concerns and inconsistent access to school resources.

[Review NAEP technical requirements](#) (eNAEP Download Center)

Question 4:

Are the devices available for the NAEP Assessment managed by the state, district, school, or their third-party vendor contracted to manage school devices?

School	Grade	Minimum devices needed	Apply to all:	Yes	No	
				<input type="radio"/>	<input type="radio"/>	
Review School 9601	4	27		<input type="radio"/>	<input type="radio"/>	Clear
Review School 9603	4	19		<input type="radio"/>	<input type="radio"/>	Clear
Review School 9703	8	28		<input type="radio"/>	<input type="radio"/>	Clear
Review School 9705	8	28		<input type="radio"/>	<input type="radio"/>	Clear
Review School 9791	12	28		<input type="radio"/>	<input type="radio"/>	Clear

[Previous Question](#)

Save

Save and Continue

[Exit Survey](#)

Security Policies

(Single School)

School Technology Survey

1 2 3 4 5 6

Security Policies

✓ FERPA COMPLIANT ✓ COPPA COMPLIANT

National Center for Education Statistics (NCES) is **authorized to conduct** NAEP by the National Assessment of Educational Progress Authorization Act (20 U.S.C. §9622) for the purposes of evaluating federally supported education programs.

The following are the key considerations when answering this question for your school(s):

- The NAEP App **does not collect** any student education records or personally identifiable information (PII) from students.
- The NAEP App launches in a **secure, locked down browser** on a Windows device and as a **secure kiosk application** on a Chromebook device. This prevents access to other software, applications, and websites while students are taking the NAEP Assessment.

Note: The NAEP App can be installed and uninstalled by the state, district, school, or third-party vendor.

[Review NAEP technical requirements](#) (eNAEP Download Center)

Question 5:

Are there any state, district, or school policies, other than what is listed above, that would prevent the NAEP App from being used on school devices?

No
 Yes

[Clear response](#)

(Required) Provide security concern details.

Characters remaining: 3000

[Previous Question](#) [Save and Continue](#) [Exit Survey](#)

If yes response selected open-ended text box (required response) becomes enabled

(Required) Provide security concern details.

Characters remaining: 3000

(Multi School)

School Technology Survey



Security Policies



National Center for Education Statistics (NCES) is **authorized to conduct** NAEP by the National Assessment of Educational Progress Authorization Act (20 U.S.C. 59622) for the purposes of evaluating federally supported education programs.

The following are the key considerations when answering this question for your school(s):

- The NAEP App **does not collect** any student education records or personally identifiable information (PII) from students.
- The NAEP App launches in a **secure, locked down browser** on a Windows device and as a **secure kiosk application** on a Chromebook device. This prevents access to other software, applications, and websites while students are taking the NAEP Assessment.

Note: The NAEP App can be installed and uninstalled by the state, district, school, or third-party vendor.

[Review NAEP technical requirements](#) (eNAEP Download Center)

Question 5:

Are there any state, district, or school policies, other than what is listed above, that would prevent the NAEP App from being used on school devices?

School	Grade	Minimum devices needed	Apply to all:	No	Yes	
Review School 9601	8	27	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>	View/Edit Clear
Review School 9603	8	19	<input checked="" type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>	Clear
Review School 9703	8	28	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>	Add Details Clear
Review School 9705	8	28	<input checked="" type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>	Clear
Review School 9791	8	28	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>	View/Edit Clear

[Previous Question](#)

[Save](#)

[Save and Continue](#)

[Exit Survey](#)

If “Yes” selected an additional prompt (open ended response) becomes available within a modal on the page via the “Add Details” button that appears. The button label converts to “View/Edit” once the prompt has been responded to.

Add comment box (when applied to a single school)

(Required) Provide security concern details.

Review School 9703

Characters remaining: 3000

[Cancel](#) [Add](#)

Add comment box (when applied to All Schools)

(Required) Provide security concern details. ×

Warning: This will update comments for ALL selected schools

Characters remaining: 3000

Cancel

Add

Upon clicking “Submit” on last question respondent navigated to end of survey “Submit Survey” message.

Ready to submit Pop-Up (Single School)

Submit Survey ×

Select **Submit** if you are done working and are confident in all of the responses provided.

Select **Cancel** to go back and make changes.

Changes cannot be made after the survey has been submitted, or once the survey window has closed.

Cancel

Submit

(Multi School)

Submit Survey



You are about to submit survey responses for **(10)** schools.

Select **Submit** if you are done working and are confident in all of the responses provided.

Select **Cancel** to go back and make changes.

Changes cannot be made after the survey has been submitted, or once the survey window has closed.

Cancel

Submit

Thank You

(Single School)

School Technology Survey

Thank you.

You have successfully updated the School Technology Survey.

Exit Survey

STS Manager After Close of STS Window

Districts > Aberdeen School District 06-1 > School Technology Survey Manager

School Technology Survey Manager

Survey Selection

The School Technology Survey (STS) closed on <date>.

Select the school(s) for which you wish to view survey responses, then click **Open Selected Surveys**.

You may select schools individually or by using the provided table filters.

Notes:

- The Survey status column reflects the status as of the close of the STS window.
- The Assigned model column reflects the **current** assigned model.
- Schools assigned School Devices must designate an application installer below or from the Manage Teams tab on the School Summary page.
 - App installer may be designated for a single school using the Assign Installer button in the school listing.
 - App installer may be designated for multiple schools by selecting the schools and using the Assign Installer button above the schools table.

Quick Select	Clear Selections	Assign Installer	Resend Notification	Export				
<input type="checkbox"/>	School	Charter	Grade	Survey status	Last updated by	Assigned model	Application Installer	Device validations
<input type="checkbox"/>	Holgate Middle School - 02	--	8	Not Started				
<input type="checkbox"/>	Lincoln Elementary - 08	--	4	Not Started				
<input type="checkbox"/>	C C Lee Elementary - 05	--	4	Completed	Administrator 06/03/2025	NAEP Devices	Not applicable	Not applicable

The School Technology Survey (STS) is closed on <date>.

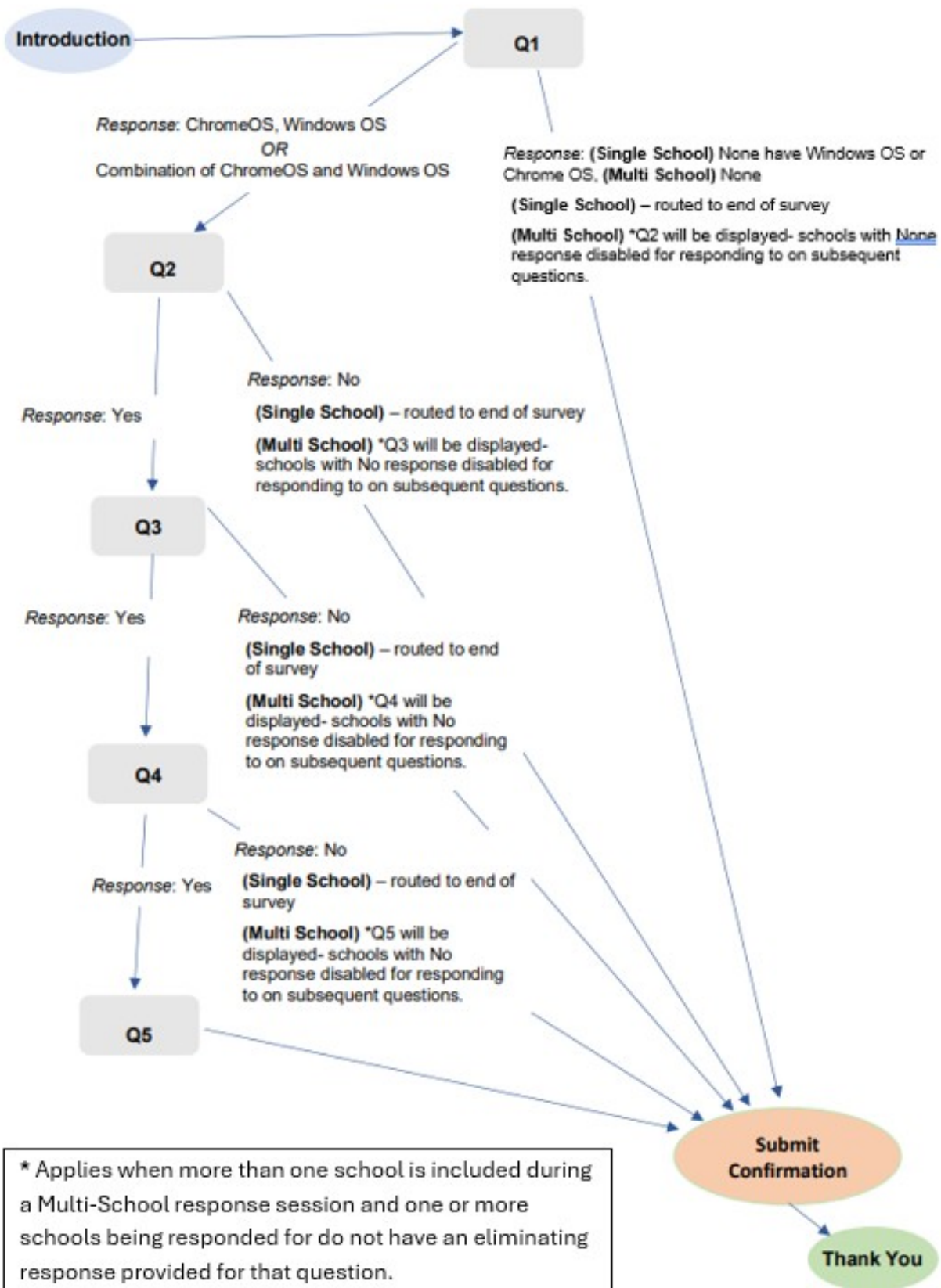
Select the school(s) for which you wish to view survey responses, then click **Open Selected Surveys**.

You may select schools individually or by using the provided table filters.

Notes:

- The Survey status column reflects the status as of the close of the STS window.
- The Assigned model column reflects the **current** assigned model.
- Schools assigned School Devices must designate an application installer below or from the Manage Teams tab on the School Summary page.
 - App Installer may be designated for a single school using the Assign Installer button in the school listing.
 - App installer may be designated for multiple schools by selecting the schools and using the Assign Installer button above the schools table.

Routing – ChromeOS and a combination of ChromeOS and Windows OS

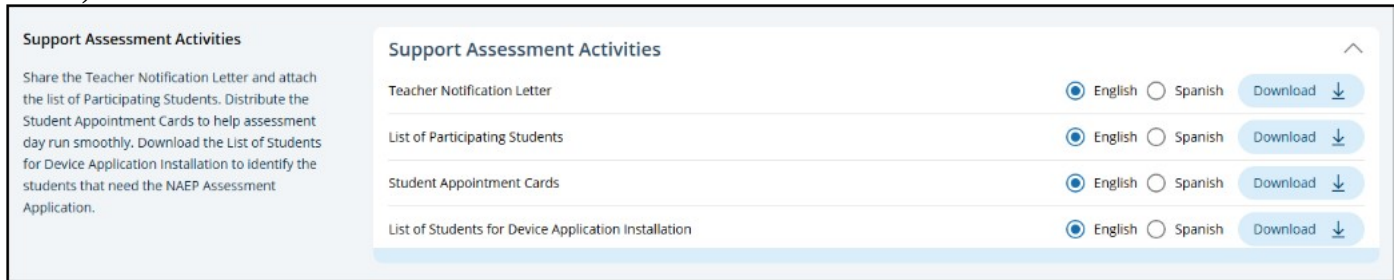


Appendix I18: Draft 2027 Support Assessment Activities

Support Assessment Activities

From this section, schools can download documents such as the Teacher Notification Letter, List of Participating Students, and Student Appointment Cards to help support assessment activities.

Note. List of materials appearing in Support Assessment Activities tile is dependent on a school's assessment device model (e.g., List of Students for Device Application Installation only appears for schools assigned to School Device Model).



The screenshot displays a user interface for 'Support Assessment Activities'. On the left, there is a descriptive text block. On the right, a list of four documents is shown, each with radio buttons for 'English' (selected) and 'Spanish', and a 'Download' button with a downward arrow icon.

Document Name	Language Selection	Action
Teacher Notification Letter	<input checked="" type="radio"/> English <input type="radio"/> Spanish	Download ↓
List of Participating Students	<input checked="" type="radio"/> English <input type="radio"/> Spanish	Download ↓
Student Appointment Cards	<input checked="" type="radio"/> English <input type="radio"/> Spanish	Download ↓
List of Students for Device Application Installation	<input checked="" type="radio"/> English <input type="radio"/> Spanish	Download ↓



NAEP 2027
TEACHER NOTIFICATION LETTER

Date: 01/24/2027

TO: Teachers of Grade 8 Students
FROM: NAEP representative
SUBJECT: National Assessment of Educational Progress (NAEP)

Thank you for the excellent work that you and your students have invested in learning and achievement. We are pleased that students from your school have been selected to represent thousands of students across our country by participating in the National Assessment of Educational Progress (NAEP) assessment.

This assessment monitors what U.S. students know and can do in key subject areas at the elementary, middle, and high school levels. Since 1969, NAEP has provided U.S. educators and the public with reliable profiles of student achievement. This is possible because of dedicated teachers like you who support and participate in this assessment.

Please take note of the attached lists, which contain the names of the selected students and their group. It is critical to the results of the study that all students selected for NAEP attend the correct group on time. We appreciate your assistance.

Each NAEP assessment group will take 2 hours, including transition time and directions. The groups are scheduled as follows:

GROUP	DATE	TIME	LOCATION
Group A	Wednesday, 01/24/2027	8:30 a.m.	Library
Group B	Wednesday, 01/24/2027	12:30 p.m.	Library
Group C	Wednesday, 01/24/2027	8:45 a.m.	Media Room

Please contact your school's NAEP coordinator for additional information about the assessment. For additional information, sample questions, NAEP publications, and classroom data tools, visit the NAEP website <http://nces.ed.gov/nationsreportcard/>.

We look forward to working with you. Thank you, again, for helping us show the world the achievement of our nation's students by your support of NAEP – The Nation's Report Card.

Student Appointment Cards – NAEP Device Schools



Appointment for
Last Name, First

on

Tuesday, February 9, 2027

Please go to **location** at **start time**.

You may bring your own wired earbuds or headphones to use when completing the assessment.

Cell phone and other electronics policy: *Cell phones, smartwatches, and other electronic devices are not allowed in the testing location.*

You can bring a book to read if you finish early.

Group: A

List of Students for Device Application Installation

Schools assigned School Device model are provided an additional download (spreadsheet) in the Support Assessment Activities tile that contains a student list with the following data fields (column headers).

- District
- School
- State School ID
- Grade
- First Name
- Last Name
- State Student ID
- Verification Code
- School Coordinator First [name]
- School Coordinator Last [name]
- School Coordinator Email
- School Principal First [name]
- School Principal Last [name]
- School Principal Email

	A	B	C	D	E	F	G	H	I	J	K	L	M	N
	District	School	State School ID	Grade	First Name	Last Name	State Student ID	Verification Code	School Coordinator First	School Coordinator Last	School Coordinator Email	School Principal First	School Principal Last	School Principal Email
1	District 1	School 1	678954	8 Example	One	1234567	V5PE	Jon	Boham	ibonham@exampleisd.org	Jennifer	Newsom	inewsom@exampleisd.org	
2	District 1	School 1	678954	8 Example	Two	1234568	V5PE	Jon	Boham	ibonham@exampleisd.org	Jennifer	Newsom	inewsom@exampleisd.org	
3	District 1	School 1	678954	8 Example	Three	1234569	V5PE	Jon	Boham	ibonham@exampleisd.org	Jennifer	Newsom	inewsom@exampleisd.org	
4	District 1	School 1	678954	8 Example	Four	1234570	V5PE	Jon	Boham	ibonham@exampleisd.org	Jennifer	Newsom	inewsom@exampleisd.org	
5	District 1	School 1	678954	8 Example	Five	1234571	V5PE	Jon	Boham	ibonham@exampleisd.org	Jennifer	Newsom	inewsom@exampleisd.org	
6	District 1	School 1	678954	8 Example	Six	1234572	V5PE	Jon	Boham	ibonham@exampleisd.org	Jennifer	Newsom	inewsom@exampleisd.org	
7	District 1	School 1	678954	8 Example	Seven	1234573	V5PE	Jon	Boham	ibonham@exampleisd.org	Jennifer	Newsom	inewsom@exampleisd.org	
8	District 1	School 1	678954	8 Example	Eight	1234574	V5PE	Jon	Boham	ibonham@exampleisd.org	Jennifer	Newsom	inewsom@exampleisd.org	
9	District 1	School 1	678954	8 Example	Nine	1234575	V5PE	Jon	Boham	ibonham@exampleisd.org	Jennifer	Newsom	inewsom@exampleisd.org	
10	District 1	School 1	678954	8 Example	Ten	1234576	V5PE	Jon	Boham	ibonham@exampleisd.org	Jennifer	Newsom	inewsom@exampleisd.org	
11	District 1	School 1	678954	8 Example	Eleven	1234577	V5PE	Jon	Boham	ibonham@exampleisd.org	Jennifer	Newsom	inewsom@exampleisd.org	
12	District 1	School 1	678954	8 Example	Twelve	1234578	V5PE	Jon	Boham	ibonham@exampleisd.org	Jennifer	Newsom	inewsom@exampleisd.org	
13	District 1	School 1	678954	8 Example	Thirteen	1234579	V5PE	Jon	Boham	ibonham@exampleisd.org	Jennifer	Newsom	inewsom@exampleisd.org	
14	District 1	School 1	678954	8 Example	Fourteen	1234580	V5PE	Jon	Boham	ibonham@exampleisd.org	Jennifer	Newsom	inewsom@exampleisd.org	
15	District 1	School 1	678954	8 Example	Fifteen	1234802	V5PE	Jon	Boham	ibonham@exampleisd.org	Jennifer	Newsom	inewsom@exampleisd.org	
16	District 1	School 1	678954	8 Example	Sixteen	1234803	V5PE	Jon	Boham	ibonham@exampleisd.org	Jennifer	Newsom	inewsom@exampleisd.org	
17	District 1	School 1	678954	8 Example	Seventeen	1234804	V5PE	Jon	Boham	ibonham@exampleisd.org	Jennifer	Newsom	inewsom@exampleisd.org	
18	District 1	School 1	678954	8 Example	Eighteen	1234805	V5PE	Jon	Boham	ibonham@exampleisd.org	Jennifer	Newsom	inewsom@exampleisd.org	
19	District 1	School 1	678954	8 Example	Nineteen	1234820	V5PE	Jon	Boham	ibonham@exampleisd.org	Jennifer	Newsom	inewsom@exampleisd.org	
20	District 1	School 1	678954	8 Example	Twenty	1234962	V5PE	Jon	Boham	ibonham@exampleisd.org	Jennifer	Newsom	inewsom@exampleisd.org	
21	District 1	School 1	678954	8 Example	Twenty-One	1234938	V5PE	Jon	Boham	ibonham@exampleisd.org	Jennifer	Newsom	inewsom@exampleisd.org	
22	District 1	School 1	678954	8 Example	Twenty-Two	1234975	V5PE	Jon	Boham	ibonham@exampleisd.org	Jennifer	Newsom	inewsom@exampleisd.org	
23	District 1	School 1	678954	8 Example	Twenty-Three	1234768	V5PE	Jon	Boham	ibonham@exampleisd.org	Jennifer	Newsom	inewsom@exampleisd.org	
24	District 1	School 1	678954	8 Example	Twenty-Four	1234496	V5PE	Jon	Boham	ibonham@exampleisd.org	Jennifer	Newsom	inewsom@exampleisd.org	
25	District 1	School 1	678954	8 Example	Twenty-Five	1234978	V5PE	Jon	Boham	ibonham@exampleisd.org	Jennifer	Newsom	inewsom@exampleisd.org	

Appendix I19: Draft 2027 Technical Logistics

Schools assigned to School Device model will access this section from the school summary page where they can provide and confirm Technical Logistics by selecting the Manage button.

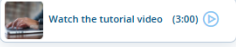
The screenshot displays a 'Technical Logistics' interface. On the left, a sidebar contains the title 'Technical Logistics' and a paragraph: 'Confirm devices are ready, complete checks to confirm the school's Wi-Fi meets minimum requirements, and provide other details about school devices to prepare for the NAEP assessment day.' The main content area is titled 'Technical Logistics' with a red 'Missing info' indicator. Below this is a 'Device Validation' section with three columns: 'Operating system' (Windows), 'Number of devices ready' (15), and 'Date and time of completion' (Jan 14, 2025 at 9:47 am). A question 'How will the devices be setup for the NAEP assessment in the assessment location?' is followed by a 'Not answered' status. At the bottom, a blue bar contains the text 'Select Manage to provide technical logistics.' and a 'Manage →' button.

After selecting the Manage button on this page, schools will run the network diagnostic tool, answer additional questions about device setup, assessment location setup, spare devices, charging, and headphones. The schools will also identify a school staff member to provide technical support throughout the assessment.

Allison El

Texas TUDA Main Grade 4 School devices TUDA

Assessment Planning Meeting: January 14, 2026 Assessment date: Not scheduled NAEP ID: 4810191



Review the School Technology Survey

Review the School Technology Survey

The survey responses indicate that NAEP will use ChromeOS devices to conduct the NAEP assessment. The survey was completed by TX State Coordinator on Jun 24, 2025. Select **Review survey** to review the School Technology Survey results.

[Review survey](#)

Confirm Device Readiness

Confirm that the devices students will use have the NAEP Assessment application installed and meet device requirements.

To ensure a smooth assessment experience in your school, it is important that each student device, including at least five spare devices, has the NAEP Assessment application installed and meets device requirements.

Please confirm device readiness using the NAEP verification code VC-VSPD within 10 business days of starting on .

- **Students completing the device readiness steps:** [Open this link to review and download the checklist.](#)
- **Completing the device readiness steps yourself:** [Open this link to review and download the checklist.](#)
- **NAEP Assessment Application Troubleshooting Guide:** [Open this link to download the troubleshooting guide.](#)

The eNAEP Download Center contains additional information on the technical requirements, including how to install and confirm the NAEP Assessment Application on the devices students will use to take the assessment.

Operating system	Number of devices ready	Date and time of last device update
--	0	-- at --:--

[Review the summary list of devices](#)

Confirm the Bandwidth, Safelisting, and Wireless Access Points

Run a network check to confirm required URLs are safelisted. Check the Wi-Fi at the school to confirm the network meets the technical requirements for assessment day.

Run network check

Prior to setting up for the Assessment Planning Meeting, run a network check on your school's Wi-Fi.

[Run](#)

Confirm Wireless Access Points

For each location, indicate if the Wireless Access Point (WAP) can support all connections listed in the table.

Not answered Group A	25	Not answered	No	Yes
Not answered Group B	25	Not answered	No	Yes

The location(s) for the group(s) has not been entered in the **Assessment Logistics** section. To confirm the Wireless Access Points can support the number of connections, enter the location(s) for all the group(s).

Device Setup

Indicate how devices will be set up for the NAEP assessment.

How will the devices be set up for the NAEP assessment in the assessment location?

- Students will bring the devices with them to the assessment location.
- Devices will be available in the assessment location at the time the NAEP team arrives (prior to student arrival for the assessment).

Select **Edit** to update the information. [Edit](#)

Assessment Location Setup

Provide details about assessment location setup.

The NAEP team will need to access the school's Wi-Fi to use the Assessment Management System (AMS) website before and during the assessment. Which option do you prefer?

- Up to three external NAEP administrative devices will connect to the school Wi-Fi on assessment day. Please be prepared to share the Wi-Fi name and password with the NAEP team when they arrive the morning of the assessment.
- The school will provide up to three devices for the NAEP team to use to connect to the school Wi-Fi and use on assessment day.

Select **Edit** to update the information. [Edit](#)

Spare Devices, Charging, and Headphones

Indicate how the NAEP team will access spare devices and charging cords. Provide details about headphone requirements for devices.

NAEP needs an additional five devices to be prepared as spare devices with the NAEP Assessment application installed and confirmed. How will spare devices be available to the NAEP team at the time of the assessment setup (e.g., in a cart in the assessment location, in the main office)?

Not answered

Will the NAEP team be able to log in to the spare devices to launch the NAEP Assessment application and set up before student arrival?

- Yes
 No

Will there be sufficient access to power cords and outlets for any devices that need to be plugged in?

- Yes
 No

How does your school manage devices with a low battery?

Not answered

The NAEP assessment requires earbuds or headphones. The school can provide or students can bring their own earbuds or headphones to use on the assessment. If the school or students cannot provide their own, NAEP can provide students with wired earbuds or headphones. Any earbuds or headphones not being used for the assessment are prohibited.

What type of audio connection is supported by the student devices?

- Bluetooth or USB earbuds or headphones (provided by the school or students)
 Wired earbuds or headphones with an audio jack (can be provided by NAEP)
 Both

Select **Edit** to update the information.

Edit

School Staff Support

Identify a school staff member to provide device support during the assessment.

School Staff Member Assessment Day Support will remain in the assessment location to provide classroom management.

To ensure the NAEP assessment runs smoothly, it's important to have a school staff member familiar with the devices available throughout the day. Review the tasks and identify a person who will be available to assist.

- **Provide Setup Instructions:** Meet the team to provide instructions for setting up the devices.
- **Support for Students at the Start:** Troubleshoot device issues for students as they launch the NAEP Assessment application.
- **Technical Support Availability:** Be available in the room or on-call for device support throughout the assessment.

Identifying a person to fulfill this role will help streamline the assessment process and effectively address any technical challenges, ensuring a successful NAEP assessment.

Please provide a school staff member to provide technical support on assessment day.

- I need to identify a different school staff member.

Select **Edit** to update the information.

Edit

← Go back

Review the School Technology Survey (English)

Users click on the Review Survey button to review survey responses provided for the school.

Review the School Technology Survey

The survey responses indicate that NAEP will use ChromeOS devices to conduct the NAEP assessment. The survey was completed by TX State Coordinator on Jun 24, 2025. Select **Review survey** to review the School Technology Survey results.

[Review survey →](#)

Confirm Device Readiness (English)

Confirm Device Readiness

Confirm that the devices students will use have the NAEP Assessment application installed and meet device requirements.


To ensure a smooth assessment experience in your school, it is important that each student device, including spare devices, has the NAEP Assessment application installed and meets device requirements.

Please confirm device readiness using the NAEP verification code **[verification code]** starting on [December 8, 2025]. You need to confirm at least **[estimated number of devices required]** devices by [January 23, 2026]. Use the resources below to assist with confirming device readiness.

- **Students completing the device readiness steps:** [Open this link to review and download the checklist.](#)
- **Completing the device readiness yourself:** [Open this link to review and download the checklist.](#)
- **NAEP Assessment Application Troubleshooting Guide:** [Open this link to review and download the checklist.](#)

Visit the [eNAEP Download Center](#) for additional information on the device requirements, including how to install and confirm the NAEP Assessment application on the devices students will use to take the assessment.

Estimated number of devices required	Operating system	Number of devices ready	Date and time of last device update
28	Windows OS	28 out of 28	Jan 14, 2025 at 9:47 am
			Review the summary list of devices



Student checklist

NAEP Setup Instructions for Students

- ✓ Look for the NAEP Assessment application:



- Chromebook: Check that the NAEP Assessment application is listed under the Apps tile on the sign-in page.
- Windows: Check that the NAEP Assessment application is on your desktop.

- ✓ Launch the NAEP Assessment application. Select "Get ready for NAEP".

- ✓ Enter the NAEP Verification Code to check if your device is ready.

- NAEP Verification Code: VC-VO3L

Problem? If you do not see the NAEP Assessment application or see an error message, please let your school or teacher know.

Don't forget! Bring to the NAEP Assessment:

- ✓ **Fully charged device:** Make sure your device is fully charged before coming to school.
- ✓ **Power cord/Charger:** Bring your device charger in case you need to charge your device.
- ✓ **Headphones:** Bring a pair of headphones or earbuds. They are needed to listen to audio during the assessment.
- ✓ **Mouse or Stylus (if you use one):** If you use one with your device, make sure to bring it.

[Download Checklist](#)

Close

School checklist

NAEP Setup Instructions for Schools

Are you ready for the NAEP assessment?

NAEP Assessment application is configured and installed on all student and spare devices.

- ✓ Device readiness steps below were performed on all student devices.



- Chromebook: NAEP Assessment application is present as a Kiosk app in the list under the Apps tile on the sign-in page.
- Windows: NAEP Assessment application shortcut is present on the student device desktop.

- ✓ Launch the NAEP Assessment application. Select "Get ready for NAEP".

- ✓ Enter the NAEP Verification Code to check if your device is ready.

- Application launches without any errors.
- Confirm assessment device meets the minimum device requirement by entering the provided NAEP verification code: VC-VO3L
- The verification code was accepted without any errors.
- All verification checks passed.

Problem? If you do not see the NAEP Assessment application or see an error message, please contact the NAEP Help Desk at .

[Download Checklist](#)

Close

NAEP Assessment Application Troubleshooting Guide

If you encounter any of the following error messages during the device validation process performed by the NAEP Assessment application, please follow the steps below to resolve the issues.

Error	Description	Action Needed
RAM is below minimum 4GB	This message indicates that the device does not have the required minimum of 4GB of RAM (Memory) to run the NAEP Assessment application effectively.	Please swap this device for one with at least 4GB of RAM.
CPU speed is below minimum 1GHz	This warning means that the device's CPU speed is less than the required minimum of 1GHz.	Please swap this device for one that meets or exceeds this requirement.
Touch input is not supported	This message indicates that the device does not support touch input, which is required for taking the NAEP assessment.	Please swap this device for one that has touch input capabilities.
Available storage is below minimum 2 GB	This message indicates that the device does not have the required minimum of 2 GB of available storage space needed to run the NAEP Assessment application effectively. Insufficient storage can prevent the application from functioning properly.	Please contact your school's IT department for assistance in cleaning up storage space. If cleaning is not possible, please swap the device for one that meets the minimum storage requirement.
Adjust Screen Resolution or Screen resolution is incompatible	This message indicates that the device's screen resolution is set below the minimum required for the NAEP assessment, or that the display scale is configured to a lower resolution. All devices must meet the minimum resolution of 1366 X 768. Device display scale must be set to 100 percent.	For Chromebook devices , try adjusting the screen resolution by pressing Ctrl + Shift + 0 , then refresh the application by using the refresh button. If this step does not resolve the issue, or if you are using a Windows device , please contact your school's IT department for assistance with adjusting the screen resolution. If adjustments cannot be made, please swap your device for one that meets the minimum screen resolution requirements.

Single Monitor Check	This message indicates that the device is connected to one primary monitor and one or more additional monitors.	Please disconnect all extra monitors from the device.
-----------------------------	---	---

Error	Description	Action Needed
Operating system check	This message indicates that the device is either running an unsupported operating system or does not meet the minimum required OS version.	Please contact your school's IT department for assistance with upgrading to a supported operating system. If an upgrade is not possible, you will need to swap your device for one that meets the minimum OS version requirement.
Chrome extension not available	This message indicates that the NAEP Assessment application is missing the necessary configuration to operate efficiently.	Please close and restart the app. If this does not resolve the issue, and you are using a Chromebook , contact your school's IT department to ensure that the Chrome extension is configured according to the guidelines in the download center. For Windows devices , please swap the device.
Error - Update Error	This message indicates that the NAEP Assessment application was not able to update to the latest software version.	Please close and restart the app. If this does not resolve the issue, please contact the NAEP help desk.
System Date/Time Incorrect	This message indicates that the device's date and time are either ahead of or behind the expected time.	Please close the app and adjust the date and time settings to reflect your current time zone. If you are unable to make these adjustments, please contact your school's IT department for assistance.
Failed to Connect: Error Code: 004	This message indicates that the device is not connected to the Internet.	Please close the app and connect the device to the school's network.
Failed to Connect: Error Code: 003	This message indicates that the device is unable to communicate with the eNAEP servers.	Please close the app and verify that the device is connected to the Internet. If the device is connected but the issue persists, contact your school's IT department to ensure that the eNAEP URL is safelisted according to the guidelines provided in the eNAEP download center.

NOTE: If no devices are available that pass the validation checks, please contact the NAEP representative for guidance on the next steps.

Confirm the Bandwidth, Safelisting and Wireless Access Points (English)

School staff are expected to run a network check and confirm wireless access points prior to the school's scheduled assessment date. Users can Run the network check and confirm wireless access points by selecting the Edit button.

Confirm the Bandwidth, Safelisting, and Wireless Access Points

Run a network check to confirm required URLs are safelisted. Check the Wi-Fi at the school to confirm the network meets the technical requirements for assessment day.

Run network check

Prior to setting up for the Assessment Planning Meeting, run a network check on your school's Wi-Fi.

Run 1 **Completed** 07/22/25 1:45:28 AM

Confirm Wireless Access Points

For each location, indicate if the Wireless Access Point (WAP) can support all connections listed in the table.

Location	Count	Not answered	No	Yes
gym	24	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Group A at 10:00 AM				

Select **Edit** to update the information. **Edit**

Users click the Run button to execute the network check via the Network Diagnostic Tool (NDT). NDT results are displayed to the user once the check is complete (up to two minutes).

Network Diagnostic Tool

Confirm Websites Confirm Bandwidth

	Results	Requirements
Download speed	91.56 Mbps	5 Mbps
Upload speed	94.36 Mbps	2 Mbps

Save & Close

Device Setup:

Device Setup
Indicate how devices will be set up for the NAEP assessment.

How will the devices be set up for the NAEP assessment in the assessment location?

- Students will bring the devices with them to the assessment location
- Devices will be available in the assessment location at the time the NAEP team arrives (prior to student arrival for the assessment)

How should the NAEP Assessment application be launched the morning of the assessment?

- Students will launch the NAEP Assessment application per the NAEP team's instruction
- The NAEP team will launch the NAEP Assessment application on the devices prior to student arrival

Select **Edit** to update the information. [Edit](#)

Assessment location setup:

Assessment Location Setup
Provide details about assessment location setup.

The NAEP team will need to access the school's Wi-Fi to use the Assessment Management System (AMS) website before and during the assessment. Which option do you prefer?

- Up to three external NAEP administrative devices will connect to the school Wi-Fi on assessment day. Please have the network name and password available on assessment day.
- The school will provide up to three devices for the NAEP team to use to connect to the school Wi-Fi and use on assessment day

Select **Edit** to update this information. [Edit](#)

Spare Devices, Charging, and Headphones

Spare Devices, Charging, and Headphones

Indicate how the NAEP team will access spare devices and charging cords. Provide details about headphone requirements for devices.

NAEP needs an additional five devices to be prepared as spare devices with the NAEP Assessment application installed and confirmed. How will spare devices be available to the NAEP team at the time of the assessment setup (e.g., in a cart in the assessment location, in the main office)?

Laptop cart containing spare devices, key to unlock cart is in the teacher's desk in that room.

Will the NAEP team be able to log in to the spare devices to launch the NAEP Assessment application and set up before student arrival?

- Yes
 No

Will there be sufficient access to power cords and outlets for any devices that need to be plugged in?

- Yes
 No

How does your school manage devices with a low battery?

Put them back into the cart where the cords are set up.

The NAEP assessment requires earbuds or headphones. The school can provide or students can bring their own earbuds or headphones to use on the assessment. If the school or students cannot provide their own, NAEP can provide students with wired earbuds or headphones. Any earbuds or headphones not being used for the assessment are prohibited.

What type of audio connection is supported by the student devices?

- Bluetooth or USB earbuds or headphones (provided by the school or students)
 Wired earbuds or headphones with an audio jack (can be provided by NAEP)
 Both

Can the school or students provide the earbuds or headphones?

- Yes, the school or students will provide the earbuds or headphones
 No, we will need to discuss with the NAEP representative

NAEP needs spare Bluetooth or USB earbuds or headphones to be available in case these are needed. How will spares be available if a student needs to have their Bluetooth or USB earbuds or headphones replaced?

Those are in the bottom cubby of the laptop cart.

Select **Edit** to update the information.

Edit 

School Staff Support

School Staff Support

Identify a school staff member to provide technical support during the assessment.

School Staff Member Assessment Day Support

[NAME-FROM-ASSESSMENT-LOGISTICS ONE], [NAME-FROM-ASSESSMENT-LOGISTICS TWO], and [NAME-FROM-ASSESSMENT-LOGISTICS THREE] will remain in the assessment location to provide classroom management.

To ensure the NAEP assessment runs smoothly, it's important to have school staff familiar with the devices available throughout the day. Review the tasks and identify staff who will be available to assist.

- **Provide Set-up Instructions:** Meet the team to provide instructions for setting up the devices.
- **Support for Students at the Start:** Troubleshoot device issues for students as they launch the NAEP Assessment application.
- **Technical Support Availability:** Be available in the room or on-call for device support throughout the assessment

Identifying staff to fulfill this role will help streamline the assessment process and effectively address any technical challenges, ensuring a successful NAEP assessment.

Please provide three school staff members to provide technical support on assessment day.

Jones, Susan (sjjones@springfieldschools.edu)

Select

Select

Please enter the name and contact information for a backup school staff member who can provide technical support during the assessment in the event the primary contact person is not available.

Type name here...

Email

Cancel

Save 

Technical Logistics

From the school summary page, schools will access this section, where they can provide and confirm Technical Logistics by selecting the Manage button.

Logística técnica

Confirme que los dispositivos estén listos, complete las verificaciones para confirmar que el Wi-Fi de la escuela cumpla con los requisitos mínimos y proporcione otros detalles sobre los dispositivos escolares para prepararse para el día de evaluación NAEP.

Logística técnica ● Información faltante

Validación de los dispositivos

Sistema operativo	Número de dispositivos listos	Fecha y hora en que se completó
--	0	-- a las --:--

¿Cómo se configurarán los dispositivos para la evaluación de NAEP en el lugar de la evaluación?

No se ha contestado

Seleccione **Administrar** para proporcionar la logística técnica. [Administrar →](#)

After selecting the Manage button on this page, schools will run the network diagnostic tool, answer additional questions about device setup, assessment location setup, spare devices, charging, and headphones. The schools will also identify a school staff member to provide technical support throughout the assessment.



Vea el vídeo del tutorial (3:00)

Revisar la Encuesta sobre la tecnología escolar

Revisar la Encuesta sobre la tecnología escolar

Las respuestas a la encuesta indican que NAEP utilizará dispositivos ChromeOS para llevar a cabo la evaluación de NAEP. La encuesta fue completada por TX State Coordinator el Jun 24, 2025. Seleccione **Revisar encuesta** para revisar los resultados de la Encuesta sobre la tecnología de la escuela.

Revisar la encuesta →

Confirmar la disponibilidad de los dispositivos

Confirme que los dispositivos que utilizarán los estudiantes tienen instalada la aplicación de evaluación de NAEP y que cumplen con los requisitos del dispositivo.

Para garantizar una experiencia de evaluación sin problemas en su escuela, es importante que cada dispositivo de los estudiantes, incluyendo al menos cinco dispositivos de repuesto, tengan la aplicación de evaluación de NAEP instalada y que cumplan con los requisitos del dispositivo.

Por favor, confirme que su dispositivo está disponible utilizando el código de verificación de NAEP VC-VSPD dentro de los 10 días hábiles antes del a partir del .

- **Los estudiantes completarán los pasos de disponibilidad del dispositivo:** [Abra este enlace para revisar y descargar la lista de verificación.](#)
- **Usted mismo completará los pasos de disponibilidad del dispositivo:** [Abra este enlace para revisar y descargar la lista de verificación.](#)
- **Guía de solución de problemas de la aplicación de evaluación NAEP:** [Abra este enlace para descargar la guía de solución de problemas.](#)

El Centro de descargas de eNAEP contiene información adicional sobre los requisitos técnicos, incluyendo cómo instalar y validar la aplicación de evaluación de NAEP en los dispositivos que los estudiantes utilizarán para tomar la evaluación.

Sistema operativo

--

Número de dispositivos listos

0

Fecha y hora de la última actualización del dispositivo

-- en --

Revisar el resumen de la lista de dispositivos



Confirme el ancho de banda, la lista segura y los puntos de acceso inalámbricos

Ejecute una verificación de la red para confirmar que los URL requeridos están en la lista segura. Verifique el WIFI de la escuela para confirmar que la red cumple con los requisitos técnicos para el día de la evaluación.

Ejecute una verificación de la red

Antes de fijar la fecha de la reunión de planificación de la evaluación, haga una verificación en la red WIFI de su escuela.

Realizar ⓘ

Confirme los puntos de acceso inalámbrico

Para cada lugar, indique si el punto de acceso inalámbrico (WAP, por sus siglas en inglés) puede soportar todas las conexiones enumeradas en la tabla.

Not answered

Group A

25

No se ha contestado

No

Sí

Not answered

Group B

25

No se ha contestado

No

Sí

No se ha(n) ingresado el(los) lugar(es) para el(los) grupo(s) en la sección **Logística de la evaluación**. Para confirmar que los puntos de acceso inalámbricos son compatibles con el número de conexiones, ingrese el(los) lugar(es) para los grupos.

Configuración de los dispositivos

Indique cómo se configurarán los dispositivos para la evaluación de NAEP.

¿Cómo se configurarán los dispositivos para la evaluación de NAEP en el lugar de la evaluación?

- Los estudiantes traerán consigo los dispositivos al lugar de la evaluación
- Los dispositivos estarán disponibles en el lugar de la evaluación en el momento en que llegue el equipo de NAEP (antes de que lleguen los estudiantes para la evaluación)

Seleccione **Editar** para actualizar la información.

Editar

Configuración del lugar de la evaluación

Proporcione detalles sobre la configuración del lugar de la evaluación.

El equipo de NAEP necesitará ingresar al WIFI de la escuela (puede ser una red para visitantes) para utilizar el sitio web del Sistema de Administración de la Evaluación (AMS, por sus siglas en inglés) antes y durante la evaluación. ¿Qué opción prefiere?

- Hasta tres dispositivos externos para la administración de NAEP se conectarán a la WIFI de la escuela el día de la evaluación. Está preparado para compartir el nombre y la contraseña de Wi-Fi con el equipo de NAEP cuando lleguen mañana de la evaluación.
- La escuela proporcionará hasta tres dispositivos para que el equipo de NAEP se conecte al WIFI de la escuela y los utilice el día de la evaluación.

Seleccione **Editar** para actualizar la información.

Editar

Dispositivos de repuesto, carga y audífonos

Indique cómo el equipo de NAEP accederá a los dispositivos de repuesto y a los cables de carga. Proporcione detalles sobre los requisitos de audífonos para los dispositivos.

NAEP necesita que se preparen cinco dispositivos adicionales como dispositivos de repuesto con la aplicación de evaluación de NAEP instalada y confirmada. ¿Cómo estarán disponibles los dispositivos de repuesto para el equipo de NAEP en el momento de la configuración de la evaluación (p. ej., en un carrito en el lugar de la evaluación, en la oficina principal)?

No se ha contestado

¿Podrá el equipo de NAEP ingresar a los dispositivos de repuesto para iniciar la aplicación de evaluación de NAEP y hacer la configuración antes de que lleguen los estudiantes?

- Sí
 No

¿Habrá suficiente acceso a cables de alimentación y tomacorrientes para los dispositivos que necesiten enchufarse?

- Sí
 No

¿Cómo gestiona su escuela los dispositivos con poca batería?

No se ha contestado

La evaluación NAEP requiere audífonos. La escuela puede proporcionar o los estudiantes pueden traer sus propios audífonos para usar en la evaluación. Si la escuela o los estudiantes no pueden proporcionar los suyos, NAEP puede proporcionarles a los estudiantes audífonos con cable. Se prohíbe cualquier audífono que no se esté utilizando para fines de la evaluación.

¿Qué tipo de conexión de audio es compatible con los dispositivos de los estudiantes?

- Audífonos con Bluetooth o USB (proporcionados por la escuela o los estudiantes).
 Audífonos con cable con un conector de audio (pueden ser proporcionados por NAEP).
 Ambos

Seleccione **Editar** para actualizar la información.

Editar

Asistencia del personal de la escuela

Identifique a un miembro del personal de la escuela que proporcione asistencia con los dispositivos durante la evaluación.

Miembro del personal de la escuela de asistencia durante el día de la evaluación permanecerá en el lugar de la evaluación para proporcionar asistencia con el manejo del salón de clase.

Para garantizar que la evaluación de NAEP se desarrolle sin problemas, es importante que haya un miembro del personal de la escuela familiarizado con los dispositivos disponible durante todo el día. Revise las tareas e identifique a una persona que estará disponible para ayudar.

- **Proporcionar instrucciones para la configuración:** Reunirse con el equipo para proporcionarle instrucciones para configurar los dispositivos.
- **Asistir a los estudiantes al comienzo:** Solucionar los problemas de los dispositivos de los estudiantes mientras inician la aplicación de evaluación de NAEP.
- **Disponibilidad de asistencia técnica:** Estar disponible en el salón o estar a la disposición para asistencia con los dispositivos durante toda la evaluación.

Identificar a una persona que desempeñe esta función ayudará a agilizar el proceso de evaluación y a resolver eficazmente cualquier problema técnico, garantizando el éxito de la evaluación de NAEP.

Por favor, proporcione el nombre de un miembro del personal de la escuela que proporcionará asistencia técnica el día de la evaluación.

- Necesito identificar a otro miembro del personal de la escuela.

Seleccione **Editar** para actualizar la información.

Editar

← Ir atrás

Central Middle School

El equipo de NMAP se instalará en el día de la evaluación

Verificar la encuesta 20 de enero de 2025

Ver si algo está mal 100%

Completar la encuesta sobre la tecnología de la escuela

Completar la encuesta sobre la tecnología de la escuela

Las respuestas a la encuesta ayudan a configurar el equipo de NMAP para llevar a cabo la evaluación de NMAP. La encuesta fue completada por Año Escolar el 8 de agosto de 2024. [Revisar encuesta](#) para revisar los resultados de la encuesta sobre la tecnología de la escuela.

Revisar encuesta

Confirmar la disponibilidad de los dispositivos

Para garantizar una experiencia de evaluación sin problemas en su escuela, es importante que cada dispositivo de los estudiantes, incluyendo los nuevos equipos de reemplazo, tenga la configuración de NMAP instalada y que cumplan con los requisitos del dispositivo.

Por favor, confirme que su dispositivo está disponible utilizando el código de verificación de NMAP **UW99** en una de las 12 casillas antes del **30 de enero de 2025** a partir del **16 de enero de 2025**.

- Los estudiantes completarán los pasos de disponibilidad del dispositivo: [¿Cómo se configuraron los dispositivos para la evaluación de NMAP?](#)
- Usar mismo completará los pasos de disponibilidad del dispositivo: [¿Cómo se configuraron los dispositivos para la evaluación de NMAP?](#)

El Centro de Recursos de NMAP contiene información adicional sobre los requisitos de dispositivos, incluida cómo instalar y configurar la configuración de evaluación de NMAP en los dispositivos que los estudiantes utilizarán para la evaluación.

Sistema operativo	Número de dispositivos listos	Fecha y hora de la última actualización de dispositivos
Windows	0	01/16/25 11:00 AM
MacOS	0	01/16/25 11:00 AM
Linux	0	01/16/25 11:00 AM

Revisar el resumen de la lista de dispositivos

Confirmar el acceso de banda, la lista segura y los puertos de acceso inalámbricos

Finalice esta verificación de la red antes de que la lista segura de dispositivos de la evaluación, haga una verificación en la configuración de su escuela.

Actualizar

Confirme los puertos de acceso inalámbrico. Para cada puerto, indique si puede acceder inalámbrico (N/A) por su red en el momento de la configuración de dispositivos en la escuela.

Red	Horario	Número de dispositivos	No se ha conectado	No	Si
Biblioteca	Grupo A a las 8:45 AM	24	0	0	0
Biblioteca	Grupo B a las 12:45 PM	25	0	0	0

Seleccionar Editar para actualizar la información. Eliminar

Configuración de los dispositivos

¿Cómo se configuraron los dispositivos para la evaluación de NMAP en el lugar de la evaluación?

Los estudiantes trajeron consigo sus dispositivos al lugar de la evaluación.

Los dispositivos estarán disponibles en el lugar de la evaluación en el momento en que llegue el equipo de NMAP (antes de que lleguen los estudiantes para la evaluación).

Seleccionar Editar para actualizar la información. Eliminar

Configuración del lugar de la evaluación

El equipo de NMAP necesitará ingresar al WiFi de la escuela (puede ser una red para visitantes) para utilizar el sitio web del Sistema de Administración de la Biblioteca NMAP, por sus reglas en inglés antes y durante la evaluación. ¿Qué sucede primero?

Los dispositivos de reemplazo para la administración de NMAP se conectarán a la red de la escuela al día de la evaluación.

La escuela proporcionará hardware de reemplazo para que el equipo de NMAP se conecte al WiFi de la escuela y los utilice el día de la evaluación.

Seleccionar Editar para actualizar la información. Eliminar

Dispositivos de reemplazo, carga y audífonos

NMAP necesita que se preparen cinco dispositivos adicionales como dispositivos de reemplazo con la aplicación de evaluación de NMAP instalada y confirmada. ¿Cómo estarán disponibles los dispositivos de reemplazo para el equipo de NMAP en el momento de la configuración de la evaluación (p. ej., en un camino en el lugar de la evaluación, en la oficina principal)?

No se ha conectado.

¿Puede el equipo de NMAP ingresar a los dispositivos de reemplazo para iniciar la aplicación de evaluación de NMAP y hacer la configuración antes de que lleguen los estudiantes?

Si

No

¿Hay suficiente acceso a cables de alimentación y tomacorrientes para los dispositivos que necesitan enchufarse?

Si

No

¿Cómo gestiona su escuela los dispositivos con poca batería?

No se ha conectado.

La evaluación NMAP requiere audífonos. ¿La escuela puede proporcionar a los estudiantes pueden traer sus propios audífonos para usar en la evaluación. Si la escuela o los estudiantes no pueden proporcionar los suyos, NMAP puede proporcionar a los estudiantes audífonos con cable. Se prohíbe cualquier audífono que no se esté utilizando para fines de la evaluación.

¿Qué tipo de conexión de audio es compatible con los dispositivos de los estudiantes?

Audífonos con Bluetooth o USB (proporcionados por la escuela o los estudiantes).

Audífonos con cable con un conector de audio (pueden ser proporcionados por NMAP).

Amazon

Seleccionar Editar para actualizar la información. Eliminar

Asistencia de personal de la escuela

Para garantizar que la evaluación de NMAP se desarrolle sin problemas, es importante que haya un miembro del personal de la escuela familiarizado con los dispositivos disponible durante todo el día. Revise las tareas a identificar a una persona que estará disponible para ayudar.

- Preparar instrucciones para la configuración. Reunirse con el equipo para proporcionar instrucciones para configurar los dispositivos.
- Asistir a los estudiantes al comienzo. Solucionar los problemas de los dispositivos de los estudiantes mientras inician la aplicación de evaluación de NMAP.
- Disponibilidad de asistencia técnica. Estar disponible en el caso de estar a disposición que se asistiera con los dispositivos durante toda la evaluación.

Identificar a una persona que desempeñe esta función ayudará a agilizar el proceso de evaluación y a resolver cualquier problema técnico que ocurra durante el día de la evaluación de NMAP.

Por favor, proporcione el nombre de un miembro del personal de la escuela que proporcionará asistencia técnica el día de la evaluación.

No se ha conectado a ningún miembro del personal de la escuela.

Seleccionar Editar para actualizar la información. Eliminar

Appendix I20: Draft 2027 Import Student Lists

State/TUDA coordinators, district staff, and school staff import lists of students in the selected grade/age cohort. This list is used for student sampling, and should include all demographic variables NAEP collects. Sampled students appear in the Provide Student Information tile. This means that the Import Students activity must be completed before the preassessment activities open (**Date**) on the School Summary page.

5. Schools, districts and field staff use the School Summary page to access Import Students.
6. Field staff perform this task on behalf of private schools.
7. State and TUDA coordinators use the Jurisdictions > Manage Student Imports to access Import Students
 1. State and TUDA coordinators designate who will import students, and the due date.

Import Students (English)

Import Students

Import an Excel file of currently enrolled grade 8 students. NAEP uses this file to draw a random sample of students to participate in the assessment. Include all students, even students who are typically excluded from other testing programs, such as students with IEPs (SD) and English learners (EL), and students participating in virtual/remote learning.

Import Students

- Reported grade 8 enrollment: N/A
- Student list provider: School
- Common Core of Data estimate: 55
- Will be selected (approximately): ~25

Import available: October 6, 2025
Import due: November 21, 2025
Status: Not started
State Unique Student ID: N/A
Former English Learners (EL): N/A

Select **Import students** to view instructions or import your list. [Import Students](#) →

Step 1 (Prepare File)

This page contains all the information to create an import file. There are links to three Excel files that have headers that are known to the AMS and PDF sheet of instructions. There is a set of accordion elements (Requirements) with the data definitions. Users click Step 2 Upload button to proceed with file upload (step 2), mapping content (step 3), check for errors and warnings (step 4), and confirmation of student data provided (step 5).

1
2
3
4
5

Prepare file
Upload
Map contents
Check errors and warnings
Confirm

Step 2 opens Monday, October 6

Step 2 Upload

Instructions

Step 1: Request an Excel file

Request an Excel file from your data provider. NAEP needs an Excel file with data for all currently enrolled grade 4 students. Please include students participating in virtual/remote learning, students with disabilities (SD)/IEPs, and English learners (EL).

- **Required variables are available for review on this page.** Review the **Requirements** section, or go to **Downloads** and save the instructions.
- **Ask for a legend that explains the file's codes.** You will need the legend for step 3.
- **Download and include resource documents with your request.** Instructions and Excel templates are available in the **Downloads** section.

1
2
3
4
5

Downloads

Share these documents with your data provider. Note that there may be more than one student list template available.

Instructions
200KB,

1 race/ethnicity column
200KB, Student list template

2 race/ethnicity column
200KB, Student list template

6 race/ethnicity column
200KB, Student list template

Resources

For technical assistance, contact the help desk.

Phone
1-800-283-6237

Email
naephelp@westat.com

Hours
Weekdays 8:00 AM–5:30 PM ET

After hours voice mail messages and emails will be answered as soon as possible.

Requirements

The Excel file must include all required variables for each grade student in the selected grade. Expand each variable for the full description.

State Unique Student ID (SUSI)	▼
Student first and last name	▼
Month and year of birth	▼
Grade	▼
Sex	▼
Race/ethnicity	▼
Economically disadvantaged	▼
Student with disabilities (SD)	▼
English learner (EL)	▼
On break indicator for year-round multi-track schools	▼
Homeroom or other locator optional	▼
Student zip code optional	▼

Step 2 (Upload)

1 Prepare file 2 Upload 3 Map contents 4 Check errors and warnings 5 Confirm

Check your file

Save yourself time by checking for these common issues before uploading.

- ✔ File should include all currently enrolled students in the selected grade or age group.
- ✔ The following variables cannot be blank for any students: first name, last name, birth month/year, grade, and sex.
- ✔ Header row for each required variable must be in row 1. The header row helps map the file's variables in Step 3.
- ✔ Blank rows should begin after the last student record. Delete blank rows between students.
- ✔ Check for duplicate students. Delete any duplicate student rows.
- ✔ Student records should be in one worksheet. Delete all other worksheets.
- ✔ Remove any password protection.

Drag and drop or browse to locate
AliaonEL_test single file - Historic data -Sex .xlsx

✔ **30 students ready for import**
This file passed all initial checks

[Continue to mapping](#)

Use existing mapping

Step 3 (Map Contents)

YOUR COLUMN
Student First Name, Student Middle Name, Student Last Name

NAEP COLUMN
Student Last Name, Student First Name Student Middle Name

	Your Values	NAEP Format
1	Josh. , Watson	Watson, Josh
2	Joshi. , Watson	Watson, Joshi
3	Carla. , Newman	Newman, Carla
4	Enoch. , Shelton	Shelton, Enoch
5	Sloane. , Osmond	Osmond, Sloane
6	Jocelyn. , Dann	Dann, Jocelyn

1-30 of 30

Student First Name: Student First Name

Student Middle Name: Student Middle Name

Student Last Name: Student Last Name

Upload Corrected File

CONTINUE

Step 4 (Check errors and warnings)

How to use this table

Check errors
Errors indicate missing or incorrect information, and require a new uploaded file. All errors must be resolved before continuing to step 5.

Check warnings
Warnings serve as prompts to review and confirm existing information, and do not always require changes to the file.

Resolve each error and warning before continuing to Step 5

All errors/warnings | Batch resolve | Sex | Race/ethnicity | Students with disabilities | English learners | Economically disadvantaged

Search: [] Sort by: []

Return to Mapping | Upload Corrected File | Export to Excel | Continue to Step 5

Schools	Errors and warnings	Description	Status	Resolve
Allison EI 4810191 grade 4 1 6	Error Missing information	Required columns Your file is missing required columns for: Year of Birth.	Not resolved	[Resolve]
Allison EI 4810191 grade 4 1 6	Warning Race/ethnicity	Significant difference from CCD or a previous assessment The percentages for students' race/ethnicity differs significantly when compared against information from the Common Core of Data estimates or a previous assessment.	Not resolved	[Resolve]
Allison EI 4810191 grade 4 1 6	Warning Sex	Significant difference from CCD or a previous assessment The percentages for students who are male and female differ significantly when compared against information from the Common Core of Data estimates or a previous assessment.	Not resolved	[Resolve]
Allison EI 4810191 grade 4 1 6	Warning Economically disadvantaged	Significant difference from CCD or a previous assessment The percentages for students who are economically disadvantaged differs significantly when compared against information from the Common Core of Data estimates or a previous assessment.	Not resolved	[Resolve]

Step 5 (Confirm)

1 2 3 4 5

Prepare file
Upload
Map contents
Check errors and warnings
Confirm

[← Return to errors/warnings](#)

[Summary](#)
[Original File](#)
[Mapped File](#)

	# of students	% of students
Grade		
4	30	100%
Sex		
Male	28	93.33%
Female	2	6.67%
Student with a Disability		
Yes, IEP	9	30%
No, not SD	12	40%
Information unavailable	9	30%
Race/ Ethnicity		
White, not Hispanic	13	43.33%
Black or African American, not Hispanic	10	33.33%
Asian, not Hispanic	7	23.33%
English Learner		
Yes, EL	8	26.67%
No, Formerly EL	9	30%
No, not EL	13	43.33%
Economically Disadvantaged		
Yes, Economically Disadvantaged	16	53.33%
No, Not Economically Disadvantaged	14	46.67%

Summary

This table summarizes the information you have provided on your student list. Please review this summary and verify that the information is correct. Select Submit when you are finished.

La información es **CORRECTA**

Según mi leal saber y entender, los datos son **actuales** (basados en la matrícula del año escolar 2024-2025), **completos** (incluyen a todos los estudiantes matriculados) y **precisos**.

Upload Corrected File
Submit

Appendix I21: Draft 2027 Import Student Lists, Instructions



Instructions for Preparing and Importing a Student Excel file

Requirements

NAEP needs a complete **Excel file** of students enrolled during the **year-year** school year for the selected grade(s) at your school. Schools selected for multiple grades should create separate files for each grade. NAEP uses this student list to draw a random sample of students to participate in the assessment. Include all students in the selected grade, even students who are typically excluded from other testing programs, such as students with IEPs (SD) and English Learners (EL), and students participating in virtual/remote learning.

NAEP recommends using a **Student List Template**, which is available on the Assessment Management System website. If you create your own Excel file, use the same or similar header names. **If you cannot submit your student data in an Excel file, contact the NAEP Help Desk at 1-800-283-6237 or naephelp@westat.com.**

The Excel file must contain the following information for each student:

Excel Header Name	Format	Notes
State unique Student ID	Numeric	If available, do not use Social Security numbers
First name	Text	Recommendation: If possible, include first and last names in separate columns. NAEP accepts names stored in a single column, which requires answering questions to determine how names are ordered/formatted.
Last name	Text	
Middle name or initial optional	Text	
Grade in School	4, 8, 12	Include all students in the selected grade
Homeroom/other locator optional	Text or Numeric	Optional, include if available
Month of Birth	Numeric	Recommendation: If possible, include month and year of birth in separate columns. NAEP accepts birthdates in a single column too. Expected birth years for NAEP: grade 4 2013–2017, grade 8 2009–2013, and grade 12 2005–2010.
Year of Birth	Numeric	
Sex	School-defined code	Map school-defined codes to NAEP definitions. See pages 2-4.
Race/Ethnicity	School-defined code	
Economically Disadvantaged	School-defined code	
Students with Disabilities (SD)	School-defined code	
English Learner (EL)	School-defined code	
On-Break Indicator	School-defined code	Only required for year-round schools
ZIP Code optional	Numeric	5 or 9 digit format

NAEP Codes and Definitions

You will need to map your file's school-defined codes to NAEP's definitions for the following variables: Sex, Race/Ethnicity, Economically Disadvantaged, Students with Disabilities (SD), English Learner (EL). **See NAEP definitions below.**

Sex

Map your school's codes to the following categories.

6. **Male**
7. **Female**
8. **Information unavailable at this time:** If you currently do not have this information for one or more students, blank cells or an indicator such as "N/A" (Not Available) in the cell(s) can be mapped to this code to notify your NAEP representative of the need to collect the data at a later date.

Race/Ethnicity

NAEP offers three student list templates to accommodate different race/ethnicity formats. Your NAEP State Coordinator has designated the preferred template for your state. See the Downloads section of Step 1 Import Students.

Race/ethnicity in one column – Use when all race/ethnicity information is included in a single column.

Race/ethnicity in two columns – Use when ethnicity (**Hispanic, of any race**) is included in a single column. Other race information is included in a separate column.

Race/ethnicity in six columns – Use when each of the six categories below have a dedicated column: Hispanic (of any race), White (not Hispanic), Black or African American (not Hispanic), Asian (not Hispanic), American Indian or Alaska Native (not Hispanic), and Native Hawaiian or Pacific Islander (not Hispanic). Responses from these six categories will determine the **Two or More Races, not Hispanic** category.

NAEP accepts race/ethnicity information in other formats. The formats above are the most common.

Map your school's codes to the following categories:

7. **Hispanic, of any race:** A person of Mexican, Puerto Rican, Cuban, Central or South American, or other Spanish (but not Portuguese) culture of origin, regardless of race
8. **White, not Hispanic:** A person having origins in any of the original peoples of Europe (except Spain), North Africa, or the Middle East
9. **Black or African American, not Hispanic:** A person having origins in any of the Black peoples of Africa
10. **Asian, not Hispanic:** A person having origins in any of the original peoples of the Far East, Southeast Asia, the Indian Subcontinent, including, for example, Cambodia, China, Japan, India, Korea, Malaysia, Pakistan, the Philippine Islands, Thailand, and Vietnam

11. **American Indian or Alaska Native, not Hispanic:** A person having origins in any of the original peoples of North and South America (including Central America), and who maintains tribal affiliation or community attachment
12. **Native Hawaiian or Pacific Islander, not Hispanic:** A person having origins in any of the original people of Hawaii, Guam, Samoa, or other Pacific Islands
13. **Two or More Races, not Hispanic:** A person who identifies with two or more of the non-Hispanic categories above.
14. **Information unavailable at this time:** If you currently do not have this information for one or more students, blank cells or an indicator such as “N/A” (Not Available) in the cell(s) can be mapped to this code to notify your NAEP representative of the need to collect the data at a later date.
15. **School does not collect this information:** *Available to nonpublic schools only.* When used, this code must be applied to all students.

Economically Disadvantaged

Map your school's codes to the following categories.

8. **Yes, economically disadvantaged**
9. **No, not economically disadvantaged**
10. **Information unavailable at this time:** If you currently do not have this information for one or more students, blank cells or an indicator such as “N/A” (Not Available) in the cell(s) can be mapped to this code to notify your NAEP representative of the need to collect the data at a later date.

English Learner (EL)

Map your school's codes to the following categories.

9. **Yes, EL**
10. **No, Not EL**
11. **No, Formerly EL:** If a student who has achieved full English proficiency, is monitored, and is included in EL subgroup for accountability reporting for 2 years (or 4 years depending on state policy) after exiting. Public schools, contact your NAEP State Coordinator if you have any questions about using this code.
12. **Information unavailable at this time:** If you currently do not have this information for one or more students, blank cells or an indicator such as “N/A” (Not Available) in the cell(s) can be mapped to this code to notify your NAEP representative of the need to collect the data at a later date.

On-Break Indicator

For year-round schools only: Include students who will be on break/vacation on the scheduled assessment day along with all of the other students enrolled in the sampled grade. The Student List Template contains an “On Break” column for identifying students who will be on break/vacation by filling in “Yes.” *If you are not using the template, create and provide data for an “On Break” column in your file.*

Instructions for importing the student list

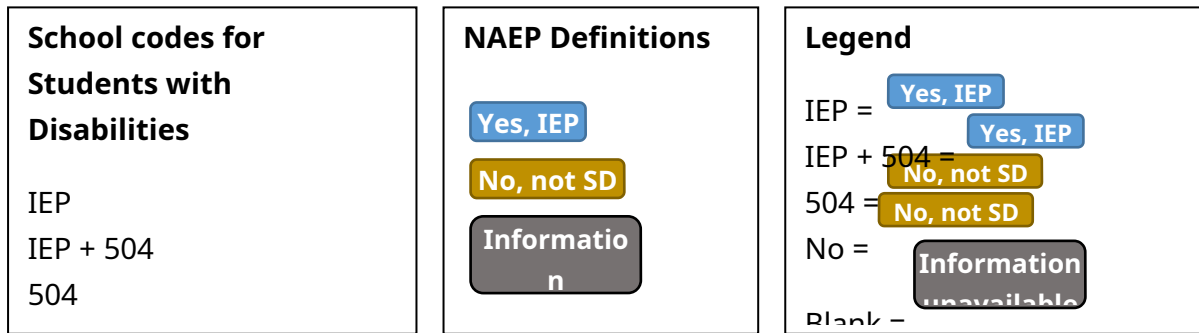
See the steps below for importing the student list.

Step 1: Prepare the Excel file and a legend

The **legend** should explain the file's codes. The following NAEP variables involve school-defined codes:

10. Sex
11. Race/Ethnicity
12. Economically Disadvantaged
13. Students with Disabilities (SD)
14. English Learner (EL)

In the example below, a school uses five different codes for the **Students with Disabilities** variable. The legend explains how to “map” school codes to NAEP definitions.



Step 2: Check your file, then upload

Prevent upload failures by resolving these common problems first.

11. Student records should be in one worksheet. Delete all other worksheets.
12. File should include all currently enrolled students in the selected grade. Delete any students that are not in the selected grade.
13. Include all required NAEP variables (see page 1 for full list). The following cannot be blank for any students: first name, last name, birth month/year, grade, and sex. Blanks for other variables are acceptable, you will add missing information later.
14. Check for duplicate students. Delete any duplicate student rows.
15. Header row for each required variable must be in row 1.
16. Blank rows should begin after the last student record. Delete blank rows between students.
17. Remove password protection. NAEP cannot process protected files.

Go to the **Import Student List** section on your school's AMS page. Select **Upload file**.

Step 3: Map file contents

Use the completed legend for this step. The legend explains how to map each variable.

12. Map your file's column headings to NAEP variables. This step is done automatically if you use NAEP's Excel template or the same variable/header row names.
 1. The field names used by your database system may not have the same names as the NAEP variable. In this case, match the names of your columns to the names of the NAEP variables.
13. Map your school's codes to NAEP definitions. In the repeated example below, the school code "IEP" is mapped to NAEP's definition "Yes, IEP", and so on.

School codes for Students with Disabilities	NAEP Definitions	Legend
IEP	Yes, IEP	IEP = Yes, IEP
IEP + 504	No, not SD	IEP + 504 = Yes, IEP
504	Information	504 = No, not SD
		No = Information
		Blank = unavailable

Step 4: Check warnings

Information from the student list runs through a series of checks.

13. **Review errors and warnings.** NAEP compares the student list against two databases: previous NAEP assessments and Common of Core Data. Common Core of Data (CCD) is the Department of Education's primary database on public elementary and secondary education in the United States. These comparisons generate errors and warnings to ensure demographics in the student list are accurate. Errors indicate a data issue that must be addressed. Warnings serve as prompts to review and confirm existing information, and do not always require changes to the student list. There are additional warnings that identify missing information and possible mapping problems.
14. **Resolve errors and warnings.** An error requires that a change be made to the student list that resolves the issue. After the change is made, the file needs to be resubmitted. Some warnings are resolved by adding missing information or editing existing information. Others require a review of how file contents are mapped, and possible changes if the mapping is incorrect.

Step 5: Confirm file

Review student counts and percentages for each variable in your file. This summary serves as a final check before submitting the file. Make sure these counts and percentages are representative of students in the selected grade at your school.

Appendix I22: Draft 2027 Tutorial: Assessment Logistics

Screen #	Screen content	Audio script	Media/images
1.	Assessment Logistics Section	<p>[Voiceover]: The Assessment Logistics section is where you will provide all the logistical information needed for assessment day. This section contains details on:</p> <ol style="list-style-type: none"> 2. arriving at the school, 3. start time and location for each assessment group, 4. classroom procedures during the assessment, and 5. dismissal procedures at the end of the assessment. 	Show image of the assessment logistics section.
2.	Assessment Logistics Section	<p>[Voiceover]: On the Assessment Logistics page, you will update each tile available. Not all the tiles listed below are visible to everyone—AMS hides the tiles that aren't needed for your school's assessment.</p>	Show image of the assessment logistics section.
3.	Assessment Logistics Section	<p>[Voiceover]: The School start and end time tile helps with scheduling the group start times to make sure the last scheduled group ends before the end of the school day.</p> <p>Click on the Edit button, enter or update the times, and click on the Save button.</p>	Show image of start time and end time tile. Show updating start/end time.
4.	Assessment Logistics Section	<p>[Voiceover]: The Assessment Groups tile is where you indicate if your students will take the assessment at the same or different times and in one or more locations.</p> <p>Click on the Edit button, select how students will be assessed, provide school assessment support contact information, and click on the Save button.</p>	Show updating Assessment groups.
5.	Assessment Logistics Section	<p>[Voiceover]: The Schedule Groups tile is where you update group start times and locations.</p> <p>Click on the Edit button for a group, update the time and location, and click on the Save button. Enter this information for each group.</p> <p>You will discuss the group times and locations with your NAEP representative.</p>	Show image of Schedule Groups tile. Show updating a group time and location.
6.	Assessment Logistics Section	<p>[Voiceover]: The Student Group Details tile is where you assign students to their groups.</p> <p>To assign a student's group:</p> <ol style="list-style-type: none"> 3. Use the Sort by filter to find a student. 4. Click on the pencil icon in the Group column associated to the student. 5. Select the correct group. 6. Click on the Save button. 	Show image of Student Group Details tile. Show sorting by group and updating their group.
•	Assessment Logistics Section	<p>On the remaining tiles, the more detailed the responses, the better prepared the NAEP team will be before arriving at your school for assessment day.</p>	
•	Assessment Logistics Section	<p>[Voiceover]: The Health and Safety Protocols tile is where you provide specific health and safety protocols.</p> <p>Click on the Edit button, enter or update protocols, and click</p>	Show image of Health and Safety Protocols tile. Show adding safety and

		on the Save button.	health protocols.
1.	Assessment Logistics Section	<p>[Voiceover]: In the Parking and arrival tile, indicate where the NAEP team should park and how you will notify them of school closures, etc.</p> <p>Click on the Edit button, enter or update the information, and click on the Save button.</p>	<p>Show image of the Parking and arrival tile.</p> <p>Show adding information in all 3 text fields (to show how fields expand).</p>
1.	Assessment Logistics Section	<p>[Voiceover]: The Checking In tile is where you provide NAEP Team check-in procedures and where they will meet the school coordinator.</p> <p>Click on the Edit button, enter or update the information, and click on the Save button.</p>	<p>Show image of the Checking In tile.</p> <p>Show adding information.</p>
2.	Assessment Logistics Section	<p>[Voiceover]: The Classroom Protocols tile is where you provide policies on student use of personal electronic devices and restroom breaks.</p> <p>Click on the Edit button, select an electronic device policy option, enter the restroom break policy, and click on the Save button.</p>	<p>Show image of the Classroom Protocols tile.</p> <p>Show adding information.</p>
•	Assessment Logistics Section	<p>[Voiceover]: In the Special Circumstances tile, enter the emergency contact and protocols.</p> <p>Click on the Edit button, provide a contact and phone number, indicate known interruptions and emergency protocols, and click on the Save button.</p>	<p>Show image of the Special Circumstances tile.</p> <p>Show adding information.</p>
•	Assessment Logistics Section	<p>[Voiceover]: The After the Assessment tile is where you indicate how end of the assessment tasks should be performed.</p> <p>Click on the Edit button, provide responses for each item, and click on the Save button.</p>	<p>Show image of the After the Assessment tile.</p> <p>Show adding information.</p>
•	Assessment Logistics Section	<p>[Voiceover]: If you have any questions about completing your tasks within the assessment logistics section of the Assessment Management System, please contact your NAEP representative or the NAEP Help Desk.</p>	<p>Show image of the assessment logistics section.</p>

Appendix I23: Draft 2027 Tutorial: Manage Questionnaires

Screen #	Screen content	Audio script	Media/images
3.	Manage Questionnaires	[Voiceover]: NAEP school and teacher questionnaires are administered online. The Manage Questionnaires section is where you will provide the names and email addresses of questionnaire recipients, send the questionnaire link and access codes, and monitor the completion of the questionnaires. This is also where you will match students taking the assessment with their teachers in grade 4 and 8 schools only.	Show image of manage questionnaires section.
•	Manage Questionnaires	<p>[Voiceover]: There are 8 statuses for school and teacher questionnaires:</p> <ol style="list-style-type: none"> 1. Not identified – You need to identify the person who will complete the questionnaire and send them a link and access code. 2. EMail not sent – respondent has been identified but email with link and access code has not been sent. 3. Email queued – AMS is preparing to send the email. 4. Email bounced – Email could not be sent. Verify the email address and resend it. 5. Not started – The person you identified has the link and access code, but they haven’t started the questionnaire. 6. In progress – They have the link and are working to complete the questionnaire. 7. Competed – They have completed the questionnaire. 8. Refusal – They will not complete the questionnaire. <p>You may need to follow up with respondents to ensure they complete the questionnaire. You can send the link and access code to them again, if needed.</p>	Show image of manage questionnaires section.
•	Manage Questionnaires	<p>[Voiceover]: In the Manage School Questionnaire tile, you identify a respondent for the school questionnaire, send that person a link and access code to the questionnaire, and monitor their status. The respondent is usually the school principal, but you can designate a different school administrator, if needed.</p> <p>Click on the Edit button, enter the name and contact information, and click on the Save button. Click on the Send button to email them the link and access code to the questionnaire.</p>	<p>Show image of school questionnaire table.</p> <p>Show adding a principal and sending them an email.</p>
•	Manage Questionnaires	[Voiceover]: The remaining tiles are for the teacher questionnaire which is only applicable for grade 4 and 8 schools.	Show image of teacher questionnaire table.
•	Manage Questionnaires	<p>[Voiceover]: In the Manage Teacher Questionnaires tile, you identify the teachers and the subjects they teach to the students taking the assessment.</p> <p>To add a teacher, click on the Add Teacher button below the table, enter the name and contact information, and click on the Save button.</p>	<p>Show image of teacher questionnaire table.</p> <p>Show updating an existing teacher.</p> <p>Show adding a teacher.</p>

		To edit an existing teacher, click on the Edit button associated with the teacher, update the information, and click on the Save button.	
•	Manage Questionnaires	[Voiceover]: The Match Students with Teachers tile is where you match each student selected for NAEP with their teacher. If the student’s teacher does not appear in the list of teachers, add the teacher in the Manage Teacher Questionnaire tile above.	Show image of match students with teachers table.
•	Manage Questionnaires	[Voiceover]: You can match students to their teacher one at a time or in bulk (several at a time). Note that a student can only be matched to a teacher if the subject the student is being assessed on for NAEP matches the subject the teacher teaches. To match a student to a teacher, click on the Edit button associated with the student, select the teacher, and click on the Save button. To match students in bulk (several at a time): <ol style="list-style-type: none"> 14. Click the box to the left of each student’s name you wish to match. 15. In the Choose category box select “Teacher”. 16. In the box to the right of that, select the teacher. 17. Click on the Save button. 	Show image of match students with teachers table. Show matching 1 student. Show matching 2-3 students at a time.
4.	Manage Questionnaires	[Voiceover]: Once teachers have been added and matched to students, you will return to the Manage Teacher Questionnaires tile to send emails with a link and access code to the questionnaire, and monitor their status. Click on the Send button associated with the teacher to email the link and access code to the questionnaire. After you send the first email, the button name changes to Resend Email . Click on this if you change a teacher’s matches or the teacher requests another email.	Show sending an email to a teacher
•	Manage Questionnaires section	[Voiceover]: If you have any questions about completing your tasks within the Manage Questionnaires section of the AMS, please contact your NAEP representative or the NAEP Help Desk.	Show image of manage questionnaires section.

Appendix I24: Draft 2027 Tutorial: Notify Parents/Guardians

Screen #	Screen content	Audio script	Media/images
•	Notify Parents/ Guardians	[Voiceover]: The Notify Parent/Guardians section is where you will confirm that parents or guardians have been notified of the NAEP assessment at their school. All parents or guardians must be notified in writing before the NAEP team can conduct the assessment. This can be through letter, email, or notice in the school newsletter. In this section it is important that you document that the Parent/Guardian notifications have been sent.	Show image of notify Parent/Guardian page.
•	Notify Parents/ Guardians	The Contact information tile is where you enter the deadline for when parents and guardians need to inform you that their child will not be participating in NAEP. You also select one of the contacts provided to respond to their questions about the NAEP assessment. Your responses will prefill in the letter you download and distribute. Click on the Edit button, select the date and contact, and then click on the Save button.	Show image of contact information tile. Show updating information.
•	Notify Parents/ Guardians	The Download letter tile is where you download the completed letters. Click on the button to download the letter in English or in Spanish, as needed, and also the translation notice.	Show image of download letter tile. Show updating information. Show clicking the chevron next to the letters so the viewer sees the English and Spanish choices.
•	Notify Parents/ Guardians	The Certify parent/guardian notification tile is where you certify the parent/guardian letters were sent. Click on the Edit button, enter the date for the distribution of the notification letters. Certify you distributed them on the date indicated. Click on the Save button.	Show image of certify parent/guardian notification tile. Show updating information.
o	Notify Parents/ Guardians	The Parent/guardian notification details tile documents how the notifications were sent and who received the letters. Click on the Edit button, choose a notification method and who received the letters. Click on the Save button.	Show image of certify parent/guardian notification details tile. Show updating information.
o	Notify Parents/ Guardians page	[Voiceover]: If you have any questions about completing your tasks within the Notify Parents/Guardians section of the Assessment Management System, please contact your NAEP representative or the NAEP Help Desk.	Show image of notify Parents/Guardians page

Appendix I25: Draft 2027 Tutorial: Provide Student Information

Screen #	Screen content	Audio script	Media/images
0	Provide Student Information	<p>[Voiceover]: In the Provide Student Information tile, you will review and update student data to ensure it is accurate and complete. You will review and update students with a Section 504 that require accommodations. You will also review and update students identified as Students with Disabilities (SD) and/or English Learners (EL) and provide information on what accommodations (if any) they require for NAEP.</p>	Show image of provide student information section.
5.	Provide Student Information	<p>[Voiceover]: The student data is divided into two tabs:</p> <ol style="list-style-type: none"> 4. Student Demographic Information, and 5. Students with Disabilities (SD) & English Learners (EL). (This includes 504 student accommodations.) <p>You will need to review and update information as needed on both tabs so the data is accurate and complete.</p> <p>To help with your review:</p> <ol style="list-style-type: none"> 5. Click on the Review additional resources button for access to learn more about providing student information and NAEP inclusion policies. 6. Click on the Export button in the highlighted tab to download the student data in PDF or XLS format. <p>You can also use the filters.</p> <ol style="list-style-type: none"> 6. Click on the > and select a value, such as “Missing Data” to see all the students with missing data. 7. Click on Clear all to remove all filters, or on the X of a listed filter to see more students. <p>Pink highlighting indicates missing data.</p>	Show image of student demographic information.
•	Provide Student Information	<p>[Voiceover]: On the Student Demographic Information tab, you can edit data one student at a time or in bulk (several at a time).</p> <ol style="list-style-type: none"> 1. To edit a student, click on the Edit button associated with the student, select a value for each item on the pop-up, and save your work. 2. To edit students in bulk (several at a time), click on the box to the left of each student’s name you wish to make the same change to, in the Choose category box select a value (e.g.: 	Show image of student demographic information and edit pop-up.

		Race/Ethnicity), in the box to the right of that choose the value (e.g.: Hispanic, of any race), and click on Save .	
•	Provide Student Information	<p>[Voiceover]: On the Students with Disabilities (SD) and English Learners (EL) tab, you can only update students one at a time.</p> <p>To edit a student’s information, click on the Edit button associated with the student, select a value for each item on the pop-up, and save your work.</p> <p>The popup includes all the information NAEP collects to assess students who may or may not need accommodations.</p> <p>The main sections cover SD, EL, and Universal Design Elements.</p> <p>Selection of certain values (e.g., Student should be assessed with accommodations) will display additional questions (e.g., select the accommodations needed).</p> <p>Make sure you scroll to the bottom of the pop-up before clicking on Continue.</p>	Show modal popup for SD and EL students.
•	Provide Student Information Section	<p>[Voiceover]: If you have any questions about completing your tasks within the provide student information section of the Assessment Management System, please contact your NAEP representative or the NAEP Help Desk.</p>	Show image of student demographic information

Appendix I26: Draft 2027 Tutorial: Technical Logistics

Screen #	Screen content	Audio script	Media/images
•	Technical Logistics	[Voiceover]: The Technical Logistics section is where you will respond to questions about school devices, monitor device readiness, and work with the NAEP representative to prepare the devices and assessment location for assessment day.	Show image of technical logistics tile.
0	Technical Logistics	[Voiceover]: The Review the School Technology Survey tile is where you can see the name of the person who completed the survey and the date it was completed. You can also review the survey responses, which were used to determine if your school's devices can support NAEP. Click on the Review Survey button to review the survey responses.	Show STS tile (do NOT click button to review survey).
0	Technical Logistics	[Voiceover]: The Confirm Device Readiness tile provides a summary of the school devices that have successfully had the application downloaded and confirmed. The NAEP Assessment application needs to be downloaded and confirmed on all the devices students will use. This important step needs to be completed 10 days before the assessment date. You or another designated school staff member can confirm the NAEP Assessment application is downloaded on all the student devices--or you can allow the students to confirm the application is downloaded on their devices. <ol style="list-style-type: none"> 8. Click on the Students completing the device readiness steps link for a downloadable checklist for students. 9. Click on the Completing the device readiness steps yourself link for a downloadable checklist for the person installing the application. 10. Click on the NAEP Assessment Application Troubleshooting Guide link and the troubleshooting guide will download. <p>For additional information, click on the eNAEP Download Center link.</p> <p>The total number of devices confirmed with the NAEP Assessment application are listed by operating system. To see a list of the devices that have been tested and passed (ready) or failed (not ready), click on the double box icon.</p> <p>Your NAEP representative will discuss details of completing this confirmation during the Assessment Planning Meeting.</p>	Show image of Confirm Device Readiness tile. Click on each link. Click on the icon.
0	Technical Logistics	[Voiceover]: The Confirm the Bandwidth, Safelisting, and Wireless Access Points tile is where you will perform a network check and confirm the school wireless access points. Perform the network check before the scheduled Assessment	Show image of Network Diagnostic Tool tile Show clicking the Network Check button,

		<p>Planning Meeting.</p> <p>To run the network check:</p> <ol style="list-style-type: none"> 1. Verify the device you're using is on the school network. 2. Click on the Run button for the Network check. It will take a few minutes to complete. <p>To confirm the wireless access points:</p> <ol style="list-style-type: none"> 9. Verify that each assessment group has a location entered. If there is no location for an assessment group, return to the Assessment Logistics - Assessment Groups tile or Schedule Groups tile to enter this information. 10. Click on the Edit button and enter or update the information. <p>Click on the Save button.</p>	<p>screen as it is running, and end result.</p> <p>Show answering the WAP questions.</p>
6.	Technical Logistics	<p>[Voiceover]: In the Device Setup tile, indicate if the students will bring their devices to take the assessment, or if the devices will be set up in the location before they arrive.</p> <p>Click on the Edit button, enter or update the information, and click on the Save button.</p>	<p>Show image of Device Setup Tile.</p> <p>Show responding to question(s) and saving.</p>
1.	Technical Logistics	<p>[Voiceover]: In the Assessment Location Setup tile, indicate if the NAEP team may connect NAEP-provided administrative devices to the school Wi-Fi during the assessment, or if the school would prefer to provide devices instead.</p> <p>Click on the Edit button, enter or update the information, and click on the Save button.</p>	<p>Show image of Assessment Location Setup tile.</p> <p>Show responding to question(s) and saving.</p>
2.	Technical Logistics	<p>[Voiceover]: The Spare Devices, Charging, and Headphones tile is where you provide details about spare devices, earbuds, headphones, and device battery management.</p> <p>Accurate responses to these questions will ensure your NAEP representative has the necessary details about setting up the devices and assessment location on assessment day.</p> <p>Click on the Edit button, enter or update the information, and click on the Save button.</p>	<p>Show image of Spare Devices, Charging, and Headphones tile.</p> <p>Show responding to question(s) and saving.</p>
3.	Technical Logistics	<p>[Voiceover]: In the School Staff Support tile, indicate which school staff member familiar with the devices will be available throughout the day to ensure the NAEP assessment runs smoothly.</p> <p>The school staff identified to provide classroom management support in the Assessment Logistics - Assessment Groups tile can also provide technical support and are listed here. You also have the option to identify a different school staff member to provide this support</p> <p>Click on the Edit button, select or enter a staff member to provide support on assessment day, and click on the Save button.</p>	<p>Show image of meeting the NAEP Team on assessment day tile.</p>
4.	Technical Logistics	<p>[Voiceover]: If you have any questions about completing your</p>	<p>Show image of technical</p>

	tile	tasks within the technical logistics section of the AMS, please contact your NAEP representative or the NAEP Help Desk.	logistics tile
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Appendix I27: 2027 NAEP Account Activation Guide (NEW)

NAEP Assessment Management System

2027 Account Activation Guide

The NAEP Assessment Management System (AMS) is an invitation-based secured web application for the National Assessment of Educational Progress (NAEP) that uses Login.gov (Department of Education) to authenticate AMS users. Upon invitation to the AMS, all invitees will receive a NAEP AMS Account Activation email from naep-ams@naepnpd.org with subject line “**Account Activation for NAEP AMS – Time Sensitive**”. The email contains a unique link specific to the intended recipient to initiate the NAEP AMS account activation process and corresponding Login.gov account setup.

This guide provides an overview of the NAEP AMS account activation process to orient users with their account activation. Additional guidance and instructions are available once account activation has been initiated.

1) NAEP AMS Account Activation Email

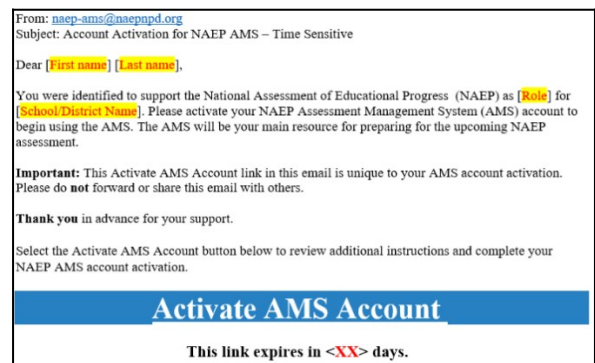
When you have been invited to the NAEP AMS, you receive an automated NAEP AMS Account Activation email used to initiate your account activation.

Select the “Activate AMS Account” link to initiate and complete your account activation.

This invitation **expires** <XX> days after the email is received. Please contact the NAEP help desk at 1-800-283-6237 or naephelp@westat.com if your link expires and you need a new account activation email to be sent.

Note.

Note. Each account activation email is unique to the intended recipient and should not be shared with others.

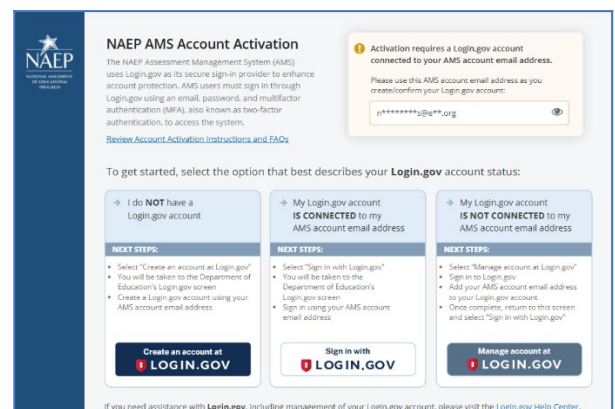


2) NAEP AMS Account Activation

You must have a Login.gov account that is connected with your NAEP AMS account email address in order to complete your account activation.

Steps to complete your NAEP AMS account activation are dependent on your current Login.gov account status:

- **If you do not have a Login.gov account**, you will need to create one using your NAEP AMS account email address.



- If you have an existing Login.gov account that is connected with your NAEP AMS account email address, you are all set. Follow the instructions to sign in with Login.gov (Department of Education) using your NAEP AMS account email address.-
- If you already have a Login.gov account that is **not** linked with your AMS account email address, you will first need to add your NAEP AMS account email address to your existing Login.gov account and return to complete your account activation.

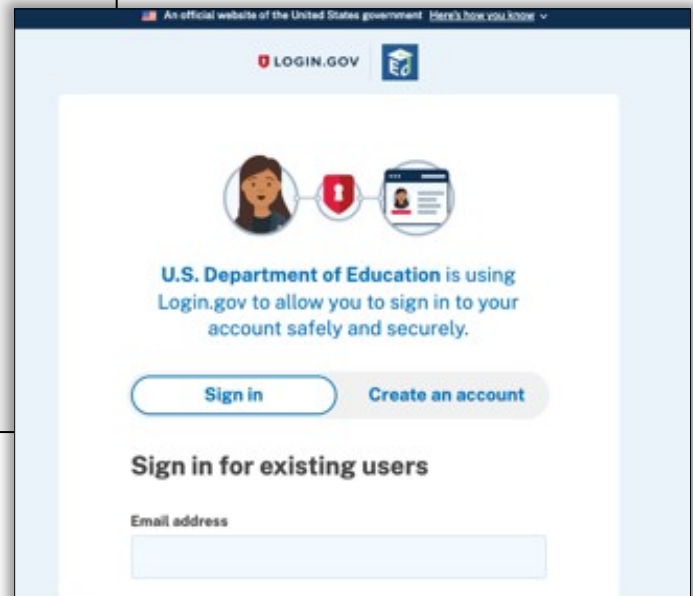
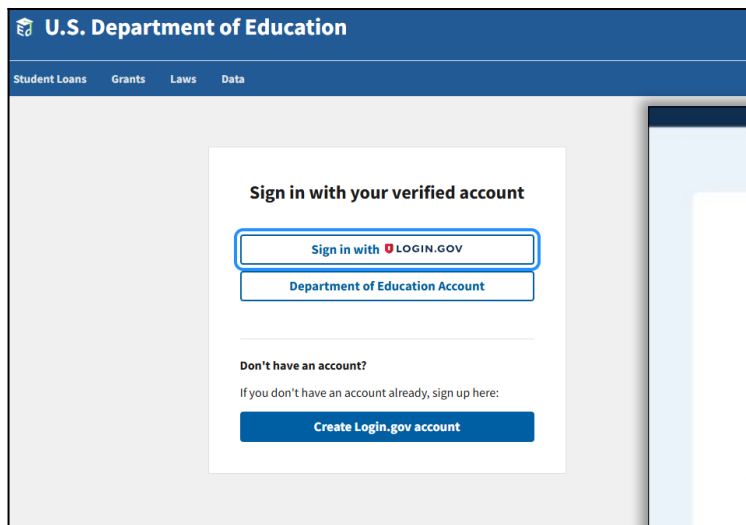
i Your NAEP AMS account email address is connected with your Login.gov account if either:

1. Your email address used to create your Login.gov account is the same as your NAEP AMS account email address.

Note. Additional instructions are available from the NAEP AMS Account Activation screen detailing steps to complete your account setup based on your current Login.gov account

3) Complete your NAEP AMS account activation

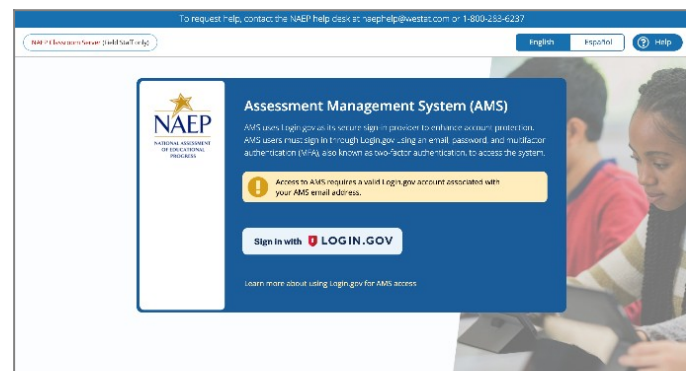
To complete your NAEP AMS account activation, follow the instructions provided on the Account Activation screen and sign in to the AMS through Login.gov (Department of Education) using your NAEP AMS account email address.



4) NAEP AMS access on subsequent visits (after account activation)

After completing your AMS account activation (Steps 1-3), you must access the NAEP AMS on subsequent visits via <https://ams.naep.ed.gov> (NAEP AMS sign in page).

From the NAEP AMS sign in page, select “Sign in with Login.gov” and



use your NAEP AMS account email address to sign in through the Login.gov (Department of Education) sign in screen.

Note. Upon successful authentication you will be automatically directed to the NAEP AMS