



# California English Language Development Test (CELDT)

## *CELDT Live ! 1A:* Welcome and Ordering Test Materials for 2009-10

Tuesday, March 17, 2009  
3:30 – 4:30 p.m.



**JACK O'CONNELL**  
State Superintendent  
of Public Instruction

# Welcome

- California Department of Education (CDE) welcomes the new CELDT contractor
  - Lily Roberts, Ph.D., CELDT Administrator
- Educational Data Systems
  - Caroline Fahmy, President

## Subcontractors:

- Sacramento County Office of Education (SCOE)
  - Workshops, item writer training, test interpretive materials
- MetriTech, Inc.
  - K-1 field test, item and test form development, open-ended test scoring
- Kornerstone Technologies (KST)
  - Customer support center



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# ***CELDT Live! 1A Overview***

- What is *CELDT Live!?*
- 2009-10 CELDT Updates
- Secure CELDT Web Portal and Ordering System



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# What is *CELDT Live!*?

- What?
  - Online live WebEx presentation on relevant topics
  - Question and Answer session at end of presentation
- When?
  - Monthly
  - Dates and log in information on the web site
  - Approximately 30 Minutes with Q&A
- How?
  - Log in through link on Home page or call in toll-free for audio only
  - WebEx presentations to be archived for reference



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# *CELDT Live!* Dates

- March 17: Welcome and Ordering Test Materials
- April 14: K-1 Field Test and Operational Test
- May 12: CELDT Test Administration
- June 9: Online Pre-ID System
- July 14: Packing and Shipping Test Materials

Log in information will be available on the Web site  
the day of the presentation



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# 2009-10 CELDT Updates

- Superintendent's designation and passwords
- New CELDT Web site
- Scoring Training
- K-1 Early Literacy Field Test update



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# CELDT District Coordinator Designation and Passwords

- Each school district and independent charter school must designate a CELDT district coordinator who shall serve as the liaison between the school district and the CDE for all matters related to the test.
  - Must complete and submit the Superintendent's Designation of District Coordinator form to receive secure password to the Web site
  - If coordinator changes, the school district must submit a new form with the new contact information
  - Must complete the CELDT Test Security Agreement and keep on file in the district office



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# New CELDT Web Site

 EDUCATIONAL DATA SYSTEMS

## About CELDT

- [CELDT Calendar](#)
- [Workshops](#)
- [Resources](#)
- [Opportunities](#)
- [Contact Us](#)

## California English Language Development Test

The California Department of Education (CDE) has selected Educational Data Systems as the new CELDT contractor for test development, scoring, and reporting for the 2009-10 through 2011-12 test administrations. This Web site is intended to be an informational hub for the CELDT District Coordinator for all things related to the administration and implementation of the CELDT. Please check back often as this Web site will be updated to reflect the current activities relevant to test administration.

### District Login

Login for districts will be active soon.

## News & Updates

- ▶ The new CELDT District Coordinator secure Web site login information will be sent the week of March 9 through 13. To receive your district password, your superintendent must have provided Educational Data Systems with a signed [Superintendent's Designation Form](#). (This form and a letter were e-mailed from CDE to CELDT District Coordinators on March 9.)
- ▶ The online ordering of test materials for the 2009-10 test administration that will begin July 1, 2009, will be open from March 16 through April 3. You must have your secure Web site password to login to the ordering system.
- ▶ The [Scoring Training of Trainers](#) Workshop registration will open March 16th.
- ▶ [CELDT Live!](#) WebEx 1A: Welcome and Ordering 2009-10 Test Materials will be held on March 17, 2009, at 3:30 p.m.

### Documents

- [CELDT 101 \[PDF\]](#)
- [CELDT Calendar \[PDF\]](#)


### Web Sites

- [CDE Web Site](#)
- [CELDT Reports](#)
- [CTB Web Site](#)
- [Adobe Acrobat Reader](#)



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# Contact Us Web Page

**EDUCATIONAL DATA SYSTEMS**

Home >

## Contact Us

For assistance with test administration for the CELDT 2009-2010 Edition that begins July 1, 2009, please contact the Educational Data Systems CELDT Customer Support Center (CSC) via the telephone number or e-mail address provided below. Please **do not** contact Educational Data Systems directly for questions related to the CELDT as they will direct you back to the CSC for assistance.

For questions related to the CELDT program, policies, regulations, or education code, or if you do not get a satisfactory response from the CSC, please contact the CDE CELDT office directly.

If you have questions related to the testing or reporting of students for the current Initial Identification of students through June 30, 2009, please contact the [CTB help desk](#).

### CELDT Support

E-Mail: [support@celdt.org](mailto:support@celdt.org)      [Educational Data Systems](#)  
Phone: (866) 850-1039      15850 Concord Circle, Suite A  
Morgan Hill, CA 95037-5451

### California Department of Education

E-Mail: [celdt@cde.ca.gov](mailto:celdt@cde.ca.gov)      [CDE CELDT Office](#)  
Phone: (916) 319-0784      1430 N Street  
Sacramento, CA 95814

#### About CELDT

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#### CELDT Calendar

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#### Workshops

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#### Resources

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#### Opportunities

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#### Contact Us

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#### Documents

- CELDT 101 [PDF]
- CELDT Calendar [PDF]

#### Web Sites

- CDE Web Site
- CELDT Reports
- CTB Web Site
- Adobe Acrobat Reader



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# Contact Us Web Page (Cont.)

- CELDT Reports
- CTB Web Site
- Adobe Acrobat Reader

**California Department of Education**

E-Mail: [celdt@cde.ca.gov](mailto:celdt@cde.ca.gov)      [CDE CELDT Office](#)  
Phone: (916) 319-0784      1430 N Street  
Sacramento, CA 95814

**Contact / Suggestion Form:**

YOUR NAME:

YOUR E-MAIL ADDRESS:

PHONE:

YOUR ORGANIZATION / DISTRICT:

MESSAGE:



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# Scoring Training of Trainers (STOT) Workshops

- All CELDT district coordinators (or designee) must attend STOT workshops
- 20 Workshops, April 30 to June 12
- Each district given a maximum number of participants based on number of ELs
- Additional participants can register for a workshop and will be placed as space is available
- Dates, locations, and registration online at [www.celdt.org/workshops/](http://www.celdt.org/workshops/)
- E-mail questions to: [workshops@celdt.org](mailto:workshops@celdt.org)



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# K-1 Field Test Update

- K-1 reading and writing field test will run March 16-20, 2009
- 60 schools are participating in the field test
- Evaluations and feedback will be gathered to use for the operational test development
- The K-1 test forms will be ready for the 2009-10 school year



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# CELDT Web Portal and Ordering System Overview

- **CELDT coordinator designation form**
- **Secure Web Portal used for ordering, tracking, pick ups, data correction, student data**
- **Ordering test materials for the 2009-10 school year**
- **Updating district contact and shipping information**
- **Reviewing the district's 2007-08 scored students tested counts**
- **Entering student counts by school, grade, and test type**



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# Secure Login



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## California English Language Development Test District Coordinator Web Portal

Enter Login	
District Code:	<input type="text"/> 5 digits only, no county code
Charter Code:	<input type="text"/> Only if Independent (4 digits)
Password:	<input type="password"/>
<input type="button" value="Login"/>	

**This web site is for authorized districts only.**

If you are a district, and need assistance logging into this site,  
please contact [CELDT Support](#).

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Site designed & maintained by Educational Data Systems



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# CELDT District Portal



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District: 12345 | [Logout](#)

## CELDT District Portal

This web portal will allow you to access district-specific functions, including order management, pre-ID, and reporting. Some functions are only shown and will be available during various periods of the testing year.

### District CELDT Information:

If this information is incorrect, please contact the [CELDT Customer Support Center](#).

District: **Sample EDS District**

#### **Primary Contact:**

BryanLewis  
bryan@lewisfamily.us  
123-456-7890

#### **Materials Shipping Address:**

Attn: Caroline Fahmy  
15850 Concord Circle  
Suite A  
Morgan Hill, CA 95037

To ensure timely delivery of materials, please ensure the above shipping address is correct. If not, [Update your Shipping Address](#).

### Portal Options:


- ▶ **Order Management**  
Available: March 16 - April 3, 2009
- ▶ **Pre-ID**  
Not Currently Available
- ▶ **Materials Pick Up**  
Not Currently Available
- ▶ **Data Correction Module**  
Not Currently Available
- ▶ **Student Test Results**  
Not Currently Available



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# Update Shipping Address

District: 12345 | [Logout](#)

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[District Portal Home >](#)

## Update Shipping Information

You can use this form to update your "Ship To" contact person and the district's shipping address. This is the address to which Educational Data Systems will ship all testing materials. Note, these changes do not affect the CELDT District Coordinator (CDC) designation. To modify the CDC, you must fill in and send a new [Superintendent's Designation form](#) to Educational Data Systems.

RECIPIENT NAME:

STREET ADDRESS:

STREET ADDRESS LINE 2:

CITY:

STATE:

ZIP CODE:



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# Beginning a New Order

The screenshot shows the 'Order Entry & Management' page. At the top right, there is a yellow bar with the text 'District: 77777-0000 | [Logout](#)'. The main header features the 'EDUCATIONAL DATA SYSTEMS' logo and name. Below this is a green navigation bar with 'District Home >' and 'Order Entry & Management'. The main content area is white and contains the following elements:

- 'Enter a New Order:' section with two buttons: 'Begin New Order' and 'View Estimated Enrollment'.
- 'Order History:' section with the message: 'No Orders Found. Start a new Order by selecting "Begin New Order" above.'
- A 'Return to District Home' button at the bottom of the main content area.


At the bottom of the page, there is a footer with the text: '© 2009 Educational Data Systems, Inc.' and 'Site produced and maintained by Educational Data Systems, Inc.'



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# Order Entry Form

District: 12345-0000 | [Logout](#)

 **EDUCATIONAL DATA SYSTEMS**

[District Home](#) > [Order Management](#) >  
**Order Entry Form**

Order #	<b>110813</b>	Order Type:	<b>Annual/Initial Ident.</b>	Order Status:	<b>Open</b>
Creation Date:	<b>03-15-2009</b>	Last Modified:	<b>03-15-2009 2:23AM</b>	District Code:	<b>12345-0000</b>

**Ship To:**  
Sample EDS District  
Attn: Caroline Fahmy  
15850 Concord Circle  
Suite A  
Morgan Hill, CA 95037

**Order Contents:**

**This order is currently empty.**  
To begin adding materials, first select a school from the drop-down and press the "A"

American High	▼	<b>Add</b>
Select a School		
American High		
Centerville Junior High		
Circle of Independent Learning		
District Students in NPS		
Hopkins (William) Junior High		
Washington High		


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# School Order Form

District: 77777-0000 | [Logout](#)

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[District Home](#) > [Order Management](#) > [Order Entry Form](#) >

## School Order Form

Use this form to add, edit or delete materials from this school's order. To add test materials, select the grade and testing format (regular, Braille or large print), and then enter the number of students testing. Repeat for each grade at this school.

[View Estimated Enrollment for this School](#)

**Add:** Grade: --  Format: --  Quantity:

Enter the exact student quantity needed; average will be added to your order at shipment.  
Note: excessive orders may be billed to the district.

### ABC Elementary Order

There are currently no items associated with this school order.  
Order test materials by selecting a grade, format, and quantity above and clicking "Add."



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# Estimated Enrollments

**Estimated Enrollment - Windows Internet Explorer**  
https://www.celdt.org/district/core/index.cfm?action=orders.est\_enrollment&s=2821

**CELDT Estimated Enrollment Report**

These student counts are based on the 2007-08 total students tested for your district.

District: **Sample EDS District**  
School: **American High**

School Name	School Code	Grade	Estimated Student Enrollment
American High	0130062	09	61
American High	0130062	10	57
American High	0130062	11	59
American High	0130062	12	57


[Close Window](#)

CELDT Live! 1A March 17, 2009



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# Entering Student Counts at Each School


EDUCATIONAL DATA SYSTEMS
District: 12345-0000 | LOGOUT

District Home > Order Management > Order Entry Form >

## School Order Form

Use this form to add, edit or delete materials from this school's order. To add test materials, select the grade and testing format (regular, Braille or large print), and then enter the number of students testing. Repeat for each grade at this school.

[View Estimated Enrollment for this School](#)

Add:
Grade: -- ▾
Format: -- ▾
Quantity: 
Add

Enter the exact student quantity needed; overage will be added to your order at shipment.  
Note: excessive orders may be billed to the district.

### Washington High Order

Grade	Test Format	# of Students (Quantity)	Action	
9	Regular	<input style="width: 40px; text-align: center;" type="text" value="10"/>	<input type="button" value="Update Quantity"/>	<input type="button" value="Delete"/>
9	Large Print	<input style="width: 40px; text-align: center;" type="text" value="1"/>	<input type="button" value="Update Quantity"/>	<input type="button" value="Delete"/>
10	Regular	<input style="width: 40px; text-align: center;" type="text" value="15"/>	<input type="button" value="Update Quantity"/>	<input type="button" value="Delete"/>
11	Regular	<input style="width: 40px; text-align: center;" type="text" value="8"/>	<input type="button" value="Update Quantity"/>	<input type="button" value="Delete"/>

Total Students:      **34**

School Complete  
Return to Order Entry


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# School Student Count Summary

District: 77777-0000 | [Logout](#)


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District Home > Order Management >

## Order Entry Form

<b>Order #</b> 110814	<b>Order Type:</b> Annual/Initial Ident.	<b>Order Status:</b> <span style="color: red;">Open</span>
<b>Creation Date:</b> 03-15-2009	<b>Last Modified:</b> 03-15-2009 11:05PM	<b>District Code:</b> 77777-0000

**Ship To:**  
EDS Sample District  
Attn: Caroline Fahmy  
15850 Concord Circle  
Suite 1-A  
Morgan Hill, CA 95037

**Order Contents:** Select a School

			Student Counts by Type			
Edit / Del	School	Grade	Regular	Braille	Large Print	Total
	ABC Elementary	K	24	5	1	30
		1	30	0	1	31
Grand Total:						61

Ordered quantities are shown above.  
Overage will be added to both school and district packages at shipment.



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# How and When to Contact Educational Data Systems

## HOW

- Tel: 866-850-1039
- E-mail:  
*support@celdt.org*
- Web:  
<http://www.celdt.org>

## WHEN

- Ordering 2009-10 test materials
- *CELDT Live!* presentations
- Scoring Training of Trainers workshops
- Item writing and other opportunities
- Return of 2009-10 tests for processing
- A breach in the 2009-10 tests or student data
- Questions about which contractor to contact



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# How and When to Contact CTB/McGraw-Hill

## HOW

- Tel: 800-994-8594
- E-mail:  
*ctbceldthelpdesk@ctb.com*
- Web:  
<http://www.ctb.com/celdt>

## WHEN

- Return of II tests for scoring through June 30, 2009
- Ordering additional 2008-09 materials
- Reports and data files for testing prior to June 30, 2009
- Return and destruction of 2008-09 secure test materials
- Excessive 2008-09 orders
- A security breach with 2008-09 tests and/or student data



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# How and When to Contact CDE

## HOW

- Tel: 916-319-0784
- E-mail:  
*[celdt@cde.ca.gov](mailto:celdt@cde.ca.gov)*
- Web:  
<http://www.cde.ca.gov>

## WHEN

- CELDT Program and policy questions
- Education Code questions
- Questions related to Title 5 Regulations
- Issues not resolved by the contractors



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# Questions and Answers

**Thank you for attending**  
***CELDT Live! 1A***