WELCOME TO WEBINAR #7: AZ LEARNING MANAGEMENT SYSTEM (AZ LMS)

This webinar will be recorded and posted on the ADE Assessments webpage.

Please enter your First and Last Name in the Chat for tracking purposes for the live event.

We will also be capturing the chat questions. If there are questions that were frequently asked or need further clarification, ADE will compile and create an FAQ which will then be posted on the Assessments webpage under Friday Focus Webinars.
FRIDAY FOCUS WEBINAR #7: ARIZONA LEARNING MANAGEMENT SYSTEM (AZ LMS)

AUDRA AHUMADA
DEPUTY ASSOCIATE SUPERINTENDENT OF ASSESSMENT
DECEMBER 15, 2023
WELCOME AND OVERVIEW

- Transition to new Learning Management System (for required training)
  - Who, What, When, Where, Why,
    - ....and How
  - Demonstrations from Pearson LMS Partners
- Resources and Supports
- Question and Answer Session
AASA AND AZSCI REQUIRED TRAINING FOR ADMINISTRATION

Standardized training is required for all statewide assessments. This ensures that the test will be administered the same for all students.

Assessment Administrators receive both the online training and the supporting documents to ensure fidelity of implementation and the validity of the assessment results as well as to help prevent, detect, and respond to irregularities in academic testing and maintain testing integrity practices for the Achievement assessments.

If the test is not administered in the same ways, this could result in a test irregularity or even an invalidation of a student test or tests.
WHO? YOU.

DISTRICT TEST COORDINATOR (DTC)
DTCs will be added to the system by Pearson and will receive a Welcome Email with information to access AzLMS.

If a DTC already has access to AzLMS for AZELLA, they will not receive a Welcome Email but will receive access to the training modules.

The DTC Welcome Email will come from admin@adobelearningmanager.com with the subject “Welcome to Arizona’s Learning Management System: Verification Required”. Check your junk or spam folder.

The Welcome Email will contain links that DTCs should send to testing staff so they can access trainings in AzLMS according to their user roles.

If a DTC received an AZELLA Welcome Email, the links included for testing staff are the same links that will be used for Achievement.
ARIZONA’S LEARNING MANAGEMENT SYSTEM

DTCs will have two roles in their AzLMS account – **Learner** and **Manager**

- **Use the Manager role** to access AzLMS reports to track and confirm completion of training for users (test administrators and other testing staff)

- **DTCs must complete training** under the **Learner role** using the **District Test Coordinator tag**
TRAINING REQUIREMENTS BY USER ROLE

Achievement Assessments
Training Requirements

- Available in AzLMS
- Available on Achievement DTC webpage

Training Requirements 2023-2024

Each Achievement testing staff member must complete the required training modules that are associated with their assigned user roles for the assessments they will be part of administering. If you do not know your assigned user role(s), please ask your Achievement District Test Coordinator (DTC) prior to starting the training modules.

The Arizona Department of Education (ADE) will create all Achievement (DTC, AzLMS) accounts by way of an installer. It is the responsibility of the DTC to ensure the School Test Coordinator (STC) and Technology Coordinator(s) to the AzLMS. The STC also the DTCs must verify all staff testing staff needs for the AzLMS and assigns the training modules they are expected to complete based on their role and the assessments they will be administering. Additional training modules may be assigned to staff members as needed.

The Test Security & EIM training module is required for all employees who will administer, proctor, be in contact with testing materials, or have access to the testing environment for AASA, AzSCI, ACT Aspire, and ACT test administrations. All other Achievement testing training modules apply specifically to AASA and AzSCI assessments.

Proctors must be an employee of the district or charter. Parents, relatives, student teachers, volunteers, and school helpers are not permitted to be Proctors.

### Achievement Assessment Roles

<table>
<thead>
<tr>
<th>Role</th>
<th>AzLMS Only</th>
<th>AzSCI Only</th>
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<tbody>
<tr>
<td>District Test Coordinator (DTC)</td>
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<tr>
<td>School Test Coordinator (STC)</td>
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<td>Test Administrator</td>
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<td>Technology Coordinator</td>
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<tr>
<td>Reports Only Access</td>
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<tr>
<td>Proctor and Other Non-Testing Staff</td>
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### Three Categories of Training Modules

- Achievement
- AASA Only
- AzSCI Only

### Required Training Modules for Achievement Testing

<table>
<thead>
<tr>
<th>User Role</th>
<th>Test Security &amp; EIM</th>
<th>Test Administration Responsibilities</th>
<th>Technology</th>
<th>Accommodations</th>
<th>PearsonAccess™ (PAA) for Test Administration</th>
<th>PearsonAccess™ (PAA) for DTCs and STCs</th>
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### Additional Required Training Module for AASA Testing

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<thead>
<tr>
<th>User Role</th>
<th>AASA Training for Test Coordinators</th>
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### Additional Required Training Module for AzSCI Testing

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<th>User Role</th>
<th>AzSCI Training for Test Coordinators</th>
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WHAT?

WHAT IS AZLMS?
TRANSITION TO ARIZONA'S LEARNING MANAGEMENT SYSTEM (AZLMS)

AZELLA was the first program to transition to the new Arizona Learning Management System

AASA and AzSCI required training modules will be completed in AzLMS

- Training modules for District Test Coordinators will be tracked in the system.
- DTCs are required to ensure all test administrators and anyone who will proctor or be in contact with the test materials or the test environment be trained according to their role.
  - Users must self-register in AzLMS using links provided to them by the DTC to complete modules in the system
  - DTCs may conduct a group training independently of the AzLMS and track users' training completion in the system
Arizona’s Learning Management System

DTCs **must first** complete LMS Training

- Managing Learners in the LMS
- Using the LMS Learner Portal
 Achievement trainings can be identified by color. The AASA Training for Test Coordinators training is red, and the AzSCI Training for Test Coordinators is copper.

All other Achievement training modules, which apply to both AASA and AzSCI, are a combination of the two colors.
AASA AND AZSCI REQUIRED TRAINING FOR ADMINISTRATION

- AASA: Training for Test Coordinators
- AZSCI: Training for Test Coordinators
- Achievement Testing: Test Security and Ethics
- Achievement Testing: Accommodations
- Achievement Testing: Administration...
AASA AND AZSCI REQUIRED TRAINING FOR ADMINISTRATION

- PearsonAccess<sup>next</sup> Training for DTCs and STCs
- PearsonAccess<sup>next</sup> Training for Test Administrators
RESOURCES FOR EACH TRAINING MODULE

- PowerPoint flat file
- Transcript PDF

After completing each module, these resources may be utilized to reference content material without having to rewatch the entire training.
WHEN?

WHEN WILL TRAINING BE AVAILABLE?
AZLMS TRAINING WINDOW

Training modules will be available through the testing windows.

DTCS should complete training no later than February 23, 2024.
WHERE?

WHERE TO ACCESS AZLMS?
AZLMS

https://learningmanager.adobe.com/pearson-lms-az
WHY?

WHY LMS VS. TMS?
Our Learning Management System integration services give you the integration, support, and training you need.

LMS integration provides single sign-on, grade sync, and assignment linking capabilities to improve how DTCs can interact with Courseware within the state’s LMS.

What is the difference between TMS and LMS?

Training Management System vs Learning Management System

The main difference between a TMS and an LMS is that the TMS manages instructor-led and virtual instructor-led training operations and is built for the training back-office, whereas the LMS manages eLearning and is built for the learner!
HOW TO...
LEARNER SELF REGISTRATION
LMS OVERVIEW - LEARNER ROLE
LMS OVERVIEW - MANAGER ROLE
LEARNER SELF-REGISTRATION

- DTC Welcome Email
  - Links must be sent to users in school/district
  - Users must self-register
- Existing Adobe ID
- Create New Adobe ID
QUESTIONS?
LMS OVERVIEW - LEARNER ROLE

- Training Requirements Documents
- LMS Menu - Home, My Learning, Catalog, Badges
- Mention the LMS trainings
  - Using the LMS Learner Portal
  - Managing Learners in the LMS
- Catalogs/Tags Filter Options
- Course Enrollment/Unenrollment
- Show Course Example with Content Player
- Course Badges and Certificates
- Learner Transcript
QUESTIONS?
LMS OVERVIEW - MANAGER ROLE

- Manual Enrollment of Courses
- Dashboard Views
- Report Options
QUESTIONS?
RESOURCES

**Reminder:** Check the Job Aids posted in the AzLMS for detailed guidance.

**Pearson Help Desk**

**Pearson Client Services Center:**
1.888.705.9421 Option 1 (AzSCI)
1.888.705.9421 Option 2 (AZELLA)
1.888.705.9421 Option 3 (AASA)

Hours available:
Mon-Fri 7:00 am - 7:00 pm (CST)
ASSESSMENT WEBINAR SERIES - POSTED

The flyer is posted on the Assessment Main page:


Reminder: participants must register in ADE’s Professional Learning and Development (APLD) system.

Log in information to join the session will be sent to registered participants prior to the event. Login information will not be available in APLD.
Arizona Assessments Conference – September 17-19, 2024

Integrating assessments, standards, and accountability for student success

https://www.azed.gov/assessment/conference
QUESTIONS?
THANK YOU!

For questions, please contact us at: Testing@azed.gov