# Spring 2027 DoWEA SAT School Day

## School Test Coordinator Training

## Part 1

Tara Davis-Banks
Wendy De La Cruz

November 4, 2026

CollegeBoard

# Housekeeping

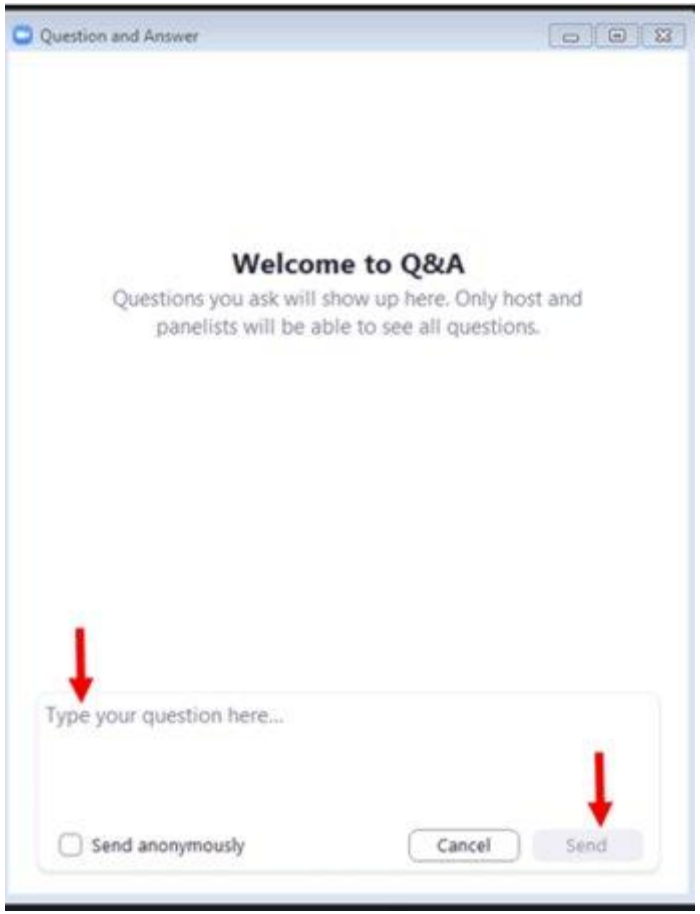
Please utilize the Q&A box within Zoom to ask a question.

This presentation will be recorded and posted to the College Board DoWEA website in the training section within a week after this session has concluded.

The presentation deck will also be posted to the College Board DoWEA website in the training section within a week of the workshop.

**https://collegeboard.org/dowea**



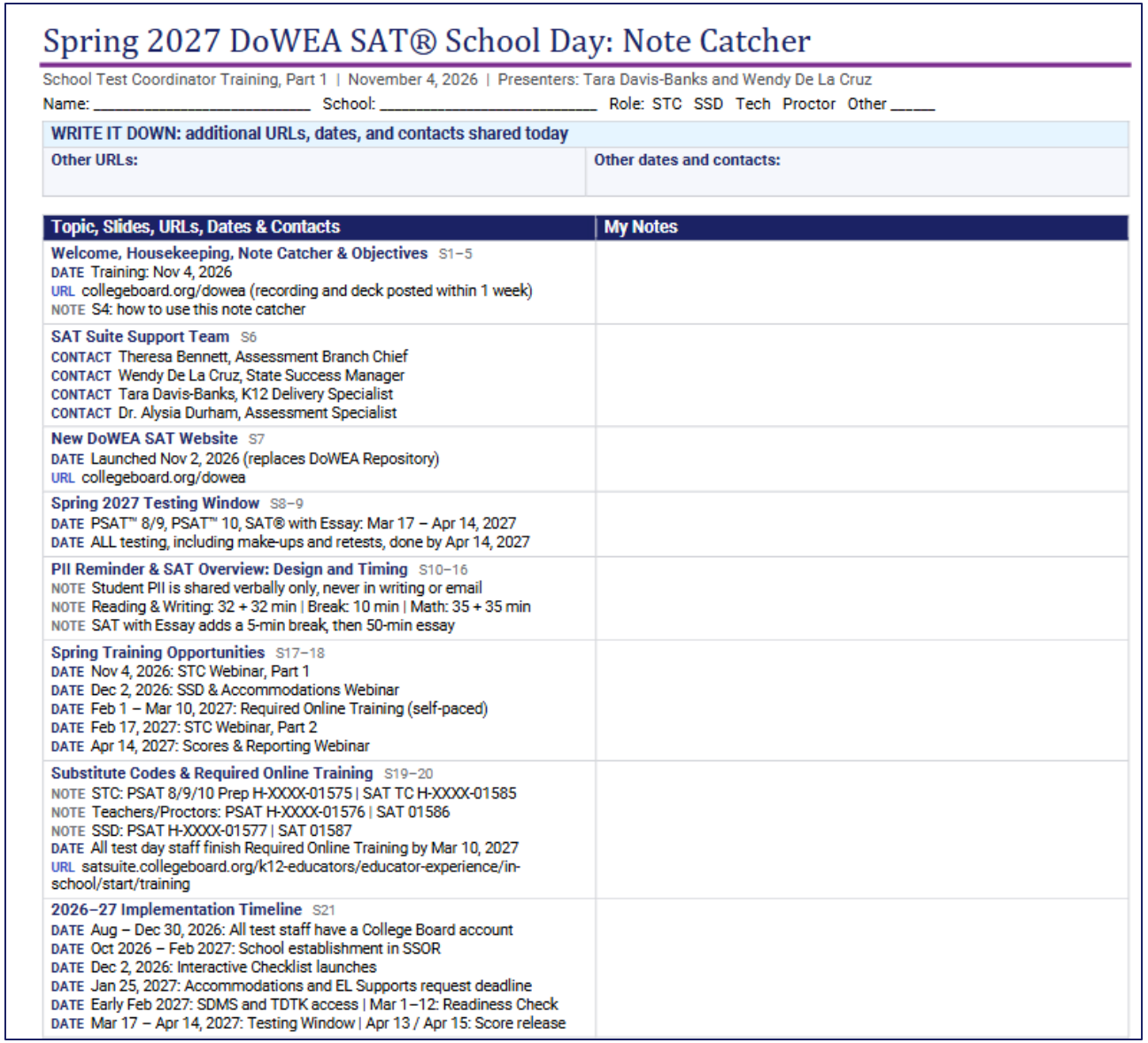
# Training Note Catcher

Something NEW!

https://tinyurl.com/DoWEA-STC1

Give us some feedback afterwards

The slides and deck will be posted to the new DoWEA SAT Website in 1 week!



## Spring 2027 DoWEA SAT® School Day: Note Catcher

School Test Coordinator Training, Part 1 | November 4, 2026 | Presenters: Tara Davis-Banks and Wendy De La Cruz

Name: _____ School: _____ Role: STC SSD Tech Proctor Other ____

**WRITE IT DOWN: additional URLs, dates, and contacts shared today**

| Other URLs: | Other dates and contacts: |
|---|---|
| | |

| Topic, Slides, URLs, Dates & Contacts | My Notes |
|---|---|
| **Welcome, Housekeeping, Note Catcher & Objectives** S1–5<br>DATE Training: Nov 4, 2026<br>URL collegeboard.org/dowea (recording and deck posted within 1 week)<br>NOTE S4: how to use this note catcher | |
| **SAT Suite Support Team** S6<br>CONTACT Theresa Bennett, Assessment Branch Chief<br>CONTACT Wendy De La Cruz, State Success Manager<br>CONTACT Tara Davis-Banks, K12 Delivery Specialist<br>CONTACT Dr. Alysia Durham, Assessment Specialist | |
| **New DoWEA SAT Website** S7<br>DATE Launched Nov 2, 2026 (replaces DoWEA Repository)<br>URL collegeboard.org/dowea | |
| **Spring 2027 Testing Window** S8–9<br>DATE PSAT™ 8/9, PSAT™ 10, SAT® with Essay: Mar 17 – Apr 14, 2027<br>DATE ALL testing, including make-ups and retests, done by Apr 14, 2027 | |
| **PII Reminder & SAT Overview: Design and Timing** S10–16<br>NOTE Student PII is shared verbally only, never in writing or email<br>NOTE Reading & Writing: 32 + 32 min \| Break: 10 min \| Math: 35 + 35 min<br>NOTE SAT with Essay adds a 5-min break, then 50-min essay | |
| **Spring Training Opportunities** S17–18<br>DATE Nov 4, 2026: STC Webinar, Part 1<br>DATE Dec 2, 2026: SSD & Accommodations Webinar<br>DATE Feb 1 – Mar 10, 2027: Required Online Training (self-paced)<br>DATE Feb 17, 2027: STC Webinar, Part 2<br>DATE Apr 14, 2027: Scores & Reporting Webinar | |
| **Substitute Codes & Required Online Training** S19–20<br>NOTE STC: PSAT 8/9/10 Prep H-XXXX-01575 \| SAT TC H-XXXX-01585<br>NOTE Teachers/Proctors: PSAT H-XXXX-01576 \| SAT 01586<br>NOTE SSD: PSAT H-XXXX-01577 \| SAT 01587<br>DATE All test day staff finish Required Online Training by Mar 10, 2027<br>URL satsuite.collegeboard.org/k12-educators/educator-experience/in-school/start/training | |
| **2026–27 Implementation Timeline** S21<br>DATE Aug – Dec 30, 2026: All test staff have a College Board account<br>DATE Oct 2026 – Feb 2027: School establishment in SSOR<br>DATE Dec 2, 2026: Interactive Checklist launches<br>DATE Jan 25, 2027: Accommodations and EL Supports request deadline<br>DATE Early Feb 2027: SDMS and TDTK access \| Mar 1–12: Readiness Check<br>DATE Mar 17 – Apr 14, 2027: Testing Window \| Apr 13 / Apr 15: Score release | |

# Agenda

1. SAT Overview
2. Implementation Timeline
3. Test Staff Roles
4. College Board Systems
5. Publications
6. Resources & Support

# Objectives

By the end of this session, school test coordinators will be able to:

- Describe the design and timing of the digital SAT, the Spring 2027 implementation timeline, and the responsibilities of each testing staff role at their school.
- Access and navigate the College Board systems used to prepare for test day — SSD Online, SDMS, Test Day Toolkit, and Bluebook — and locate the publications, resources, and support contacts needed at each step.

# SAT Suite Support

CollegeBoard



**Wendy De La Cruz**
State Success Manager



**Tara Davis-Banks**
K12 Delivery Specialist

DEPARTMENT OF WAR EDUCATION ACTIVITY



**Theresa Bennett**
Assessment Branch Chief



**Alysia Durham**
Assessment Specialist

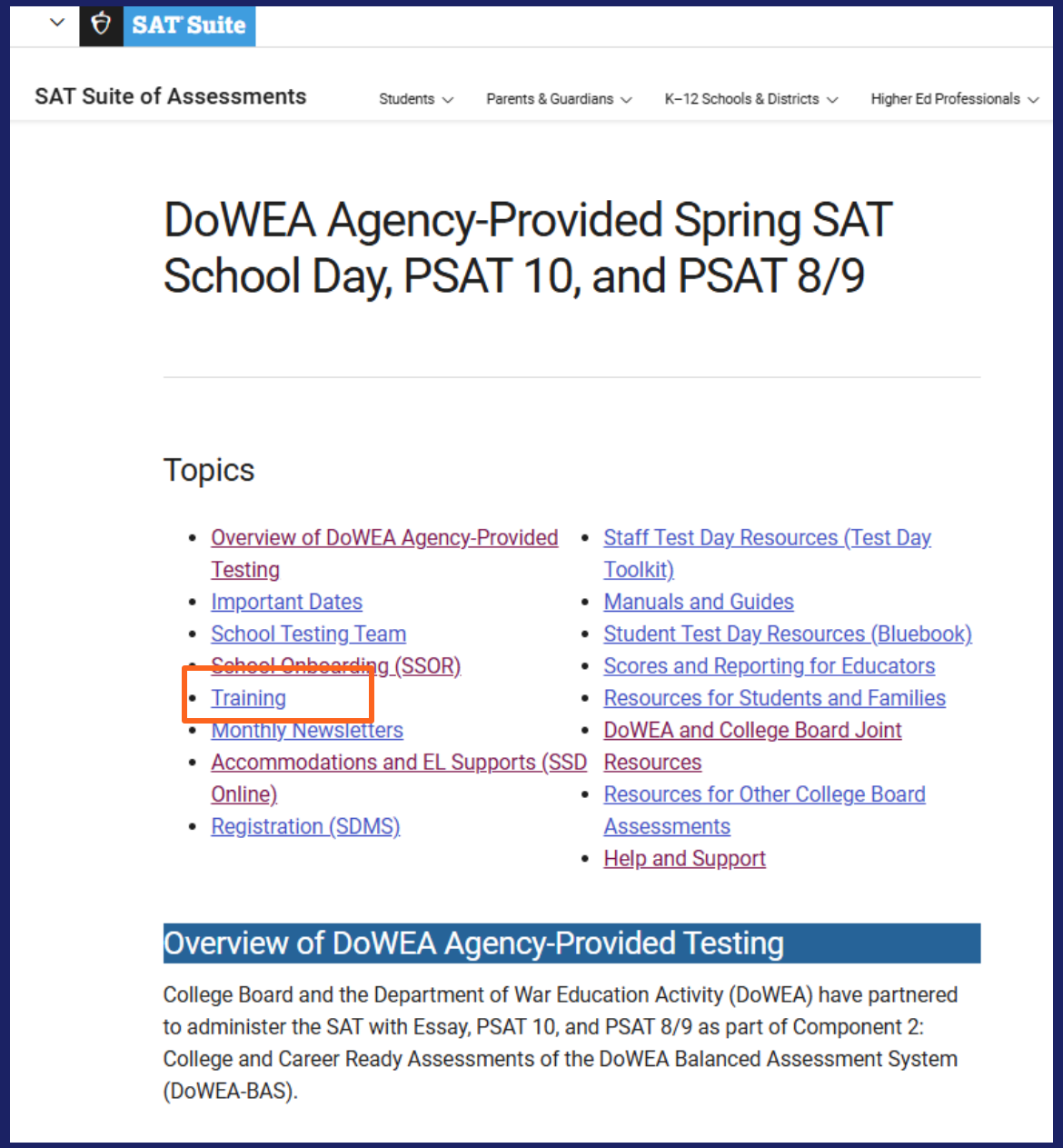
# New DoWEA SAT Website

Launched November 2, 2026

Replaces the DoWEA Repository

Link: collegeboard.org/dowea

Deck and recording will be posted in the Training section in 1 week



# Spring 2027 Test Administration Window

CollegeBoard

# Testing Window

Available Dates and Scheduling

- Test students on any school day(s) during the window
- Make-up and re-testing dates may also be scheduled for any school day(s) during the window
- Make certain to take into account your spring break and student/staff-observed holidays
- All testing, including retests must be finished by April 14, 2027

| GRADE | TEST | TESTING WINDOW |
|---|---|---|
| Grades 8 and 9 | PSAT 8/9 | March 17 – April 14, 2027 |
| Grade 10 | PSAT 10 | |
| Grade 11 | SAT with Essay | |

# Before We Start

A Critical Note about Student Personally Identifiable Information (PII)

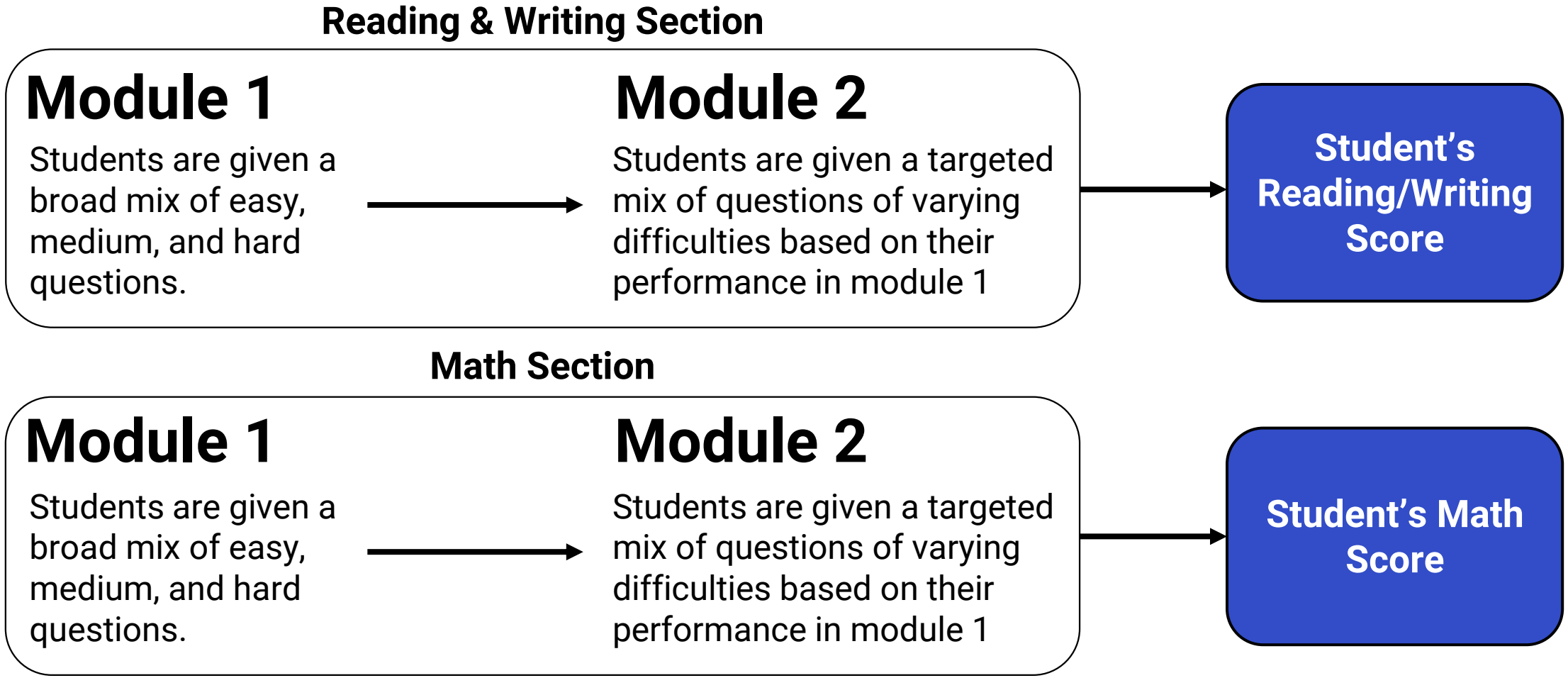
- Student PII should be handled with care.  It should only be shared verbally, **never in writing/email.**
- Student PII includes:
  - Name
  - Date of Birth
  - Address
  - Phone Number
  - Email Address
  - Any Identifying Numbers (e.g., Registration, State Student ID, SSDID, etc.)
- If in doubt, err on the side of caution and ask for assistance before sharing.



# SAT Overview

# Refresher: SAT Suite Basic Design

**The SAT has 2 modules in each "Multi-Stage Adaptive" section**



# Standard: All PSAT assessments have the same standard timing

| PSAT Section | Subsection | Standard Timing |
|---|---|---|
| **Reading & Writing** | Module 1 | 32 Minutes |
| | Module 2 - adaptive | 32 Minutes |
| Break | Computer Timed | 10 Minutes * |
| **Math** | Module 1 | 35 Minutes |
| | Module 2 - adaptive | 35 Minutes |

** Students cannot resume testing until a computer-timed break concludes. However, the testing clock does NOT automatically resume; there is a brief grace period. After the grace period the clock will resume regardless of whether the student is present. If a student is not present and loses testing time, submit an irregularity report. The irregularity report may request a re-test, as the proctor/test coordinator deem appropriate for the circumstances.*

# Standard: All SAT assessments have the same standard timing

| SAT Section | Subsection | Standard Timing |
|---|---|---|
| **Reading & Writing** | Module 1 | 32 Minutes |
| | Module 2 - adaptive | 32 Minutes |
| Break | Computer Timed | 10 Minutes * |
| **Math** | Module 1 | 35 Minutes |
| | Module 2 - adaptive | 35 Minutes |
| Break | Pre-Essay Break – Computer Timed | 10 Minutes * |
| **Essay** | 1 Prompt<br>(based on a single passage of 650-700 words) | 50 Minutes |

** Students cannot resume testing until a computer-timed break concludes. However, the testing clock does NOT automatically resume; there is a brief grace period. After the grace period the clock will resume regardless of whether the student is present. If a student is not present and loses testing time, submit an irregularity report. The irregularity report may request a re-test, as the proctor/test coordinator deem appropriate for the circumstances.*

# Reading and Writing Test Specifications at-a-glance:



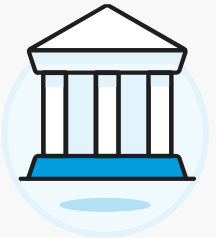
**54 total questions**

*1 section*
*2 modules – initial & adaptive*



**64 total minutes**

*1.19 min/question*



**Discrete questions**

# Math Test Specifications at-a-glance:



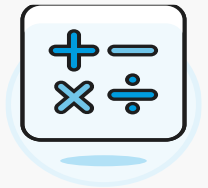
## 44 total questions

*1 section*
*2 modules – initial & adaptive*
*both with calculator*



## 70 total minutes

*1.59 min/question*



## Discrete questions

*75%: Four-option multiple-choice*
*25%: Student-produced responses (SPR)*



# Spring 2027 Implementation Timeline

# DoWEA Spring SAT Suite Training Opportunities

| Title | Format | Audience | Date | Region | Time (ET) |
|---|---|---|---|---|---|
| **School Test Coordinator Implementation Webinar, Part 1** | Webinar | School Test Coordinators (STCs) | 11/4/26 | Europe<br>Americas<br>Pacific | 7:00 – 8:00 AM<br>10:00 – 11:00 AM<br>7:00 – 8:00 PM |
| **Services for Students with Disabilities and Accommodations Webinar** | Webinar | SSD Coordinators<br>School Test Coordinators (STCs) | 12/2/26 | Europe<br>Americas<br>Pacific | 7:00 – 8:30 AM<br>10:00 – 11:30 AM<br>7:00 – 8:30 PM |
| **College Board's Required Online Training Modules** | Online Modules | All Test Day Staff | 2/1/27 – 3/10/27 | All | Self-paced |
| **School Test Coordinator Implementation Webinar, Part 2** | Webinar | School Test Coordinators (STCs) | 2/17/27 | Europe<br>Americas<br>Pacific | 7:00 – 8:30 AM<br>10:00 – 11:30 AM<br>7:00 – 8:30 PM |
| **Scores and Reporting Webinar** | Webinar | A&A ISS<br>School Test Coordinators (STCs)<br>Principals | 4/14/27 | Europe<br>Americas<br>Pacific | 7:00 – 8:30 AM<br>10:00 – 11:30 AM<br>7:00 – 8:30 PM |

# Substitute Codes Are Available If Needed

**STC Training:**
PSAT 8/9/10 Training & Preparation for STC: H-XXXX- 01575

PSAT 8/9/10 Exam Admin Training (teachers & proctors): H-XXXX- 01576

SAT School Day Admin Training (SAT-TC): H-XXXX- 01585
SAT School Day Admin Training (SAT-Teachers & Proctors): 01586

**SSD training:**
PSAT 8/9/10 Exam Admin Training (SSD Coordinators): H-XXXX- 01577

SAT School Day Admin Training (SAT-SSD Coordinators): 01587

# College Board's Required Online Training

Training topics covered in the Required Online Training:

- Policies and procedures for digital testing
- Using Test Day Toolkit
- Bluebook digital testing application for students
- Testing students with accommodations or English learner supports
- Device requirements for students and staff

**What to Expect**

- School test coordinator: 55–60 minutes
- Proctor/Room monitor: 30–35 minutes
- Hall monitor: 20–25 minutes
- Technology monitor: 25–30 minutes

Important to Note:

- All test day staff must complete College Board's Online Required Training **by March 10, 2027**
- Returning/Experienced Coordinators will have the option to "test out" by passing the Knowledge Check
- Test Coordinators will receive an email once the training is available and should forward the email to test staff
- All test staff will need a College Board Professional Account to sign in
- Coordinators will be able to see training completion status using the Training Status Dashboard

# 2026-2027 Implementation Timeline

| Activity | Key Dates/Deadlines |
|---|---|
| Ensure All Test Staff Have a College Board Account | Aug – Dec 30, 2026 |
| School Establishment in SAT Suite Ordering and Registration (SSOR) | Oct 2026 – Feb 2027 |
| Update School testing contacts in SSOR | Ongoing |
| Interactive Checklist Launch Date | Dec 2, 2026 |
| Request Deadline for College Board Approved Accommodations and EL Supports Requests | Jan 25, 2027 |
| College Board's Required Online Training | Feb 1 – Mar 10, 2027 |
| Access to State Data Management System (SDMS) | Early Feb 2027 |
| Access to Test Day Toolkit (TDTK) | Early Feb 2027 |
| Student Readiness Check | Mar 1 – 12, 2027 |
| DoWEA Testing Window | Mar 17 – Apr 14, 2027 |
| Educator Score Release Begins | Apr 13, 2027 |
| Student Score Release Begins | Apr 15, 2027 |

# Testing Staff Roles

CollegeBoard

# Your Team: Testing Staff Roles and Responsibilities



## School Test Coordinator (STC)

- Oversees planning and test day activities for ALL students, including those with accommodations
- Works with technology staff to ensure devices being used for testing meet technical requirements and Bluebook is installed
- Identifies staff to support test administration, ensures they have access to training and resources
- Prints and distributes sign-in tickets
- Submits irregularity reports



## Services for Students with Disabilities (SSD) Coordinator

- Submits accommodation requests for all students who require them
- Assists the STC in determining rooms and staff required for administering the test to students with accommodations
- Collaborates with the STC and Technology Coordinator to administer the SAT to students testing with accommodations

# Testing Staff Roles and Responsibilities Overview



## DoWEA IT

- Works with STC and SSD coordinators to meet students' test day tech needs
- Ensures devices used for testing meet technical specifications
- Installs Bluebook on student devices for testing
- Tests network configuration and internet connectivity in each testing room



## Technology Monitor

- Assists students and staff with technical trouble-shooting in the help room on test day
- This role can be filled by the district or school tech coordinator or another staff member



## Proctor

- Starts and monitors the test using Test Day Toolkit
- Actively monitors the room, assists students as needed, keeps room distraction free
- Distributes sign-in tickets to students
- Reports irregularities in Test Day Toolkit



## Room/Hall Monitor

- Directs students to assigned rooms
- Monitors rooms and hallways and provides relief to proctors
- Directs students to help room, break area, and restroom

# Test Staff Ineligibility Criteria

**School Test Coordinator:**

- A staff member whose *child or household member* is testing in the **same building** may not serve as the STC for the same test their child or household member is taking.
- Staff members may serve as the STC for the same test their child or household member is taking if their *child or household member* attends a **different school (including within the district)**.

**Proctors:**

- A staff member whose *child or household member* is testing may still **serve as a proctor**, but they may not **administer the test to their child or household member**.

**Technology Monitor:**

- A staff member whose *child or household member* is testing in the **same building** may not serve as technology monitor.

**Note:** Staff members are not permitted to engage in any paid, private SAT Suite-related assessment preparation. Please note that this excludes teaching as part of the regular school curriculum.

# College Board Educator Account

Your College Board Educator Account is your ticket into a variety of College Board systems and processes

If you **do not** already have a College Board educator account, **create one here.**

For **all users**, the email associated with your account must:

- Be your current school or district provided email address AND
- Match the email that was submitted to College Board by your school when they registered/updated their test administration personnel for Spring SAT School Day.

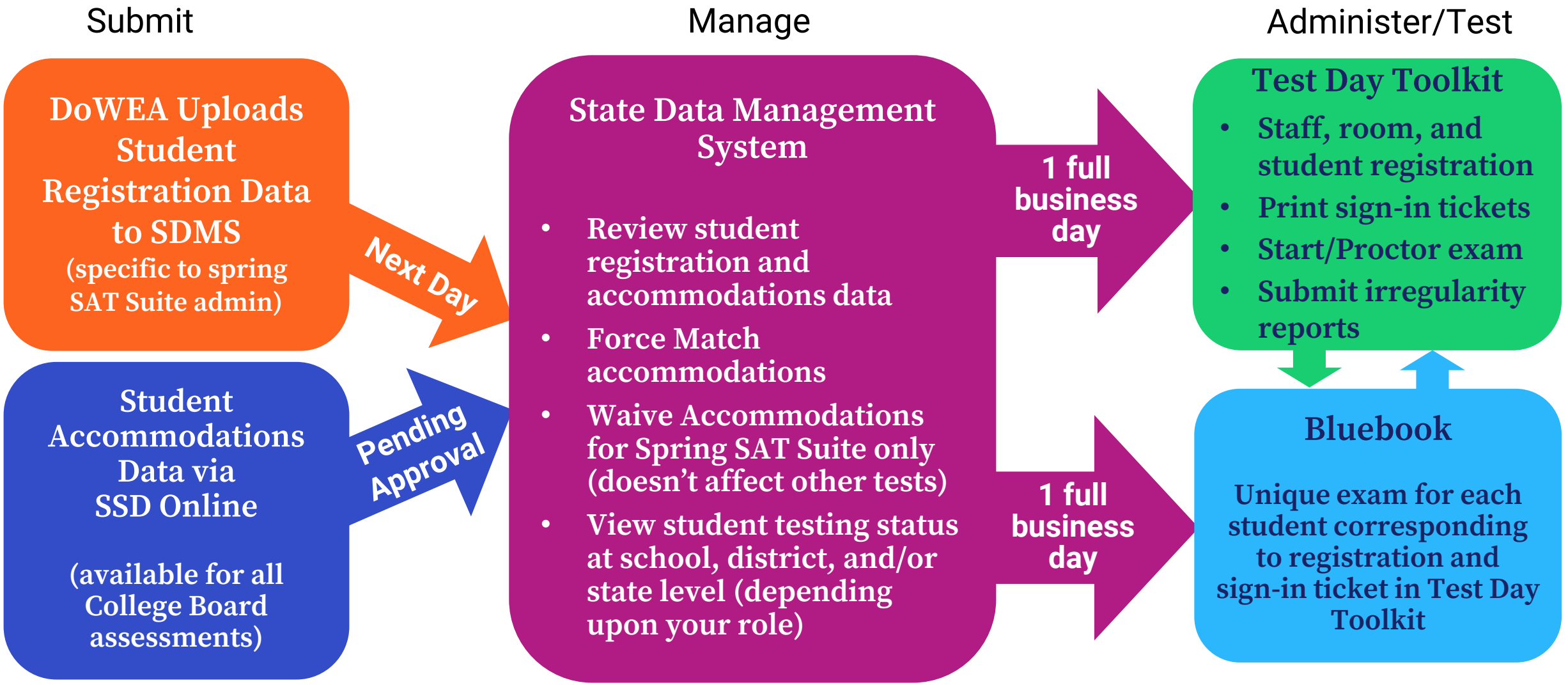
**Troubleshooting**:

- If your College Board educator account is **not associated with your current school or district provided email address**, then login and update the email address.
- If you have a College Board educator account but do not remember your password, please use the **Forgot Password** feature.
- If you are **unable to log into your account** to change it (e.g., your account is associated with an email you can no longer access), please call DoWEA's dedicated Customer Service number at 866-502-6370 to answer your security questions and have your College Board educator account restored and associated email corrected.

# College Board Systems

CollegeBoard

# Student Data Flow Across College Board Systems

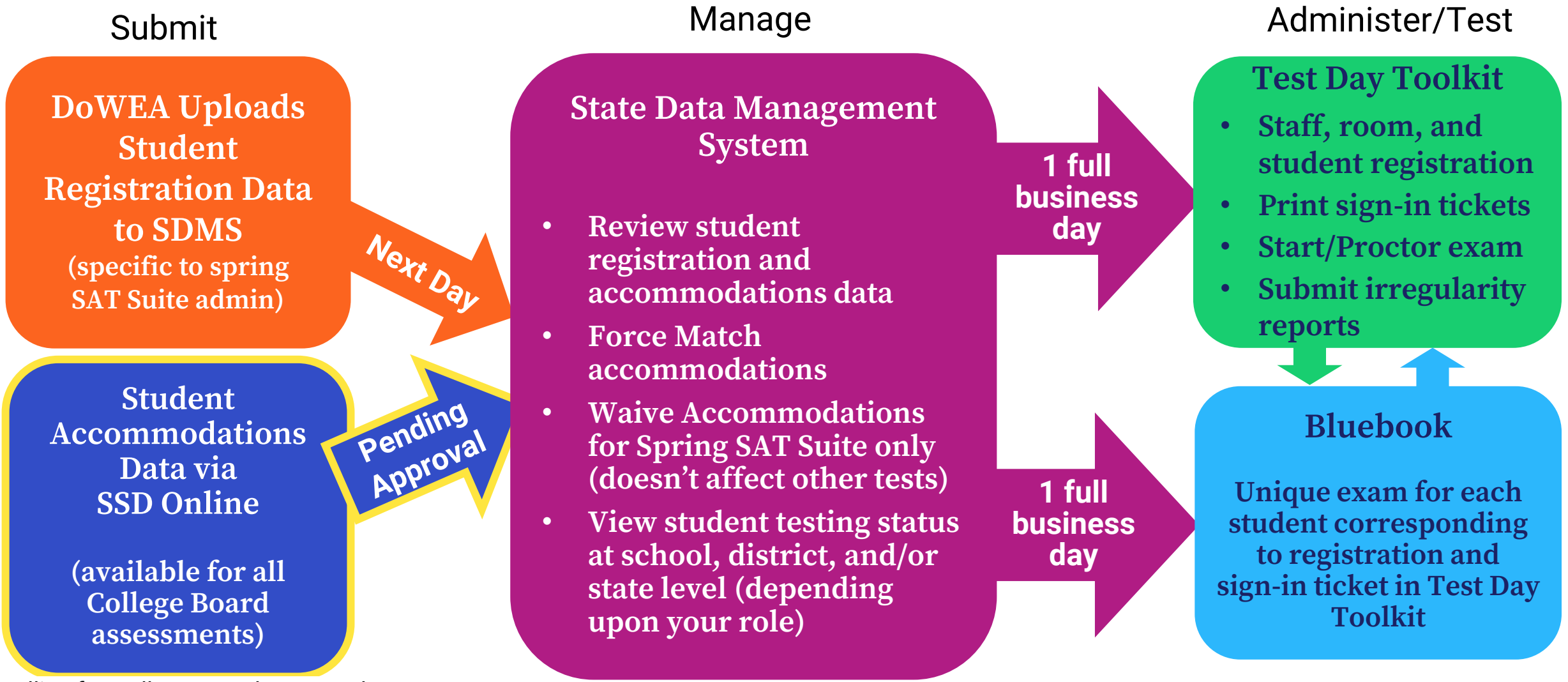




# SSD* Online

## *Services for Students with Disabilities

# Student Data Flow Across College Board Systems
## (SSD Online)



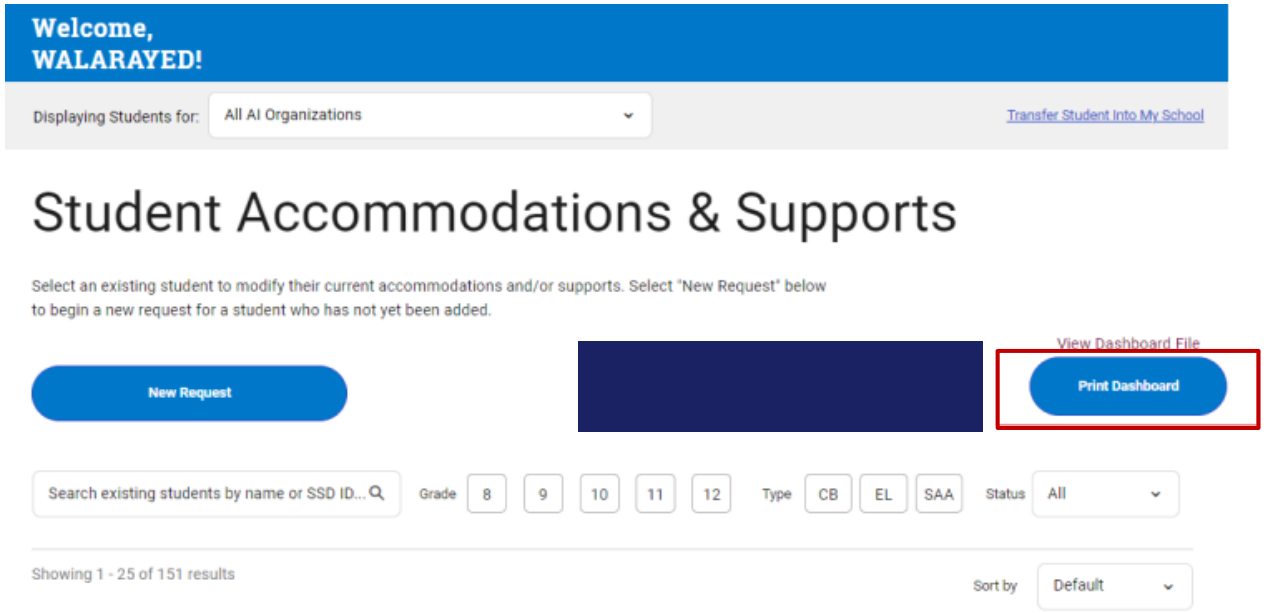

Deadline for College Board-approved accommodations and EL Supports requests is January 25, 2027

# What is SSD Online?

College Board's online request and management system for accommodations

**SSD coordinators** use SSD Online to:

- Request testing accommodations for their students
- Track the status of accommodation requests
- View information about all their SSD students in one place



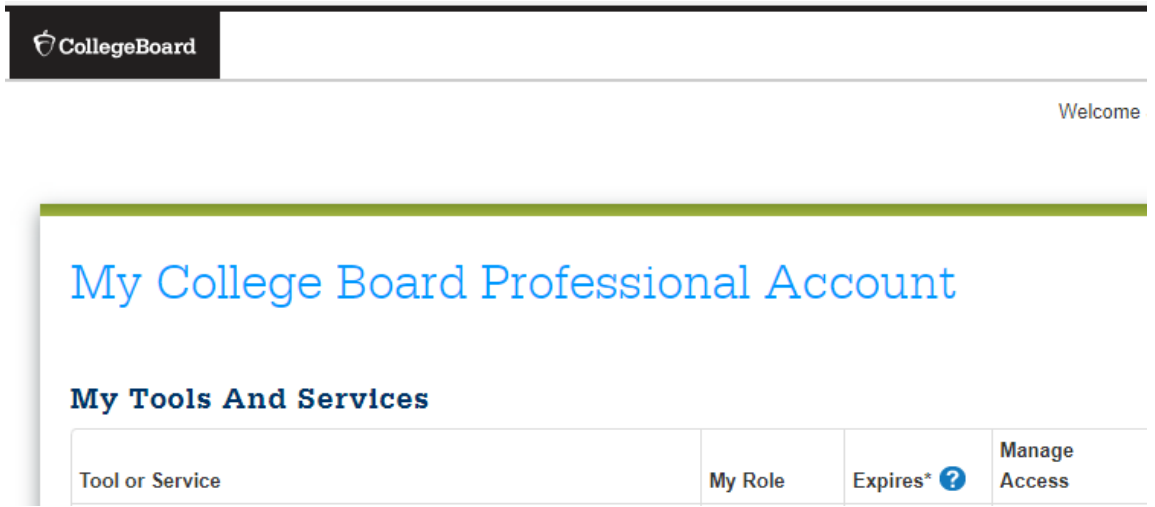
# Where to Access SSD Online

*General Information*

- You must have a College Board professional educator account associated with your professional email that matches what your institution submitted for your participation in administering SAT Suite assessments.
- Once you are approved for access (next slide) you may:

  -Access SSD Online from your College Board professional educator account dashboard under “Tools and Services” pictured here:

  -Log in directly at ssdonline.collegeboard.org using your same College Board professional educator account credentials



# New SSD Coordinators

*Requesting Initial Access*

**To request initial access to SSD Online:**

The school/program must have an Attending Institution (AI) Code (CEEB Code)

- For state-contracted testing, contact your state Department of Education if your school/program does not have an AI Code

New SSD coordinators must:

- Have a College Board professional educator account
- Complete and submit the online SSD Coordinator Form. Please note that:
    - Part of completion is to “upload written approval from your school administrator” (instruction provided).
    - College Board will verify the requestor’s affiliation with the school via the school’s online staff directory and/or contacting the approving school administrator. Lack of clarity or response will affect access.

**Please note:**

The time from submission to access is normally five business days

Each school/program must have one Primary SSD Coordinator but may have multiple if permitted by district/school policy.

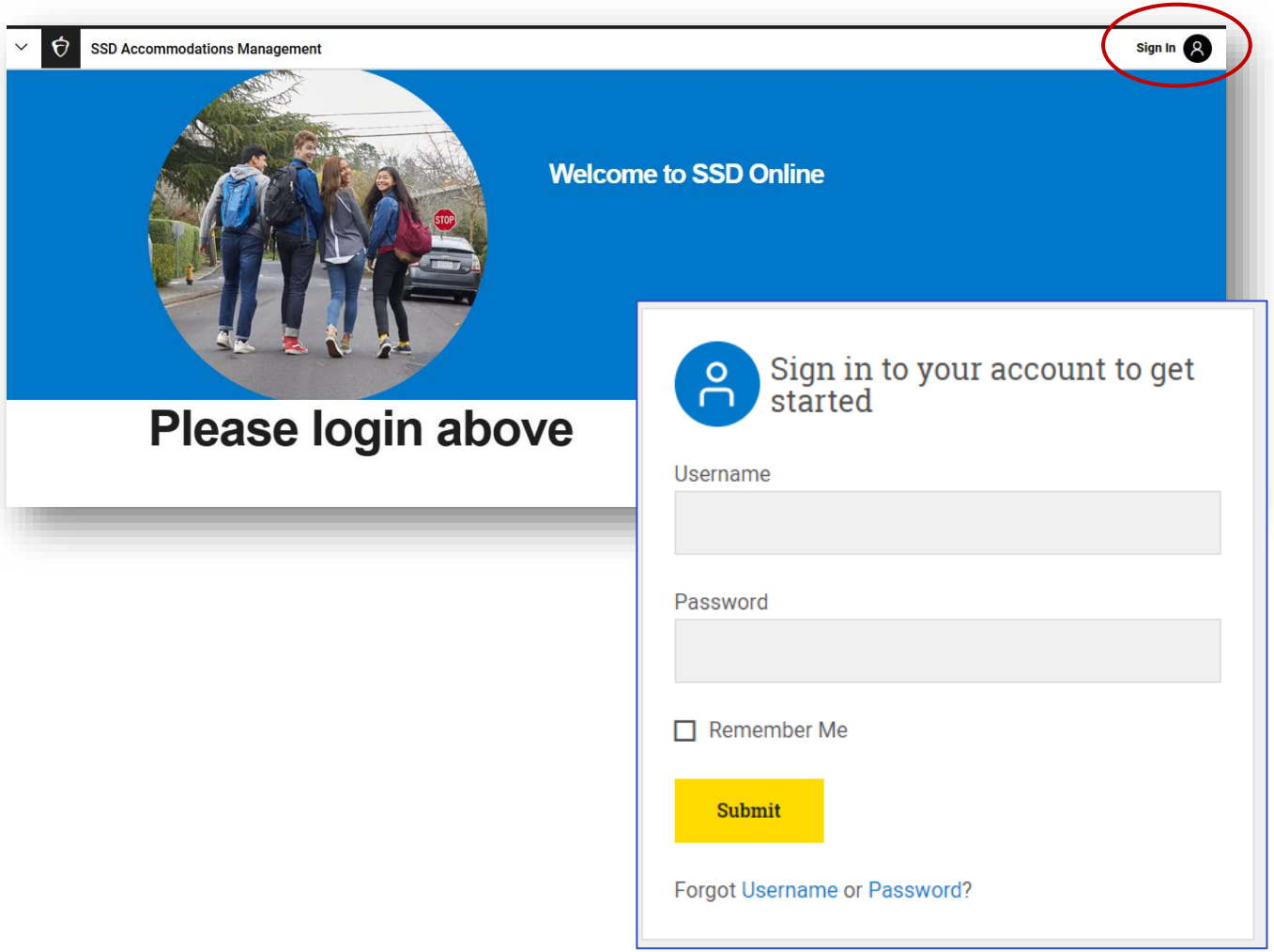
# Returning SSD Coordinators

*Confirm Access*

- Confirm that you still have access to SSD Online by logging in to your College Board Account at www.collegeboard.org.

  -If you've forgotten your password, use the forgot username and password links on the sign-in page.

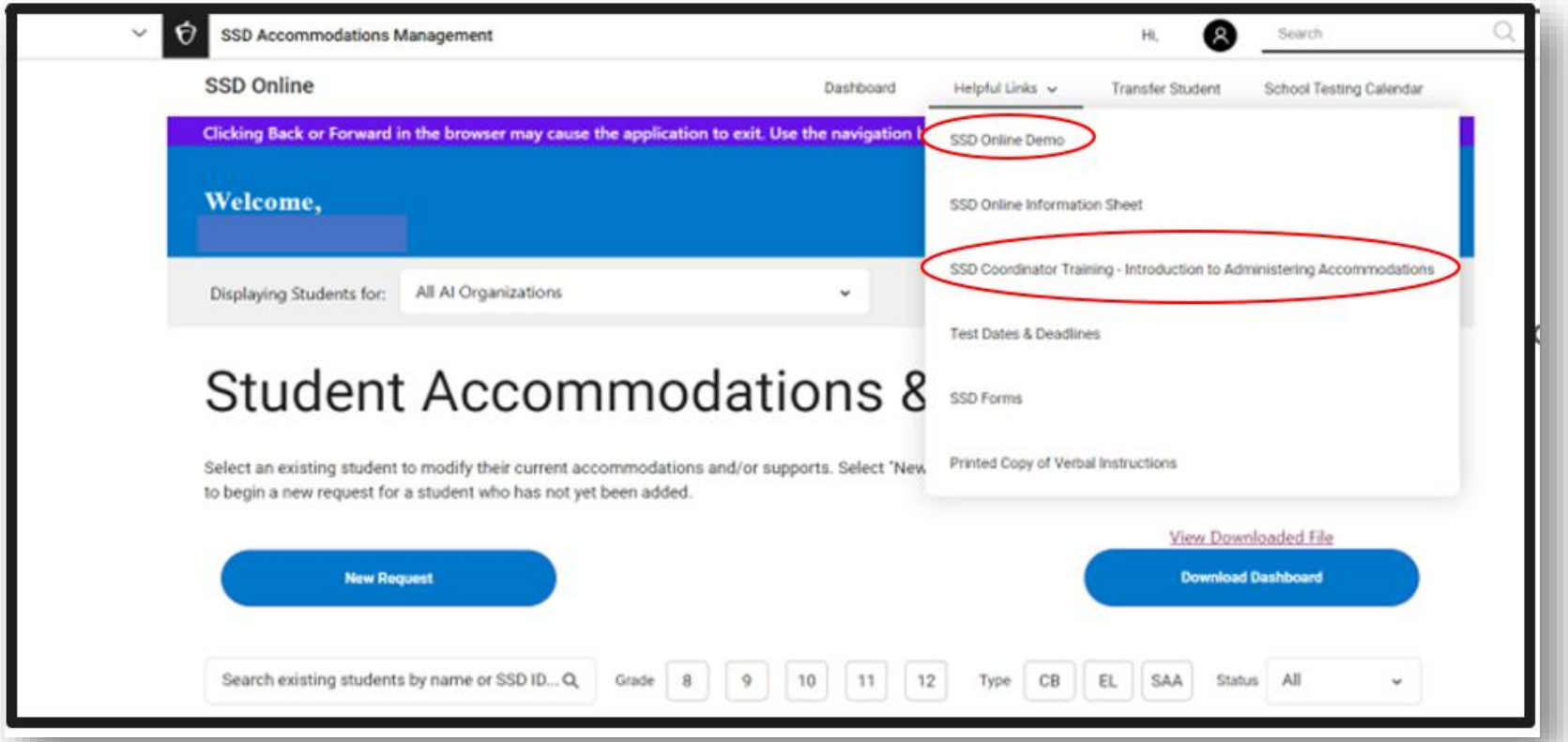
  -Choose SSD online from your Account Dashboard (alternatively, you can use the same credentials to log into SSD Online directly at ssdonline.collegeboard.org).



# How to Use SSD Online

Tutorial videos are available using the links below and within the platform

- SSD Coordinator Training Video (online course)
- Intro to Administering Accommodations (online course)



# Beyond SSD Online

## The SSD Coordinator's Role and Responsibilities

- Submits accommodation requests for all students who require them.
- Submits EL support requests for all students who require them.
- Communicates with students and families about necessary testing accommodations.
- Reviews accommodations for students who received approval previously to ensure those accommodations still meet the needs of the student.
- Assists the test coordinator in determining rooms and staff required for administering the test with accommodations.
- Works with the test coordinator and technology coordinator to make sure student devices are configured to support assistive technology (as needed) for testing.
- Partners with the test coordinator to administer the assessments to students who are testing with accommodations.



# SDMS*

*State Data Management System

# Student Data Flow Across College Board Systems

## SDMS

Submit

Manage

Administer/Test

**DoWEA Uploads Student Registration Data to SDMS**
(specific to spring SAT Suite admin)

**Student Accommodations Data via SSD Online**

(available for all College Board assessments)

Next Day

Pending Approval

**State Data Management System**

- Review student registration and accommodations data
- Force Match accommodations
- Waive Accommodations for Spring SAT Suite only (doesn't affect other tests)
- View student testing status at school, district, and/or state level (depending upon your role)

1 full business day

1 full business day

**Test Day Toolkit**

- Staff, room, and student registration
- Print sign-in tickets
- Start/Proctor exam
- Submit irregularity reports

**Bluebook**

Unique exam for each student corresponding to registration and sign-in ticket in Test Day Toolkit



Make certain all student information is correct in Aspen prior to January 16, 2027

# Fall vs Spring Registration

| | SSOR | SDMS |
|---|---|---|
| **Definition** | A platform for schools and districts to manage test material orders and register students for SAT Suite exams. | A data management tool used in spring to upload and manage student demographic and testing information for DoWEA-sponsored test administrations. |
| **Applicable Assessments** | SAT for 12th grade, PSAT/NMSQT in the Fall | SAT School Day with Essay, PSAT 10, and PSAT 8/9 in the Spring |
| **Organization Establishment for Spring Testing** | Users complete onboarding surveys to provide contacts and other testing details for spring state-sponsored test administrations | Contacts provided in the SSOR Organization Establishment onboarding surveys are granted SDMS User Roles and access to support spring testing |
| **How Orders Are Placed** | Test orders are placed directly by DoWEA HQ. | DoWEA HQ uploads student registration files throughout the testing window, containing eligible students from all districts and schools. |
| **Access Timeline** | Access granted in the fall | Access granted in late January |
| **Login Credentials** | Users login with their College Board Professional Account credentials | Users login with their College Board Professional Account credentials |
| **User Roles** | **Fall Testing**<br>• Ordering/Registration Access Manager<br>• Test Coordinator<br>• Data Coordinator<br>• SSD Coordinator<br>• Technology Coordinator<br>**Spring Testing**<br>• SAT Suite Ord/Reg Access Manager<br>• SAT Suite Ordering | User roles are auto-provisioned based on SSOR Org/Establishment<br>• District Test Coordinator<br>• School Test Coordinator<br>• SSD Coordinator<br>• Technology Coordinator |
| **User permissions** | DoWEA HQ manages ordering and the initial data reg file upload. Schools decide who will serve in the additional roles/who will have access to SSOR. | Permissions are determined by DoWEA HQ policy and vary by user roles. Some roles may have view-only access, while others can waive accommodations if not applicable to the SAT Suite assessment or “force match” accommodations when demographic data discrepancies prevent syncing between SSD Online and SDMS. |
| **Data Integrations** | Registration data in SSOR integrates with accommodations data from SSD Online and transfers automatically to Test Day Toolkit and Bluebook. | Registration data in SDMS integrates with accommodations and transfers automatically to Test Day toolkit and Bluebook. |

# Student Registration in State Data Management System

**DoWEA** Uploads Student Registration File

- Spring SAT and PSAT is NOT ordered via SSOR
  - SSOR is only used for schools to provide key testing contacts for Spring testing
- DoWEA HQ will register students via bulk upload of all eligible student registration data in late January
  - Make certain all student information is correct in Aspen prior to January 16, 2027

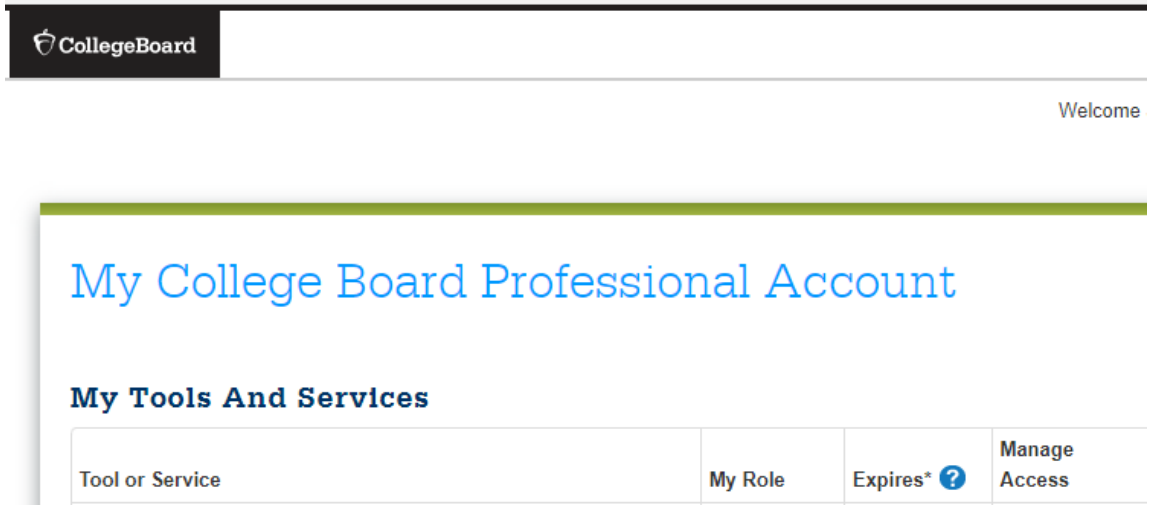
**School Test Coordinators and SSD Coordinators** use SDMS to:

- View student rosters
- Waive Accommodations
- Force Match Accommodations

# Accessing the State Data Management System (SDMS)

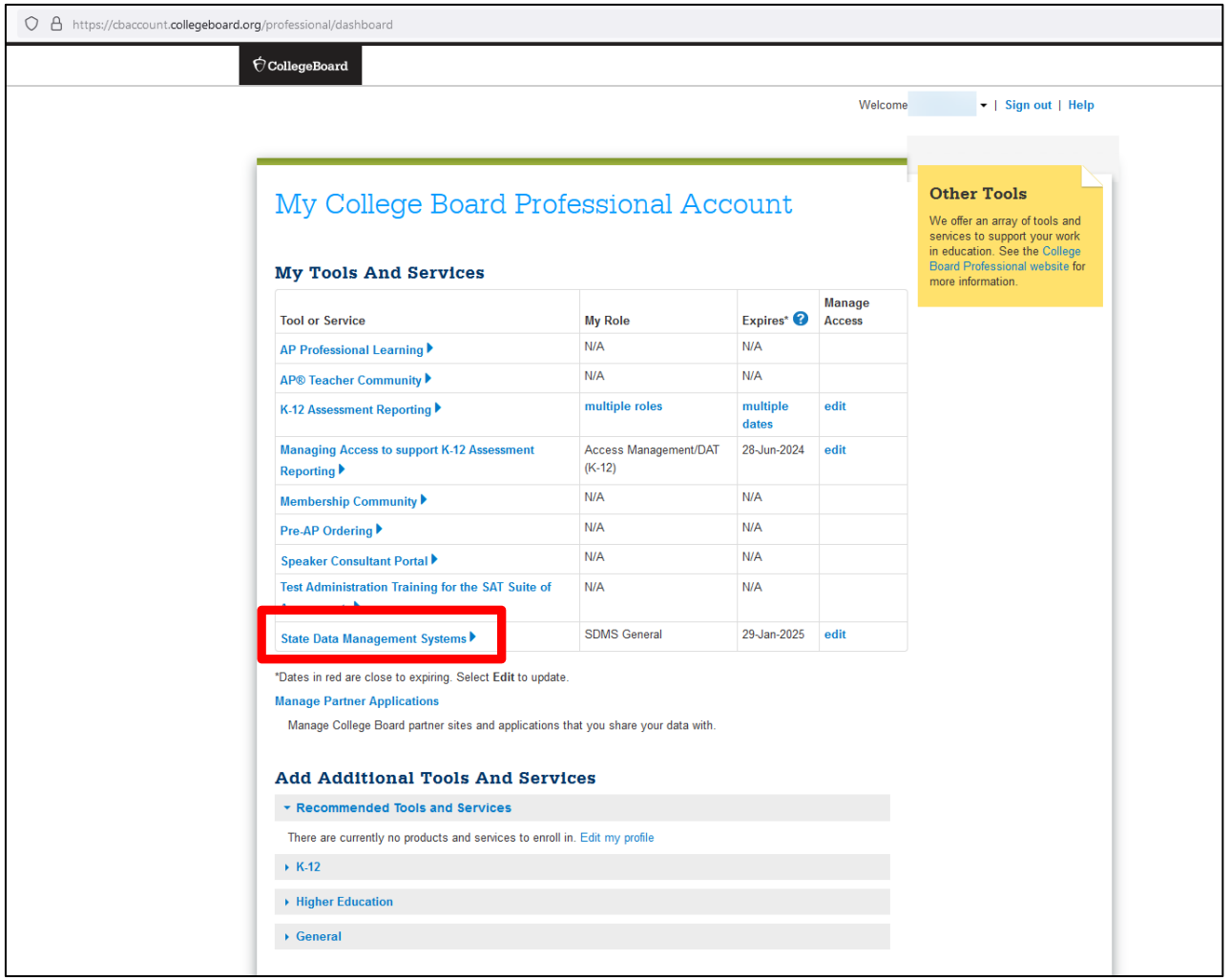
## General Information

- You must have a College Board professional educator account associated with your professional email that matches what your institution submitted for your participation in administering SAT Suite assessments in the SAT Suite Ordering & Registration System (SSOR).
- Access is determined by school and district contacts entered in SSOR. To update contacts throughout the year, login to SSOR:
  - visit ordering.collegeboard.org or access it from your dashboard at collegeboard.org.
- Coordinators will receive access by the first week in February.
- Access will automatically appear in your College Board professional educator account under your listed “Tools and Services” (pictured).
- Student information will not appear in SDMS until it has been uploaded by DoWEA HQ.



# Access the State Data Management System (SDMS)

- From My Dashboard, choose **State Data Management System (SDMS)**.
- If State Data Management System is not listed, go back to your SDMS Welcome email and click the access button there. If upon re-entry SDMS still is not listed, call your state's College Board Customer Service Helpline.
- If you cannot locate your welcome email, first check your spam/junk folder. If still not located, call your state's College Board Customer Service Helpline.



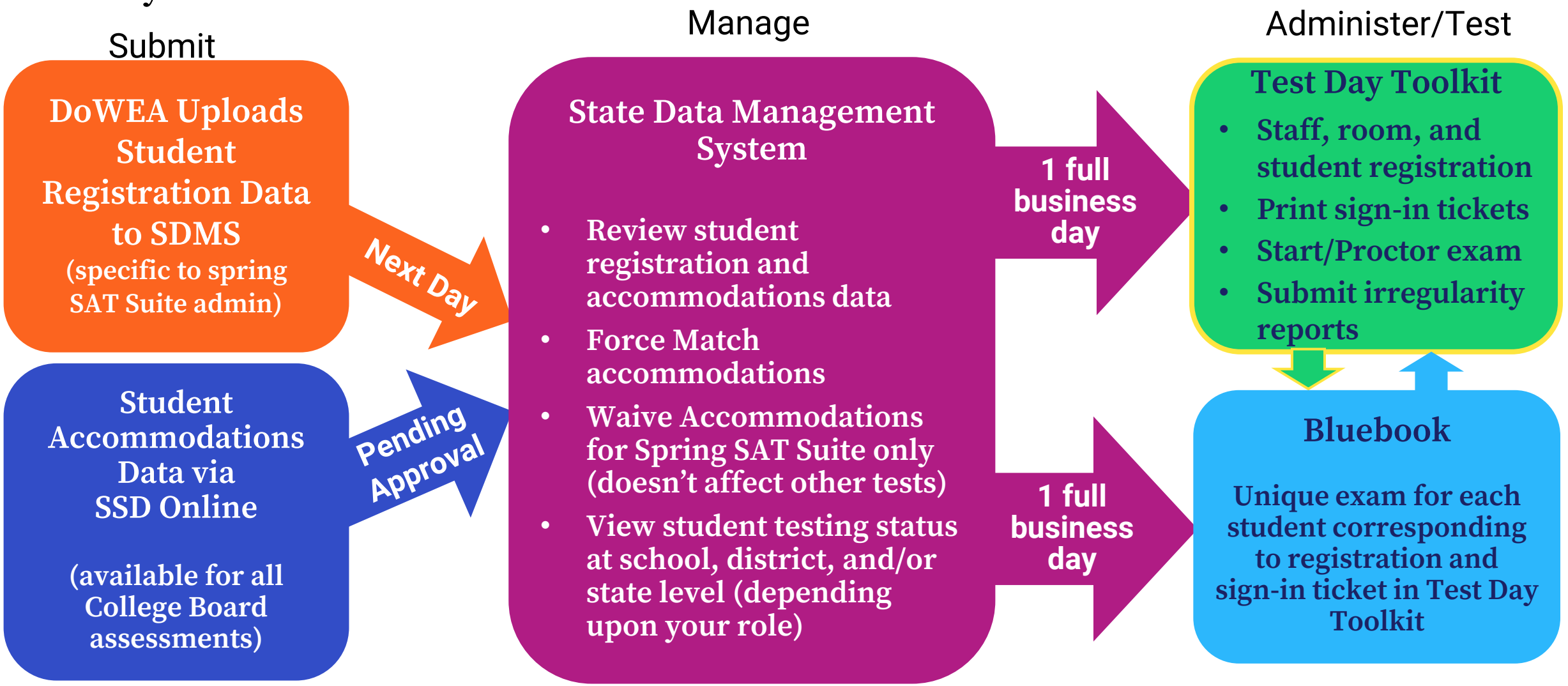


# TDTK*

## *Test Day Toolkit

# Student Data Flow Across College Board Systems

## Test Day Toolkit



# Administering College Board Assessments for Coordinators

- Test Coordinators use Test Day Toolkit **before test day** to:
  - Assign testing spaces
  - Review (but NOT revise) their student roster
  - Assign staff and students to testing spaces
  - Print and distribute sign-in tickets to students for their Student Readiness Check (Test Day Toolkit is NOT used for anything else during the SRC) and gain access full-length practice tests
- Test Coordinators use Test Day Toolkit **on test day** to:
  - To monitor testing across the school
  - Review irregularity reports submitted by test day staff
  - Submit irregularity reports to College Board, including those that would result in a retest
- Test Coordinators use Test Day Toolkit **after test day** to:
  - Coordinate and plan for retests



**Test Day Toolkit**

Cloud-based tool for Test Coordinators to set up and Proctors to execute test day administration

# Administering College Board Assessments for Proctors

- Proctors use Test Day Toolkit **before test day** only:
  - Get familiar with the test day experience using Proctor Preview
- Proctors use Test Day Toolkit **on test day** only:
  - To start and monitor the test
  - Submit any irregularity reports for their Test Coordinator to review and submit through Test Day Toolkit to College Board
- Once the test has started, students can continue testing even if internet and Test Day Toolkit access is lost



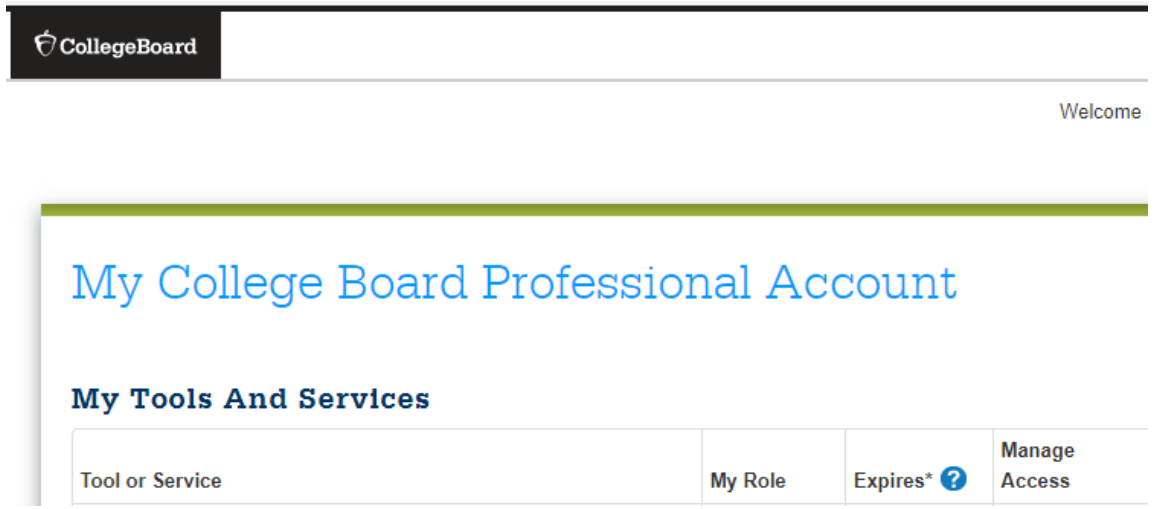
**Test Day Toolkit**

Cloud-based tool for Test Coordinators to set up and Proctors to execute test day administration

# Accessing Test Day Toolkit

## General Information

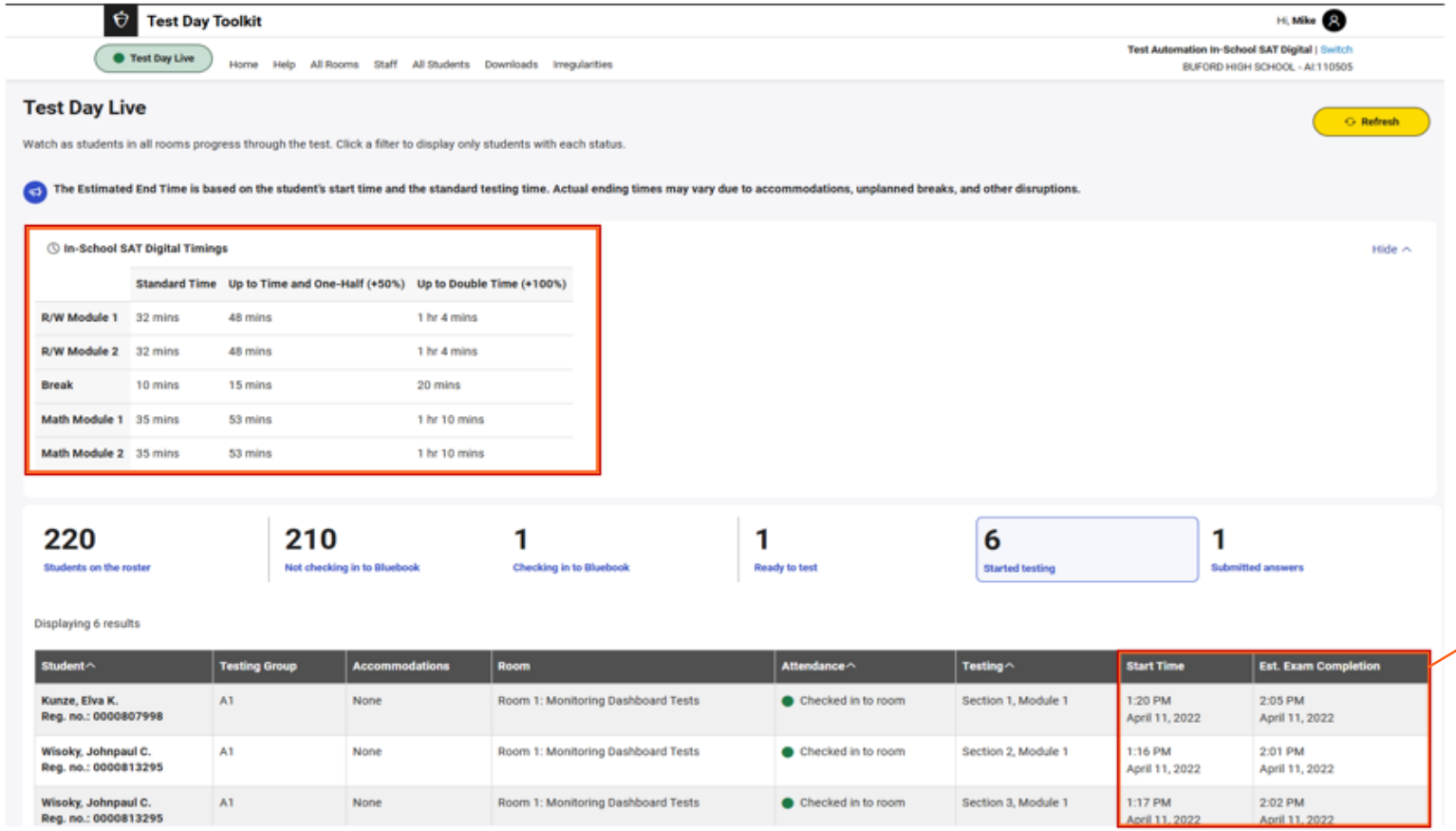
- You must have a College Board professional educator account associated with your professional email that matches what your institution submitted for your participation in administering SAT Suite assessments.
- Coordinators will receive an access invitation email by the first week in February
  - This is determined by staff entered in SAT Suite Ordering and registration (SSOR)
- Access will automatically appear in your College Board professional educator account under your listed “Tools and Services” pictured here. However, first time access for an administration, please use the link in the invitation access email you receive and multi-factor authenticate in.
- Student information will not appear in Test Day Toolkit until it has been uploaded to the State Data Management System (SDMS) as managed by DoWEA HQ.



# Test Day Toolkit Updates – Timing Visibility for Coordinators

## Enhanced Testing Time Visibility for Coordinators

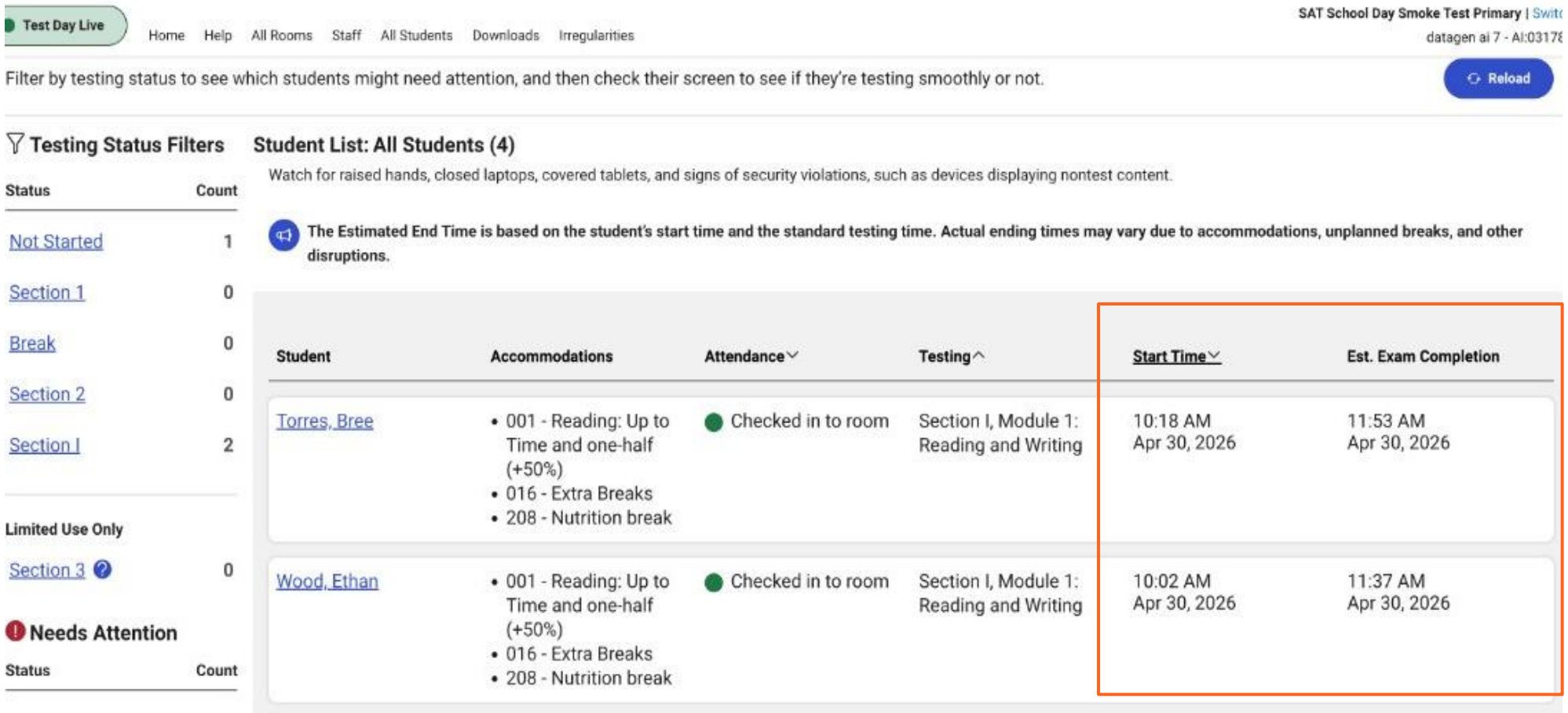
Timing scenarios are posted above the roster and new “Start Time” and “Est. Exam Completion” columns have been added.




| Start Time | Est. Exam Completion |
|---|---|
| 1:20 PM<br>April 11, 2022 | 2:05 PM<br>April 11, 2022 |
| 1:16 PM<br>April 11, 2022 | 2:01 PM<br>April 11, 2022 |
| 1:17 PM<br>April 11, 2022 | 2:02 PM<br>April 11, 2022 |

# Test Day Toolkit Updates – Timing Visibility for Proctors

## Enhanced Testing Time Visibility for Proctors

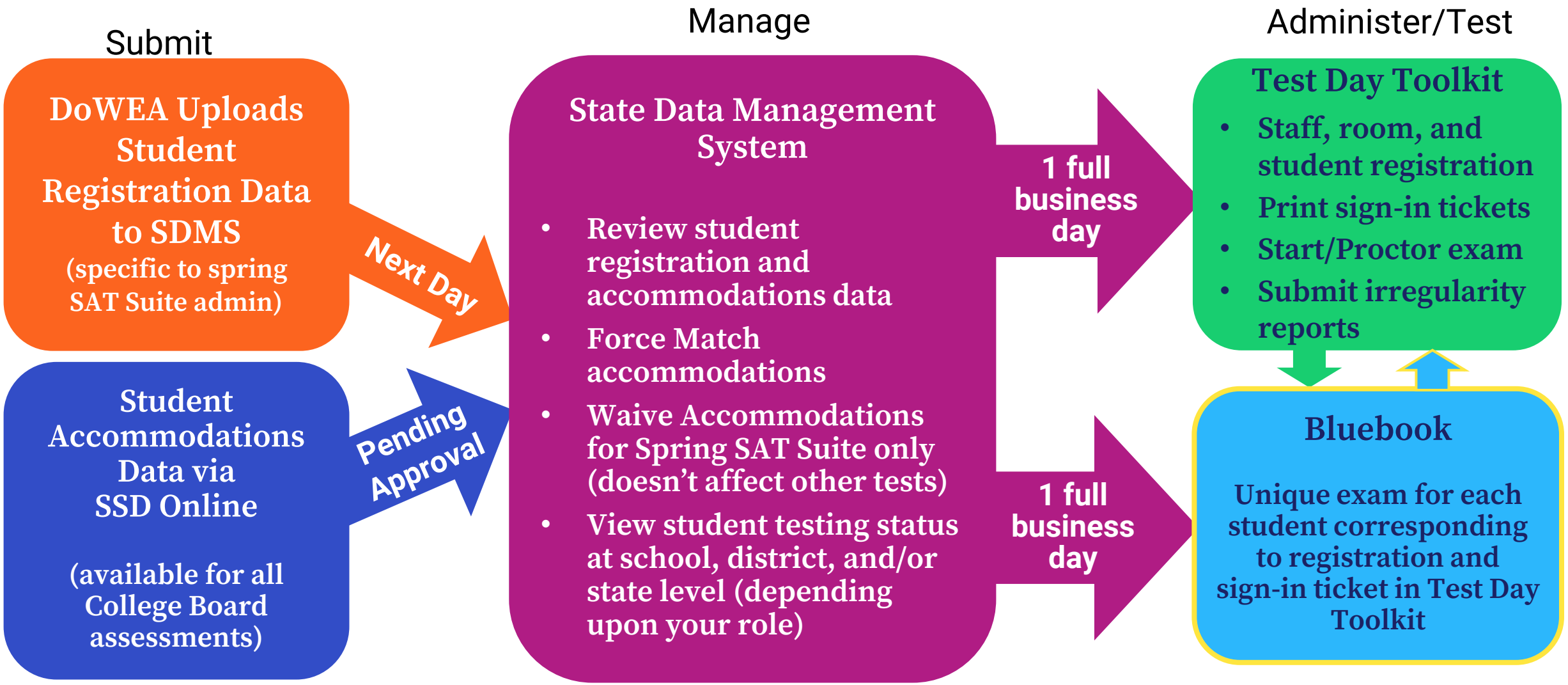




# Bluebook

# Student Data Flow Across College Board Systems

## Bluebook



# Student Environment for Practicing and Taking the Test

- An app downloaded onto students' testing device, so once started they can keep testing even if internet access is lost
- Used to conduct a Student Readiness Check at least 1 – 2 weeks before test day
- Contains full-length practice tests:
  - Students may access any time if they have a College Board account and log into Bluebook with those credentials
  - If students log in using their sign in ticket for this administration, no College Board account is required and their full-length practice tests will be equipped with their specific accommodations
- Constitutes a secure testing browser on test day
- Students' test day activity in Bluebook can be monitored by proctors online using Test Day Toolkit



**Bluebook**

The downloaded application that provides students with practice materials before and a secure testing environment on test day

# General Device Requirements

Acceptable Devices, Power Requirements, Wi-Fi Accessibility



Desktops, Laptops, Chromebooks, Full-Sized Tablets

Chromebooks must be school managed

External mice permitted

Tablets may use external keyboard
(keyboard required for Windows-based tablets)



Must be charged for
**4 hours of battery operation**
(SAT with essay requires 5) or be plugged in to a power source

Testing devices for students testing with extended time, extended breaks, or breaks as needed must have access to power



Must be able to connect to the internet via ethernet or Wi-Fi

Internet is required to start the test and submit responses at the end of testing

CollegeBoard

https://bluebook.collegeboard.org/students/approved-devices

# Bluebook Updates – Verified Mode

- Verified mode must be enabled for Bluebook to work on Chromebooks.
- To enable verified mode:
  - Enable the setting in the Google Admin console if Bluebook is already installed.
  - Enable the setting during installation if Bluebook is not already installed.
- Step by step instructions can be found here: https://bluebook.collegeboard.org/technology/devices/chromebook/verified-mode.

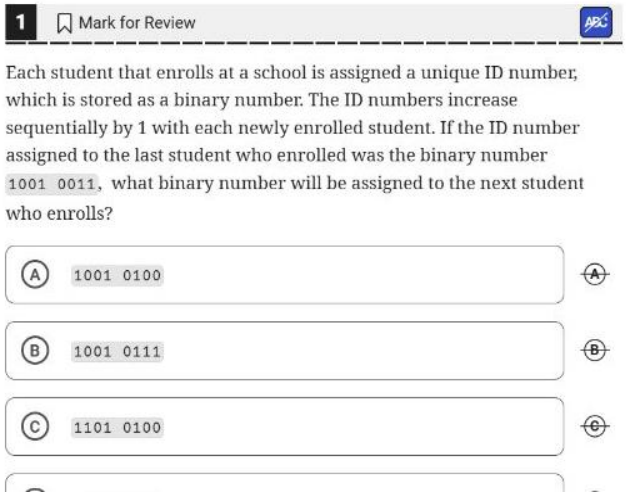


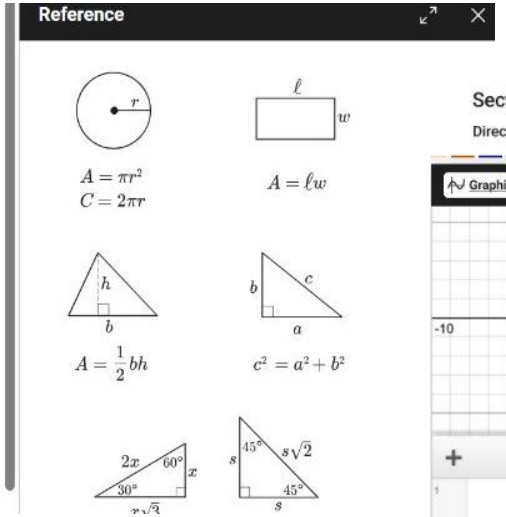


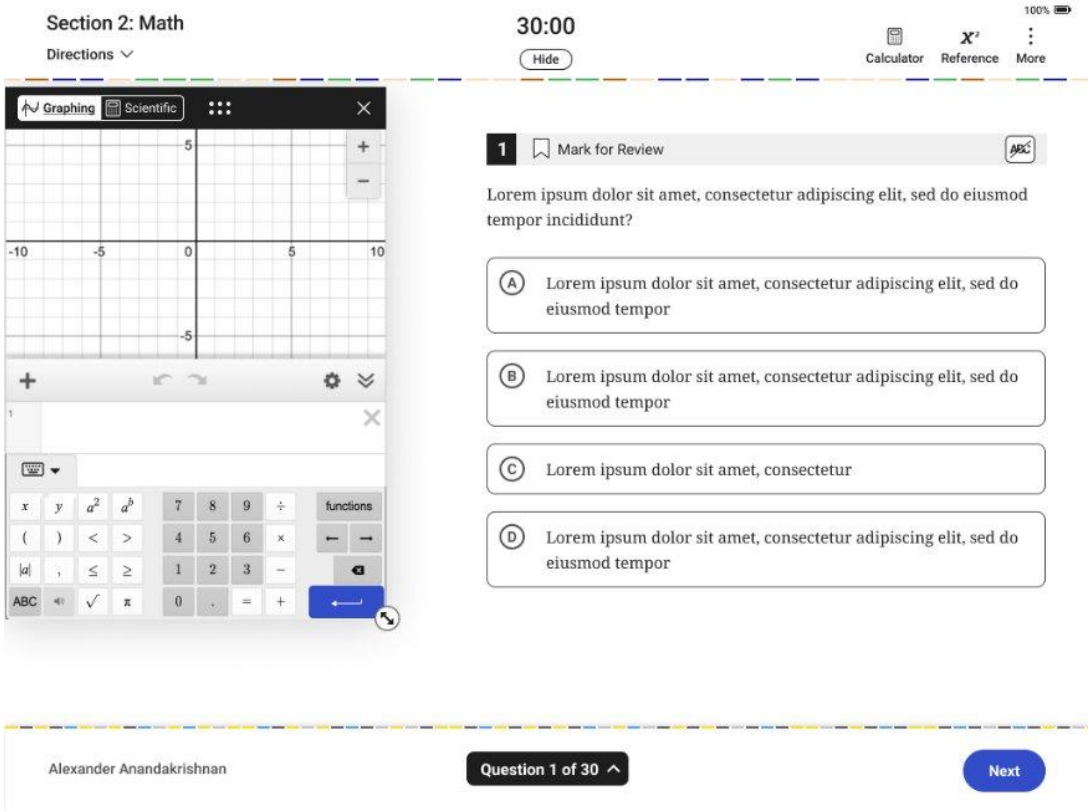
# Bluebook Enhancements

# Student Experience:
# Math Reference Sheets & Embedded Calculators

**Based on student feedback reference sheets will now appear side by-side with test content and the on-screen calculator can be re-sized**

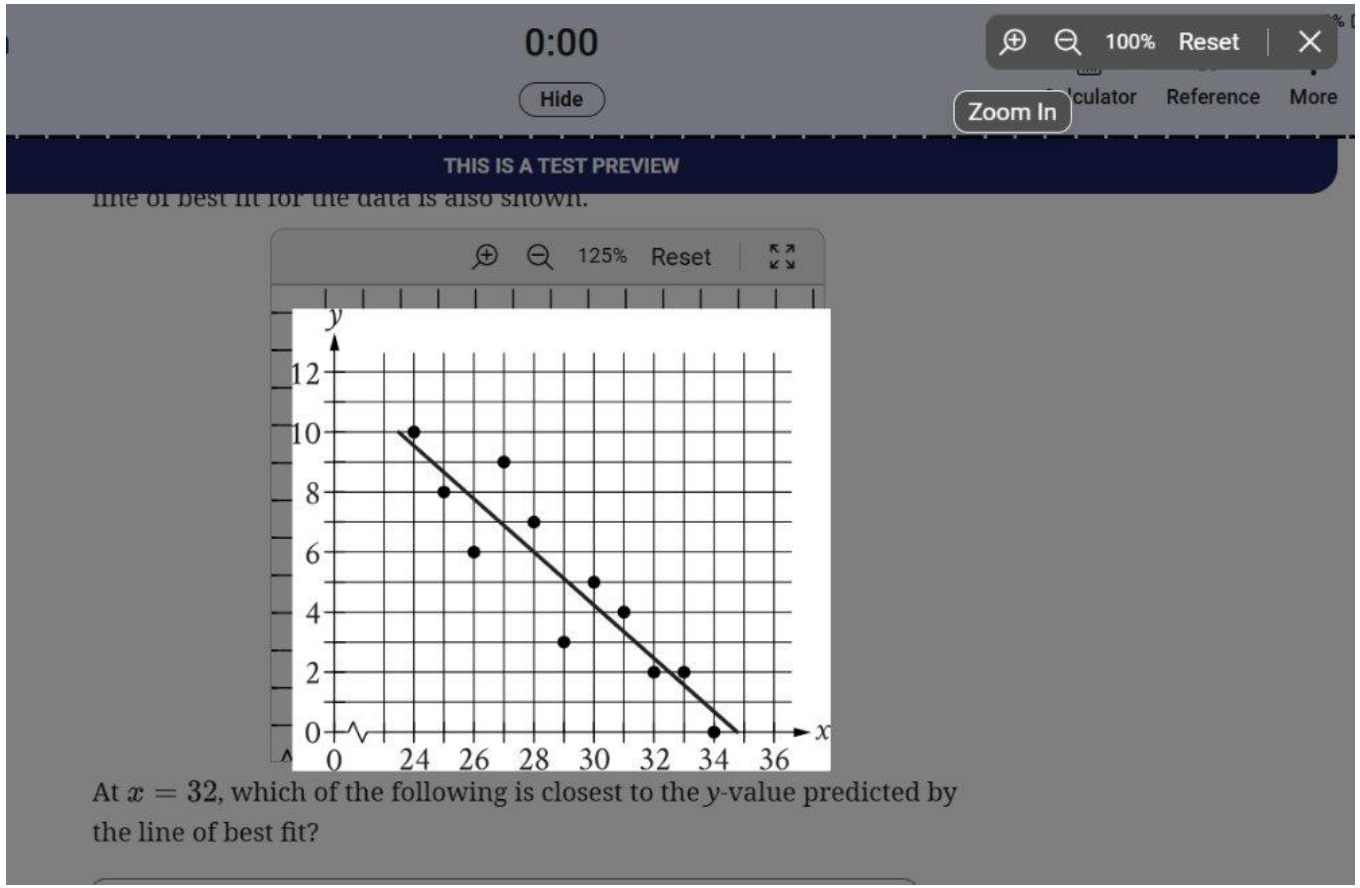


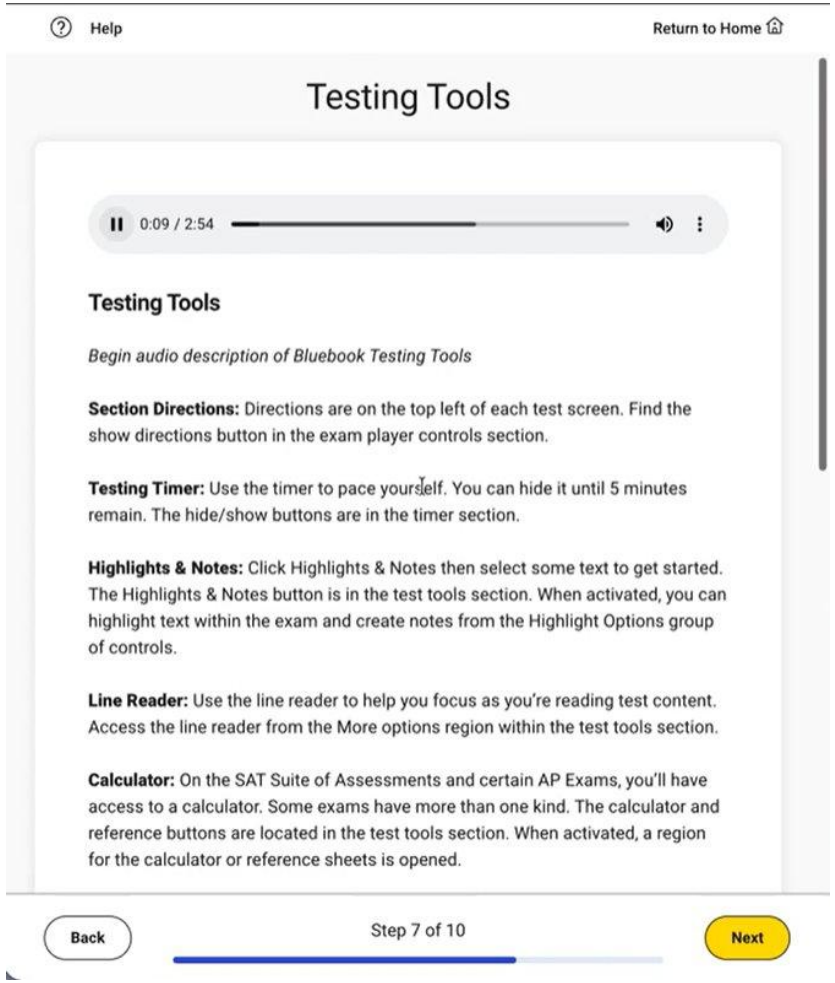
# Student Experience: Improved visualization for images

**Based on student feedback they can now open and zoom into any image, chart, or graph for closer inspection**



# Enhancements for Blind/Low Vision Students

- Full transcript of testing tools
- Screen readers can consume transcript to control cadence





# Student Readiness Check

# Student Readiness Check

## Purpose

**DoWEA Implementation Timeline: March 1-12, 2027**

- Ensure testing devices meet technical requirements
- Ensure Bluebook is installed correctly
- Complete Exam Set-Up process
  - Review privacy policy and use of this app statement
  - Provide (optional) test taker information
- Add free score sends (SAT only)
- Explore platform functions and universal accessibility features
- Receive Test Preview with sample questions and see how to access Full-Length Practice Tests equipped with student's specific accommodations if applicable

5 – 10 Minutes Required before testing

Recommended 20 Minutes - Optional



# K12 Reporting Portal

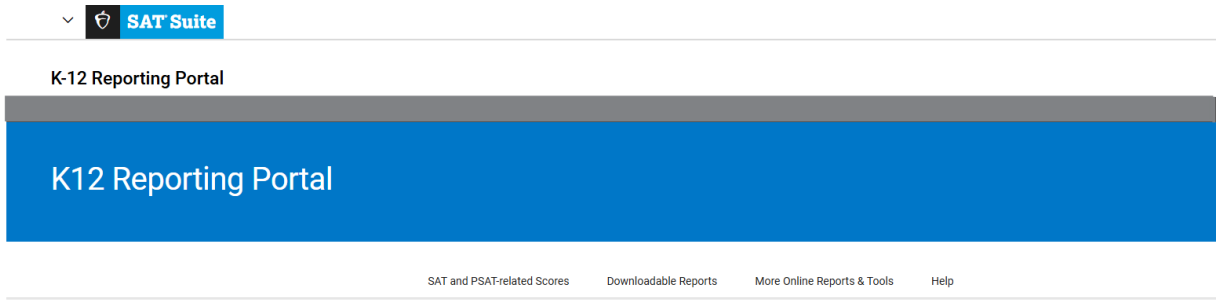
# K-12 Reporting Portal

**The K–12 Reporting Portal provides access to student results for the entire SAT Suite of Assessments.**

Returning User Access:

- Log in to your College Board educator account and select K-12 Assessment Reporting from your account dashboard.
- Alternatively, users can log in directly at [k12reports.collegeboard.org](k12reports.collegeboard.org).

New users must be granted access by the school's access manager. Once access is granted, new users can follow the same steps above.



# K-12 Reporting Portal – Spring Score Release

**DoWEA Spring Testing Window: March 17 – April 14, 2027**

## Spring 2027 Score Release Dates for In-School Testing

| Student Answer Submission | Scores Available in K-12 Score Reporting Portal | Scores Available to Students | Electronic Score Reports (ESR) Available for Educators |
|---|---|---|---|
| **By Mar. 26, 2027** | April 13, 2027 | April 15, 2027 | April 21, 2027 |
| **By Apr. 9, 2027** | April 27, 2027 | April 29, 2027 | May 5, 2027 |
| **By Apr. 30, 2027** | May 11, 2027 | May 13, 2027 | May 19, 2027 |

# Publications

CollegeBoard

# SAT Suite Guides & Manuals

| Resource Name |
| --- |
| **Test Coordinator Manual** |
| Accommodations Guide |
| Hall and Room Monitor Guide |
| Technical Troubleshooting Guide |
| Timing Charts |
| **Proctor Manual** |
| Accommodations Guide |
| Timing Charts |
| **Paper Testing Scripts (Applicable Only to Approved Paper Testers)** |
| **Accommodations and Supports Handbook** |
| **College Board Required Online Training Platform Guide** |
| **Student Guides** |
| **Hall and Room Monitor Guides (Standalone Version)** |

Publications will be made available starting December 2026.

They will be posted to the DoWEA SAT Website at collegeboard.org/dowea

# Resources and Support

CollegeBoard

# College Board's Monthly Newsletter

Specific to the Spring 2027 School Day Administration of the following assessments: SAT with Essay, PSAT 10, PSAT 8/9

- **Recipients** (using the most recent contact info your school SSOR)
  - A&A ISS
  - School Test Coordinators (primary and backup)
  - SSD Coordinators (primary and backup)
- **Frequency**: First Wednesday of every month
- **Content Description**:
  - Upcoming Tasks and Key Dates for Spring testing
  - Upcoming trainings and registration information
  - Highlight of upcoming test preparation activities and deadlines
  - Important, frequently used links
- **NOTE**: Newsletters will be archived and stored on the DoWEA SAT Website at collegeboard.org/dowea

# Webpages

| Resource Name | URL / Location |
| --- | --- |
| Device Requirements \| College Board | https://bluebook.collegeboard.org/technology/devices/requirements |
| *Long-term Support (LTS) ChromeOS: Enterprise & Education Help* | https://support.google.com/chrome/a/answer/11333726 |
| *Chromium Dash* | https://chromiumdash.appspot.com/schedule |
| Chromebook Installation – Bluebook Technology \| College Board | https://bluebook.collegeboard.org/technology/devices/chromebook |
| Windows Installation – Bluebook Technology \| College Board | https://bluebook.collegeboard.org/technology/devices/windows |
| Mac Installation – Bluebook Technology \| College Board | https://bluebook.collegeboard.org/technology/devices/mac |
| iPad Installation – Bluebook Technology \| College Board | https://bluebook.collegeboard.org/technology/devices/ipad |

# Webpages (continued)

| Resource Name | URL / Location |
| --- | --- |
| Network Readiness \| College Board | https://bluebook.collegeboard.org/technology/networks |
| Bluebook Technology for Professionals \| College Board | https://bluebook.collegeboard.org/technology |
| Students \| Download Bluebook Now | https://bluebook.app.collegeboard.org/ |
| Bluebook Updates | https://bluebook.collegeboard.org/technology/updates |
| College Board Professional Account | https://collegeboard.org |
| DoWEA SAT Website | https://collegeboard.org/dowea |

# Interactive Checklist Overview

Key Points regarding implementation for school-level staff

**Specific to you and your school/program's administration:**

- ***Primary*** Test Coordinator receives an interactive checklist for ***each*** school/program they serve in that capacity (as identified in SSOR)
- Primary Test Coordinators may delegate tasks within their checklist to other coordinators on their team (e.g. their backup test coordinator, SSD coordinator, tech coordinator, etc.)
- Task notification and weekly project overview emails
  - Sent to the primary Test Coordinator or the individual to whom they assigned the task
  - Only the individual responsible for the task (i.e., primary or their assignee) can mark that task complete
  - Tasks can be marked complete, in progress, or stuck directly in the email
    - Tasks marked as stuck prompt Customer Service to reach out by email
  - The individual responsible for the task can set the frequency for reminder emails

**Introduction & Instructions:**

- A welcome email and initial tasks will launch on **December 2, 2026**

# Who to contact, when, and how

## Dr. Alysia Durham

**DoWEA HQ**

Alysia.Durham@DODEA.EDU

**DoWEA Policy/Procedure Question?**
***(i.e., not related to College Board policy or systems)***

- General policy questions
- Data and registrations

## Tara Davis-Banks

**K12 Delivery Specialist**

tdavisbanks@collegeboard.org

**DoWEA School and District Support**

- Receives questions from DoWEA Schools and Districts and escalations from College Board customer service
- Provides responsive resources and higher-level support as required
- Proactive outreach if College Board monitoring raises concern*

# Customer Support

## College Board Customer Service

**866-502-6370**

dowea@collegeboard.org

State Partner Contact Us page (live chat): https://satsuite.collegeboard.org/state-partnerships/contact

**College Board Policy/Procedure Question?** *(including troubleshooting)*

- This state contract-specific aid is fastest way for your question to be heard and responded to.

| Region | Days | Hours (Local Time) |
|---|---|---|
| Americas | M-F | 7 am – 4:30 pm (EST) |
| Europe | M-F | 7 am – 4:30 PM (CET) |
| Europe – Bahrain | S-Th | 8 am – 5:30 pm (CET) |
| Pacific | M-F | 7 am – 4:30 pm (JST) |

# Appendix

CollegeBoard

# K-12 Reporting Portal – Student Practice Results

**Practice Test Results in the K-12 Reporting Portal Beginning November 2026**

- Bluebook includes official full-length practice tests for the SAT.
- The practice test results of students who take the test using school-based sign-in ticket credentials (i.e., Test Day Ticket) will be automatically available to school and district educators in the K-12 Reporting Portal.
- Students who take practice tests on their own with a personal College Board account will have the option to share their results with their school via My Practice.
- Educators can view completed practice tests, see total scores for each student, and drill into section scores and Knowledge and Skills domains to identify strengths and areas of growth.

