Spring 2027 Ohio SAT School Day

Implementation Overview

CollegeBoard

Agenda

1. SAT Overview & Implementation Timeline
2. School Onboarding & Staff Roles
3. College Board Systems
4. Accommodations Guidance
5. Student Registration
6. Publications, Resources, & Support

Objectives

By the end of this session, participants 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, and Bluebook™ — and locate the publications, resources, and support contacts needed at each step.

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

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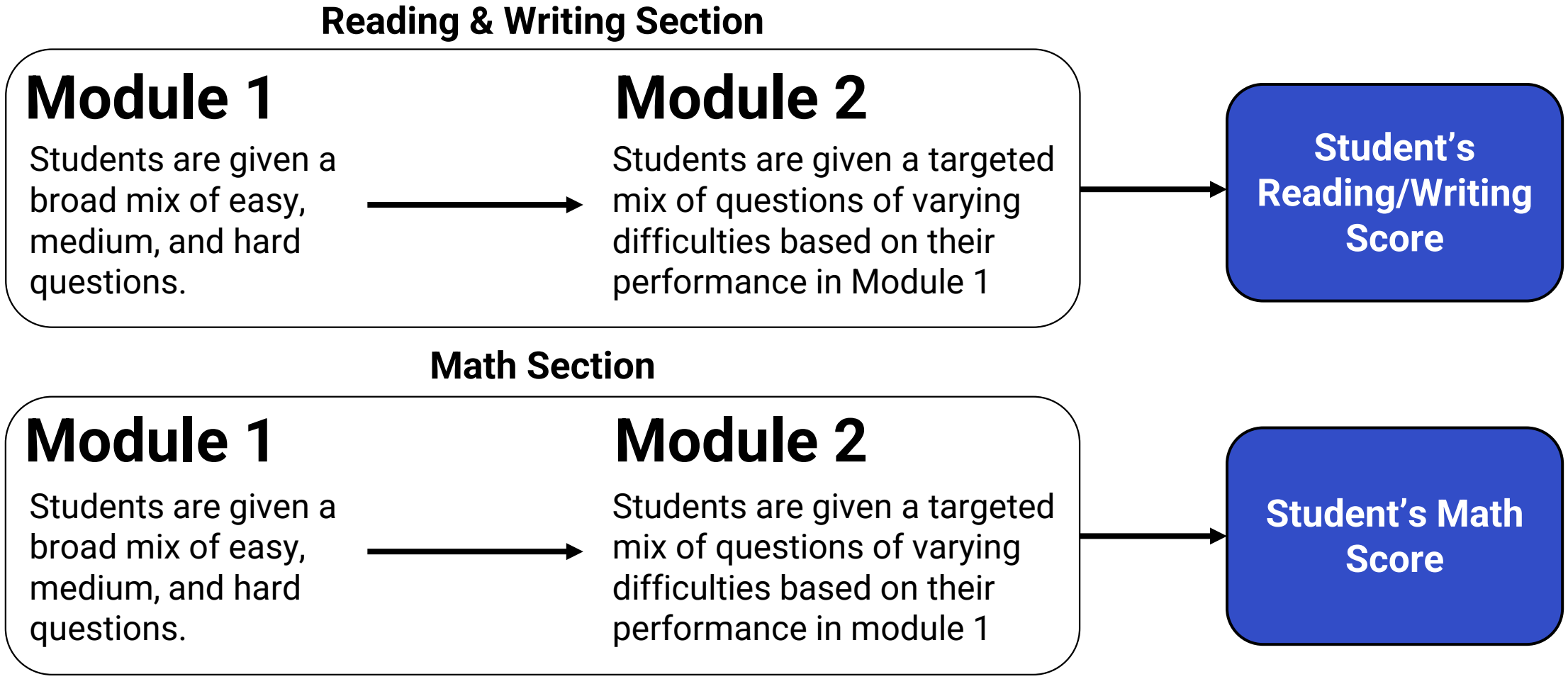
Refresher: SAT Suite Basic Design

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



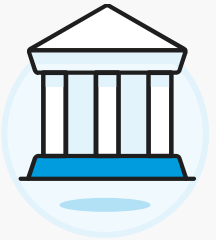
Reading and Writing Test Specifications at-a-glance:

54 total questions

1 section
2 modules – initial & adaptive

64 total minutes

1.19 min/question



Discrete questions

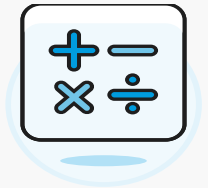
Math Test Specifications at-a-glance:

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)

Standard: All SAT Suite assessments have same timing

SAT/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 deems appropriate for the circumstances.*

Spring 2027 Test Administration Window

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OH SAT School Day 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 and must be completed by April 30, 2027.
- Schools may test morning, afternoon, or both to provide multiple sessions in a single day
- Make certain to take into account your spring break and student/staff-observed holidays

TEST	TESTING WINDOW
SAT School Day	March 1–April 30, 2027

Spring 2027 Implementation Timeline

OH SAT School Day Implementation Timeline 2026-27

Activity	Key Dates/Deadlines
School Onboarding	October-December
College Board's Monthly Newsletter	November-May
College Board's Interactive Checklist Launch	December 7, 2026
Deadline for College Board Approved Accommodations and EL Support Requests	January 11, 2027
Request Deadline for State Allowed Accommodations	January 25, 2027
College Board's Required Online Training	January 19 - February 12
Access to College Board's State Data Management System	Early February 2027
Access to College Board's Test Day Toolkit	Early February 2027
Student Readiness Activities	1-2 Weeks Prior to Test Date
State Testing Window	March 1-April 30, 2027
Educator Score Release Begins	March 30, 2027
Student Score Release Begins	April 1, 2027

OH SAT School Day Training Opportunities 2026-27

Activity	Live Viewing #1	Live Viewing #2	Recording Available
Spring 2027 Implementation Overview for DTCs, STCs, and SSD Coordinators	October 22	October 29	October 29
SSD Coordinator Training	November 12	December 10	November 19
Tech Coordinator Training	January 21	February 11	January 28
School Test Coordinator Training	N/A	N/A	January 28
Student Data Management System Training	N/A	N/A	January 28

College Board's Required Online Training Modules will be available January 19, 2027.

- Register for Live Viewings at collegeboard.org/ohio.
- Recordings and slide decks will be posted on the SAT School Day website as well.

School Onboarding

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How College Board onboards schools for training & testing

Collecting accurate information about your school and its testing personnel to serve you better

State Departments of Education

Early October

College Board given state's list of schools & programs meeting state test eligibility requirements, along with primary school/program & district contacts.

College Board requests data

October 16

College Board emails the state-provided contacts to request input or update of their information in SSOR (SAT Suite Ordering & Registration system).

Schools/Programs register test staff

By October 30

Upload (and keep current) the names, school email, and phone for all SAT School Day Test, Tech & SSD coordinators.

College Board access, resources & support

November – May

College Board uses data to:

- Permit school testing
- Grant systems access
- Deliver resources and training invitations to coordinators

Testing Staff Roles

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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

Technology Coordinator

- 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.

If your College Board educator account is not associated with your current school or district-provided email address and 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 visit https://satsuite.collegeboard.org/state-partnerships/contact to answer your security questions and have your College Board educator account restored and associated email corrected.

Changes in Test Staff

Processing and preparing changes in coordinator-level roles

As soon as you have a change in principal or coordinator (primary or backup, whether test, tech, or SSD), please submit those changes through College Board's SAT Suite Ordering and Registration system, available from your College Board educator account dashboard

Submitting these changes will result in:

- **New staff** receiving future newsletter and announcement distributions
- **Removed staff** no longer receiving newsletter and announcement distributions
- **Note**: school test coordinators remain responsible for assigning/re-assigning interactive checklist tasks

New coordinators are expected to:

- Engage with prior training through recordings and posted presentation decks
- Participate in future trainings (in-person, virtual, and on-demand)
- Close gaps in understanding by attending your state's College Board field team's office hours

College Board Systems

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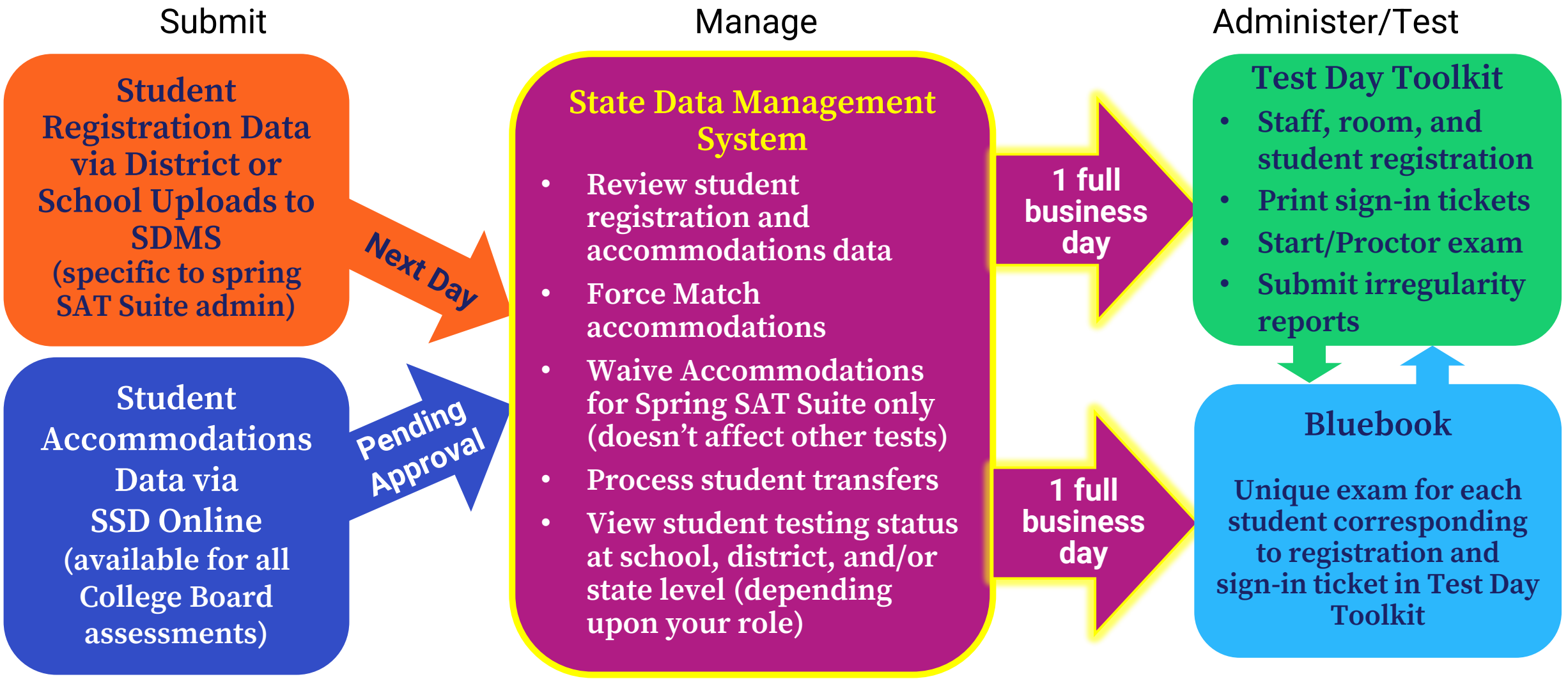
Student Data Flow Across College Board Systems



SSD* Online

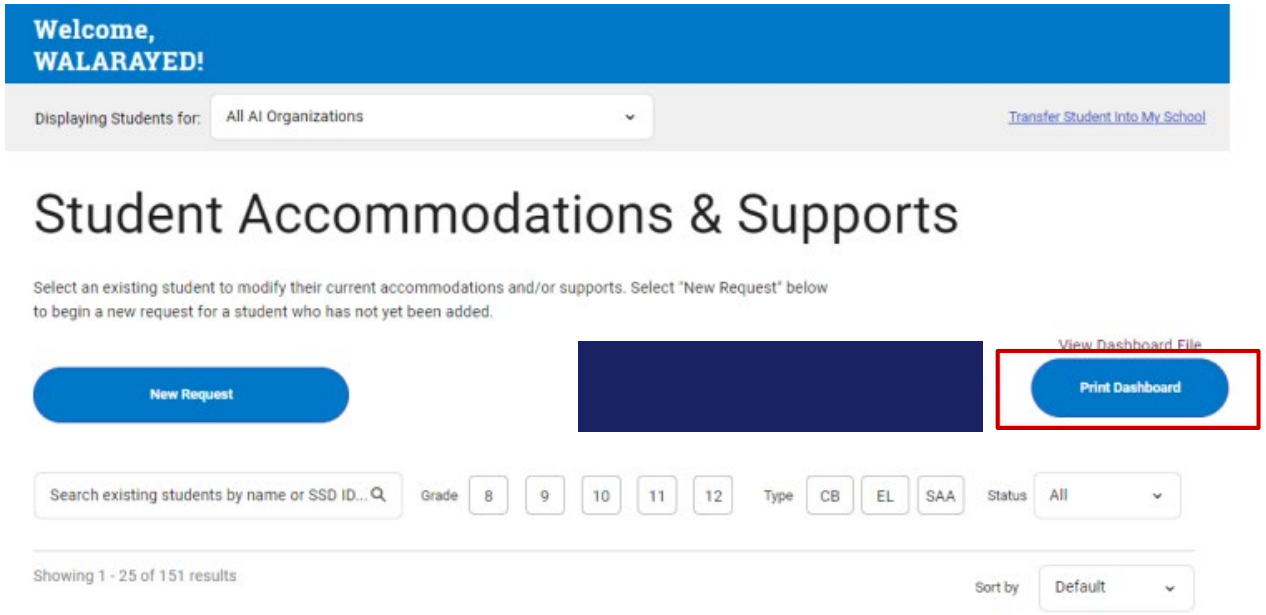
*Services for Students with Disabilities

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



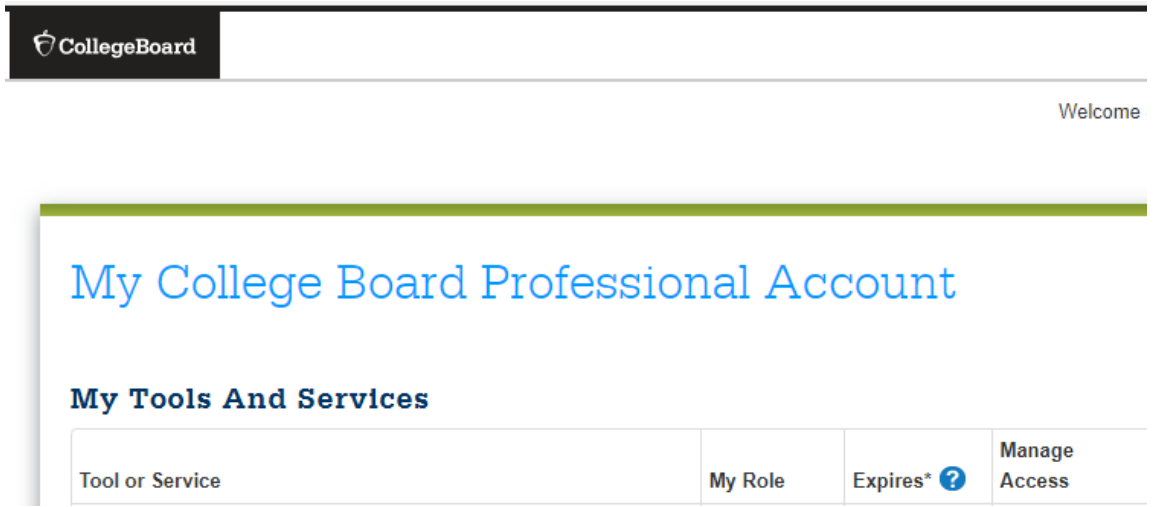
Where to Access SSD Online

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 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
- Please see the next slide for how to gain access.



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.

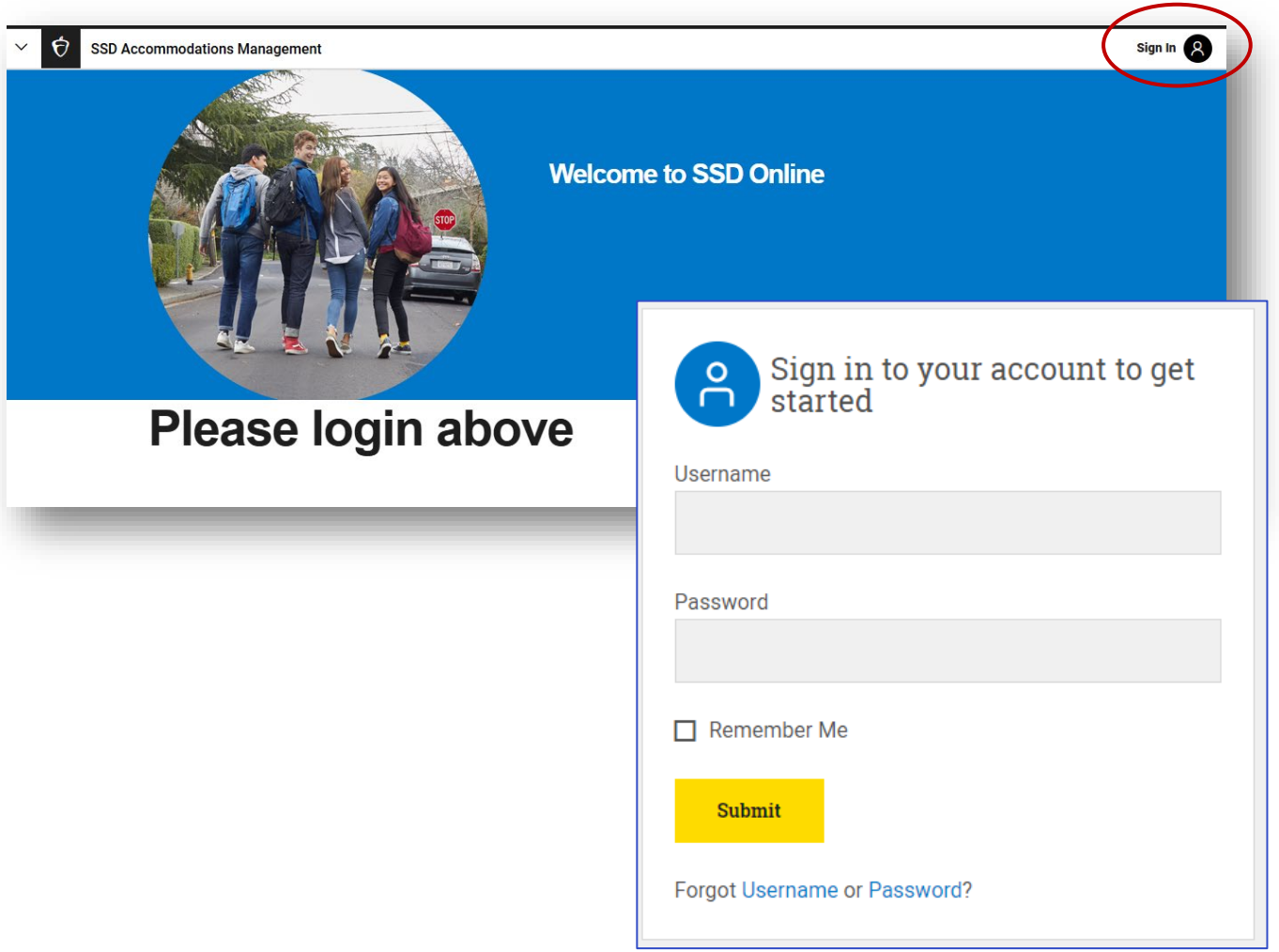
Returning SSD Coordinators

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.

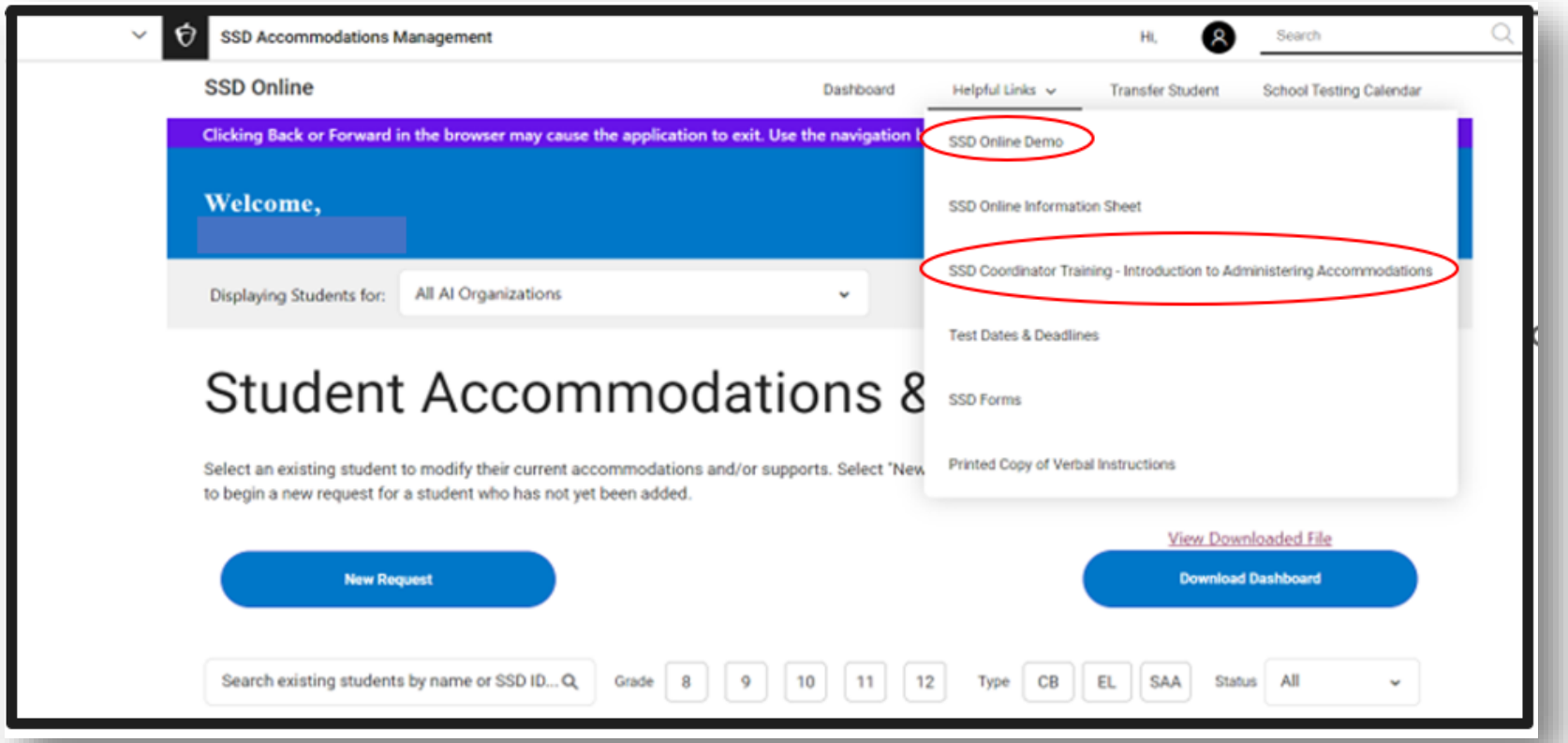
  -Choose SSD online from your Account Dashboard (alternatively, you can use the same credentials to log into SSD Online directly at ssdonline.collegeboard.org).



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.

State Data Management System (SDMS)

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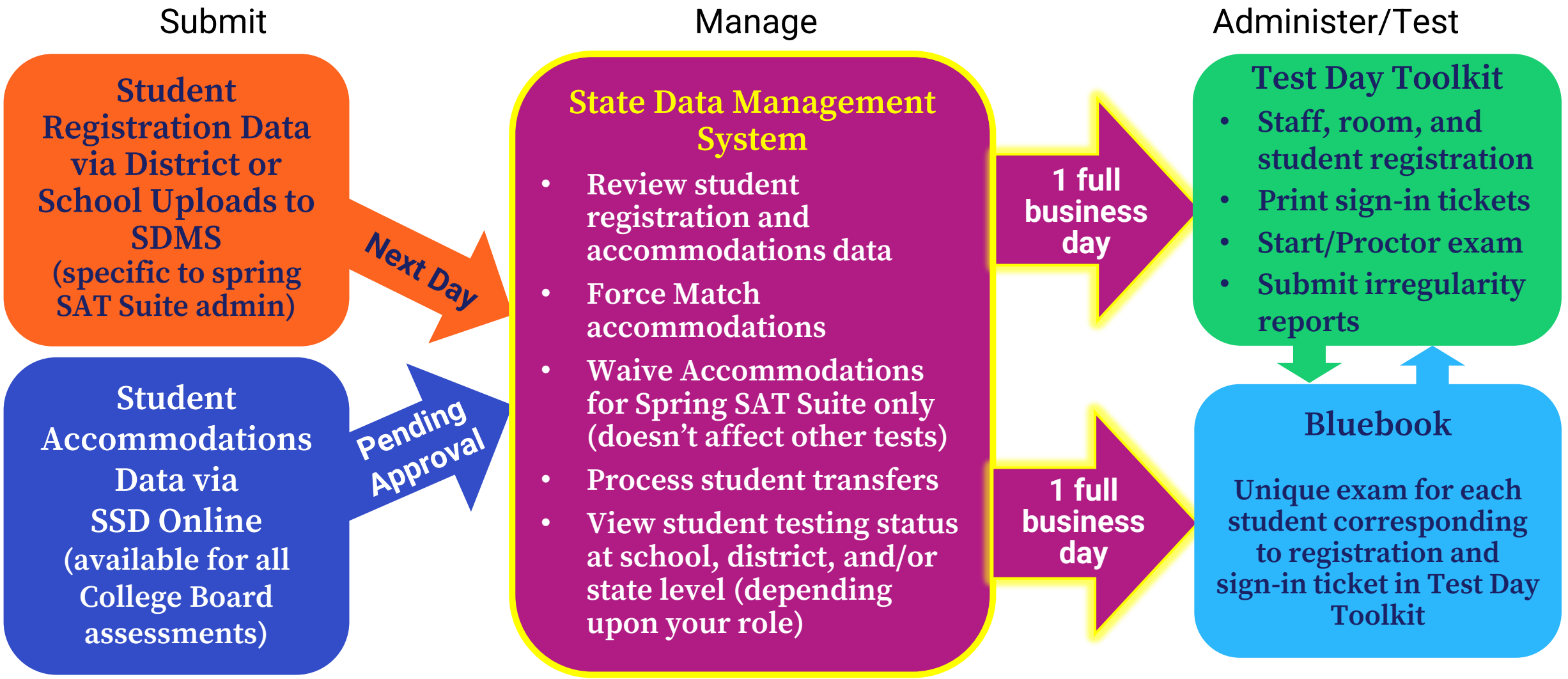
Student Data Flow Across College Board Systems (Review)



SDMS*

*State Data Management System

Student Registration via District/School Upload

Student Registration in SDMS

District or School Uploads File from your District's Student Information System

- Spring SAT is NOT ordered via SSOR
- Your district or school will register your students through their bulk upload of all eligible student registration data from your district's student information system.
  - Make certain all student information is correct in your district's student information system.
- Data from SDMS integrates with accommodations data from SSD Online
  - Approved accommodations in SSD Online will appear in the student's record in SDMS (discrepancies between the records that prevent automatic matching can be manually force matched within SDMS)
  - Approved accommodations may be waived in SDMS (**not** SSD Online) if a student chooses and their guardian consents
- Student rosters from SDMS automatically populate Test Day Toolkit (please allow 1 full business day)
- Student registration and accommodations data in SDMS determines the generation of a student's individual test in Bluebook™

Bluebook™

Student Environment for Practicing and Taking the Test

- An app downloaded onto students' testing devices, 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** 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

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

New Spring 2027 Features in Bluebook

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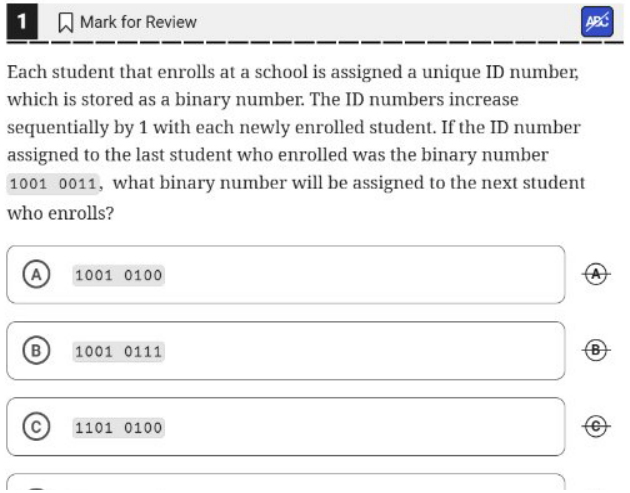
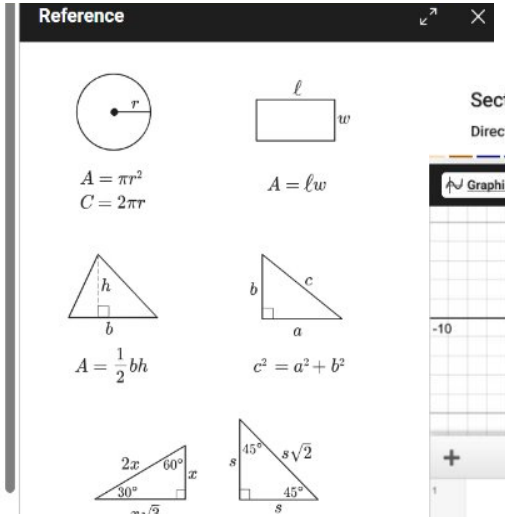
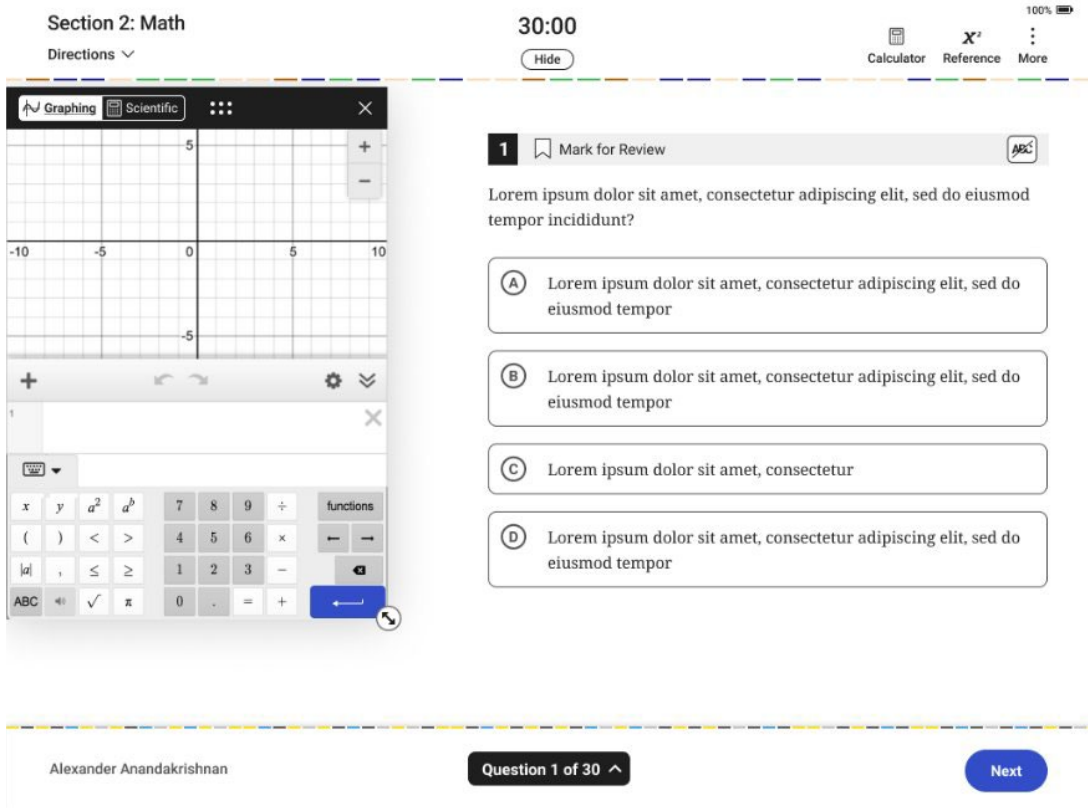
Student experience:
Math Reference Sheets & Embedded Calculators

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

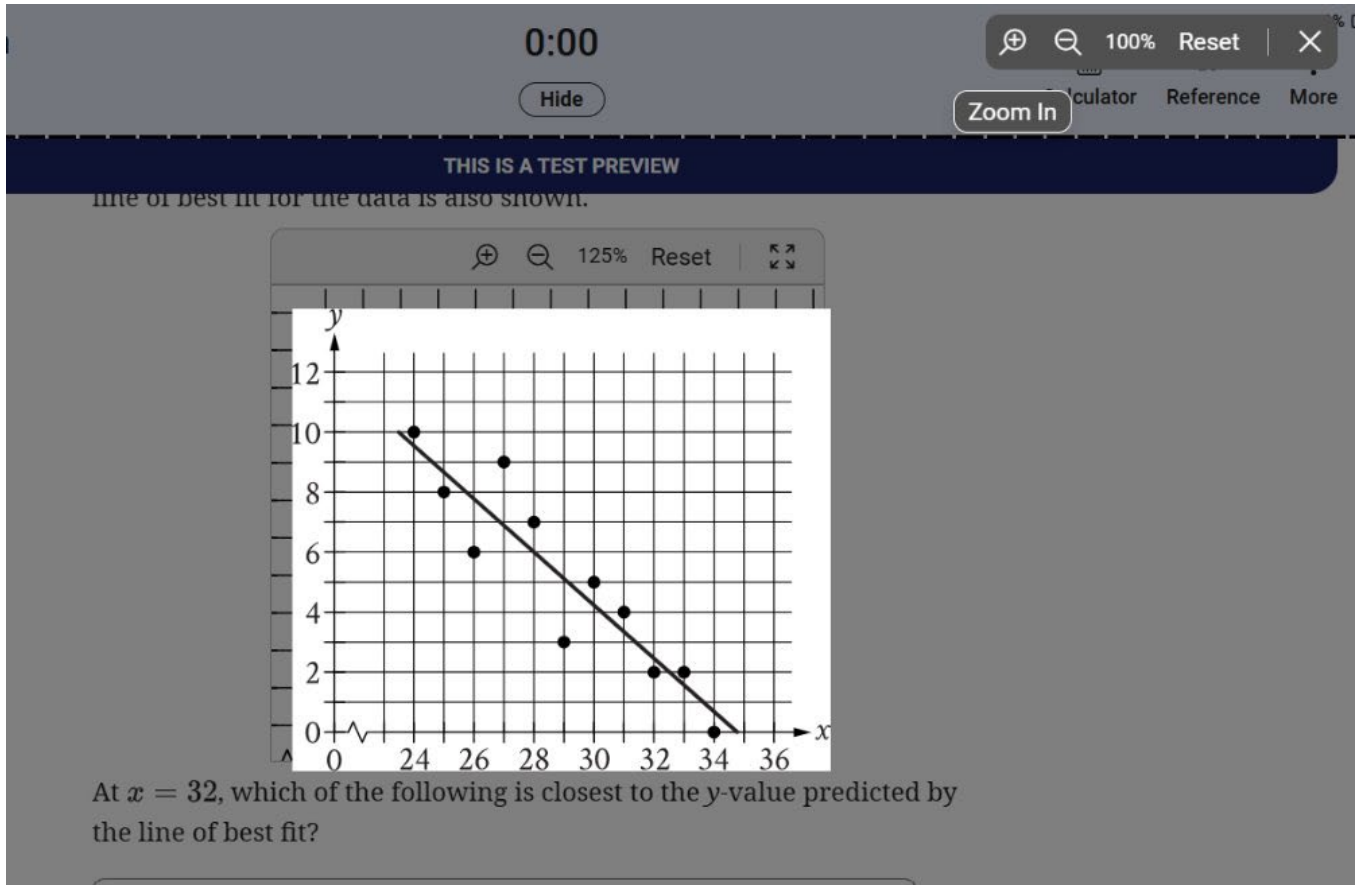






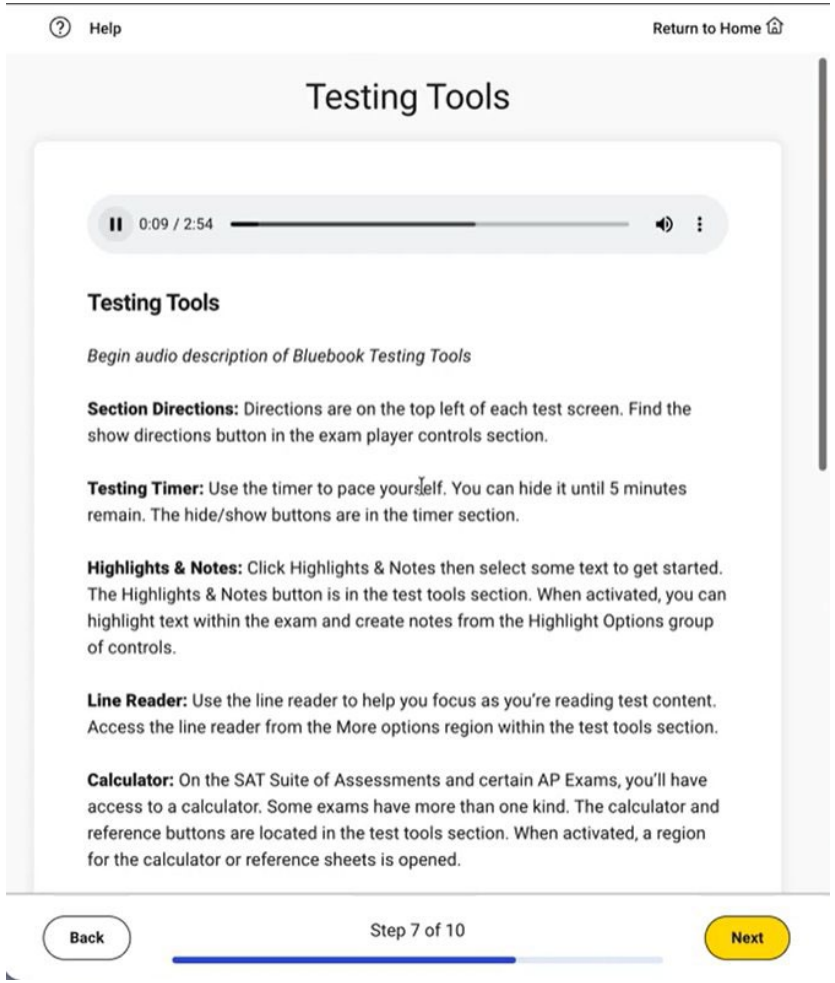
Student experience: Improved visualization for images

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



Publications

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OH Spring 2027 SAT School Day Publications

The following Publications will be available for the Spring ’27 SAT School Day:

- **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 Guide**
- **Hall and Room Monitor Guide (Standalone Version)**

Publications will be made available starting in February.

Resources and Support

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OH SAT School Day Monthly Newsletters

Specific to the Spring 2027 School Day Administration

- **Recipients** (using contact info your school provided in Oct. and continue to maintain in College Board systems)
  - Primary District and School Test Coordinators
  - Primary SSD Coordinators
  - Tech Coordinators

- **Frequency**: Monthly (first Friday of every month)

- **Source**: Email from collegeboard@e.collegeboard.org (Please add to your safe sender list and check spam folder.)

- **Content Description**:
  - Upcoming trainings and registration information
  - Highlight of upcoming test preparation activities and deadlines
  - Important, frequently used links (e.g., collegeboard.org/ohio, etc.)

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
- 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
  - The individual responsible for the task can set the frequency for reminder emails

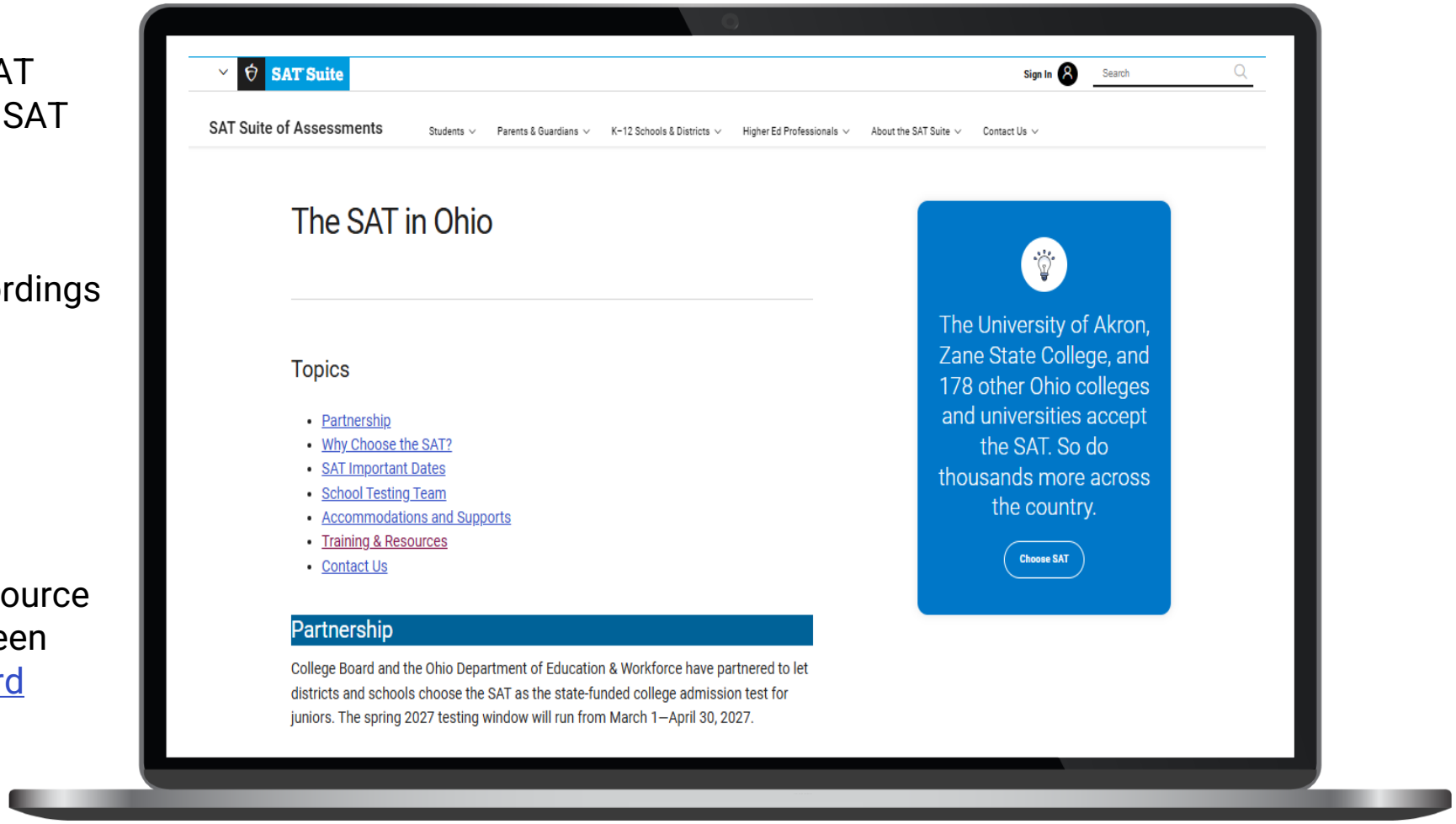
Launch Date:

- December 7, 2026

OH SAT School Day Website

collegeboard.org/ohio

- All resources for the Spring 2027 SAT School Day will be added to the OH SAT School Day website.
- Important dates, trainings, and recordings will be posted.
- Check in regularly for updates.
- Please note the OH School Day Resource Repository from Spring 2026 has been replaced with the Ohio College Board Website.



Thank You

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