

Kathy Cox, State Superintendent of Schools

August 29, 2007

MEMORANDUM

TO: System Test Coordinators

FROM: Jeff Barker, Ph.D.
Director of Assessment Administration

SUBJECT: Fall 2007 CRCT Online Comparability Study

The Georgia Department of Education is seeking volunteers to participate in the Fall 2007 CRCT Online Pilot. The purpose of this pilot is to compare student performance in an online administration of the CRCT versus the paper-pencil format. This pilot will be conducted by CTB/McGraw-Hill on behalf of the Georgia Department of Education.

The pilot will be administered to students attending the sixth grade. Students will complete either the Mathematics or the Reading portion of the grade five CRCT in either the online or paper-pencil format. Testing must be completed during the week of **December 3 – 7, 2007**.

Please review the following information, as well as the technological requirements for participation in this pilot. System Test Coordinators will register schools online. Registration must be completed no later than **September 26**.

PARTICIPATION

- Each school will be assigned to complete either the Mathematics or the Reading section of the grade five CRCT. At each school, half of the sixth grade students will take the test online, while the other half will test using the traditional paper and pencil format.
- For both the online and the paper-pencil administration, classrooms and computer labs should be arranged as would be expected for the regular or retest administration of the CRCT. Schools must administer the practice session and pilot using the same type of computer they would use for the actual CRCT.
- Each school must have a sufficient number of staff members available to administer the practice sessions and test sessions, as well as to proctor the test sessions. Testing can be conducted at any time during the week of December 3 – 7, 2007.
- Training sessions will be held for those systems participating in the pilot to familiarize Coordinators and staff with the CRCT online pilot assessment.

- Prior to the final selection for participation, schools that meet the minimum technological requirements for the pilot will be contacted to provide class rosters for the classes that they would like to nominate for participation. Systems and schools will be informed if they have been selected for this pilot.

MINIMUM TECHNOLOGICAL REQUIREMENTS

Each school must have an adequate number of computers available for students assigned to the online administration to complete testing within the testing window. In order to ensure a satisfactory experience for students participating in the online portion of the pilot, each computer to be used for online testing must meet these minimum specifications:

Platforms:

Windows PC with 1.3 GHz CPU and

- Windows XP Service Pack 1 or greater or
- Windows 2000 Service Pack 4 or greater,

OR

Intel Macintosh with 1.8 GHz CPU and 10.4.8 OS

Hard disk space available: 200 MB disk space for object bank

Memory: 512 MB RAM

Internet access: 10mb Ethernet connection or equivalent wireless connection

Bandwidth: 1.5 Mbps – T1 line

Software:

- Java Runtime Environment (JRE): version 1.5, Update 6 (Java 5)
- Flash Player: Version 9
- Web browser: Internet Explorer 6.0 (not 7.0), Firefox 1.5, or Safari 2.0

Systems are responsible to ensure that all schools participating in this pilot meet these minimum requirements.

REGISTRATION

System Testing Coordinators will register schools online at www.CTB.com/GaCRCT. Please note that the registration form has three parts. Under the “Before You Begin” header, the forms for registration are available to print and view on the registration website. You will need to have all of your school information ready before you begin the online registration.

1. **System Registration Form.** The System Test Coordinator completes one form per system.
2. **School Registration Form.** The System Test Coordinator completes one form for EACH school that would like to participate.

3. **Technology Survey Form.** The System Test Coordinator or System Technology Coordinator completes one form for EACH school.

All registration forms must be completed online by **September 26, 2007**. The system and school staff named on the registration forms will receive information regarding training meetings and site certification.

For questions about participation in the Fall 2007 CRCT Online Pilot, please contact CTB/McGraw-Hill Customer Service at 1-866-282-2249 or email at GeorgiaHelpDesk@ctb.com.

Thank you for your contribution to the CRCT program. If you have questions about the CRCT program, please contact Ms. Shirley Millicans at (404) 656-2589 or shmillic@doe.k12.ga.us.

cc: System Superintendents
Mrs. Kathy Cox, State Superintendent of Schools
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