

Delaware Comprehensive Assessment System – Alt1 Score Entry Interface (SEI) Overview

The Score Entry Interface allows authorized teachers to electronically submit scores for students who have completed the alternate assessments.

The SEI is similar to the DCAS Student Interface. The task items look like multiple-choice items. Instead of A, B, C, and D as answer options, you will see 4, 3, 2, 1, 0, N (No Response), and A (Access Limited).

You must use a supported web browser to access the SEI. Refer to the “Supported Web Browsers” page on the DeSSA portal to see the most up-to-date list of supported browsers.

Logging In

The Teacher must log into the Score Entry Interface in order to access the DCAS – Alt1 online alternate assessments. The login process is through the DDOE Identity Management System (IMS).

Note: These images may slightly change.

1. Log into the DDOE IMS system.
<https://login.doe.k12.de.us/>
2. Select the DeSSA/DCAS icon.
3. From the DeSSA portal, click [DCAS-Alt1], and then click [Score Entry Interface].
4. Enter the student’s legal First Name and corresponding SSID, and then click [Sign In].
5. Verify the student’s information and alternate assessment before proceeding to enter scores:

- **Is This The Student?** – Verify the student’s personal information (Enrolled Grade, Birthday, School, and SSID).
- **Tests For This Student** – Start or resume score entry for the alternate assessment. (Scores do not need to be entered in one sitting; they can be entered over multiple sessions.)
- **Is this the test you are entering scores for?** – Verify the selected alternate assessment.

SEI Login Page

Login Process

Test Layout and Tools

The screenshot shows a test interface with a top navigation bar. The bar includes a dropdown menu for 'Questions: Task 5', the test title 'DCAS-Alt1 Demo Test (58 out of 58)', and the student name 'Demo Student A (Student ID: ZZ89999907)'. Below the navigation bar, there are several buttons: 'Back', 'Next', 'Pause', and 'Done Entering Data'. On the right side, there are 'Zoom Out' and 'Zoom In' buttons. The main content area displays a question about shapes, with a blue rectangle and a blue triangle. Below the question, there is a list of scores: '2 points, Correct on Try 1', '1 point, Correct on Try 2', '0 points, Incorrect on Try 2', and 'NR, No Response'. Red arrows point from text labels to the corresponding buttons in the interface.

Annotations:

- Toggle between task pages (points to Back and Next buttons)
- Pause test (points to Pause button)
- Done Entering Data button (Click after you have selected scores for all required tasks) (points to Done Entering Data button)
- Click to view list of task pages. Marked tasks will have a flag. Select task page to review. (points to Done Entering Data button)
- Zoom in/out buttons (zoom in to enlarge text size; zoom out to reduce text size) (points to Zoom Out and Zoom In buttons)

Reaching the End of the Test and Reviewing Selected Score Selections

After you have selected (entered) scores for your student's tasks, click [**Done Entering Data**] in the top left corner of the screen. After you click this button, the End Test screen will appear.

- To review the selected scores and go back to the test:
 - Select a task item or item page from the list and then click [**Review Entered Scores**]. While reviewing the scores, the [**Done Entering Data**] button will remain on the screen.
 - To return at any time to the End Test screen and submit the test for scoring, click the [**Done Entering Scores**] button again.

To complete the testing process, click [**Submit Test for Scoring**]. The results screen will appear.

Sample Results Screen

Your Results

Student Name: DEMO STUDENT (Student ID: 999999999)

Test Name: DCAS-Alt1 Demo Test

Scores entered on: 2/15/2011

Scale Score: 408

Performance Level: 3

You have finished entering scores for this test. Please log out now. [Logout](#)

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