

User Roles and Access to DeSSA Applications for 2018–2019

This table provides a brief overview of DeSSA applications and which users can access the features/tasks within each application. The corresponding user guide for each system contains complete information about each system’s features.

	District Test Coordinator (DTC)/District Administrator (DA)	District Accommodations Manager	District Information Security Officer (ISO)	School Administrator (SA)	Test Administrator (TA)	Teacher (TE)
Access to TIDE Features						
View Users: Search for and view user information	✓	✓	✓	✓		
Delete Users: Delete user information	✓		✓			
View Students: Search for and view student information	✓	✓		✓	✓	✓
Edit Students: Edit student accommodations	✓	✓		✓		
Upload Student Settings: Use template to upload student accommodations information	✓	✓		✓		
Restrict Student Test Access: Block students from testing in a given subject	✓	✓		✓		
General Resources: Download NeoSpeech™ voice packs	✓	✓	✓	✓	✓	✓
General Resources: Hand-scoring resources	✓	✓		✓	✓	✓
Appeals: Create, upload and view appeals	✓					
Create/Manage Class Rosters	✓	✓		✓	✓	✓
Upload Class Rosters using a file	✓	✓		✓	✓	✓
Print Testing Pre-ID Labels for Paper and Pencil forms	✓	✓		✓	✓	✓
Order Additional Paper and Pencil forms	✓					
View Additional Paper and Pencil Order History, and Summary	✓					

	District Test Coordinator (DTC)/District Administrator (DA)	District Accommodations Manager	District Information Security Officer (ISO)	School Administrator (SA)	Test Administrator (TA)	Teacher (TE)
Access to Practice and Training Sites						
TA Interface Practice and Training Site	✓	✓		✓	✓	
Student Interface Practice and Training Site*	✓	✓	✓	✓	✓	✓
Access to Test Administration Sites						
Test Administrator Interface	✓	✓		✓	✓	
Access to Online Reporting System Features						
View Score Reports	✓	✓		✓	✓	✓
View Test Management Center Reports	✓	✓		✓	✓	✓
Create Class Rosters	✓	✓		✓	✓	✓
Manage Class Rosters	✓	✓		✓	✓	✓
Access to AIRWays						
Score Items	✓	✓		✓	✓	✓
View Score Reports	✓	✓		✓	✓	✓

* The Student Interface Practice and Training Site is also open to the public. Users may log in as “guest users.”