

Fact Sheet for Test Coordinators

Comparing TIDE for Paper-Based Administrations (OAA, OGT, OTELA) with TIDE for the AASCD – Spring 2013

The chart below highlights differences between TIDE for paper-based administrations of OAA, OGT and OTELA and TIDE for the alternate assessment. This table serves as a high-level overview of the differences. More specific information will be provided in the respective user guides.

	TIDE for Paper-Based	TIDE for the AASCD
	Administrations (OAA, OGT, OTELA)	Administration
Web Address	The existing TIDE address will remain active for the OGT, OAA and OTELA administrations: www.ohtide.org	TIDE for the AASCD administration will be accessed through the Ohio Alternate Assessment Portal. The web address for the Portal is http://oh.portal.airast.org .
Username and Password	The existing TIDE logins (e.g., OHDISTRICT123456_B) for paper-based administrations will not change.	DTCs will receive new login credentials for the TIDE System used for AASCD.
	The DTC login for TIDE is different from the DTC login for the Ohio Online Assessment Reporting System (OOARS).	The portal makes use of a common login page for all systems associated with the AASCD: TIDE for AASCD, Data Entry Interface (DEI), and the Online Reporting System (ORS).
Additional Users	Each district has only one login to access TIDE for paper-based administrations.	DTCs will create user accounts for other district- and school-level users. DTCs will have the option to create additional district-level accounts with rights to complete tasks in TIDE.
		See the User Role Matrix document (located on the portal) for a list of users and the systems/tasks that can be accessed by the different user roles.
User Management	AIR maintains the list of DTC usernames and passwords for TIDE.	AIR will verify DTCs and update DTC usernames. DTCs will maintain other district- and school-lever users who can access systems through the portal. All users are responsible for maintaining and resetting their password.

	TIDE for Paper-Based	TIDE for the AASCD
	Administrations (OAA, OGT, OTELA)	Administration
Administrations	After entering their username and password, DTCs must select the test administration for which they will be completing tasks. Each administration is listed separately and must be completed independently.	For the Spring 2013 AASCD, OAA-AASCD and OGT-AASCD administrations will be included together under the same administration.
My Account	The contact information for the official DTC of record should be listed in the My Account section.	The contact information associated with the username will be listed under the My Account section.
Contact Information	On the Contact Info tab, a different point of contact can be designated by the district for each administration.	The name and contact information for the person who will serve as the Test Coordinator for the AASCD should be listed under the Contact Info tab. There will be a single point of contact for AASCD (not divided between OAA and OGT).
Contact Information – Ship To Address	DTCs can designate a different shipping address for each administration by contacting the Ohio Help Desk.	Only one shipping address will be permitted for the AASCD. TIDE will be prepopulated with the shipping address listed from the Spring 2012 OAA-AASWD. Districts will have the opportunity to change their shipping addresses during the on-time order window by contacting the Ohio Help Desk.
	The shipping address must be an address associated with the district in OEDS.	The shipping address must be an address associated with the district in OEDS.
Verify Participation	In order to receive test materials, the DTC must verify that the district is participating in the selected test administration.	In order to receive test materials, the DTC must verify that the district is participating in the AASCD administration.
Pre-ID Window	There is one Pre-ID window prior to the assessment. Pre-ID files must be submitted within the window specified for each administration. No late or additional Pre-ID windows are available for paper-based administrations.	There will be two Pre-ID windows. Districts will pre-identify students in November. When materials arrive in districts, the Pre-ID window will open again in order for DTCs to Pre-ID new students who are eligible for the AASCD and enter the district after the on-time window.

	TIDE for Paper-Based Administrations (OAA, OGT, OTELA)	TIDE for the AASCD Administration
Pre-Identification of Students	The pre-identification of students in TIDE is encouraged but optional.	All students who take the AASCD must be pre-identified in TIDE. TIDE is synchronized with the Data Entry Interface (DEI) and
	Pre-identified students will receive Pre-ID labels.	Online Reporting System (ORS). Pre- identifying a student in TIDE makes the student eligible for the AASCD in the DEI. The ORS will also contain information about the student's test progress and performance.
	Districts use the Ohio Record Layout Description for Student Pre-Identification File Layout for Pre-ID files. Districts have the option to add students individually, as well.	Districts will continue to use the Ohio Record Layout Description for Student Pre-Identification File Layout for Pre-ID files. Districts will have the option to add students individually, as well.
		Information about students that require a second rater will be provided via the pre-ID task.
SSID	Use of the SSID is required for all of Ohio's statewide assessments in public schools. SSID is an optional field for nonpublic schools, with the exception of students enrolled in the EdChoice Scholarship Program and the Cleveland Scholarship and Tutoring Program for which it is also required.	All students taking the AASCD must have an SSID.
Schools Associated with the	DTCs should contact the Ohio Help Desk	DTCs should contact the Ohio Help Desk to
District in TIDE	to report school openings and closing. AIR will add or remove schools from TIDE after confirming the information in OEDS.	report school openings and closing. AIR will add or remove schools from TIDE after confirming the information in OEDS.
Orders – On-Time	OGT and OTELA: on-time orders may be	During the on-time order and Pre-ID
	placed at the district or school level.	window, DTCs will enter the number of
	OAA: on-time orders may be placed only	students taking the AASCD per grade band and the number of teachers administering
	at the school level.	the AASCD by building, and they will pre- identify students taking the AASCD. This
	On-time orders are subject to ODE approval.	information will be used to determine and ship the appropriate number of TA Kits for each school building.

	TIDE for Paper-Based Administrations (OAA, OGT, OTELA)	TIDE for the AASCD Administration
Orders – Additional	OGT and OTELA: additional orders may be placed at the district or school level. OAA: additional orders may be placed only at the district level.	Additional orders for materials may be placed only at the district level.
	Additional orders are subject to ODE approval.	Additional orders are subject to ODE approval.
Record Change	DTCs utilize the Record Change task to edit student demographic information printed on Pre-ID labels and associate student demographic information with generic labels. The pre-processing and pre-reporting	There is no Record Change task in AASCD TIDE. At any point during the on-time and additional Pre-ID windows, DTCs may edit a student's demographic information.
	record change windows are specified for each administration.	
Invalidations	DTCs can invalidate an assessment that has been compromised by a student, administrator or unauthorized party to the administration. Invalidations must be submitted during the window specified for each administration. Invalidations not submitted through TIDE must be submitted directly in EMIS.	DTCs can invalidate an assessment that has been compromised by a student, administrator or unauthorized party to the administration. Invalidations must be submitted during the specified window. Invalidations not submitted through TIDE must be submitted directly in EMIS.
Resets	n/a	DTCs will have the opportunity to reset the administration for a student following score entry into the Online Data Entry Interface if a Test Administrator indicates he/she made an error in entering the student's scores.
Appeals	DTCs may request score verification (OAA, OGT, OTELA) or a rescore of a student's responses (OAA, OGT) if the school believes an error has been made. Appeals must be submitted in TIDE during the window specified for each administration.	There will be no appeals for the Spring 2013 AASCD.

Additional Questions?

For questions regarding TIDE, please contact the Ohio Help Desk: 877-231-7809 or OHHelpDesk@air.org.