



# Spring 2025 CMAS Overview

Mathematics, English Language Arts including CSLA, Science, and Social Studies

Note: Information included in this overview is current as of October 2024. These plans are subject to change. Any changes are communicated to Superintendents and DACs as soon as possible.

## CMAS URLs

- PearsonAccess<sup>next</sup> (administration management system): <https://co.pearsonaccessnext.com>
  - PearsonAccess<sup>next</sup> Training Site (sandbox environment): <https://trng-co.pearsonaccessnext.com>
- Download TestNav (Student Testing App): <https://download.testnav.com/>
- Colorado Practice Resources (CPRs): <https://coassessments.com> > Practice Resources
  - Paper sample items, computer-based tutorials and sample items, scoring guides, and scoring rubrics

## Pearson Customer Support

- PearsonAccess<sup>next</sup>: [Contact COLORADO Support](#) link
- Phone: 888-687-4759

## PearsonAccess<sup>next</sup> User Roles

- |   |  |   |   |
|---|--|---|---|
| <ul style="list-style-type: none"> <li>• Base Roles           <ul style="list-style-type: none"> <li>◦ LEA/District Test Coordinator</li> <li>◦ Technology Coordinator</li> </ul> </li> </ul> | <ul style="list-style-type: none"> <li>◦ School Test Coordinator</li> <li>◦ Test Administrator (CMAS)</li> </ul> | <ul style="list-style-type: none"> <li>• Add-On Roles           <ul style="list-style-type: none"> <li>◦ Sensitive Data*</li> <li>◦ Published Reports*</li> </ul> </li> </ul> | <ul style="list-style-type: none"> <li>◦ OnDemand Reports*</li> <li>◦ Student Test Update*</li> </ul> |
|---|--|---|---|

\*Access to Personally Identifiable Information and/or Sensitive Data

## Student Registration

- CDE uploads October Count data from Data Pipeline for initial registrations in PearsonAccess<sup>next</sup>
  - Test format is set to “online” for all students unless notification is sent to CDE by December 15, 2024
- From January 6 to 24, 2025, districts can make changes to student registration data in PearsonAccess<sup>next</sup> through the user interface (UI) or SR/PNP files (send/review transfer requests through UI or import/export processes)
  - Add accommodations that require physical materials (e.g., auditory/signed presentation scripts, visual descriptions)
  - Change test format to “paper” for students who need a paper-based version of the assessment
  - Paper-based orders are derived from student registration data in PearsonAccess<sup>next</sup> as of January 24, 2025

## Student Registration/Personal Needs Profile (SR/PNP)

- File layout/field definitions posted at <https://coassessments.com> > Data Resources (valid values may differ by subject)

## Assessed Grade Levels

- |   |  |
|---|--|
| <ul style="list-style-type: none"> <li>• Math           <ul style="list-style-type: none"> <li>◦ Grades 3 through 8 – all schools</li> </ul> </li> <li>• ELA           <ul style="list-style-type: none"> <li>◦ Grades 3 through 8 – all schools</li> <li>◦ CSLA available for eligible students in grades 3 and 4</li> </ul> </li> </ul> | <ul style="list-style-type: none"> <li>• Science           <ul style="list-style-type: none"> <li>◦ Grades 5, 8, and 11 – all schools</li> </ul> </li> <li>• Social Studies           <ul style="list-style-type: none"> <li>◦ Grades 4 and 7 – selected schools only</li> </ul> </li> </ul> |
|---|--|

## Test Administrators

- Test Administrators must be district employees
- Student teachers may not be Test Administrators, but may serve as proctors in the CMAS testing environment
- CoAlt note: CoAlt Test Administrators must be certified teachers or licensed professionals
- Use Test Administrator Manuals (TAMs) to administer assessments in a standardized manner

## Manuals and Training

- |  |   |
|--|---|
| <ul style="list-style-type: none"> <li>• <a href="https://coassessments.com">https://coassessments.com</a> &gt; Manuals &amp; Training           <ul style="list-style-type: none"> <li>◦ CMAS and CoAlt Procedures Manual</li> <li>◦ PearsonAccess<sup>next</sup> Training Modules</li> <li>◦ PearsonAccess<sup>next</sup> Online User Guide</li> </ul> </li> </ul> | <ul style="list-style-type: none"> <li>• TAMs – shipped by vendor in March           <ul style="list-style-type: none"> <li>◦ CMAS – separate TAMs for computer-based testing (CBT) and paper-based testing (PBT)</li> <li>◦ CoAlt – TAM included in CoAlt test kits</li> </ul> </li> </ul> |
|--|---|

## Initial Materials Shipment: Arrives March 18, 2025

- Test Coordinator Kits, including return shipping materials (e.g., labels, [Scorable Materials Return Checklist](#))
- CMAS TAMs (CBT and/or PBT, contain information and administration “SAY” directions for all content areas)
- Student test materials, including student ID labels for PBT (based on data in PearsonAccess<sup>next</sup> as of January 24, 2025)

## Test Structure and Administration

- Each content area test is comprised of units; a unit is a block of testing time for students
  - Three units – grades 3 through 8 math, grades 3 through 8 ELA, grades 3 and 4 CSLA, grades 5 and 8 science
  - Two units – grade 11 science
  - One unit – grades 4 and 7 social studies
- Unit 1 for grades 6 through 8 math has two sections that are both completed during the Unit 1 testing time (a non-calculator section and a calculator section)
- Do not administer units out of order, including for make-up testing – this is a misadministration
- Can administer different tests, including accommodations, in the same environment (if same directions and unit times)
- Administer tests requiring auditory/signed presentation scripts in a separate location
  - PBT – available for English, Spanish, translation into other languages, and signed presentation
  - CBT
    - Scripts available for translation into languages other than English or Spanish, including signing – must place tests in a separate test session in PearsonAccess<sup>next</sup> (Form Group Type set to Auditory/Signed Presentation)
    - Students requiring English or Spanish auditory presentation through text-to-speech (TTS) must have headphones to test in the same environment as students without TTS; separate location required if headphones are not used
- CBT – Test Administrators can use “Combined View” to view multiple test sessions simultaneously in PearsonAccess<sup>next</sup>

## Accommodations Resources

- CMAS and CoAlt Procedures Manual: Section 6.0
- CDE-created Accommodations Crosswalk
- Completed Unique Accommodation Request (UAR) forms and spreadsheets (due to CDE by December 15, 2024)

## Scratch Paper (provided locally)

- Must be blank, but may have lines or grid/graphed
- Must provide for PBT (all content areas)
- Must provide for CBT math; optional for other CBT content areas (notepad tool available in TestNav)
- Schools must return all used scratch paper to the district after testing – DAC uses [Scratch Paper Verification Form](#) and securely destroys/recycles or ships to vendor

## Opening Test Packaging (plastic wrap)

- Open sealed student test kit packages no more than 4 days prior to testing

## CMAS and CoAlt Administration Window: April 7 to 25, 2025

- DAC and Superintendent complete [Verification of District Training Form](#) before testing starts
- District- and school-determined testing windows may be shorter than the three-week state administration window
- Early grade 11 science option: March 31 to April 18, 2025
- Districts must inform CDE by December 15, 2024 if:
  - Using the early grade 11 science window
    - Indicate on the District Testing Information and Format Selections Form distributed to official DACs upon completion of the Spring 2025 CMAS Administration Training for DACs
  - Flexibility for testing start and/or end dates is desired
    - Upon completion of the Spring 2025 CMAS Administration Training for DACs, DACs contact CDE Assessment by November 15 to schedule a meeting to discuss options

## Materials Return

- Math, ELA/CSLA, science, and social studies materials are returned together
- Scorable (i.e., CMAS paper-based tests and CoAlt answer documents to score) and nonscorable materials (i.e., secure but not scored) are returned in separate boxes
  - Include [Scorable Materials Return Checklist](#) in scorable boxes

## After Testing Forms

- DAC ensures all [Testing Irregularity or Security Breach Forms](#) and [Tracking Spreadsheet](#) are posted to CDE Assessment Syncplicity by May 2, 2025, if applicable
- DAC and Superintendent complete [Post-test Compliance Form](#) by May 2, 2025

Material Type	Labels (verify label addresses match)	UPS Pick-up Deadline
Scorable	Orange label + white UPS shipping label (Earhart Lane SW, CR, IA)	April 30, 2025
Nonscorable	Blue label + white UPS shipping label (Irish Drive SW, CR, IA)	May 2, 2025