

NC Education SIQ and Accommodation Verification

* Pre-Test SIQ - Do this a min of 24 hours before test. (Teacher of Record)

*Post-Test Accommodation Verification - same day following test completion (Teacher administering the test - may or may not be the Teacher of Record)

1. Login to NC Education <https://center.ncsu.edu/nc/login/index.php>

There is also a link on Lee County High School's Webpage under the **FOR TEACHERS** tab
– Subtab **Testing NC Education**

The screenshot shows the Lee County High School website. The 'For Teachers' tab is selected, and a dropdown menu is open. A red arrow points from the 'Testing - NC Education' option in the dropdown menu to the 'Testing - NC Education' link in the footer. The dropdown menu includes options like Classroom Forms, Educator Passport Discounts, Employee Portal, Gmail Accounts, Gradebook, Hardware Issues, Instructional Technology Programs & Apps, Polycam Phone, PowerSchools, Printing, SafeSchools Safety Videos, School Link (Professional Development), Schoolwires (Webpage), Shared Resources, Subfinder, Tech Tracker, and Testing - NC Education.

The screenshot shows the NC Education login page. The page title is 'NC Education' and the subtitle is 'North Carolina Department of Public Instruction'. Below the title, there is a login form with fields for 'Username' and 'Password', and a 'Login' button. There is also a 'Forgot your username or password?' link and a 'Login as a guest' button. The page is titled 'Returning to this web site?' and includes a note: 'Login here using your username and password (Cookies must be enabled in your browser)'.

2. Home Page - Select the NC Schools Tab

The screenshot shows the NC Education home page. The page title is 'NC Education: My home' and the subtitle is 'North Carolina Department of Public Instruction'. Below the title, there is a navigation bar with three tabs: 'My Courses', 'NC Schools', and 'Available Courses'. The 'NC Schools' tab is selected. Below the navigation bar, there is a search bar with a dropdown menu showing letters A through Z.

3. Select the course you teach for **SIQ** or the course test you are administering for **Accommodation Verification**.



The screenshot shows the NC Education website interface. At the top, there is a logo for NC EDUCATION (North Carolina Department of Public Instruction) and a dark blue header with the text "NC Education: My home". Below the header, there is a navigation bar with three tabs: "My Courses", "NC Schools", and "Available Courses". Underneath the tabs is a grid of course options, with a red arrow pointing to "Math I EOC Fall 2014".

My home

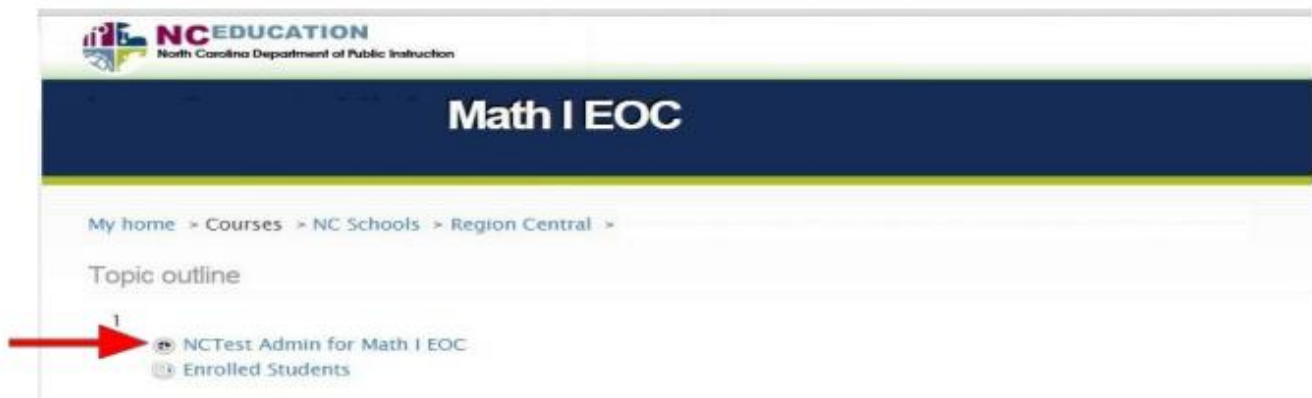
COURSE OVERVIEW - TABBED

My Courses NC Schools Available Courses

A | B | C | D | E | F | G | H | I | J | K | L | M | N | O | P | Q | R | S | T | U | V | W | X | Y | Z

- Math I EOC Fall 2014
- Biology EOC Fall 2014
- English II EOC Fall 2014
- Civics and Economics NCFE Fall 2014
- Earth and Environmental Science NCFE Fall 2014
- English III NCFE Fall 2014
- Math II NCFE Fall 2014
- Math III NCFE Fall 2014
- Physical Science NCFE Fall 2014
- World History NCFE Fall 2014

4. Click the course name, NCTest Admin for



The screenshot shows the NC Education website interface for the "Math I EOC" page. At the top, there is a logo for NC EDUCATION (North Carolina Department of Public Instruction) and a dark blue header with the text "Math I EOC". Below the header, there is a breadcrumb trail: "My home > Courses > NC Schools > Region Central >". Underneath the breadcrumb trail is a section titled "Topic outline" with a red arrow pointing to the "NCTest Admin for Math I EOC" link.

My home > Courses > NC Schools > Region Central >

Topic outline

- 1 NCTest Admin for Math I EOC
- Enrolled Students

5. Select SIQ Tab **Do this a min of 24 hours before test. (Teacher of Record)**
6. Check the list of student names and verify the accommodation.
7. If students are missing, add them one at a time by clicking Add SIQ.

Math II NCFE

My home > Courses > NC Schools > Region Central > Topic 1 > NCTest Admin for Math II NCFE

NCTest Admin for Math II NCFE

Sessions
SIQ
Accom Provided
Admin Entry
Special Codes
Stats

In order for a student to access large font, an alternate background color, the *Computer Reads Test Aloud—Student Controlled* accommodation, Multiple Testing Sessions and/or other accommodations approved for online tests, the options must be entered into the student's SIQ before test day. A student must have documentation on a current IEP/Section 504 Plan/LEP plan/transitory impairment plan to be eligible for testing accommodations. Refer to the *Assessment Guide* for additional information.

SIQs Updated

First Name: Student ID:

Last Name: Students Per Page:

Exact match

Showing 8 of 8 results

Edit	Student	Alternate Background Color	Large Print	Multiple Test Sessions	Computer Reads Test Aloud	Other Online Accommodations
	Student Name					X
					X	X

8. Adding an SIQ

Locate and click the student's name.

Scroll down and select the accommodation.

Save

Sessions **SIQ** Accom Provided Admin Entry Special Codes Stats

alternate background color, the *Computer Reads Test Aloud—Student Controlled* accommodations, the options must be entered into the student's SIQ before test day. A student must have to be eligible for testing accommodations. Refer to the *Assessment Guide* for additional information.

Student:

Enrolled (130)

[Redacted student list]

Search Search Clear

Search options ▾
Only the first 200 students will be displayed. Please use the search feature.

Student Interface Options (1)

Alternate Background Color

Large Font

Accommodations Required by Student (2)

Multiple Testing Sessions

Computer Reads Test Aloud - Student Controlled

Check if the student requires any other accommodation(s) approved for online tests

Save Cancel

9. Check to verify the student's name now appears in the SIQ list.

Showing 8 of 8 results

Edit	Student	Alternate Background Color	Large Print	Multiple Test Sessions	Computer Reads Test Aloud	Other Online Accommodations
	Student Name					X
					X	X

10. Accommodation Verification - **same day following test completion**
(Teacher administering the test - may or may not be the Teacher of Record)

Select the Accom Provided Tab

Mark the students who received the listed accommodations.

NC EDUCATION
North Carolina Department of Public Instruction

Math II NCFE

My home > Courses > NC Schools > Region Central > Topic 1 > NCTest Admin for Math II NCFE

NCTest Admin for Math II NCFE

Sessions SIQ **Accom Provided** Admin Entry Special Codes Stats

Test administrators must complete Accommodations Provided following the test administration for all students marked in the SIQ as requiring the *Multiple Testing Sessions* accommodation, *Computer Reads Aloud—Student Controlled Accommodation*, or any other accommodations approved for online tests. Refer to the *Assessment Guide* for additional information. Codes must be completed in NC Education by the test administrator or other designated school personnel **after** students complete testing. **Must be completed by 7:00 p.m. on test day.**

Accommodations Provided

Student	Completed	Accommodations
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11. Logout