







Tips for a Successful DLM Test Administration

1. The First Contact survey must be completed at least 24 hours before testing. If the First contact survey is submitted after the start of the spring testing window (March 13, 2023), the student will not be able to test until the day after the FCS was submitted.
2. Changes to the Personal Needs and Preferences (PNP) profile take at least 24 hours to refresh.
3. After administering a testlet, the next testlets in the subject area may take up to 15 minutes to release. However, you may administer a testlet in another subject area.
4. Close out of Student Portal when you are finished with a test session.
5. To monitor a student's progress by subject area, select Test Management in Educator Portal. The Test Progress column indicates the number of the testlet being currently administered and the total number of testlets available for each grade and subject area.

<input type="checkbox"/>	Test Session Name ↑	Tickets	Test Information	Test Progress	Subject
<input type="checkbox"/>	DLM- [REDACTED] 1469133-YE ELA EW.7 DP			Testlet 9 of 9	English Language Ar
<input type="checkbox"/>	DLM- [REDACTED] 1435337-YE ELA RL.7.5 PP			Testlet 4 of 9	English Language Ar
<input type="checkbox"/>	DLM- [REDACTED] 1435335-YE ELA RI.7.8 S			Testlet 7 of 9	English Language Ar