



# Getting Ready for the ND A+ Fall Interim Assessment

Preparing educators for smooth and secure testing

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# Your Team

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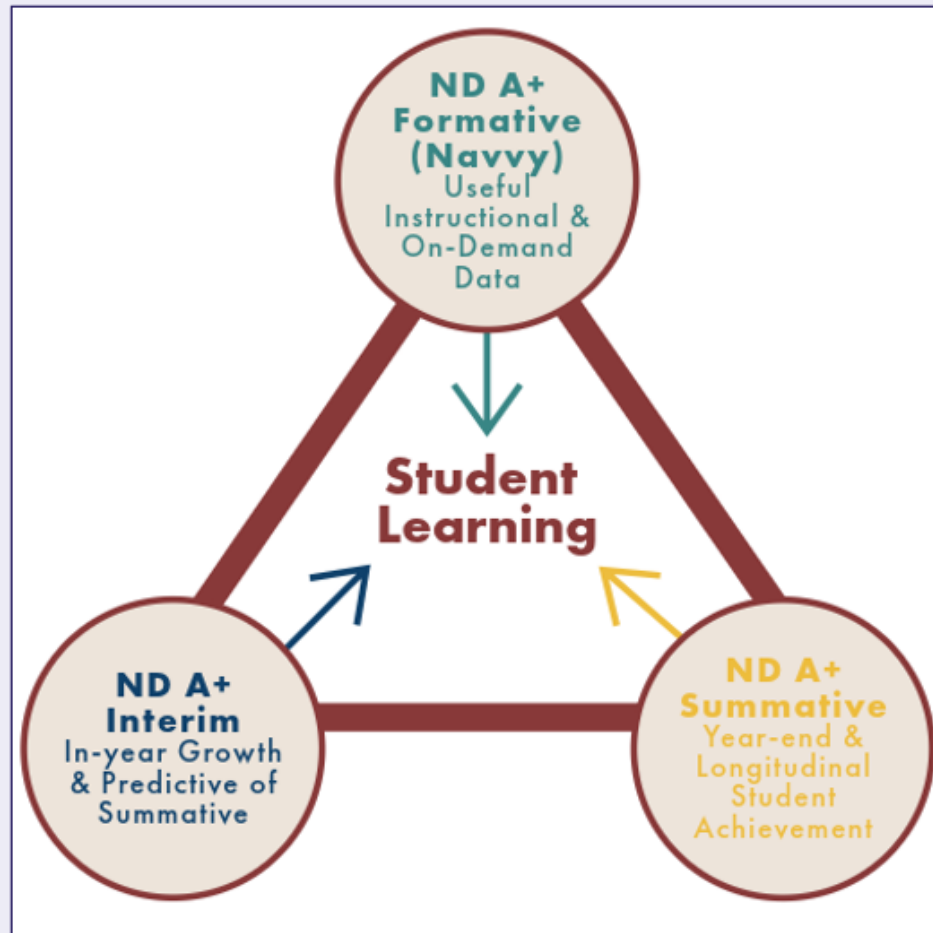
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# 1

## Overview of ND A+ Interim Assessment

# What is ND A+?



**ND A+ Summative\*:** North Dakota's new state-wide summative assessment

**ND A+ Interim:** An interim assessment aligned to North Dakota content standards

**Navy:** A standard-by-standard formative assessment designed to inform

ND A+ = *North Dakota Academic Progression of Learning & Understanding of Students*

# Interim Overview

- The ND A+ Interim Assessment is designed to be administered in the fall, winter and spring.
  - Students in grades 3–8 and 10 will take fall and winter interims, followed by the summative in spring. Grades K–2 and 9 can take fall, winter, and spring interims.
  - North Dakota state law requires students to participate in two interim administrations per school year in K–10. Students in grades 11 and 12 are not required to participate in interim assessments.
- The interims are designed to measure in-year growth and student progress towards end-of-year proficiency goals.
- Math grades K–8, 9 (Algebra 1 or Geometry), Grade 10 (integrated), and Grades 11 and 12 (Algebra 2)
- Reading grades K–10
- The test is untimed. Testing time data from the 2024 Interim assessments is located on pages 12 and 13 in the [Interim Test Administration Manual](#).

# Key Updates for 2025–2026 School Year



## New Testing Tools Added

Additional tools on TestNav improve consistency between summative and interim assessments for all grades.



## Updated Student Readiness Tool

Student Readiness Tool in ND A+ Portal has been updated to align with new testing tools.



## Answer Completion Requirement

Students must answer all parts of a question before using the forward arrow to proceed to the next question.

In the 2024–2025 school year in grades K–2, students were not required to answer a question before moving to the next question. Functionality has been updated to more closely align with grades 3–HS.

# Administration Schedule and Average Testing Times

INTERIM	DATES
Fall Administration	September 2, 2025 – October 24, 2025
Winter Administration	December 8, 2025 – February 20, 2026
Spring Administration	March 16, 2026 – May 15, 2026

You can pick any dates within the assessment window to administer the tests. Any make-ups must be within these dates. **It is imperative that 8 weeks of instruction occurs between test administrations.**

Average ND A+ testing times from the 2024-2025 school year are located on pages 12 and 13 of the Test Administration Manual.



# 2

# Testing Policies and Security Procedures

# Test Security

## SECURE TESTING REQUIREMENTS

ND A+ Interim Assessment items are secure and must not be discussed, reviewed, or recorded.

## PROCTOR RESPONSIBILITY

Proctors must not allow device use, reveal or explain test items, or interfere with student responses.

## POSSIBLE VIOLATIONS

Any suspected security violations must be reported promptly to the School Coordinator or District Administrator.

# Security of Test Materials and Student Confidentiality

## TEST MATERIALS SECURITY

Test materials must be secured before, during, and after testing to ensure valid results and prevent unauthorized access.

## HANDLING BRAILLE TEST BOOKLETS

Braille test booklets are secure documents requiring special handling to prevent loss, theft, or unauthorized reproduction.

## STUDENT CONFIDENTIALITY

Student records, including test results, are protected under FERPA and must be kept confidential by all school personnel.

# 3

## Roles and Responsibilities of Staff

# Specific Responsibilities by Role



## **District Administrator Role**

Coordinate test operations district-wide and ensure technical readiness and policy awareness among School Coordinators.



## **School Administer Duties**

Prepare testing devices with technology coordinators, manage sessions, accommodations, issue resolution, and post-test reporting.



## **Technology Coordinator Tasks**

Ensure devices meet testing requirements, install software, troubleshoot technical issues, and communicate with test administrators.



## **Proctor Responsibilities**

Supervise testing rooms and ensure compliance with testing policies during assessments. Assist with printing test materials, student login, monitor testing, ensure proper logout, and complete post-test activities.

# 4

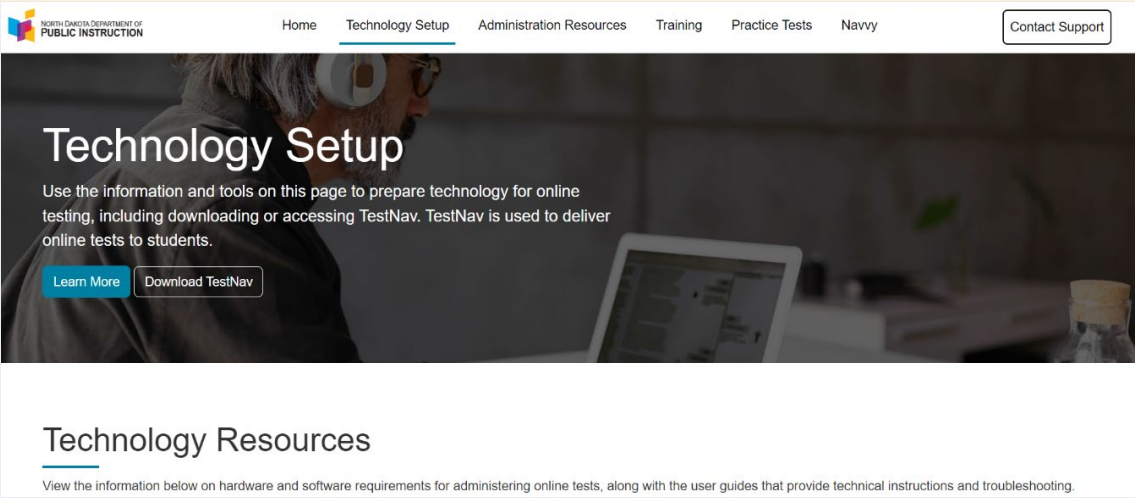
## Technology Preparation for Testing

# ADAM and TestNav Setup and Technical Requirements



ADAM System Overview	ADAM is used to prepare and administer the ND A+ Interim Assessment via LaunchPad single sign-on platform.
TestNav Online Testing	TestNav serves as the online testing environment where students complete the ND A+ assessments securely.
Technical Requirements and App Check	Schools must meet technical requirements and run App Check on devices to ensure smooth testing experience.
Device and Support Readiness	Check device configuration, bandwidth, peripherals, and access Pearson Help Desk for technical support inquiries.

# Device Checks and Test Device Management



## Device Readiness Checks

Verify devices support ND A+ testing and have the latest TestNav app installed with sufficient bandwidth.

## Technical Support Resources

Contact Pearson Help Desk or use online support for troubleshooting and site readiness information. [Technology Setup | ND A+ Portal](#)

## Test Device Security

Disable software that may compromise test security and ensure only TestNav runs during testing.

## Preventing Distractions

Close browsers, messaging apps, and disable auto-launching software to maintain focus on testing.



# Logging into LaunchPad and ADAM

- All users must login to LaunchPad in order to access ADAM. Users will go to [launchpad.pearson.com](https://launchpad.pearson.com).

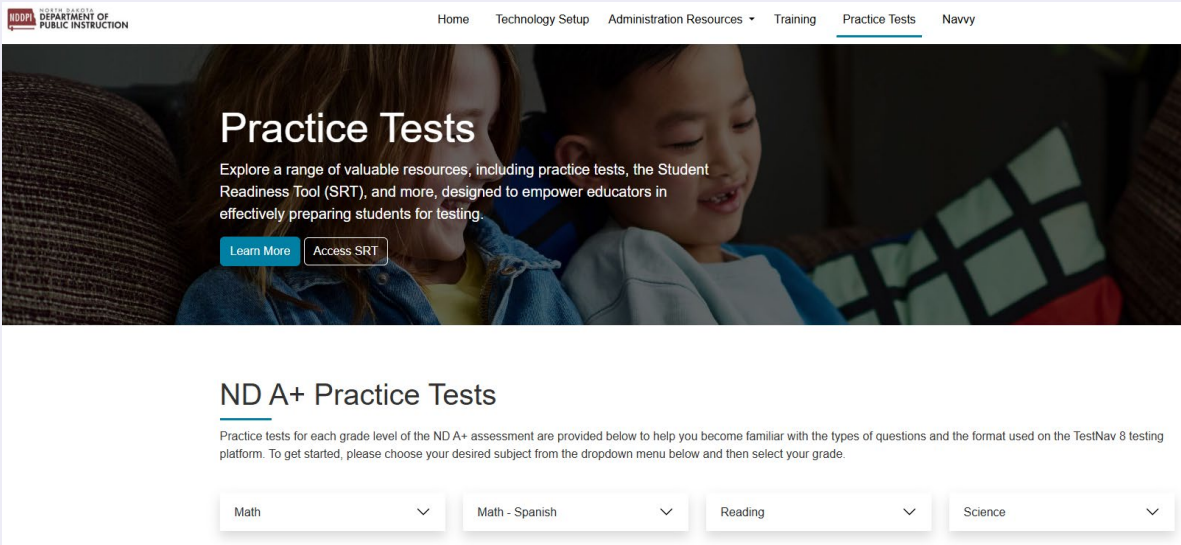
The screenshot shows the login interface for the North Dakota Department of Public Instruction. At the top, the NDDPI logo and name are displayed. Below this, the text "North Dakota" is centered. The login form consists of two main sections. On the left, there are input fields for "Username" and "Password", each with a placeholder text. Below the password field is a link for "First Time Sign In / Reset Password". A large blue "Sign in" button is positioned at the bottom of this section. On the right, there are two buttons: "Grades 6-12 Login" and "QR Code Sign In".

The screenshot shows the dashboard for the North Dakota Department of Public Instruction. The header includes the NDDPI logo and name, followed by "North Dakota". A left sidebar contains a menu with options: Home, Admin Dashboard, Data Import, Authentication, Launchpad Setup, and Role Permissions. Below the sidebar, there is a section for "ROSTER DATA" with links to Orgs, Users, Academic Sessions, Courses, and Classes. The main content area features several cards. The "Navy" card is titled "Navy" and describes "Targeted learning checks and engaging activities for each standard". The "ADAM" card is titled "ADAM" and describes "Assessment Delivery and Reporting". The "Additional Links" section contains three cards: "ND A+ Portal - Resources" (Administration Guides, Practice Tests, Resource Documents), "North Dakota A+ Platform Support" (North Dakota A+ Online ADAM and TestNav Help), and "ND A+ Interim 2025-26 Kickoff: Setting Up for ND-APLUS Success!" (The information shared will be the same in all three sessions. Please register by selecting from the three available options. You can choose to attend one or more of the following sessions: Aug 25, 2025 11:30 AM CST, Aug 28, 2025 03:00 PM CST, Sep 2, 2025 09:00 AM CST).

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# Student Preparation

# Student Readiness Tool and Practice Tests



## Student Readiness Tool

The SRT helps students familiarize themselves with TestNav tools and navigation before the actual test. [ND A+ | SRT Home](#)

## Practice Tests

Practice Tests are available online for each grade to help students prepare for the assessment. [Practice Tests | ND A+ Portal](#)

# Universal Features

Pearson is committed to making our products accessible for all students. Some features are available to all students, without setting accommodations. These are:

- Kindergarten through 2nd grade students will have human audio available for directions and test items in math and reading. Dynamic-text to speech is available for math grades 2+.
- Answer Eliminator, Answer masking, Color contrast, Calculator, Highlighter, Line reader masking, Magnifier, Math reference sheets, Notepad, Protractor (grade 4 only), Rulers (grades 2–3 only).
- All universal features are listed along with additional details in the Interim Test Administration Manual on pages 35–36.

Non-embedded universal features are breaks, extended time, and scratch paper.

# Designated Features

Designated features are available for students who require additional support, decided upon at the school/district level, that aligns with their instructional experience. If the designated feature needed is embedded in the TestNav delivery system, educators are required to enable these by student, in the ADAM platform, prior to testing.

- Spanish language translation is available for students requiring Spanish in Math.
- Zoom is available for students requiring this feature. Students can zoom to the following percentages: 100%, 110%, 120%, 150%, 175%, 200%
- All designated features are listed along with additional details in the Interim Test Administration Manual on page 37.

Non-embedded designated features are bilingual dictionary, color overlay, human reader/American Sign Language, separate setting, noise buffer, and native language translation.

# Accommodations

District Administrators, Site Administrators, and Teachers can update accommodations for students.

- Dynamic Text to Speech - Items (DTTS) —For grades 2-HS reading assessments, DTSS can be turned on, which will allow the students to hear generated audio of the test questions and items only.
- Dynamic Text to Speech - Passages (DTTS) —For grades 2-HS reading assessments, DTSS Passages can be turned on alongside DTTS - Items, which will allow the students to hear generated audio of the passages, test questions and items.
- Downloadable forms and orderable Braille forms available for grades 3-8 reading
- For information on assigning accommodations in ADAM, review [Updating Student Accommodations \(pearson.com\)](#)
- Non-embedded accommodations are human reader/American Sign Language, paper, scribe, 100s number table, abacus, and multiplication table.

Note: If there is a long list of students with accommodations, the list can be bulk uploaded.

# Accommodations

There are two ways in ADAM to update a student's accommodation.

- Option 1: In order to update accommodations one at a time navigate to ADAM and go to Rostering → Users and select the 'edit' option. Then select 'Accommodations' and 'edit'.

User Config

Home > Users Export History

Clear Search

Name or ID

Search...

Org

Filter by Org...

Role

Student

Results

1 to 20 (223)

	Last Name	First Name	Identifier	Role	Classes	Grades	Orgs	Last Login	Actions
<input type="checkbox"/>	Stewart	Jenna	200001747	Student	1	01	Elk Creek Elementary	Never	
<input type="checkbox"/>	Haines	Heidi	100000620	Student	1	04	Elk Creek Elementary	Never	
<input type="checkbox"/>	Cameron	Garry	200001746	Student	1	01	Elk Creek Elementary	Never	
<input type="checkbox"/>	Morris	Bonnie	100000628	Student	1	04	Elk Creek Elementary	Never	

User Setup: **Stewart, Jenna**

Accommodations

Administrations

Classes

Demographics

Information

Preferred Names

View Edit

**Accommodations**

User has no selected accommodations.

# Accommodations

There are two ways in ADAM to update a student's accommodation.

- Option 2: In order to update multiple accommodations at once navigate to ADAM and go to Rostering → Users. Select the students you want to update, select the three dots in the upper right-hand corner of the screen and select 'Student Accommodation Upload'.

The screenshot shows the ADAM User Config interface. On the left sidebar, the navigation menu includes Home, Test Management, Rostering (highlighted with a red box), Orgs, Courses, Classes, and Users (highlighted with a red box). The main content area is titled 'User Config' and contains a search bar, filters for Org and Role, and a table of results. The table has columns for Last Name, First Name, Identifier, Role, Classes, Grades, and Orgs. Four students are listed: Stewart Jenna, Haines Heidi, Cameron Garry, and Morris Bonnie. Each row has a checkbox in the first column, which is highlighted with a red box. In the top right corner, there is a menu with 'Export History' and a three-dot icon. A dropdown menu is open, showing 'Export Selected Users' and 'Student Accommodation Upload' (highlighted with a red box).

	Last Name	First Name	Identifier	Role	Classes	Grades	Orgs
<input checked="" type="checkbox"/>	Stewart	Jenna	200001747	Student	1	01	Elk Creek Elementary
<input checked="" type="checkbox"/>	Haines	Heidi	100000620	Student	1	04	Elk Creek Elementary
<input checked="" type="checkbox"/>	Cameron	Garry	200001746	Student	1	01	Elk Creek Elementary
<input checked="" type="checkbox"/>	Morris	Bonnie	100000628	Student	1	04	Elk Creek Elementary



# 6

## Proctor Groups and Student Test Tickets

# Creating and Managing Proctor Groups

## Option 1: School Coordinator Creation

School Coordinators create proctor groups in advance and can assign students to groups to print test tickets with codes.



## Option 2: Proctor Self-Creation

Proctors create their own groups by logging into the dashboard with provided test codes and passwords during testing.



## Option 3: Teacher Group Creation

Teachers create proctor groups from assigned classes and provide test codes for students to join groups during testing.



# Option 1: School Coordinator Creation of Proctor Groups

This allows for uniform naming of groups and fewer steps for the proctor. Test ticket for each student will have student last name, student identifier and a unique test code.

Note: For schools using QR codes in K-2, test tickets will have a QR code, Quick ID, and a PIN

Home

Test Management

Administrations

Rostrering

Orgs

Courses

Classes

Users

Reporting

Administrations

Current 1 Past 0

View: Hide Filter

training

Filter

TRAINING: ND A+ Interim 1 Grade 3 Math SY 2526

08/25/25 - 10/24/25

ACTIVE

STUDENTS

PROCTOR GROUPS

Sessions

Test ND A+ Interim 1 Grade 3 Math SY 2526

View

Export

Print Cards

Print Cards (PG Create Only)

0

PROCTOR GROUPS

Create Group

Upload Group

Create with Code

0

STUDENTS

0 ASSIGNED

0 UNASSIGNED

View Unassigned

Search by Proctor Group Name or Student Informati

Hide Empty

Hide inactive

1 to 0 (0)

Name	Testing School	Students	Test Code	Proctor Password	Test Progress	Active	Actions
There are no records to show							

# Option 2: Proctor Self Creation

This option allows the proctor to create their own proctor group. The proctor will go to [www.ltr.adamexam.com/#/proctor](http://www.ltr.adamexam.com/#/proctor) and enter the test code and password provided to them by the District Administrator or School Coordinator. This generates a test code that the proctor then shares with the students. The proctor dashboard populates with students as they use the code to enter the test.

North Dakota A+  
**Proctor Group Creation Login**  
EE ND A+ Interim 1 Grade 3 Math SY 2425  
Test Code  
**G5XXTU**Proctor Password  
**YGXWX2**  
ND A+ Interim 1 Grade 3 Math  
Use these credentials to create a new proctor group

Login to Proctor a Test

Enter Test Code

TEST CODE

Enter Proctor Password

PROCTOR PASSWORD

Submit

New Proctor Group

By filling out this form, a new proctor group will be created. If you are trying to proctor for an existing proctor group, please contact your System Administrator.

Proctor Group Name

Proctor Group Name

Select Your District

Select Your District...

Select Your School

Select Your School...

Proctor First Name

Proctor First Name

Proctor Last Name

Proctor Last Name

Proctor Email Address

Proctor Email Address

An automated email will be sent to this email address to provide the Test Code and Proctor Password.

Confirm

# Option 3: Teachers Create Proctor Groups

This allows for the classroom teacher to create proctor groups for their class on the fly at the time of testing. Teachers will login to LaunchPad and select the link for ADAM. Teachers will navigate to ‘My Classes’, select the class they want to test, select ‘Administration’, and select the desired subject to test.

Home

**My Classes**

Student Performance

My Classes

Welcome Back, Ryan

Math 10th Grade

Ryan McKillip, Teacher Training

0 STUDENTS

Periods: Grades 09, 10, 11, 12 Session(s): 2025-2026 Class Code: 1234566

Training 8\_25

Ryan McKillip, Teacher Training

8 STUDENTS 2 ADMINISTRATIONS

Periods: Grade: 03 Session(s): 2025-2026 Class Code: 12345879

Training 8\_25

Periods: Grade: 03 Session(s): 2025-2026

8 STUDENTS 2 ADMINISTRATIONS

District Tests 2

View: Roster Administration

Test Program

ND 2025-2026 Gr 3-8

Search Administrations Filter Administrations

EE ND A+ Interim 1 Grade 4 Math SY 2526

Grade: 04 Math

Jul 30, 2025 - Oct 24, 2025

TEST PROGRESS

0% SCORED

# Option 3: Teachers Create Proctor Groups

The teacher then selects the ‘Proctor’ button in the highlighted box below, which takes them to the proctor dashboard. The teacher provides the test code to the students which they use to begin testing. We recommend an administrator also prints test cards with each student's last name and SSID.

←

Test Report: EE ND A+ Interim 1 Grade 4 Math SY 2526

🖨️

↺

Program:

ND 2025–2026 Gr 3–8

i

EE ND A+ Interim 1 Grade 4 Math SY 2526

Jul 30, 2025 – Oct 24, 2025

Grade: 04

Math

Training 8\_25

TEST

0%

PROGRESS

SCORED

AVG SCALE SCORE

Test Code: 3F7HDA

0

SESSIONS

All 0

Not Started 0

In Progress 0

Paused 0

Submitted 0

Needs Attention 0

Exited 0

Actions: ALL SESSIONS

🔍

🔌

Search...

🔄

Auto Refresh (5 mins)

1 to 0 (0)

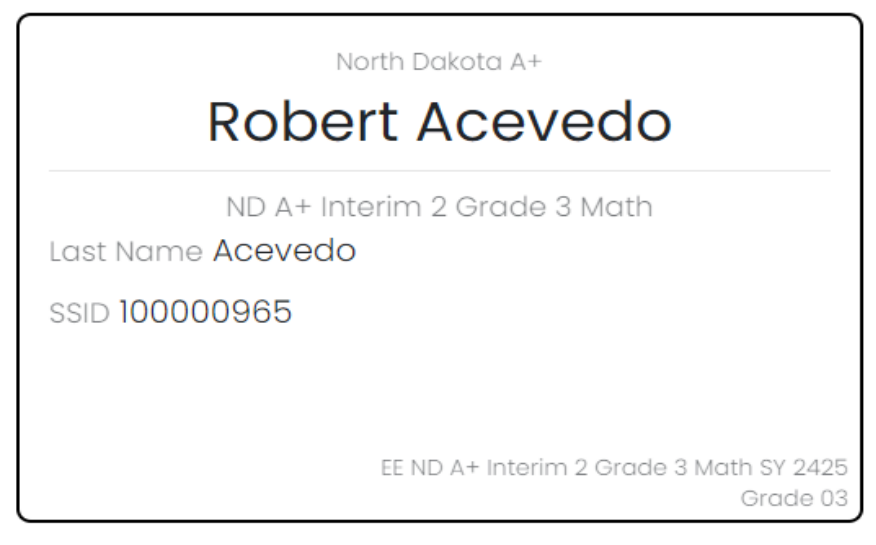
◀

1

▶

<input type="checkbox"/>	Identifier	First Name	Last Name	Orgs	Started Time	Test Progress	Test Status	Section Progress	Item Progress	Test Duration	Accommodation	Code	Actions
There are no records to show													

# Student Test Tickets: Printing and Security



Content of Test Tickets	Test tickets include student last name, SSID, and test code for each assessment login. Note: In K-2, schools have the option to use QR codes for students, which require only a test code and a camera on the student’s device to start the test.
Security and Handling	Test tickets must be stored securely before use and returned after testing to maintain confidentiality.
Printing Procedures	Tickets should be printed before the test from the Test Management menu within ADAM.
Use for Scribes	Printed tickets are also used by scribes to input answers accurately for students testing on paper.

# 7

# Test Day Procedures and Session Management



# Test Day Setup and Proctor Dashboard

Preparation of Test Materials	Ensure all test materials, including tickets and rosters, are printed and ready before testing begins.
Proctor Responsibilities	Proctors verify test tickets, enforce device restrictions, distribute materials, and log into the proctor dashboard.
Using the Proctor Dashboard	Proctors access the dashboard to monitor tests, approve students, and manage test sessions efficiently.
Starting Test Administration	Once groups are assigned, proctors can start test sessions following provided guidelines for smooth administration.


# Session Management and Student Breaks

Session Management Overview	The proctor dashboard allows viewing, filtering, and managing student test sessions effectively in real-time.
Test Progress and Status	Monitor student test progress with statuses like not started, in progress, submitted, or needs attention.
Managing Interrupted Sessions	Use reseating to allow students to resume tests after interruptions like timeouts or device issues.
Student Break Monitoring	During breaks, proctors monitor devices ensuring students stay signed in and can resume tests promptly.

Started Time	Test Progress	Test Status	Section Progress
ov 26th, 7:10:14 m		SUBMITTED	Section 1
ov 13th, 12:26:21 m		RESEAT	Section 1
ov 26th, 7:03:51 m		RESEAT	Section 1
ot Started		NOT STARTED	None
ov 14th, 5:55:18 m		EXITED	Section 1

# Viewing the Dashboard

Student names appear on the proctor dashboard as they log in.




NORTH DAKOTA

DEPARTMENT OF

PUBLIC INSTRUCTION

EE ND A+ Interim 1 Grade 3 Math SY 2526



Edit Proctor

Print Cards

Test Code: 5DQKAH

3

SESSIONS

All 3

Not Started 0

In Progress 1

Paused 0




Submitted 1

Needs Attention 0


Exited 1

Actions:

ALL SESSIONS

Search...



☐

Auto Refresh (5 mins)

1 to 3 (3)

<<

<

1

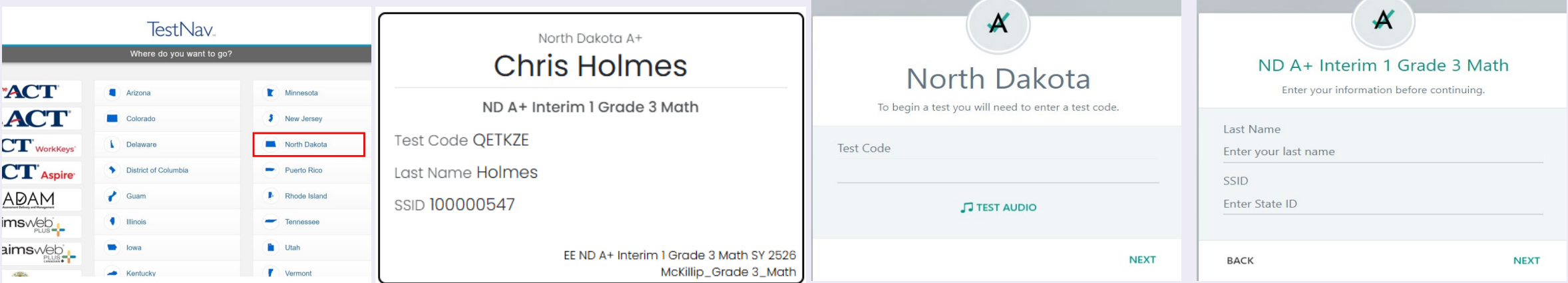
>

>>

<input type="checkbox"/>	Identifier	First Name	Last Name	Orgs	Started Time	Test Progress	Test Status	Section Progress	Item Progress	Test Duration	Accommodation	Code	Actions
--------------------------	------------	------------	-----------	------	--------------	---------------	-------------	------------------	---------------	---------------	---------------	------	---------

# Students Logging into TestNav to Take the Test

Students will access TestNav through the downloaded TestNav app and then click ‘North Dakota’ to enter their credentials.




# 8

# Resources

# ND A+ Portal

[Home | ND A+ Portal \(mypearsonsupport.com\)](#)



HomeTechnology SetupAdministration Resources ▾TrainingPractice TestsNavy

Contact Support

## ND A+ Portal

Welcome to the North Dakota Academic Progression of Learning and Understanding of Students (ND A-PLUS) assessment system portal, the site for district and school staff to acquire comprehensive knowledge on setting up and administering academic assessments in North Dakota.

Learn More

### Overview

Select the video below to gain a better understanding of the ND A+ balanced system of assessment and its formative, interim and summative components.

Watch Video

# Contact Us

There are two ways to contact Pearson for Support.

- Contact Help Desk via phone - 888-293-0318
- Contact Help Desk via chat - [Pearson Chat](#)

## NDDPI

- Reach out to Kara Welk, NDDPI Assistant Director of Assessment: [kwelk@nd.gov](mailto:kwelk@nd.gov)

## Pearson

- Reach out to Altoney Germany, Project Manager, Pearson: [altoney.Germany@pearson.com](mailto:altoney.Germany@pearson.com)
- Reach out to James Pobst, Project Coordinator, Pearson: [james.pobst@pearson.com](mailto:james.pobst@pearson.com)
- Reach out to Ryan McKillip, Project Lead, Pearson: [ryan.mckillip@pearson.com](mailto:ryan.mckillip@pearson.com)

# Training Opportunities

ND A+ Professional Learning Calendar - [Phase I ND A-Plus Professional Learning Calendar\\_August-November.pdf](#)

Pre-administration virtual training

- August 25- 11:30 AM-12:30 PM
- August 28- 3:00 PM-4:00 PM
- September 2- 9:00 AM-10:00 AM



# Questions?

ND A+ Professional Learning Calendar – [Phase I ND A-Plus Professional Learning Calendar\\_August-November.pdf](#)

Pre-administration virtual training

- August 25– 11:30 AM–12:30 PM
- August 28– 3:00 PM–4:00 PM
- September 2– 9:00 AM–10:00 AM