2015 CTAE Winter Conference
EOPA On-Line Application Submission Process

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FY2015 EOPA Data Submission Process

Webinar Training Dates:
- Thursday, February 19, 2015 @ 2:00 pm
- Thursday, May 7, 2015 @ 2:00 pm
- Links to participate have been sent electronically

Participants:
- CTAE Administrators
- Student Record Coordinators
- GaDOE Technology Services Help Desk Personnel
- Other Personnel
Topics Covered

• Complete overview of the EOPA On-Line Application Process

• How student data is pre-populated in the EOPA Application

• Error review

• Overview of the EOPA Eligibility Report
  • Available at the end of March
  • Utilizing the report
  • “In Progress” Status

• Manual adds, uploads and other items
Topics Continued

**Superintendent Sign-Off**

- Required in the EOPA On-Line Application
- Superintendent should have portal access and be provisioned to sign off on EOPA On-Line Application
- Only the superintendent can sign off and submit
- Superintendent sign off required for all local educational agencies
- Local Security Officer can provision superintendent for sign off
EOPA On-Line Application Submission Dates

- **Submit between June 1 – 30, 2015**

  - Only after local system has signed off on Student Records Data
  - Student Records Sign Off Period:
    - June 1-17, 2015
  - Re-opening EOPA On-Line Application after submitting
    - Possible until June 30, 2015
    - Superintendent must request re-open
    - Superintendent must sign off again and resubmit
Pre-Testing

- **Vendor Alert!!!!**
- Pre-testing is not required
- Pre-testing is permissible during second course, or at the end of second course
- EOPA State Guidance does not allow for pre-testing during the last course of the pathway
  - A number of pre-tests and post-tests are the same
  - Not all systems can afford pre-testing
- Practice tests are permissible in any course
EOPA On-Line Testing Format

- Exam delivery method is referenced on Assessment Information Sheets
- Vast majority of exams given online
- Very few exceptions to utilize paper exams
- Ensure that test site coordinators are ordering on-line formats
NOCTI Security Issues

• Avoid **security inquiries** from NOCTI by ensuring that:
  • No instructors are given access to the NOCTI Client Services Center
  • Training is provided to your test site coordinator for dispensing NOCTI exams
    • **NOCTI Test Coordinator 101 Training:**
      • Wednesday, February 11, 2015 @ 3:00 pm
      • Thursday, February 24, 2015 @ 10:00 am
      • Thursday, March 12, 2015 @ 2:00 pm
      • Wednesday, March 25, 2015 @ 9:00 am
    • Link: [http://www.nocti.org/WebinarRegistration.cfm](http://www.nocti.org/WebinarRegistration.cfm)
Testing Security

• Test Security Violations as referenced in the EOPA State Guidance Document:
  • fails to follow security regulations set forth by the testing agency for on-line testing;
  • fails to properly secure administrative passcodes and usernames dispensed by the testing agency to test site coordinators;
  • fails to properly secure pass codes and usernames supplied by testing agencies to be used by examinees;
Updated Assessment Information Sheets

- Refer back to Updated Assessment Information Sheets before placing orders
  - Vendor price increases; prices increased after Assessment Information Sheets were posted
    - NOCTI Exam Prices
    - MBA Research Exam Prices
  - New exams added to the inventory
  - Links that have changed since Assessment Information Sheets were posted
- CTAE Assessment Web Page Link:
• **Web & Digital Design Pathway:**
  - Assessment Information Sheet updated with correct ordering information & email addresses
  - Must utilize PayPal or a credit card to pay for exams
  - One system reported relative ease in ordering and dispensing the exams
  - Email correspondence
  - Five additional EOPA exam options available for this pathway
NCCER Level 1 Certifications

• EOPA Exam Options for Certified Programs
• Level 1 Certifications in:
  • Carpentry
  • Electrical
  • HVACR
  • Masonry
  • Plumbing
  • Sheet Metal
  • Welding
• End of Module performance reported on NCCER Form 200
• Documentation available from NCCER database