

FIRST STEPS IN GETTING READY FOR ACCESS TESTING

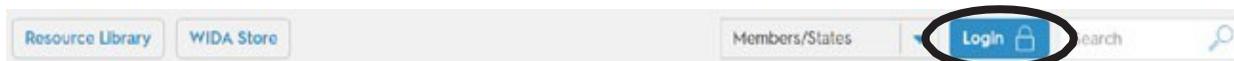
Training for Test Coordinators

WIDA recommends that Test Coordinators be familiar with the training course associated with each assessment that will be given in their district or school. In addition, Test Coordinators who will also administer the test must complete applicable training course tutorials for each assessment they will administer. You can refer to the [ACCESS for ELLs 2.0 checklist](#) for more detailed information on which tutorials and tasks you should complete.

WIDA Secure Portal-Training Course

The [WIDA Secure Portal](#) provides an online training course for the ACCESS for ELLs 2.0 suite of assessments and proof of certification to district and school personnel. Here, educators can complete all requirements to become certified to administer ACCESS for ELLs 2.0. Within the WIDA Secure Portal, you will also find additional materials and resources that will be valuable before, during, and after your state's testing window.

WIDA user accounts provide access to the training course and Facilitator Toolkit within the WIDA Secure Portal. Google Chrome is the preferred browser for viewing training modules. All training course users are subject to the terms and conditions outlined in



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the Non-Disclosure and User Agreement (NDUA) agreed to on initial login.

The WIDA Secure Portal can be accessed by logging in from the WIDA website homepage. After logging in, you will be directed to the Secure Portal homepage.

On this page, you can do the following:

- Navigate to the various training course components
- Update personal account information, including your district and school information
- Access personal training records
- Access the Facilitator Toolkit for resources to be used by local trainers
- View important documents and resources related to test preparation and administration

As TC's, you have the authority to create accounts for the educators in your building who will be administering ACCESS assessments. We have created a Google Sheet linked [here](#) that lists all of the educators who currently have accounts with WIDA with their user names. If a staff member in your building already has an account, they do not need to create a new one. If folks do not remember their password, they can simply indicate they have forgotten their password and will need to complete a password reset.