



How to Access the Data Entry Interface

The Data Entry Interface (DEI) is for entering student scores from the California Alternate Assessment (CAA) for Science. Test examiners should have completed the administration of the performance task and recorded student responses on the student's answer recording document before accessing the DEI.

This video provides instructions on entering test results from the embedded performance tasks into the DEI and can be found online at <http://www.caaspp.org/rsc/videos/CAA.science-dei-training.2017-18.html>.

Accessing the DEI

1. Navigate to <http://www.caaspp.org/dei>.
2. Log on with your credentials. You must have a test examiner, site coordinator, or LEA CAASPP coordinator role, username, and password.

i Username is the user's e-mail address.

3. Enter the student information. You must use the student's first name and SSID (as designated in the Test Operations Management System, or TOMS). Use the same student login information as for the CAA for English language arts/literacy and mathematics.

4. Review and verify that student information is correct, and then select "Next".

! Select the correct performance task!

5. Begin data entry by entering student responses for the selected performance task by activity and items, recording any individualization of the assessment (e.g., list of materials, changes to script or items).