DeSSA Science and Social Studies

 Session Naming Conventions

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| Background: For the DeSSA Science and Social Studies assessment a session must be created, which will provide the mechanism to roster students to a specific test and administer the operational test to a set of specific students. DOE would like to identify session naming with a standardized set of naming conventions that will allow all sessions to be identified the same information.  |
| District/Charter Level Naming Convention – to be used when the district/charter is creating a global testing session for all students in specific content/grade: |

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| District/ Charter Name (required)  | Content (required) | Test Grade (required) | Any additional identifying information (optional) | Example District Session Names  |
| XXXXXXXXX | SCI/SOC | 4,5,7,8,11,HS | Use of letters, numbers or other identifiers  |  |
| Appo | SCI | 5 | A | AppoSCI4A |
| MOT | SOC | 4 |  | MOTSOC4 |

School/Charter School Level Naming Convention – to be used when a specific school, or section of charter school are creating a global testing session for all students in specific content/grade in their building:

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| School/Charter School Name (required)  | Content (required) | Test Grade (required) | Any additional identifying information (optional) | Example School Session Names  |
| XXXXXXXXX | SCI/SOC | 4,5,7,8,11,HS | Use of letters, numbers or other identifiers  |  |
| LoveCreek | SOC | 4 | A | LoveCreekSOC4A |
| NewarkCharterUpper | SOC | 11 | AP | NewarkCharterUpperSOC11AP |

Teacher/Test Administrator (School) Level Naming Convention – to be used when a teacher/test administrator creates a specific roster for just his/her students. These rosters will only be associated with a specific school:

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Teacher/Test Administrator Name (required)  | Content (required) | Test Grade (required) | Any additional identifying information (optional) | Example Teacher/Test Administrator Session Names  |
| LastnameF(first initial) | SCI/SOC | 4,5,7,8,11,HS | Use of letters, numbers or other identifiers  |  |
| SmithA | SCI | HS | A | SmithASciHSA |
| JonesT | SOC | 7 | -0416 (date field test sched) | JonesTSOC7-0416 |