

# PLTW Assessments

## Administration Manual

School Year 2026

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# System of Assessments

This year, PLTW is introducing a refreshed assessment system, designed to support both daily instruction and long-term student opportunity. Beginning this spring teachers now have access to three complementary tools: short formative quizzes; flexible, low-stakes classroom assessments that can be used for course grades; and the PLTW National Assessment, which remains our only standardized, high-stakes measures such as college credit, CTE reporting, and one part of reporting for teacher incentives. Together, these assessments give educators a balanced way to check learning, guide instruction, and help students demonstrate what they know when it matters most.

## Custom Quizzes

PLTW quizzes created in the Informative Assessment Tool (IAT) provide teachers with a quick, flexible opportunity for checking understanding throughout a unit. They're fully customizable in the Educator Portal and can be low-pressure study tools that help students build confidence or easy to administer, scored checks for learning. Quizzes also give students practice with the Kite testing environment they'll encounter on the Classroom Assessment and the high-stakes PLTW National Assessment (formerly known as the EoC).

## Classroom Assessments

The Classroom Assessment provides a low-stakes, instructionally supportive way for students to demonstrate learning across the full course. It's designed for use at the end of the course and is available for administration whenever the course is completed, with flexible security options that make administration manageable across a wide range of classroom settings. Results are available immediately, making it an ideal option for class grades when administered at the end of a grading period.

## PLTW National Assessments

The PLTW National Assessment (formerly known as the EoC) is our only standardized, high-stakes measure, making it eligible for college credit at many institutions and allowing districts to consider it within their accountability systems. Offered each May with score reports released in July beginning in 2027, it aligns with the timing and expectations of other credential-bearing exams. The PLTW National Assessment is nationally normed and validated, following the test blueprint and course content used for the Classroom Assessment, but administered under standardized conditions to allow the use of nationally normed results for high stakes reporting.

# ACE College Credit Recommendation

A valuable addition to student opportunities is the endorsement of PLTW courses by The American Council on Education (ACE). ACE approves courses for college credit through a rigorous, faculty-led review process that evaluates content, scope and rigor. The team of experts examines training, exams and coursework to confirm that they meet university standards before approval. PLTW has submitted seven courses for review and each one has passed the review and been recommended for three semester hours of college credit. More than 1,000 universities across the country accept ACE recommendations, which are dependent on successful completion of the course AND an acceptable score on the PLTW National. To confirm the acceptable score for each course, review the table provided by ACE. [ACE National Guide](#)

This credit can reduce future tuition costs, accelerate progress toward a degree, and strengthen students' postsecondary readiness. Students must complete the PLTW National during the academic year of their course and are not permitted to return in subsequent years to sit for the assessment.

It is important that teachers encourage all eligible students to participate in the PLTW National Assessment, even if their college plans are not yet defined. Completing the assessment preserves their opportunity to claim credit in the future; foregoing it permanently removes that option.

*Students can only take the PLTW National in the year they complete the course—encourage them to secure their ACE credit opportunity now.*

 American Council on Education

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## PROJECT LEAD THE WAY, INC.

Project Lead The Way (PLTW) equips PreK-12 students for a STEM-driven world with teacher-empowered curriculum in computer science, engineering, biomedical science, and more. For over 25 years, PLTW's curriculum coupled with its best-in-class professional development has supported teachers in creating an environment to make every student STEM successful. As a national nonprofit organization, PLTW is proud to reach 2.5 million students in elementary, middle and high schools in all 50 states. With over 100,000 trained teachers nationwide, PLTW brings relevant, hands-on learning to classrooms across the country.

<https://www.pltw.org>



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| Title                              | ACE ID    | Organization's ID | Start Date | End Date   | Total Recommended Credits |
|------------------------------------|-----------|-------------------|------------|------------|---------------------------|
| Civil Engineering and Architecture | PLTW-0006 |                   | 09/01/2023 | 08/31/2026 | 3                         |
| Cybersecurity                      | PLTW-0007 |                   | 09/01/2023 | 08/31/2026 | 3                         |
| Digital Electronics                | PLTW-0005 |                   | 09/01/2023 | 08/31/2026 | 3                         |
| Human Body Systems                 | PLTW-0002 |                   | 09/01/2023 | 08/31/2026 | 3                         |
| Medical Interventions              | PLTW-0003 |                   | 09/01/2023 | 08/31/2026 | 3                         |
| Principles of Biomedical Science   | PLTW-0001 |                   | 09/01/2023 | 08/31/2026 | 3                         |
| Principles of Engineering          | PLTW-0004 |                   | 09/01/2023 | 08/31/2026 | 3                         |

## Testing Schedule Spring 2026

|               |                                 |
|---------------|---------------------------------|
| May 2026      | Classroom Assessments Available |
| June 30, 2026 | PLTW National Assessment Closes |

## Testing Schedule 2026-27

|                                           |                                                     |
|-------------------------------------------|-----------------------------------------------------|
| August 2026                               | Classroom Assessments Available                     |
| December 7–18, 2026<br>January 4–15, 2027 | Fall/Winter PLTW National Assessment Testing Window |
| May 10–21, 2027<br>June 7–18              | Spring PLTW National Assessment Testing Window      |
| July 2027                                 | PLTW National Assessment Results Available          |

# Preparing for a PLTW Assessment

## Technology Requirements

### *Whitelists and Firewalls*

To help schools protect internal networks, PLTW provides a list of external sites required for administering the PLTW National Assessment. Updated guidance for establishing whitelists and configuring firewalls can be downloaded at [PLTW Kite Portal Whitelisting and Firewall Information](#) page

## Accommodated Test Administration

### *Paper Testing Forms*

PLTW provides paper forms for the PLTW National when required by a student's **IEP**, **Section 504 Plan**, or **ILP**. Schools must notify PLTW **four weeks before** the anticipated test date to allow time for printing and shipment. Requests should include **only** the course name and anticipated test date (not the student's name) and be emailed to [assessment@pltw.org](mailto:assessment@pltw.org).

After the request is received, PLTW uses a secure document management system (*DocuSign*) to collect the student's name while protecting personally identifiable information. Paper tests are shipped to schools **one week before** the anticipated test date. After testing, responses must be entered electronically before returning secure materials to the University of Kansas. Scores are typically available **within one week** after all materials have been received

### *Braille Testing Forms*

PLTW provides Braille forms when required. Because Braille materials are produced by a specialized vendor, schools must submit requests **six weeks before** the anticipated test date. Requests should include the course name and anticipated administration date (not the student's name) and be emailed to [assessment@pltw.org](mailto:assessment@pltw.org).

Schools will then receive an electronic authorization form through *DocuSign* to securely collect the student's name. Braille tests are shipped **one week before** the anticipated test date and must be returned to the University of Kansas before scores can be released.

### *Additional Accommodations and Universal Design*

PLTW assessments are designed for broad accessibility. The most common accommodations—**extra time** and **a distraction-free environment**—may be managed locally by schools. Testing for high-stakes assessments must always be fully proctored. If

a student tests in a private room, a proctor must supervise that room for the full session. When extra time is provided, the testing window should be long enough for the student to complete each item block without leaving the proctored setting.

Extended online accessibility options, such as **modified color overlay** and **text-to-speech**, may be enabled for any student. These settings must be configured **at least 24 hours in advance** in the student's **Personal Needs Profile (PNP)** in the PLTW Kite Educator Portal. A sample Text-to-Speech demo is available to preview the automated audio format.

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**Note: All accommodation settings in the Kite Educator Portal must be finalized 24 hours before the test session. Additional guidance is available in the [PLTW Kite Portal User Manual – Teacher View](#).**

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### Updating PNP Accommodation Settings:

1. Select **Settings**.
2. Choose **Students** from the main menu.
3. Locate the appropriate **Student Record**.
4. Select **No Settings**.
5. Choose **Edit Settings**

## Student Profiles

Student profiles must include first and last name, grade, date of birth, gender, race, and Hispanic ethnicity. Students may select “Prefer Not to Say” for the gender, race, and Hispanic ethnicity data fields. Rosters are transferred to the testing platform only after all required fields have been completed.

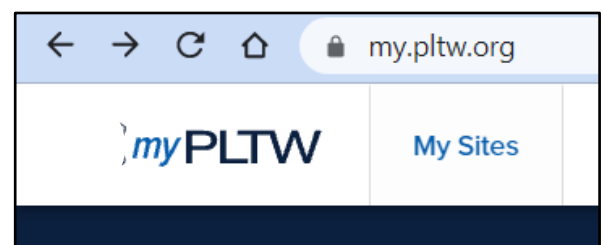
## Using the Educator Portal

### 1. Access your account

- 1.1 Log in to [mypltw.org](https://mypltw.org):
- 1.2 Select My Sites in the upper-left corner.
- 1.3 Choose your school from the list to open your Classes page.

### 2. Confirm Student Rosters

- 2.1 Confirm that all students are rostered in your PLTW Course
- 2.2 Allow time for rosters to automatically transfer to the Kite testing platform.



- 2.3 If your roster is missing or inaccurate, contact the **PLTW Solution Center** for assistance.

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*PLTW Solution Center – 877.335.7589*

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### 3. Update Required Student Fields

- 3.1 Ensure each student has the following information populated in their myPLTW account:
- First and last name
  - Grade
  - Date of birth
  - Gender
  - Race
  - Hispanic ethnicity
- 3.2 Understand that PLTW collects gender, race, and Hispanic ethnicity information to support statistical reviews that ensure assessment items are unbiased across student groups.
- 3.3 If any required information is missing, students will be prompted to enter it when they log in to myPLTW. **Note:** Students will have the option to select “*choose not to answer*” for the gender, race, or Hispanic ethnicity questions.
- 3.4 Teachers may enter this information on behalf of students if preferred.

The screenshot shows a web form titled "Demographic Information". At the top, a message states: "You are currently enrolled in a course with an End-of-Course Assessment. To access and complete the Assessment, please provide the gender, race, and Hispanic ethnicity section below. PLTW uses this information to make sure that test questions aren't biased towards certain groups. If you do not wish to share this information with PLTW, please choose 'Prefer Not to Say.'"

The form contains three sections of radio button questions:

- What is your gender?**
  - ☒ Female
  - ☐ Male
  - ☐ Gender Not Listed Here
  - ☐ Prefer Not to Say
- What is your race?**
  - ☒ White
  - ☐ Black or African American
  - ☐ Asian
  - ☐ American Indian
  - ☐ Native Hawaiian or Pacific Islander
  - ☐ Two or More Races
  - ☐ Prefer Not to Say
- Are you of Hispanic ethnicity?**
  - ☐ Yes
  - ☐ No
  - ☐ Prefer Not to Say

At the bottom right of the form are two buttons: "RESET PASSWORD" and "SAVE".

## 4. Confirm Settings on Educator Portal Home Page

4.1 Verify your name in the **Logged in as** area in the upper-right corner.

4.2 Use the drop-down menus under your name to switch if you have more than one.

**Role**

**Organization**

**Assessment Program**

4.3 Use the main navigation icons

**Home** – Return to the Educator Portal home page

**Settings** – View rosters

**Manage Tests** – Monitor testing sessions or download the daily access code

**Interim** – create and assign informative quizzes, view results

Teachers will be prompted to read and agree to an on-screen security statement, like the one shown below, at the beginning of each school year when accessing the PLTW Kite Educator Portal.

| Overview                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    | Edit Display Name | Change Default Role | Security Awareness | Security Agreement | Security Renewal/Expiration |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------|---------------------|--------------------|--------------------|-----------------------------|
| <p>The Kite Suite provides opportunities for flexible assessment administration; however, all assessments delivered during the school year are secure.</p> <p>Test administrators and other educational staff who support implementation are responsible for following the Kite test security standards:</p> <ol style="list-style-type: none"><li>1. Assessments (testlets) are not to be stored or saved on computers or personal storage devices; shared via email or other file sharing systems; or reproduced by any means.</li><li>2. Except where explicitly allowed as described in the Test Administration Manual, electronic materials used during assessment administration may not be printed.</li><li>3. Those who violate the Kite test security standards may be subject to their state's regulations or state education agency policy governing test security.</li><li>4. Educators are encouraged to use resources provided by Kite Suite, including practice activities and released testlets, to prepare themselves and their students for the assessments.</li><li>5. Users will not give out, loan or share their password with anyone. Allowing others access to an Educator Portal account may cause unauthorized access to private information. Access to educational records is governed by federal and state law.</li><li>6. The PLTW EoC Assessment Administration Manual contains important information that is required to be followed by both teachers and students. By clicking below, you verify that you have read the PLTW EoC Assessment Administration Manual and confirm that you agree to follow policies contained within the document.</li></ol> <p>Questions about security expectations should be directed to the local assessment coordinator.</p> <p><input checked="" type="checkbox"/> I have read this security agreement and agree to follow the standards.</p> <p><a href="#">Save</a></p> |                   |                     |                    |                    |                             |

Each year the University of Kansas updates the documentation for the PLTW Kite system. For more detail about the PLTW application of Kite see [Teachers View](#) or [Student View](#).

# School and District Use Tests

Educators may assign and administer any assessment that does not require standardized testing conditions through the Educator Portal. These assessments are designed to support instruction, provide timely feedback, and offer flexibility in classroom use.

## Informative Assessment Tool (IAT)

The Informative Assessment Tool (IAT) is the quiz-creation and assignment feature in the Educator Portal. It allows teachers to build quick, targeted formative checks and to assign and manage school and district assessments. Results for school and district assessments are also accessed through the IAT throughout the school year. These results are not stored in the tool beyond the current school year.

The IAT supports custom design of formative quizzes by allowing educators to organize topical item blocks to meet their instructional needs. Items may be previewed—with or without displaying the correct response—and combined to create quizzes of varying lengths. This structure enables flexible use during instruction, whether for a brief pulse check, a warm-up, or a focused practice opportunity aligned to current learning.

The IAT is designed for low-stakes, classroom-embedded use. Teachers may choose whether quizzes are scored or used as practice, and results are available immediately to guide next steps in teaching and learning.

The new Classroom Assessments are also fully integrated into the IAT. Teachers now assign these assessments and view student results directly through the IAT, using the same streamlined workflow as custom quizzes. This unified process ensures consistent access, immediate feedback, and a single, familiar location for managing all non-standardized assessments.

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*Where do I find the new **Classroom Assessments**?  
All Classroom Assessments are now assigned, and results are  
viewed directly in the Informative Assessment Tool (IAT).*

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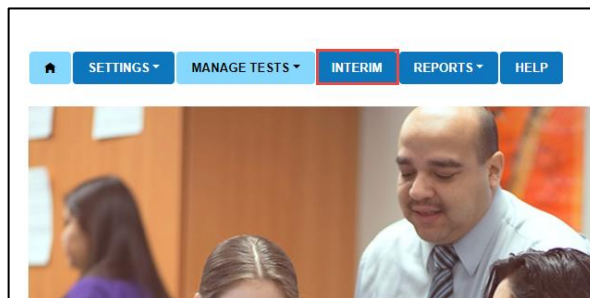
## Custom Quizzes

Formative quizzes offer the greatest flexibility for day-to-day instructional use. Teachers select item blocks by topic and length to design custom quizzes. Each block includes a blend of technical content and transportable skills, reflecting the integrated nature of real-world problem solving.

Flexible design options encourage teachers to use them in small, frequent doses to check understanding, provide immediate feedback, and inform next steps in instruction. Students can expect a mix of recall and synthesis items in every block.

### ***Configuring Custom Quizzes***

1. Select Interim in the PLTW Kite Educator Portal.
2. Choose Build or Copy a Test.
3. On the Build a Test tab, select your course from the drop-down menu and select Search.
4. Review the list of available item blocks.
5. Select Frameworks Tested to view the content frameworks represented in each block.
6. Preview any block by selecting Preview. Correct answers display by default in Preview mode; deselect Display Correct Response to hide them.
7. Add blocks to your quiz by selecting +Add. The selected block will move to the Selected Tests list. Additional blocks may appear on subsequent pages.



## **Classroom Assessments**

### **Classroom Assessment for a final class grade**

The Classroom Assessment is designed as an end-of-course measure of student competency and follows the same test blueprint—category percentages and content emphasis—used for the PLTW National Assessment. Item formats are aligned across both assessments, and all items are developed and reviewed by the same professional teams. The primary distinction between the Classroom Assessment and the PLTW National lies in the administration. The Classroom Assessment offers additional flexibility so teachers can:

Schedule the assessment at the end of their course, including courses on block schedules that conclude before or after May

Restart an interrupted test session when a student is unexpectedly called out of class

Access immediate results, including each student's responses to every item

Scores are reported as the number and percentage correct rather than as scaled scores with achievement level descriptors. This format supports straightforward conversion to a classroom grade. Teachers also have access to view the test content, including the answer key, to inform instructional planning for future classes.

## Using the Classroom Assessment as a review tool

The Classroom Assessment may also serve as a structured review at the end of a course. Teachers may administer it more than once to each student and can enable settings that allow students to view correct responses and rationales. This option supports reflection, reinforces key concepts, and helps students prepare for the PLTW National Assessment. Used in this way, the Classroom Assessment becomes a valuable tool for both measuring end-of-course learning and strengthening students' readiness for the PLTW National Assessment.

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*The classroom assessment will be a valuable tool as you help students prepare for the PLTW National.*

---

## Assigning Custom Quizzes and Classroom Assessments

After you select, name, and save a new test, you may assign the test by navigating to the **My Test** section of the **Interim** tab.

1. Select Assign Tests.
2. Choose your State, District, and School from the drop-down menus.
3. Select Search.
4. Highlight the test you want to assign.
5. To assign the test to an entire roster, select Automatically to Roster(s), choose the roster, and select Assign.
6. To assign the test to specific students or groups, select Specific Student(s), choose the students, and select Assign.

## Displaying Item Rationale After Each Response

Quizzes may be configured to display the correct response and a brief rationale after each item when they are used as self-directed learning tools. In this mode, students can revise their answers at the item level after viewing the rationale, which may result in perfect scores on individual item blocks.

When quizzes are used as scored assessments, teachers may disable rationales so students see only their score at the end of each item block and cannot change responses after viewing their results.

This setting is controlled by selecting or deselecting the **Rationales** checkbox when assigning the test.

## ***Managing the Administration of Custom Quizzes and Classroom Assessments***

From the **Interim** tab, select **My Tests** to manage any test you have created. Available actions include:

- Start — Activates the test in the Kite Student Portal.
- Stop — Inactivates the test.
- Monitor — Displays each student's testing progress.
- Tickets — Provides PLTW usernames and Kite passwords.
- Delete — Removes a quiz you created (not available once student responses exist).
- Preview — Shows the test as students will see it.
- Frameworks Tested — Displays domains, objectives, and knowledge/skills aligned to the test.
- View/Edit Feedback — Allows review or updates to student feedback.

### ***Student Access - Custom Quizzes and Classroom Assessments***

Students may access quizzes and Classroom Assessments through the Kite Student Portal installed on their device or through a supported web browser (Firefox, Chrome, Safari, Firefox iOS, Chrome iOS, or Microsoft Edge). Students should navigate to:



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**<https://student-pltw.kiteaai.org/TDE/login.htm>. Students will use their PLTW username and the Kite Student Portal password.**

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### ***Results from Custom Quizzes and Classroom Assessments***

Students will see scores immediately, on screen, once they have completed their test. Teachers can access student scores for currently rostered students by selecting the Interim tab and View Results.

There are four reports available for quizzes and Classroom Assessments. Information may be sorted in columns by clicking on the three dots at the right of the column header. Reports may be exported using the Export button at the bottom of the report.

1. **Student Activity Report:** Summary of all quizzes within your organization.
2. **Student Test:** Comprehensive data for each student's performance on each item.
3. **Test Summary:** Data for each student's score per item and for the entire quiz.
4. **Test Items:** Data for each item with an aggregation of student responses.

## Test Summary Report

The Test Summary Report provides a quick view of how students performed on the quiz, including the **overall percentage correct** and **item-level patterns** that show which questions students handled well, and which ones were more challenging. These patterns help teachers spot strengths and potential areas for reteaching.

Teachers may also review individual items using the information in the spreadsheet. In the example shown, nearly every student performed better on **Item 4** than on **Item 3**, suggesting a meaningful difference in how students understood the concepts assessed by those items.

To understand what these differences might mean for instruction, teachers can return to the quiz and examine the items themselves. By comparing Items 3 and 4, they may identify features—such as wording, cognitive demand, or prerequisite knowledge—that contributed to the performance gap. However, deeper analysis often requires additional

| Test Summary Report |            |           |            |    |    |      |      |    |      |     |    |    |     |              |         |  |
|---------------------|------------|-----------|------------|----|----|------|------|----|------|-----|----|----|-----|--------------|---------|--|
|                     | A          | B         | C          | D  | E  | F    | G    | H  | I    | J   | K  | L  | M   | N            | O       |  |
| 1                   | First Name | Last Name | Student Id | Q1 | Q2 | Q3   | Q4   | Q5 | Q6   | Q7  | Q8 | Q9 | Q10 | Total Points | Total % |  |
| 2                   | Student1   | Test1     | 6608626    | 1  | 1  | 1    | 1    | 1  | 1    | 1   | 0  | 1  | 1   | 9            | 90%     |  |
| 3                   | Student10  | Test10    | 6608635    | 1  | 0  | 0.25 | 0.83 | 0  | 0.67 | 0.8 | 1  | 1  | 0   | 5.25         | 52.50%  |  |
| 4                   | Student2   | Test2     | 6608627    | 1  | 0  | 0.5  | 0.83 | 0  | 0.17 | 0   | 1  | 1  | 1   | 5.5          | 55%     |  |
| 5                   | Student3   | Test3     | 6608628    | 0  | 0  | 0    | 0.83 | 1  | 0.67 | 0.2 | 0  | 0  | 0   | 2.7          | 27%     |  |
| 6                   | Student4   | Test4     | 6608629    | 1  | 1  | 0    | 0.33 | 0  | 0.33 | 1   | 1  | 0  | 0   | 4.66         | 46.60%  |  |
| 7                   | Student5   | Test5     | 6608630    | 0  | 1  | 0.5  | 1    | 0  | 1    | 1   | 0  | 1  | 1   | 6.5          | 65%     |  |
| 8                   | Student6   | Test6     | 6608631    | 1  | 1  | 0.25 | 1    | 1  | 0.17 | 0   | 1  | 1  | 1   | 7.42         | 74.20%  |  |
| 9                   | Student7   | Test7     | 6608632    | 1  | 1  | 0.5  | 0.17 | 0  | 0.67 | 1   | 0  | 0  | 0   | 4.34         | 43.35%  |  |
| 10                  | Student8   | Test8     | 6608633    | 0  | 1  | 0.25 | 1    | 0  | 1    | 1   | 0  | 1  | 1   | 6.25         | 62.50%  |  |
| 11                  | Student9   | Test9     | 6608634    | 1  | 0  | 0    | 1    | 1  | 1    | 1   | 1  | 0  | 0   | 6            | 60%     |  |
| 12                  |            |           |            |    |    |      |      |    |      |     |    |    |     |              |         |  |

detail, such as **which answer choices students selected or the specific standards and skills each item measures**. For that level of insight, teachers should consult the **Student Report**, which provides item-level responses and skill mappings.

**Student Report** Columns A–C in the Student Report match the identifying fields shown on the Test Summary Report, helping teachers quickly confirm which student’s data they are viewing. The spreadsheet automatically exports with the test already sorted by student. In the example below, Rows 2–11 all display information for the same student, with each row representing that student’s performance on a different item.

| Student Report |            |           |            |                |              |         |                 |            |
|----------------|------------|-----------|------------|----------------|--------------|---------|-----------------|------------|
|                | A          | B         | C          | D              | E            | F       | G               | H          |
| 1              | First Name | Last Name | Student ID | Test           | Total Points | Total % | Completion Date | Question ▾ |
| 2              | Student1   | Test1     | 6608626    | Drone Des 9    |              | 90%     | Apr 16, 2020    | Q1         |
| 3              | Student1   | Test1     | 6608626    | Drone Des 9    |              | 90%     | Apr 16, 2020    | Q2         |
| 4              | Student1   | Test1     | 6608626    | Drone Des 9    |              | 90%     | Apr 16, 2020    | Q3         |
| 5              | Student1   | Test1     | 6608626    | Drone Des 9    |              | 90%     | Apr 16, 2020    | Q4         |
| 6              | Student1   | Test1     | 6608626    | Drone Des 9    |              | 90%     | Apr 16, 2020    | Q5         |
| 7              | Student1   | Test1     | 6608626    | Drone Des 9    |              | 90%     | Apr 16, 2020    | Q6         |
| 8              | Student1   | Test1     | 6608626    | Drone Des 9    |              | 90%     | Apr 16, 2020    | Q7         |
| 9              | Student1   | Test1     | 6608626    | Drone Des 9    |              | 90%     | Apr 16, 2020    | Q8         |
| 10             | Student1   | Test1     | 6608626    | Drone Des 9    |              | 90%     | Apr 16, 2020    | Q9         |
| 11             | Student1   | Test1     | 6608626    | Drone Des 9    |              | 90%     | Apr 16, 2020    | Q10        |
| 12             | Student10  | Test10    | 6608635    | Drone Des 5.35 |              | 53.5%   | Apr 16, 2020    | Q1         |
| 13             | Student10  | Test10    | 6608635    | Drone Des 5.35 |              | 53.5%   | Apr 16, 2020    | Q2         |
| 14             | Student10  | Test10    | 6608635    | Drone Des 5.35 |              | 53.5%   | Apr 16, 2020    | Q3         |
| 15             | Student10  | Test10    | 6608635    | Drone Des 5.35 |              | 53.5%   | Apr 16, 2020    | Q4         |

Column I, in the section of the report shown below, shows student responses while column J shows the correct response. These columns are particularly helpful for determining trends in student responses. Some of the items have very straightforward responses. For example, item 10's correct answer is 60,411. Other responses – such as the response to item three – are a little more complex because they are technology-enhanced items (TEI) that use techniques such as drag and drop, matching, or sequencing. Just as recommended with the Test Summary report, it is best to view these answers in the context of the assessment, referring to the preview function used to create the quiz.

## Student Report

| H        | I                                              | J                                           | K     | L   | M         | N            | O         |
|----------|------------------------------------------------|---------------------------------------------|-------|-----|-----------|--------------|-----------|
| Question | Student Response                               | Correct Response                            | Score | %   | Item Type | Scoring Type | Max Score |
| Q1       | Define the goal, assign responsibilities, and  | Define the goal, assign responsibilities, a | 1     | 100 | MC-K      | CORRECT      | 1         |
| Q2       | Contact the expert and ask if they are willing | Contact the expert and ask if they are wil  | 1     | 100 | MC-K      | CORRECT      | 1         |
| Q3       | "2."<->"Your group is sketching ideas in a     | "3."<->"Your group is in the shop constru   | 1     | 100 | ML        | PARTIALCF    | 1         |
| Q4       | Keep a positive attitude. Encourage the team   | Keep a positive attitude."Encourage the     | 1     | 100 | MC-MS     | MULTTRUE     | 1         |
| Q5       | detect and avoid objects                       | detect and avoid objects                    | 1     | 100 | MC-K      | CORRECT      | 1         |
| Q6       | prevent collisions locate lost aircraft detem  | prevent collisions"locate lost aircraft"    | 1     | 100 | MC-MS     | MULTTRUE     | 1         |
| Q7       | "Drop1":"/media/media/150002/15503/E           | "Drop1":"/media/media/150002/15503/E        | 1     | 100 | BG        | PARTIALCF    | 1         |
| Q8       | Toadstool                                      | Alliance                                    | 0     | 0   | MC-K      | CORRECT      | 1         |
| Q9       | 60 FR                                          | 60 FR                                       | 1     | 100 | MC-K      | CORRECT      | 1         |
| Q10      | 60411                                          | NAME 1: Response1 CORRECT 1: 60411          | 1     | 100 | CR        | CORRECT      | 1         |
| Q1       | Define the goal, assign responsibilities, and  | Define the goal, assign responsibilities, a | 1     | 100 | MC-K      | CORRECT      | 1         |
| Q2       | Assign a team member to independently resi     | Contact the expert and ask if they are wil  | 0     | 0   | MC-K      | CORRECT      | 1         |
| Q3       | "2."<->"Your group is sketching ideas in a     | "3."<->"Your group is in the shop constru   | 0.25  | 25  | ML        | PARTIALCF    | 1         |
| Q4       | Encourage the team to move forward. Keep       | Keep a positive attitude."Encourage the     | 0.83  | 83  | MC-MS     | MULTTRUE     | 1         |
| Q5       | measure and control current                    | detect and avoid objects                    | 0     | 0   | MC-K      | CORRECT      | 1         |
| Q6       | prevent collisions                             | prevent collisions"locate lost aircraft"    | 0.67  | 67  | MC-MS     | MULTTRUE     | 1         |
| Q7       | "Drop1":"/media/media/150002/15503/E           | "Drop1":"/media/media/150002/15503/E        | 0.6   | 60  | BG        | PARTIALCF    | 1         |
| Q8       | Alliance                                       | Alliance                                    | 1     | 100 | MC-K      | CORRECT      | 1         |
| Q9       | 60 FR                                          | 60 FR                                       | 1     | 100 | MC-K      | CORRECT      | 1         |
| Q10      | 52000                                          | NAME 1: Response1 CORRECT 1: 60411          | 0     | 0   | CR        | CORRECT      | 1         |
| Q1       | Define the goal, assign responsibilities, and  | Define the goal, assign responsibilities, a | 1     | 100 | MC-K      | CORRECT      | 1         |
| Q2       | Move forward with the solution and trust tha   | Contact the expert and ask if they are wil  | 0     | 0   | MC-K      | CORRECT      | 1         |
| Q3       | "3."<->"Your group is in the shop constru      | "3."<->"Your group is in the shop constru   | 0.5   | 50  | ML        | PARTIALCF    | 1         |
| Q4       | Praise the hard work that has been complet     | Keep a positive attitude."Encourage the     | 0.83  | 83  | MC-MS     | MULTTRUE     | 1         |
| Q5       | measure and control current                    | detect and avoid objects                    | 0     | 0   | MC-K      | CORRECT      | 1         |
| Q6       | track pilot work hours measure aircraft emis   | prevent collisions"locate lost aircraft"    | 0.17  | 17  | MC-MS     | MULTTRUE     | 1         |
| Q7       | "Drop1":"/media/media/150002/15509/E           | "Drop1":"/media/media/150002/15503/E        | 0     | 0   | BG        | PARTIALCF    | 1         |

# PLTW National Assessment (previously the EoC)

The PLTW National Assessment is delivered in two sessions for scheduling purposes. Each session will require approximately one class period for administration. If the test day allows two full class periods for testing, students should be able to complete both sections of the assessment the same day, although that is not required. Teachers are responsible for managing timing of each test session. Inactive sessions will be forced to close to protect test content. **Unanswered questions will be marked incorrect when a session is closed.** Remember to allow extra time for students with approved accommodation.

## Minimum Requirements for PLTW National Assessment Administration

1. **Secure Exam Browser is installed** on all student testing devices.
2. **Active, on-site proctoring** by a qualified PLTW teacher or school administrator for the full duration of testing.
3. **Uninterrupted testing sessions**, with students remaining in the proctored environment until their session is complete.
4. **Sufficient time allotted** for students to complete each session without leaving the secure setting.
5. **No prohibited devices or behaviors** during testing:
  - a. No cell phones or personal devices within reach of students.
  - b. No talking or communication between students.
  - c. No coaching, prompting, or assistance of any kind.

## Before You Start

### *Fair Testing – Avoid Surprises*

According to the Joint Committee on Testing Practices<sup>1</sup>, students must be informed before the test event of what material will be on an assessment and what they will be able to do with the results. While the student portal is designed for ease of use, students should be offered an opportunity to practice test navigation before the day of the test. Prepare your students early in the school year to help them understand the connections between what they are learning and what they will see on the PLTW National Assessment and in their future career.

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<sup>1</sup> Joint Committee on Testing Practices, Code of Fair Testing Practices in Education, available at <https://www.apa.org/science/programs/testing/fair-testing.pdf>

1. Becoming familiar with standardized testing operations will help prepare students for the type of computer-delivered tests they will encounter in high school and college, and professional certification and licensure tests in their career.
2. Reviewing Test Blueprints and Sample Score Reports with your students will demonstrate alignment to their course of study. **Test Blueprints and Sample Score Reports** are linked for each course later in this document.

### ***Device Preparedness-Kite Secure Student Testing***

The Kite Secure Student Testing portal is available for Windows, macOS, iPadOS, and ChromeOS devices. Administration of the PLTW National Assessment requires **Kite version 31**, available for download from the [PLTW Software](#) webpage. The secure browser is updated periodically to maintain a high level of protection for school networks.

A nine-minute training video—[PLTW Kite Portal Technology Training](#)—is available to support network and device readiness for school-owned equipment.

### ***Technical System Check***

Teachers and technology staff may log in to the installed Kite Secure Student Portal to verify network and device functionality. The sample quiz does not include authentic PLTW content but demonstrates each item type and navigation tool used in the PLTW Kite Student Portal. The technical demo may be accessed repeatedly by logging in to the Kite Student Portal with the username **demo.1** and password **DEN65**

#### **Technical System Check**

Username: demo.1

Password: DEN65

If you are offering **Text to Speech** for any of your students, you may encourage them to practice using a specific log in. To access that format through the Kite student portal the username is **demo.png** and the password is **SAUCE**

### ***Verifying Authorization To Test (ATT)***

Completed rosters and student profiles will A final list of ATTs may be confirmed directly through the Kite Educator portal.

Teachers may also confirm that student profiles are complete and that PLTW National assessments are assigned to each student using the **Assessment Ready** feature on the Classroom page in myPLTW. To access the Classroom page, select **My Sites** from the myPLTW homepage, then choose your school and class.

- A **checkmark** in the Assessment Ready column means no further action is required.
- If a checkmark is **not** present, select **Assessment Ready Detail** to identify which student profile fields may be missing.

For additional guidance on using the Assessment Readiness report, contact the PLTW Solution Center Team.

---

**Note:** A manual PLTW National assessment assignment may require several hours, so please confirm the “assessment ready” status for your students several days before the anticipated administration date.

---

### ***Download a Daily Access Code (DAC)***

Students must enter a **Daily Access Code** at the start of each test session. To protect the PLTW National Assessment from unauthorized access, the DAC changes daily.

- Codes become available at **2:30 PM** each afternoon for use the following day.
- **Do not** provide students with a second access code unless they have sufficient time remaining to complete a full **25-item** test session.

### ***Confirm Usernames and Passwords***

1. In the PLTW Kite Educator Portal, go to Reports → Data Extracts and locate the Student Login Usernames/Passwords extract
2. Select New File in the Student Usernames and Passwords Extract row to download the most recent CSV and/or PDF.
3. PLTW Student Portal usernames may match students’ myPLTW usernames, but Kite passwords are unique to the Kite system.

For additional guidance on downloading student credentials or exploring other available data extracts, see the [PLTW Kite Portal User Manual – Teacher View](#).

## **Opening Script/Student Directions for Taking the Test**

---

*Please read this script to your students before posting the DAC for each section of the assessment during the PLTW National.*

---

### ***PLTW National Assessment — Proctor Script***

**“Today you will take the PLTW National Assessment.**

This assessment is provided as part of our district’s agreement with Project Lead The Way. It’s designed to measure what you’ve learned in your PLTW course and how you apply that learning to real-world situations.

Before we begin, I want to walk you through a few important expectations.

### ***Test Format and Timing***

The assessment has **two sessions**. Each session is designed to be completed in **one class period**, and each contains **about 25 questions**.

You can **mark items for review** or **skip questions** and come back to them later, as long as time allows. Please remember: **any unanswered questions when you leave the room will be marked incorrect**.

You must **finish and submit Session One** before Session Two will open. Scores will be available **24 hours after Session Two is completed and scored**.

### ***Testing Rules***

During the test, you may **not**:

- Use a cell phone
- Refer to notes or outside materials
- Talk with others

Please read each question carefully and **scroll** if needed to see the entire item.

### ***Technical Issues***

If you experience any technical difficulties—anything at all—**raise your hand and let me know right away**. Do not try to fix the issue on your own.

### ***Final Reminder***

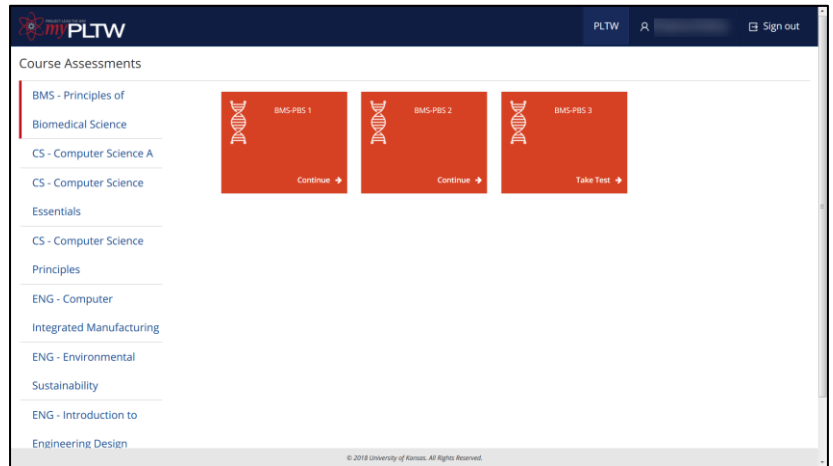
Do your best, take your time, and make sure you submit your answers before the session ends.

**You may begin.”**

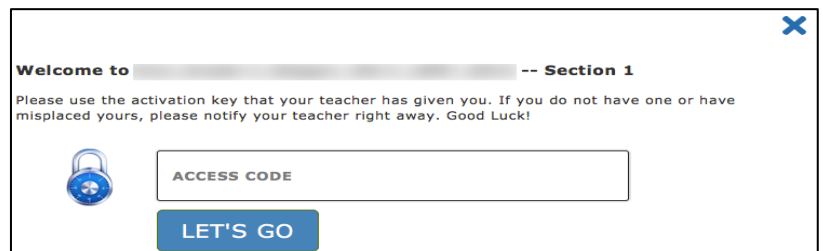
# Administering the PLTW National Assessment

The PLTW National Assessment requires a Secure Exam Browser (SEB) on each student testing device to prevent copy and paste functions or access to unauthorized internet sites.

1. Students will initiate the browser through the PLTW Kite Student Portal installed on their testing device.
2. If the student is taking more than one PLTW course, they must select a course name from the menu on the left side of the screen.
3. Students may have multiple tiles available if you have assigned quizzes from the IAT. They should select the tile for the PLTW National Assessment.
4. Click *Take Test* or *Continue*.
5. Click *BEGIN* (or *NEXT*).



Full instructions on the use of the PLTW Kite Student Portal, including descriptions of each function, are available in the [PLTW Kite Portal User Manual – Student View](#). A five-minute video is also available to showcase the [student experience](#).



## Electronic Monitoring During the Session

The steps correspond to numbers in the figure below. Teachers may monitor sessions to view student progress. Specific items or responses will not be shown on the screen.

1. Click on the **Manage Tests** menu.
2. Click **Test Coordination**
  - Complete appropriate fields
  - Click **Search**

- In the **Test Session Name** column, click on the name of the session.
- Click the **Monitor** tab.

The Status column indicates whether the student has started a test. Each numbered column corresponds to a question on the test. The solid blue circles indicate that the student has completed the question. An empty circle indicates that the student has not completed the question. Two asterisks (\*) indicate that the student was not assigned the question.

---

**Note:** Use the **Test Administration Data Extract** to easily view test session status for multiple students in the same screen view.

---

### ***Managing Irregularities***

A test section will close when a student submits it for scoring OR when the system force-closes it for prolonged inactivity. Unanswered items in the section will be marked as incorrect, and students may not revisit them.

---

*For test security reasons, access to the test will be revoked after 15 minutes of inactivity.*

---

Reactivation of a previously closed test session is not permitted in a standardized administration. Emergencies that cause an exception to this standard would be:

1. Class or building emergency requiring evacuation during a testing session.
2. Student illness during a testing session.

In the case of an emergency, please reassure students that responses are automatically saved to the cloud as they are submitted, and no responses will be lost.

### ***Suspected Cheating***

Follow test security rules in place for your district and state related to the administration of standardized assessments (those assessments used for accountability purposes). Report any suspected academic misconduct to school administrators immediately and

contact the PLTW solution center for further instructions before allowing student to begin another section of the test.

**PLTW reserves the right to invalidate scores if the test or the testing session may have been compromised.**

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*PLTW Solution Center – 877.335.7589*

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### ***Ending the PLTW National Assessment***

When a student navigates past the final item on an item block, they will be presented with a review screen. The review screen will identify items that are unanswered or flagged for review. Students may return to any item in that block and may change answers as part of their review. Unanswered items will be marked as incorrect.

## **After the PLTW National Assessment**

- Proctors are responsible for collecting all scratch paper and/or formula sheets provided during the PLTW National Assessment.
- Remind students that they must not discuss specific PLTW National Assessment content with others, even after the session. If students want to share comments or report a specific issue to PLTW, encourage them to contact the PLTW Assessment Team directly by email at [pltwassessment@pltw.org](mailto:pltwassessment@pltw.org).

---

**PLTW National Assessment content is protected by law. Do not include direct quotes from test items in an unsecured email transmission.**

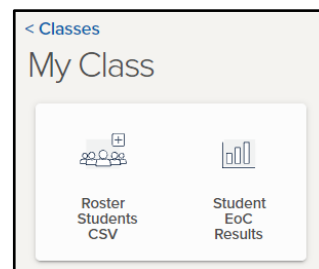
---

### ***Accessing Score Reports***

Scores for the current year are available in two formats: individual student score report PDFs, and aggregated score reports in CSV. Students must submit both sections of the End of Course assessment before a score is available in myPLTW.

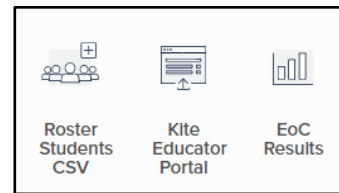
To view current year results from the home page of your account in myPLTW:

1. Enter **My Sites** by selecting the tab located at the top left of the home page.
2. Select your school from the displayed list of PLTW program schools in your district.
3. Move to the **My Class** page by selecting your class roster.
4. Click **Student Results**.
5. Select your preferred file format for download.
6. Click **Submit**.



To view reports from previous years an aggregated format from the home page of your account in **myPLTW**:

1. Enter **My Sites** by selecting the tab located at the top left of the home page.
2. Select your school from the displayed list of PLTW program schools in your district.
3. Select **Results** from the box at the top of the screen.
4. Select the school year from the drop-down box at the lower right of the screen and click **Download**.



Students may access their scores by clicking on the **Assessments** tab in the student's myPLTW account.

### ***Use and interpretation of assessment results***

Sample score reports for each course are available using links provided in the table at the end of this manual. For more information about use and interpretation of results see [Understanding PLTW National Assessment Results](#).

While the PLTW National Assessment is validated for measuring student achievement at the completion of each PLTW high school course, it has not been evaluated as a tool for the evaluation of instructors. If schools plan to use scores for any purpose outside of that which PLTW intends, it is the users' responsibility to validate scores for that specific use.

### ***Item challenge***

Students ask teachers about specific test items during or after the test. Teachers should generally not view test items on screen, BUT if a technical issue arises, or students are confused by navigation; a teacher may be required to interact with a “live” item. The PLTW Assessments team makes every effort to review and edit items before they become part of the test, but if a student identifies an issue (punctuation, grammar, missing or inaccurate information) please encourage them to email their concern directly to [pltwassessment@pltw.org](mailto:pltwassessment@pltw.org). Their email should include the name of the course, the school's name, the test date, and if possible, the item number from their test. A brief description of the concern will help in reviewing the item.

To protect the test, PLTW team members cannot discuss specific items during the testing window. If a rescore is required revised scores will be posted to the student account and modifications made to the aggregate records when statistical analysis is complete.

Each test will include certain items that are in field test status and will not be included in reporting student results.

# How PLTW Assessments Are Developed

PLTW Assessments are developed using best practices in testing that meet or exceed industry standards. Using valid and reliable measures of student competencies will support claims of student growth in technical skills and enduring practices such as communication and ethical reasoning. The assessment scores document student accomplishments and support district claims of fidelity of implementation for PLTW courses.

The diagram on the next page represents the steps followed by PLTW in creating the assessments. Selected teachers are invited to participate in the development and review of the items.

If you would like to be considered part of this elite team of reviewers next year, please send an email with your qualifications to the PLTW Assessment Team at [pltwassessment@pltw.org](mailto:pltwassessment@pltw.org). Please include a list of PLTW courses you are qualified to teach, and the number of years of experience you have teaching each course, any related degrees earned, and a list of any professional experience in the field.

Any additional questions or comments regarding the assessments should be directed to the Assessment team at [pltwassessment@pltw.org](mailto:pltwassessment@pltw.org).



### PLTW End of Course Assessment

PLTW End of Course Assessment Purpose: The purpose of the End-of-Course Assessment is to understand a student's overall achievement at the end of a PLTW course. PLTW's End-of-Course (EoC) Assessments are summative assessments that measure both subject-matter knowledge and mastery of in-demand, transportable skills in an objective, standardized way that adheres to industry standards and best practices.

### TEST DESIGN & EXPECTATIONS

- PLTW, Testing Vendor, PLTW HS Educators
- Following adoption of new content standards or other events that require a new or revised assessment.
- PLTW HS educators review and revise drafts of achievement level descriptors (ALDs), test blueprints, and item specifications.

### ITEM DEVELOPMENT

- PLTW, Testing Vendor Annually
- PLTW and the testing vendor work together to set item development goals. The vendor drafts items aligned to PLTW High School course content standards based on the test blueprints and item specifications. PLTW HS curriculum and assessment specialists review and revise initial drafts of the items.

### ITEM REVIEW

- PLTW, Testing Vendor, PLTW HS Educators
- Annually
- PLTW HS educators review test items to ensure that the questions are accessible and appropriate measures of the content standards for each grade level and content area.

### FIELD TESTING OF NEW ITEMS

- PLTW, Testing Vendor, PLTW HS Students Annually
- Items accepted by the item review committee are administered to PLTW HS students to check the quality and appropriateness of the items. These items may be placed on the operational test but do not count towards a student's score.

### EVALUATION OF FIELD TESTED ITEMS

- PLTW, Testing Vendor, PLTW HS Educators
- Annually
- PLTW HS educators review field tested items that were flagged for one or more statistical properties to ensure the items are valid and appropriate measures of the content standards for each grade level content area.

### SCORING OF FIELD TEST ITEMS

- PLTW, Testing Vendor, PLTW HS Students Annually
- Field tested items are scored, the statistical properties are analyzed, and results are compiled for additional educator review.

### STANDARD SETTING

- PLTW, Testing Vendor PLTW HS Educators
- Following the first operational administration of a new or revised assessment.
- PLTW HS educators review test content and student performance and provide recommendations regarding the cut scores for each achievement level.

### BUILDING OPERATIONAL TESTS

- PLTW, Testing Vendor Annually
- PLTW Assessment works with the testing vendor to select approved items for placement on operational test forms. Operational items count towards a student's score.

# RESOURCES

## Tutorial Videos

- [Using the IAT \(5-minute video for teachers\)](#)
- [PLTW Student Experience \(5-minute video for students\)](#)
- [PLTW Kite Portal Installation and Technology Support \(9-minute video for school or district technology support staff\)](#)

## PDF Document Links

- [Assessment Readiness Report Instructions \(pdf\)](#)
- [Engineering Formula Sheet \(pdf\)](#)
- [Java Quick Reference Sheet \(pdf\)](#)
- [Student Accommodations Guide \(pdf\)](#)
- [Understanding PLTW National Assessment Scores \(pdf\)](#)

## Assessment Blueprints

| Computer Science                                                                                                                                                  | Engineering                                                                                                                                                                                                                                                                                                                                                                          | Biomedical Science                                                                                                              |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------|
| <a href="#">Computer Science A</a><br><a href="#">Computer Science Essentials</a><br><a href="#">Computer Science Principles</a><br><a href="#">Cybersecurity</a> | <a href="#">Aerospace Engineering</a><br><a href="#">Civil Engineering and Architecture</a><br><a href="#">Computer Integrated Manufacturing</a><br><a href="#">Digital Electronics</a><br><a href="#">Engineering Essentials</a><br><a href="#">Environmental Sustainability</a><br><a href="#">Introduction to Engineering Design</a><br><a href="#">Principles of Engineering</a> | <a href="#">Human Body Systems</a><br><a href="#">Medical Interventions</a><br><a href="#">Principals of Biomedical Science</a> |

## Sample Assessment Score Reports

| Computer Science                                                                                                     | Engineering                                                                                                                                                                                                                                                                             | Biomedical Science                                                                             |
|----------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------|
| <p>Computer Science A</p> <p>Computer Science Essentials</p> <p>Computer Science Principles</p> <p>Cybersecurity</p> | <p>Aerospace Engineering</p> <p>Civil Engineering and Architecture</p> <p>Computer Integrated Manufacturing</p> <p>Digital Electronics</p> <p>Engineering Essentials</p> <p>Environmental Sustainability</p> <p>Introduction to Engineering Design</p> <p>Principles of Engineering</p> | <p>Human Body Systems</p> <p>Medical Interventions</p> <p>Principals of Biomedical Science</p> |

# Score Sharing Opportunities

To help students communicate their PLTW National Assessment results with colleges and universities as well as receive student opportunity information from those organizations, PLTW will provide a mechanism for students to opt in to information and score sharing following completion of an PLTW National Assessment.

***Teachers: Please discuss this process with your students so that students under eighteen (18) years of age are knowledgeable and in possession of their parent or legal guardian's email address prior to completing the PLTW National Assessment.***

PLTW is committed to protecting personally identifiable student information. At the end of each End of Course Assessment a survey will be offered to facilitate automated score sharing. Students who are younger than 13 years of age may not participate in automated score sharing. Students between 13 and 18 may provide an email address for a parent or guardian, and students who are 18 years old or older may provide their own email address. Students may respond to the questions presented to opt in to information and score sharing, **or they may decline to respond**, with no penalty or impact on their test scores. Students may also opt in to score and information sharing via the My Assessments page of their myPLTW accounts.

An email containing the link to an electronic informed consent will be sent to the email addresses provided to PLTW. PLTW is not responsible for verification of the email addresses provided.

PLTW will only share student scores and information with institutions of higher education that have both: 1) requested the information from PLTW for the limited purpose of student recruitment and opportunity sharing, and 2) signed a score sharing agreement documenting the permissible uses and of such information and confidentiality requirements and obligations that must be in place to receive student scores and information.

Please discuss this process with your students so that students under eighteen (18) years of age are knowledgeable and in possession of their parent or legal guardian's email address prior to completing the PLTW National Assessment.

# Sample Score Sharing Survey on Kite

The survey below will be displayed on-screen at the end of the second section of the PLTW National Assessment.

## Student Information and Score Sharing Opt in Process

Your participation in PLTW opens the door to a diverse network of accredited higher education institutions. You can now apply your real-world learning experiences to several opportunities.

PLTW has several partnerships with colleges and universities, and many of these parties offer opportunities like scholarships, recruitment, admissions preferences, and more to PLTW students based on consideration of the skills demonstrated through this PLTW National Assessment.

Students that are thirteen (13) years of age or older may share their information and PLTW National Assessment scores with these institutions of higher education.

Are you 13 years of age or older? (yes/no)

**If no,**

You must opt out of information and score sharing at this time. Thank you for your feedback.

**If yes,**

To share your information and PLTW National Assessment scores, PLTW must obtain consent from you or your parent/legal guardian. PLTW will not share your information or PLTW National Assessment scores until we receive a signed consent.

Are you interested in opting in to share your information and PLTW National Assessment scores with institutions of higher education that offer student opportunities based on performance on a PLTW National? (yes/no)

**If no,**

Thank you for your feedback.

**If yes,**

Are you eighteen (18) years old or older? (yes/no)

**If no,**

Please provide your parent or legal guardian's email address:

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Thank you. After submission of an email address, PLTW will send a link to the Informed Consent Document (Example of consent document included below).

**If yes,**

Please provide your email address.

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Thank you. After submission of an email address, PLTW will send a link to the Informed Consent Document (Example of consent document included below).

## **SAMPLE Informed Consent Form – Students 18+**

**Please read the entire document before providing any information below.**

The Federal Educational Rights and Privacy Act (“FERPA”) and state law provides for privacy and rights of access to certain educational records for students. For students under eighteen (18) years of age, parents or legal guardians are permitted to exercise these rights on behalf of the student. Disclosure to schools in which a student intends to enroll or to seek enrollment is permitted without consent, as long as the student is aware of the possibility of the disclosure. Notwithstanding the foregoing, this form provides information about your ability to provide specific information to Project Lead The Way, Inc., (“PLTW”) and consent to PLTW’s maintenance, use, and disclosure of such information, and provides the manner in which you can consent to this maintenance, use, and disclosure by PLTW, of some or all of the following information: (i) information used to register you for a PLTW National Assessment, (“PLTW National”), such as your first and last name, date of birth, email address, ethnicity, race, gender, district and school information, PLTW course, and school grade; (ii) optional additional information you provide in your myPLTW account that may include your contact information, plans after high school graduation, and intended fields of study, ((i) and (ii), collectively, “Data”); and (iii) date(s) of examination, course(s), and scores associated with the PLTW National Assessment(s) you take, (collectively, “PLTW National Information”).

PLTW has made this Informed Consent document available to inform students and their parents and/or legal guardians of the opportunity for students to opt in to providing and sharing their Data and PLTW National Assessment Information when participating in a PLTW’s National Assessment. Please note, your Data and PLTW National Information will not be shared unless this document is signed by the appropriate party. Students 12 years of age or younger are not permitted to participate in Data and score sharing.

The PLTW National Assessments offer students the opportunity to demonstrate the skills and knowledge they have developed while participating in a PLTW course. Institutions of higher education that support the development of STEM skills have partnered with PLTW to support PLTW programs and students that have taken PLTW courses and performed well on PLTW National Assessments. These partners, (“College and Universities”), have signed score sharing agreements which (a) allow them to receive Data and PLTW National Assessment Information from students that have provide an appropriately executed informed consent and (b) limit use of the Data and PLTW National Assessment Information to communicating with students regarding opportunities as potential students at their institutions of higher education, including dual credit, scholarships, recruitment, and admissions preference. These Colleges and Universities may not disclose your information to any other party except their contractors that provide services associated with student outreach, who may use such information for no other purpose. The maintenance and disclosure of your Data and PLTW National Assessment Information will be made for the specific purposes set forth in this notice and only to specific Colleges and Universities on the [PLTW Student Opportunities page](#).

**Please complete and sign below.**

**I CONSENT TO PLTW SHARING MY DATA AND PLTW NATIONAL ASSESSMENT INFORMATION AS SET FORTH IN THIS INFORMED CONSENT, AND BY SIGNING BY NAME BELOW, AGREE AND AFFIRM THE FOLLOWING:**

- I am at least 18 years old and consent and authorize the disclosure of my Data and PLTW National Assessment Information to the Colleges and Universities.
- I authorize PLTW and my school to disclose my Data and PLTW National Assessment Information to the Colleges and Universities that have signed a score sharing agreement for the purpose of providing student opportunities. I understand that the Colleges and Universities may use the Data and PLTW National Assessment Information to further evaluate my qualifications for opportunities including dual credit, scholarships, recruitment, and admissions preferences for post-secondary education or training programs with Colleges and Universities and may not disclose my information with any other party except their contractors that provide services associated with student outreach, who may use such information for no other purpose. I consent and agree to this use of my Data and PLTW National

Assessment Information. This consent is for the benefit of myself, PLTW, my current school, and the Colleges and Universities who review and evaluate this information.

- I understand and agree that PLTW will maintain my Data and PLTW National Assessment Information until I provide a written request for deletion of such information and that such maintenance may exceed the term of the contractual relationship between PLTW and my current school.
- PLTW, my school, and the Colleges and Universities can rely on that any action taken through the Kite Assessment Portal using my username and password are taken by me, and that I have not shared my username and password with anyone.
- I understand that PLTW has implemented safeguards that are intended to ensure the security of Data and PLTW National Assessment Information but that it is impossible to guarantee the security of such electronic data and information, particularly when it is transmitted across the Internet.
- I understand that sharing my Data and PLTW National Assessment Information in this manner is not required, and this information can be sent to Colleges and Universities in other ways.
- I understand that I can request a copy of the Data and PLTW National Assessment Information disclosed and/or revoke or withdraw my consent for maintenance and disclosure at any time by submitting a written request to revoke to my teacher and/or [solutioncenter@pltw.org](mailto:solutioncenter@pltw.org). I understand that it may take up to fourteen (14) days for the revocation to be effective and that the revocation will not affect information that has already been sent to Colleges and Universities.
- I agree that I have completely read and fully understand the contents of this document, agree to be bound by its terms, and I am providing my electronic signature below to reflect my agreement and consent.

**I AM 18 YEARS OF AGE OR OLDER, HAVE FULL AUTHORITY TO AUTHORIZE THE ABOVE DISCLOSURE OF DATA AND PLTW NATIONAL ASSESSMENT INFORMATION, AND HEREBY CONSENT AND AGREE TO THE FOREGOING TERMS AND PROVISIONS BY PROVIDING MY ELECTRONIC SIGNATURE BELOW.**

Name: \_\_\_\_\_ Email: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

The Federal Educational Rights and Privacy Act ("FERPA") and state law provides for privacy and rights of access to certain educational records for students. For students under eighteen (18) years of age, parents or legal guardians are permitted to exercise these rights on behalf of the student. Disclosure to schools in which a student intends to enroll or to seek enrollment is permitted without consent, as long as the student is aware of the possibility of the disclosure. Notwithstanding the foregoing, this form provides information about you and your student's ability to provide specific information to Project Lead The Way, Inc., ("PLTW") and consent to PLTW's maintenance, use, and disclosure of such information, and provides the manner in which you can consent to this maintenance, use, and disclosure by PLTW, of some or all of the following information: (i) information used to register your student for a PLTW National Assessment, ("PLTW National"), such as your student's first and last name, date of birth, email address, ethnicity, race, gender, district and school information, PLTW course, and school grade; (ii) optional additional information you and your student provide in your student's myPLTW account that may include your student's contact information, plans after high school graduation, and intended fields of study, ((i) and (ii), collectively, "Data"); and (iii) date(s) of examination, course(s), and scores associated with the PLTW National Assessment(s) your student takes, (collectively, "PLTW National Assessment Information").

PLTW has made this Informed Consent document available to inform students and their parents and/or legal guardians of the opportunity for students to opt in to providing and sharing their Data and PLTW National Assessment Information when participating in a PLTW's PLTW National Assessment. Please note, your student's Data and PLTW National Assessment Information will not be shared unless this document is signed by the appropriate party. Students 12 years of age or younger are not permitted to participate in Data and score sharing.

The PLTW National Assessments offer students the opportunity to demonstrate the skills and knowledge they have developed while participating in a PLTW course. Institutions of higher education that support the development of STEM skills have partnered with PLTW to support PLTW programs and students that have taken PLTW courses and performed well on PLTW National Assessments. These partners, (“College and Universities”), have signed score sharing agreements which (a) allow them to receive Data and PLTW National Assessment Information from students that have provide an appropriately executed informed consent and (b) limit use of the Data and PLTW National Assessment Information to communicating with students regarding opportunities as potential students at their institutions of higher education, including dual credit, scholarships, recruitment, and admissions preference. These Colleges and Universities may not disclose your student’s information to any other party except their contractors that provide services associated with student outreach, who may use such information for no other purpose. The maintenance and disclosure of your student’s Data and PLTW National Assessment Information will be made for the specific purposes set forth in this notice and only to specific Colleges and Universities on the [PLTW Student Opportunities page](#).

#### **SAMPLE PARENT CONSENT E MAIL**

I CONSENT TO PLTW SHARING MY STUDENT’S DATA AND PLTW NATIONAL ASSESSMENT INFORMATION AS SET FORTH IN THIS INFORMED CONSENT, AND BY SIGNING BY NAME BELOW, AGREE AND AFFIRM THE FOLLOWING:

- I am at least 18 years old, and I am the parent or legal guardian of a student between the ages of 13 and 17 and consent and authorize the disclosure of my student’s Data and PLTW National Assessment Information to the Colleges and Universities.
- I authorize PLTW and my student’s school to disclose my student’s Data and PLTW National Assessment Information to the Colleges and Universities that have signed a score sharing agreement for the purpose of providing student opportunities. I understand that the Colleges and Universities may use the Data and PLTW National Assessment Information to further evaluate my student’s qualifications for opportunities including dual credit, scholarships, recruitment, and admissions preferences for post-secondary education or training programs with Colleges and Universities and may not disclose my student’s information with any other party except their contractors that provide services associated with student outreach, who may use such information for no other purpose. I consent and agree to this use of my student’s Data and PLTW National Assessment Information. This consent is for the benefit of my student, PLTW, my student’s current school, and the Colleges and Universities who review and evaluate this information.
- I understand and agree that PLTW will maintain my Data and PLTW National Assessment Information until my student or I provide a written request for deletion of such information and that such maintenance may exceed the term of the contractual relationship between PLTW and my student’s current school.
- PLTW, my student’s school, and the Colleges and Universities can rely on that any action taken through the Kite Assessment Portal using my student’s username and password are taken by my student, and that my student has not shared their username and password with anyone.
- I understand that PLTW has implemented safeguards that are intended to ensure the security of Data and PLTW National Assessment Information but that it is impossible to guarantee the security of such electronic data and information, particularly when it is transmitted across the Internet.
- I understand that sharing my student’s Data and PLTW National Assessment Information in this manner is not required, and this information can be sent to Colleges and Universities in other ways.
- I understand that I can request a copy of the Data and PLTW National Assessment Information disclosed and/or revoke or withdraw my consent for maintenance and disclosure at any time by submitting a written request to revoke to my student’s teacher and/or [solutioncenter@pltw.org](mailto:solutioncenter@pltw.org). I understand that it may take up to fourteen (14) days for the revocation to be effective and that the revocation will not affect information that has already been sent to Colleges and Universities.