



Florida GED[®] Testing Office

Monthly Newsletter

MAY 2012

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<http://ged.fldoe.org>

Archived copies of newsletters:

[http://ged.fldoe.org/
newsletter.asp](http://ged.fldoe.org/newsletter.asp)

Staff Members:

Tara Goodman, GED
Administrator[™]

Diane Vaccari,
Program Manager

Message from the GED Administrator[™]

Florida is preparing for a mid-summer launch of computer-based testing on the 2002 GED[®] Test Series. Six locations have been recruited to be part of the pilot for CBT. We will be setting the launch date very soon. We are very excited to be entering the computer-based testing world. Stay tuned for more details. As always, if you have any questions on the GED[®] testing transition or any other topic, please contact me at Tara.Goodman@fldoe.org.

Tara

CBT Authorized in Florida through Rule Amendment

On May 10, the State Board of Education voted to amend the GED[®] testing rule to authorize computer-based testing and set the fees for testing. The following actions were taken:

- Adopted a \$26 per sub-test for computer-based administrations of the 2002 GED[®] Test Series; the total cost for all five sub-tests will be \$130.
- Increased the duplicate document fee from \$6 to \$8; this change will take effect on June 18, 2012.

GED Testing Service[®] Price for the New Assessment

GED Testing Service[®] has announced that their price for the new GED[®] assessment will remain at \$120 (for all sub-tests) for the launch of the new test in January 2014. ***This price does not include any Florida GED administrative fee.*** The Department hopes that the DOE administrative fee can remain flat as well.

The press release for this announcement may be accessed here: <http://www.gedtestingservice.com/educators/press-releases>.

GED Testing Service[®] - Launch of New Web Site

GEDTS has consolidated their various web sites. This may make it difficult to access information as you get used to the new format.

Winnie Tolliver,
Information Specialist
II

Dan Richardson,
Information Specialist
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Sirisha Byna,
Information Specialist
II

Barbara Bass,
Senior Clerk

Ashley Mullins,
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Joe Tijerino,
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See below for link to some commonly requested information on running a testing center:

<http://www.gedtestingservice.com/educators/running-a-testing-program>

A full URL key is available on GED AccessPoint. Go to Resources and then the Document Library. It is listed under the Marketing heading.

SAVE THE DATE – Statewide Meeting of Chief Examiners

Please save the following dates for the required statewide meeting for GED Chief Examiners. The meeting will be held at Mid-Florida Technical Center in Orlando following the conclusion of the Florida ACE Conference:

- October 3 – Afternoon
- October 4 – All day

Becoming a GED[®] CBT Site

GED Testing Service[®] staff provided a short summary of the steps necessary to become a Pearson VUE testing center authorized to offer the GED[®] test series. Any current paper-based testing center may initiate plans to add computer-based testing. See below information that may assist you as you work on your plans to offer computer-based testing.

Information for a PBT Site that Converts to a PVTC

Test Center Application:

- <http://www.pearsonvue.com/pvtc/join/>
- The application can be downloaded and filled in on the website

20 minute Education Course on How to Become a PVTC:

- <http://www.gedcbt.org/educourses.html>
- Go to Course 2 on the site

Supplemental Site Requirements Reference Sheet

- A document on site requirements is available on the Florida CBT site here: <http://ged.fl DOE.org/computer-based.asp>

Information for an existing PVTC who is adding GED[®] on to the list of their exams

The Pearson VUE Channel/VSS Team will work with the sites to ensure they are ready

- Sites will need to be on the correct software release
- Ensure that they are a Public Site
- Sites will sign a small agreement to add on another client (GED[®]) to the list of exams that they provide service to
- Calculators will be shipped to the sites

GED Testing Accommodations

GED Testing Service® has produced a brochure for candidates on their updated accommodations website.

The accommodations sites is here:

<http://gedtestingservice.com/accommodations>

The new brochure can be accessed through this link or from the main page of the site:

<http://gedtestingservice.com/uploads/files/7b61476f99d3e13d20c485169cec24a4.pdf>

The testing office will be distributing a limited supply of these documents to each testing center.

Scoring Update

Answer sheets from testing dates through **May 26, 2012**, have been scanned and results shipped to testing centers. If you are waiting on results for students from testing prior to this date, it is probable that a staging error has occurred for that student. Chief Examiners should review the error report from the scoring system that is e-mailed and sent with the batch transcript and diploma packets. If there is an issue, please contact Dan Richardson at 850-245-0449. When submitting inquiries about scoring, please include your testing center ID in any written communication.

For your monthly scoring invoices, please be sure you look at the statement of charges to ensure that the correct payment amount is being sent. This statement reflects adjustments as a result of any scoring credits received by your testing center. Contact Kathy Almand at 850-245-9462 if you have questions about charges on your invoice.

Scoring Site Production Statistics January – May 2012

Diplomas Issued	11,993	
Subtests Scored	MA	19,513
	RE	16,919
	SC	16,947
	SS	17,147
	WR	17,462
Individuals tested	21,461	

Notice on Invoices for Scoring

Your testing center will be assessed scoring fees for the administration of duplicate tests forms during the year, administration of tests to individuals with a diploma already and underage testers. Over the past month, the following scoring errors occurred:

- 17 individuals were tested on a duplicate test form
- 17 individuals were tested that already earned a diploma
- 1 individual was tested under the age of 16

If you see items listed on the scoring invoice under the description identified as “DTF - Duplicate Test Form” or “DAE – Diploma Already Exist” or “DST – Duplicate Spanish Test”, and “UAT- Under Age Tester”, please remember to look for two sets of detail data that should be submitted to your Accounts Payable section with the Invoice.

REMINDERS:

Testers with Out-of-State GED Scores

When a candidate has taken the GED tests out-of-state and is retesting at your site, you must:

- Send the candidate’s **official transcript/official score report** with the transmittal to the scoring office.
- Notate on the transmittal that you have included an official transcript for the candidate.
- Send a completed demographic form for the candidate

The out-of-state scores will be combined with the scores earned at your site.

If you have any questions about submission, please contact Dan Richardson, Dan.Richardson@fldoe.org or 850-245-0449.

Submission of Tests to Scoring Office

The Transmittal Form and Procedures for Submission of Testing Materials can be downloaded from our Website:

<http://ged.fldoe.org/forms.asp>. Please make sure to use the new transmittal form and procedures when submitting your GED tests for Scoring. Here are a few things that we would like you to pay close attention to:

- Demographic forms must have spines removed.
- Copies of essays are no longer submitted.
- Essay transmittal form is no longer used.
- Out-of-state transcripts submitted for conversion must be official.
- Candidate names must be listed alphabetically on the transmittal form.

If you have any questions about how to package your tests for submission, please contact Diane Vaccari.

GED AccessPoint – Username and Password

The GED AccessPoint web address is <https://access.gedtest.org/Art>. The

user name for accessing GED AccessPoint is your 10-digit testing center number (ex. 3000120XXX). The password was set locally by you. If you have been locked out of the system or do not remember your password, you may reset the password in the system. If you have questions, please contact Diane Vaccari.

User Names and Passwords for Accessing State GED

Database: <https://ged.fldoe.org/login.asp>

All requests for user names and passwords to this system must be submitted by the Chief Examiner only. Access is limited to staff members involved in GED Testing at the testing centers. Instructional staff members are not permitted access to this system.

The Chief Examiner may NOT share their user name and password with other staff members. A request should be made for other GED personnel who require access to the database as part of their job duties. The Florida GED Testing Office is maintaining a list of all staff members who have been provided access. The Chief Examiner should maintain this information as well. Please contact Diane Vaccari if you have any questions.

Essays Submitted for Scoring

Please remind testers to write only on the lines provided on the essay answer sheet. Many of the essays we receive have writing into the margins where the timing marks are located on the forms and will not scan properly. Your examiners and proctors should monitor during the test to ensure that candidates are writing their essay within the appropriate section of the answer sheet. If you have any questions, contact Diane Vaccari.

Lending Library Requests

This is a reminder on the process for requesting testing materials from the lending library. The Chief Examiner must e-mail to the following address to request item(s): GEDLendingLibrary@fldoe.org.

Testing centers that check out materials from the lending library are responsible for ensuring materials are not damaged by test takers. Materials should be examined and stray marks removed prior to returning materials to the GED Testing Office. If markings are severe to the point where the battery cannot be re-used, the testing center will be charged \$200 to replace the testing battery.

Using Your Testing Center Number to Communicate

If you have to communicate with GEDTS via email or the Florida GED office, please remember to provide your 10-digit testing center number to process or research any requests.

GED Testing Service and Social Media

GED Testing Service® has several venues for release information through social media. See below for links to their various social media sites:

Official GED® Testing Facebook page:

<http://www.facebook.com/GEDTesting>

GED Testing Service® YouTube channel:

<http://www.youtube.com/user/GEDTestingService>

GED Testing Service® Twitter: <http://twitter.com/#!/gedtesting>