

Check Sheet for Success...

When selecting your Certification and Assessment Partner

Prepared by  2007

CRITERION

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|----|--|--|--|
| 1 | Is the organization that developed the assessment reputable and recognized within the CTE community? | | |
| 2 | Does the organization have a set of professional competencies or credentialing standards on which the assessment is based? | | |
| 3 | Are the standards (or competencies) available for public review? | | |
| 4 | Is the assessment congruent with the set of standards? | | |
| 5 | Does the set of standards reflect a thorough job and task analysis of the occupation and do the tasks appear to be properly weighed? | | |
| 6 | Is this weighting congruent with the test emphasis? | | |
| 7 | Is the test's reading level appropriate for the intended industry or job? | | |
| 8 | Is the same (or similar) test used <u>in industry</u> ? | | |
| 9 | Are results of national pilot tests or field tests available? | | |
| 10 | Are the tests current and is there a schedule of test revision? | | |

TECHNICAL ANALYSIS

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| 11 | Is there a technical manual for the test that can be reviewed? | | |
| 12 | Is there a performance component to the test? | | |
| 13 | Is there a criterion-referenced benchmark or norm based benchmark available? | | |
| 14 | Is there validity information available on the test? | | |
| 15 | Is there a reliability coefficient? | | |
| 16 | Are the choices for each item plausible? | | |
| 17 | Are the items independent of each other? | | |
| 18 | Is there an item-to-total (point biserial) correlation? | | |

TEST ADMINISTRATION & SECURITY

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| 19 | Does the test administrator maintain appropriate test security? | | |
| 20 | Is there a time limit for the test? | | |
| 21 | Are there appropriate accommodations for individuals with disabilities? | | |
| 22 | Can the knowledge component be administered on-line and on paper? | | |
| 23 | Is the performance component to be completed in a specific time limit? | | |
| 24 | Is the performance evaluated by an independent content expert? | | |
| 25 | Is pre-testing available? | | |

SCORING

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| 26 | Is there a scoring rubric for each performance task? | | |
| 27 | Is there a criterion-referenced benchmark for each performance task? | | |
| 28 | Are students given feedback on their written and performance knowledge? | | |
| 29 | Are students able to view scores in various tasks within the occupation? | | |

REPORTING

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| 30 | Can the testing organization provide an annual report to a state showing a summary of students performance disaggregated by specific subgroups? | | |
| 31 | Does the test organization also provide a detailed individual student report and a summary report to the school? | | |
| 32 | If Pre-testing is selected as an option, are gain scores available? | | |
| 33 | Can the testing organization provide customized score reports? | | |