Q: What are the writing genres for the 2018 eMPowerME Essay? (Posted 2/19/19)
A: The essay genres are the same this year as they were last year:
- Grade 3, Informational (W2)
- Grade 4, Informational (W2)
- Grade 5, Opinion (W1)
- Grade 6, Argument (W1)
- Grade 7, Informational (W2)
- Grade 8, Argument (W1)

Q: When is the 2019 eMPowerME, how many test sessions are there, and what are the times for each session? (Posted 2/19/19)
A: The eMPowerME testing window is 3/18/19 – 4/12/19 in Mathematics – Reading – Writing & Language – Essay

<table>
<thead>
<tr>
<th>Test Section</th>
<th>Number of Sessions</th>
<th>Testing Time per Session by Grade (minutes)*</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td>3</td>
</tr>
<tr>
<td>Mathematics</td>
<td>2</td>
<td>75</td>
</tr>
<tr>
<td>Reading</td>
<td>2</td>
<td>80</td>
</tr>
<tr>
<td>Writing &amp; Language</td>
<td>2</td>
<td>35</td>
</tr>
<tr>
<td>Essay</td>
<td>1</td>
<td>80</td>
</tr>
<tr>
<td>TOTAL TESTING TIME</td>
<td>7</td>
<td>460</td>
</tr>
</tbody>
</table>

- Testing times DO NOT include 5-10 minutes for directions before each session.
- Test Sessions must be completed in one day, and only within the allotted time limit. Even with extended time, if students do not finish a particular test session within a single day, they are NOT allowed to return to that test session on another day.

Test Session Order:
The above chart is only a recommendation. Math, Reading, Writing & Language, and Essay can be given in any order. Although recommended to give Sessions 1’s before Session 2’s, this also is not required. E.G. if you gave Session 1 on a given day, had Session 2 scheduled for the next day, and a student was absent the day of Session 1, you can give Session 2 to that student first then reschedule Session 1 as a makeup.

Q: Do all students in a grade have the same form/version of the test? (Posted 2/19/19)
A: No. There are multiple “forms” of each test (10-12) and the students may not have the same questions in the same order.

Q: Are students who are homeschooled eligible to take eMPowerME? (Posted 2/19/19)
A: Assessment of home-schooled students is a joint parent and local SAU decision. If a home-schooled student is to participate in MEA and is already in the school’s enrollment, due to the student partaking of some public school instruction, leave the enrollment as it is. If an assessed home-schooled student is not already in the school’s Synergy State Edition enrollment, he/she must be temporarily entered. Select the “Homeschool”
checkbox AND select “1-25% of educational time spent at school” in the FTE field. Once the student completes testing, exit the student using the exit code “01918 – Transferred to Homeschooling.” Homeschooled students will receive an Individual Student Report (ISR), but will not be included in the testing school’s results. The student will count neither for nor against participation. Reports for home-schooled students must be distributed by the local school.

Q: Can the Essay writer’s checklist be provided to all students before and during the test? Is it okay if it is a poster for the classroom? (Posted 2/19/19)
A: Yes, the Essay writer’s checklist is available for student view in the testing kiosk, and can also be either posted in the testing room and/or passed out to students for reference. These can be found here: Students Essay Checklists (PDF, 415KB) https://www.maine.gov/doe/Testing_Accountability/MECAS/materials/empowerme

Q: What is the process for DACs to receive their portal login credentials and reactivate past year’s users? (Posted 2/19/19)
A: DACs should have received their login credentials on Monday 2/11/19 via an email from Maine Program Management Team <maineservicedesk@measuredprogress.org>. Please check your spam/junk folder. If DACs cannot find this email, the Username is the district code, with leading zeros to make the code 4-digits. Enter the username and click ‘forgot my password’. You should receive a password reset email. Alternatively, you can contact MaineServiceCenter@measuredprogress.org 855-652-8929. Once DACs can access the system, log into the portal, and click on USERS in the top left corner. You, as DAC should be listed. Click on Show Deactivated Accounts:

To reactivate users in this list from past years that need to be in the system for 2019, click the +. Reactivated users will NOT receive an email indicating their account has been reactivated. Any previous users who are either no longer working in the district/school or do not need reactivation CANNOT be deleted or removed from the portal.

Q: If a student is in Synergy but not on the NEO assessment download is that a state issue or local issue. (Posted 2/19/19)
A: You may be seeing the student enrolled in your SIS, whether that be PowerSchool, Infinite Campus, or Synergy District Level, but it MUST be pushed/communicated into the State Synergy Edition in order to be included in the NEO rosters. If you see a discrepancy, please contact the MEDMS help desk @ MEDMS.helpdesk@maine.gov or 207-624-6896.

Q: If we have students who are in out of district placements, like a regional program, do we need the name of the person administering the assessment or is the district name adequate? (Posted 2/19/19)
A: That depends on the type of out of district placement. If the school/program is listed in the state system as having its own district/school code such as Special Purpose Private Schools (SPPSs) e.g. Spurwink, Sweetser, Becket Family Services, etc., then the SPPS has its own eMPowerME portal login and roster of enrolled
students. This includes students who have a primary/responsible enrollment and a secondary/concurrent enrollment in Synergy. If it is a ‘program’ in or out of your district that is not assigned a district/school code, those students should remain in your portal enrollment and you are responsible for ensuring those students are able to test.

Q: Are the power point slide decks from the February workshop trainings available? (Posted 2/19/19)
A: Yes, they are posted here:
https://www.maine.gov/doe/Testing_Accountability/MECAS/materials/empowerme

Additional Materials
- eMPowerME Training Slide Deck (PDF, 2MB)
- 2019 DOE Workshop Slide Deck (PDF, 1MB)

Q: What is the protocol when a student transfers to a different district, but the parents don't register the student before the testing window opens? (Posted 2/19/19)
A: When students move from district/school A to B, the student must be released/exited from A in Synergy, and enrolled in B in order for the student to test at district/school B. If there is no state enrollment in B, the student will not appear in school B’s portal for testing. The student will remain in district/school A’s portal roster.

Q: When do the online practice tests (Student Tutorial) open? (Posted 2/19/19)
A: The online Student Tutorials opened on Monday 2/11/19 and is Kiosk-based, not browser-based. Ensure the Kiosk has been installed on all the student devices. Open the MEA Kiosk, click on Access the Student Tutorial, and use the grade span/content area login usernames/passwords
  - Grades 3-5 Username: Math3-5, Password: tutorial
  - Grades 6-8 Username: Math6-8, Password: tutorial
  - Grades 3-5 Username: Reading3-5, Password: tutorial
  - Grades 6-8 Username: Reading6-8, Password: tutorial
  - Grades 3-5 Username: WriLang3-5, Password: tutorial
  - Grades 6-8 Username: WriLang6-8, Password: tutorial