



FSAA—Performance Task Online System Training Resources for Teachers

Dear Alternate Assessment Coordinators,

The following FSAA—Performance Task (FSAA—PT) Online System training resources are now available to teachers on the [FSAA—Performance Task Portal](#):

- 2019–2020 FSAA—PT Online System User Guide for Teachers
 - Teachers should have this user guide readily available while completing the Module 4 training and viewing the tutorials.
- 2019–2020 FSAA—PT Online System Training Module for Teachers
 - Module 4: FSAA—Performance Task Online System
 - All teachers must view Module 4 and complete the associated quiz prior to entering student responses into the online system.
- 2019–2020 FSAA—PT Online System Training Tutorials for Teachers (will be available shortly)
 - Tutorial 1: Student Management
 - Tutorial 2: Update Request Management
 - Tutorial 3: Student Response Submission

Next Steps:

- **FSAA—PT Online System Release of Content for Submitting Responses:** The FSAA—PT Online System is on schedule to be released for student response submission on **Monday, March 2, 2020**.
 - AACs are reminded that districts are responsible for ensuring that teachers have completed all required training prior to administering the FSAA—Performance Task. Teachers must view Module 4 and complete the associated quiz prior to entering student responses into the online system.
 - Encourage teachers to have a copy of the FSAA—PT Online System User Guide readily available and to access the three training tutorials if they feel a need for additional instruction at any time before or during the assessment window.

If you have any questions, please contact the FSAA Service Center by phone at 866-239-2149 or by e-mail at FSAAServiceCenter@cognia.org.

- Standard hours: Monday–Friday from 8:00 a.m. to 5:00 p.m. (ET)
- Extended hours (February 18–May 8, 2020): Monday–Friday from 7:00 a.m. to 8:30 p.m. (ET)