

Tools for Making Test Development More Efficient

Key Personnel and Roles



Director or Certification Manager

- Budgeting
- Select tools
- Establish policies
- Assign and manage work



Test developer

- Item banking
- Form assembly
- Quality control
- Practical specifications



Scheduler/Proctor/Admin

- Process registrations
- Evaluate eligibility and identity
- Schedule and proctor tests
- Manage results
- Arrange certificates
- Track recertification



Subject matter expert (SME)

- Job analysis
- Item writing and review
- Standard setting (Angoff)



Psychometrician

- Job analysis
- Test design
- Item review
- Standard setting
- Test and item analysis
- Equating and scaling



Examinees

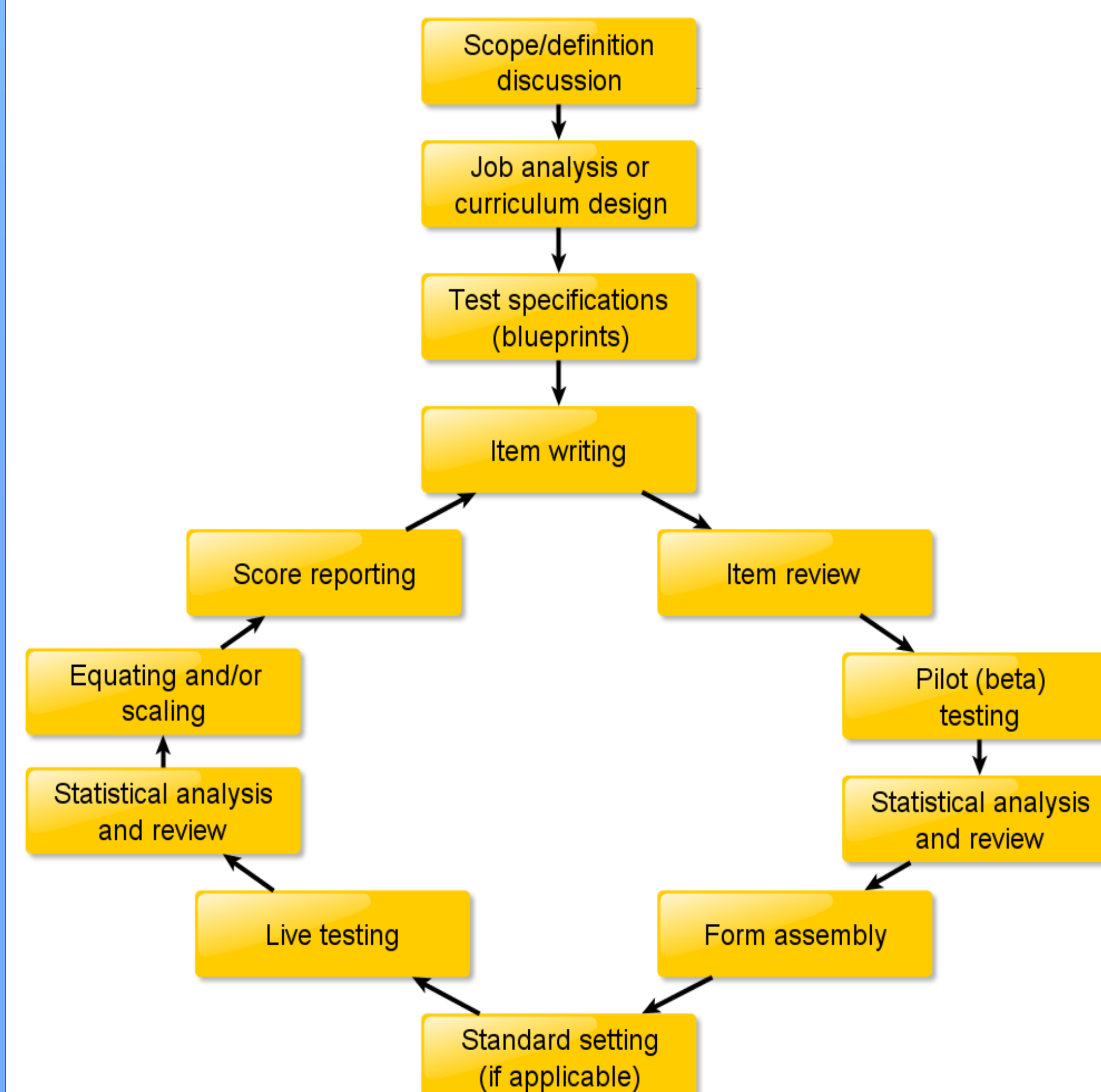
- Provide registration documentation
- Take test
- Receive certificates
- Recertify

Abstract

Many resources discuss the use of computers to deliver tests, but computers are arguably more important in the *development* of tests, which is more important for reliability and validity. Job analysis, blueprint, standard-setting, and item review meetings can be done with webinar software. Item banking, item review, test assembly, statistical reports, and data management are facilitated with web-based testing systems, especially if web-based test delivery is used. Cloud computing such as Google Docs is ideal for document review, and webinar systems are essential. These types of tools can make the long test development process more efficient.

Background

- Test development (TD) for certification is a collaborative process
- We need software that can enable multiple people to collaborate and record changes
- Tools should simplify/streamline the process
- Free is good, but commercial better if value
- More that one tool can manage, the better
- SME time is valuable, especially since they are volunteers! The more we can get out of their time, the better off we are.



Essential Software

Test development cycle

Step	FastTest Web	Other options
Job analysis	Yes	Survey software
Item banking	Yes	FastTest 2.0
Form assembly	Yes	TestAssembler
QC and practical specs	Yes	Outsourcing
Standard setting	Yes	Google Docs
Register examinees	Yes	Web portals
Test delivery	Yes	Testing centers
Adaptive testing	Yes	FastTest Pro
Score reporting	Yes	MS Word (MM)
Results management	Yes	Databases
Item and test analysis	Yes	Iteman, Xcalibre

Certification management

Certifior, numerous database systems specifically designed for this task

Enhance collaboration with online meetings

WebEx, GoToMeeting, AnyMeeting (Free), InstantPresenter, etc.

Collaborate on documents with Google Docs

- Policies and procedures
- Candidate handbooks
- Study guides
- Important forms
- Training materials

What are we trying to avoid?

- “Everyone turn to the third item on page 46...”
- Reviewing and commenting items on paper, without permanent record
- Using multiple pieces of software
- Using software not designed for a certain purpose (pounding a nail with a screwdriver)
- Not knowing what colleagues are doing in real time
- Disparate management of the test development cycle
- Lack of documentation, impairing validity

Conclusions

- Web 2.0 fosters collaboration from anywhere on the globe
- A web application for collaboration on test development is essential
- A web app that supports the entire cycle is particularly advantageous
- Test development is difficult enough by itself, we need tools to make it better/easier
- Increased process and documentation helps validity, reliability, and accreditation
- Tools designed for specific processes make them more efficient and defensible (example: FTW has a unique system for conducting modified-Angoff studies)

Links

- www.anymeeting.com
- docs.google.com
- www.homeopathicdirectory.com
- www.4roi.com
- www.assess.com
- www.fasttestweb.com