Online Literacy and Numeracy Assessment (OLNA) 2023 Update 5

Term 2 Window A and Term 2 Window B

General	**Change of contact details**	If you are no longer an OLNA contact at the school to which this email was addressed, please forward to the new contact person or to another member of the school leadership team. If necessary, please have the contact details updated in SIRS.
	OLNA Contacts	There are two OLNA contact roles in SIRS. These roles, 'OLNA Y9–10' and 'OLNA Y10–12', will both receive all future OLNA updates and communications. Updating contacts in SIRS is self-administered by the school, and instructions on how to update contacts for 2023 can be found in Section 2 of the Data Procedures Manual available on The Authority website at https://www.scsa.wa.edu.au/publications/data-procedures-manual.
	Users access to the OLNA Dashboard	The Principal and OLNA contacts have an account to access the OLNA Dashboard. Each account name is comprised of the school code and a letter: • Principal's account has an 'A' appended to the end, e.g. 0000A • OLNA Y10-12 Contact's account has a 'B', e.g. 0000B • OLNA Y9-10 Contact's account has a 'C', e.g. 0000C The Principal's account has a function for creating additional users within the dashboard. Any new users for Term 2 Window B will need to reset their passwords.
	Students in the OLNA Dashboard	New students are loaded into the OLNA Dashboard between 9 am and 10 am each morning.
	OLNA Checklists	Schools are reminded that the *OLNA Handbook* contains important checklists (Appendices 5 and 6) that will assist schools in preparing for the OLNA. Schools are also reminded that all used and unused login sheets should be destroyed. New login sheets will be required for each window.
	Publications and forms	Publications and forms are available from the Authority website at https://senior-secondary.scsa.wa.edu.au/assessment/olna/schools.
	OLNA Helpdesk	The helpdesk is available between 8.00 am–4.00 pm on (08) 9273 6726 or at olna@scsa.wa.edu.au.

Specific updates for the Term 2 windows can be found overleaf.

Term 2 Window A	**Results**	Please note that results will now become available via SIRS from 9am on **Friday, 9 June 2023**.
	Reports available through SIRS	The reports available in SIRS will include: • *LAN003 – OLNA Performance Overview* Lists the current OLNA results in each component for individual students of the selected cohort. • *LAN005 – OLNA Individual Student Diagnostics* Individual diagnostics for your current year students achieving a Category 1 or Category 2 result in the selected test window and component. • *LAN006 – OLNA Individual Student Current Status* This report includes current OLNA performance in each component for individual students. • *LAN011 – OLNA Student Accumulative Result* Lists the performance progression of registered students by test component.
Term 2 Window B	**Test window**	Writing: **Monday, 12 June** to **Tuesday, 13 June** Numeracy and Reading: **Monday, 12 June** to **Friday, 23 June**
	Cohort	Year 10, 11 and 12 students will be able to sit this window.
	Declaration form	Submission of the completed OLNA Declaration form for the Term 2 Window B must be completed as soon as possible. If the current Principal has already signed the OLNA Declaration form for 2023, they are not required to complete another form and it is not required to be submitted again. If a Principal is new to the school, a form will need to be completed.
	Reports available through SIRS	The reports available via SIRS on **Tuesday, 6 June 2023**, include: • *LAN001 – OLNA Student list* List of registered students eligible to sit the next OLNA window • *LAN002 – OLNA Student Login Details* Lists the usernames and passwords of students eligible to sit the upcoming OLNA window.
	Testing location	All students sitting an OLNA component must do so at the school where they are enrolled. The use of anonymiser technology (such as VPN or Tor) that potentially obscures the location of the student is not permitted.
	Devices	Schools are responsible for ensuring that all applications such as *Grammarly©* and typing settings are turned off or not available during the OLNA.
	Results	Student results will be available via SIRS on **Monday, 17 July 2023**.

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