



Adult and Community Learning Services (ACLS)

Massachusetts Adult Education Assessment

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Administration of MAPT-CCR

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Overview of the MAPT-CCR

The state's assessment policy requires programs to use the MAPT-CCR for Reading and/or the MAPT-CCR for Math for all learners GLE 2-12.9 enrolled in ABE classes, except for those listed below:

- ABE Level 1 Students: ABE students reading below GLE 2 must be tested using the TABE Test, Forms 11/12 Level Literacy Reading and/or Math;
- ABE students GLE 2-12.9 whose goal is to improve their writing skills must be tested using the TABE Language Complete Battery Subtest, Forms 13/14, Levels E, M, D, and A. See specific pre- and post-testing requirements in chapter 1 of this manual.
- Students in ABE Programs for Correctional Institutions (CI) that do not have access to computers must be tested using the TABE Reading, Math or Language Complete Battery Subtest, Forms 13/14, Levels E, M, D, and A. See specific pre- and post-testing requirements in chapter 1 of this manual.
- Students in Workplace Education (ABE) programs that do not have access to computers must be tested using the TABE Reading, Math or Language Complete Battery Subtest, Forms 13/14, Levels E, M, D, and A. See specific pre- and post-testing requirements in chapter 1 of this manual.

The Massachusetts Adult Proficiency Test (MAPT) was developed by the Center for Educational Assessment at the University of Massachusetts, Amherst, the Adult and Community Learning Services (ACLS) Unit of the Massachusetts Department of Elementary and Secondary Education, and many Massachusetts ABE practitioners and learners.

The MAPT-CCR consists of criterion-referenced tests that measure ABE math and reading skills. The MAPT-CCR for Math and the MAPT-CCR for Reading are aligned to the College and Career Readiness Standards for Adult Education (CCRSAE), and the National Reporting System's (NRS) Educational Functioning Levels (EFLs) ranging from GLE 2.0-12.9.

The MAPT-CCR may be administered individually or in a group setting where each student has her/his own computer. The test is computer adaptive and delivered via a computer using the Internet. The test is un-timed, but test time averages 60-70 minutes per subject area (reading or math). The MAPT-CCR consists of the MAPT-CCR for Math and the MAPT-CCR for Reading, the MAPT-CCR Sample Questions, MAPT-CCR Practice Tests, and Computer Basics. For more information, please see the MAPT-CCR Test materials at <http://www.doe.mass.edu/acls/assessment>, and the MAPT-CCR Teacher and Test Administrator Manual at the same location.

For remote MAPT-CCR Test administration, there are several key technology requirements. Both students and test administrators need a camera-enabled device with internet access and videoconferencing capabilities. Desktop/laptop/tablets are preferred; smartphones can be used only when no other option is available.

With respect to test security, students must be monitored via video at all times. No outside help is allowed, and screen sharing may be requested at any time.

For programs, it is recommended that prior to test administration, they review technology and videoconferencing tools and confirm readiness with the learners. They should schedule the test session, conduct practice sessions if needed, and ensure students have ID for verification. The videoconferencing links must be set up and shared, and the learners must be provided with their OWL login info. On the day of the test, programs should send reminders and verify student identity.

During test administration, test administrators guide students into breakout rooms, help log in and monitor their progress through video and screen sharing. Up to 5 (or 7) students may test simultaneously.

After test administration, learners must confirm test submission and logout. Results are automatically uploaded to LACES within 12 hours, and score reports are made available.

Before MAPT-CCR Administration

Required Test Materials

Practitioners can access the MAPT-CCR Teacher and Test Administrator's Manual through the link provided in the online MAPT-CCR administration training. The manual can also be accessed through the ACLS Assessment page at: <http://www.doe.mass.edu/acls/assessment>.

MAPT-CCR administrations are provided free of charge by the Massachusetts Department of Elementary and Secondary Education.

It is strongly recommended that students take the MAPT-CCR on a desktop, laptop, or tablet, but if **a)** there are no other options for devices for students to take the MAPT-CCR, **and b)** students are receiving instruction and completing class work/homework on their smartphone, then, in those limited circumstances programs can have students take the test on the smartphone that students have access to. The smartphone must have an internet browser installed and be capable of maintaining a videoconferencing link with the test administrator (e.g., Zoom, FaceTime, Google Meet).

Programs need enough computers to be able to individually administer pre- and post-tests for learners. Computer System requirements are as follows:

Computer Feature	Minimum Requirements / Notes
Operating System	PC: Windows XP or newer Mac: OS X or newer
Screen Resolution	1280 x 1084 pixels ¹ is best, though 1024 x 768 also works. Monitors should be at least 19" CRTs or 17" LCDs

¹ To check how many pixels the screen is set to on a PC, go to the Windows "Start" button on the lower left section of the computer screen, click on "Settings" and then "Control Panel." From there select "Display" and then "Settings" and "Screen Area." Move the pointer to 1280 x 1084 and click okay. A message will pop up that states Windows will apply the new settings.

Web Browser	Windows: An up to date version of Firefox, Chrome, or Internet Explorer Mac: An up to date version of Firefox, Chrome, or Safari
Laptops, Desktops, and Hand-held Mobile Devices	System requirements for laptops are the same as for desktops. Hand-held devices are not appropriate for MAPT testing for various reasons, including small screen size except in unavoidable circumstances.

Computer Readiness Testing

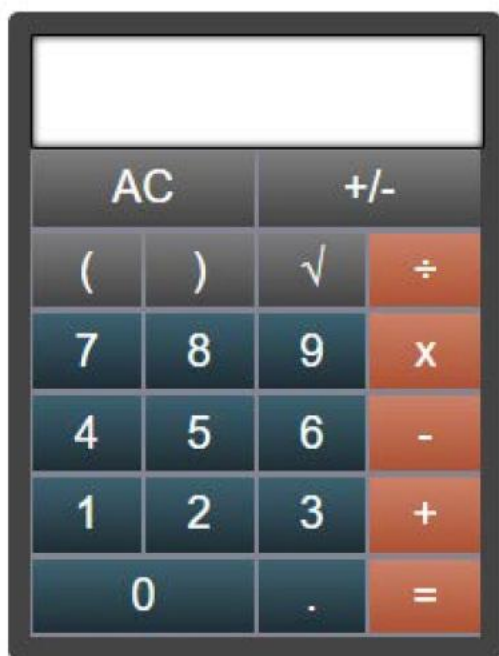
For test administrators, prior to using a computer for actual testing for the first time:

- a) Log into OWL using one of the web browsers recommended above.

Note: An OWL test administrator account is needed to log into OWL. OWL test administrator accounts are provided to individuals who have completed the online MAPT-CCR Test Administrator training.

To complete the MAPT-CCR Test Administrator training, please access the training at https://umassamherst.co1.qualtrics.com/jfe/form/SV_cvz6OqKLxADLUuG ; once it is completed the online training, practitioners will receive an OWL account within a few days.

- b) Review the 'Sample Questions - Reading' and the 'Sample Questions - Math' tests and answer the following questions:
 - o Are the pages loading within a few seconds?
 - o Does the calculator on Questions 2 and 3 of the 'Sample Questions - Math' test appear onscreen?
It looks like this:



- o Are all the rows of buttons that appear in the above image present?
- o Is the calculator functioning (try adding 2 numbers, for example)?

- Is the text in the 'Sample Questions - Reading' easy to view (large enough, clear and undistorted)?
- Is it possible to submit answers to the four questions in each of those tests?
- Did everything (including the log in pages) appear to be displaying and functioning correctly?

If the answer to all of the questions above is 'yes' and nothing else that would cause concern appears, then the computer setup is most likely fine for MAPT-CCR testing.

When to use the MAPT-CCR, When to Use TABE Tests

For students below GLE 2.0, programs must use TABE Forms 11/12 Level L (Literacy) test, which includes the Word List, Pre-Reading Skills, and Reading Skills tests. For learners who test at GLE 2.0 and above, programs must use the MAPT-CCR.

Only programs in corrections and programs that do not have access to internet-based computers can use TABE 13/14 Math and Reading. Programs in CALCs whose students' main goal is to improve writing skills may use the Language subtest of TABE 13/14.

Determining the MAPT-CCR Pre-Test Level

Test administrators determine the appropriate level of the MAPT-CCR for each learner's very first MAPT-CCR ever. The second and any subsequent MAPT-CCR tests will automatically begin at the appropriate test level for the student based on his/her pre-test score. Test administrators must follow the directions in the section entitled Determining the Pre-Test Level for Students of the MAPT-CCR Teacher and Test Administrator Manual.

The chart below and on the following page will help staff to determine the appropriate MAPT-CCR starting level.

MAPT-CCR for Math Scale Scores' Correlation to NRS (National Reporting System) Educational Functioning Levels (EFL) and Grade Level Equivalents (GLE)

MAPT-CCR for Math	MAPT-CCR Scale Score Range	GLE Range	NRS Level
N/A: Use TABE 11/12 Level L	N/A	0-1.9	Adult Basic Education Level 1 (Beginning Literacy)
MAPT-CCR for Math 2	200 – 299	2-3.9	Adult Basic Education Level 2 (Beginning Basic)
MAPT-CCR for Math 3	300 – 399	4-5.9	Adult Basic Education Level 3 (Low Intermediate)
MAPT-CCR for Math 4	400 – 499	6-8.9	Adult Basic Education Level 4 (Middle Intermediate)
MAPT-CCR for Math 5	500 – 599	9-10.9	Adult Basic Education Level 5 (High Intermediate)
MAPT-CCR for Math 6	600- 700	11-12	Adult Basic Education Level 6 (Adult Secondary)

MAPT-CCR for Reading Scale Scores' Correlation to NRS (National Reporting System) Educational Functioning Levels (EFL) and Grade Level Equivalents (GLE)

MAPT-CCR for Reading	MAPT-CCR Scale Score Range	GLE Range	NRS Level
N/A: Use TABE 11/12 Level L	Use TABE Level L scale scores	0–1.9	Adult Basic Education Level 1 (Beginning Literacy)
MAPT-CCR for Reading 2	200 – 299	2-3.9	Adult Basic Education Level 2 (Beginning Basic)
MAPT-CCR for Reading 3	300 – 399	4-5.9	Adult Basic Education Level 3 (Low Intermediate)
MAPT-CCR for Reading 4	400 – 499	6-8.9	Adult Basic Education Level 4 (High Intermediate)
MAPT-CCR for Reading 5	500 – 599	9-10.9	Adult Basic Education Level 5 (Low Adult Secondary)
MAPT-CCR for Reading 6	600 – 700	GLE 11–12	Adult Basic Education Level 6 (High Adult Secondary)

Pre- and Post-Testing Interval

Programs need to pre- and post-test enrolled students each fiscal year in order to capture student educational gain. The general recommendation is to post-test after an interval of 65 hours of instruction with the exception of students in Correctional Institutions who can be tested at an interval of 40 hours.

After a student takes a MAPT-CCR, the test automatically becomes available again for post-test in the OWL system after two months/60 days. However, for students in programs with intensive instruction, if a student receives at least 65 hours of instruction before two months/60 days have passed, test administrators can send a message to UMass-OWL Technical Support from the OWL homepage to request that the test be made available.

To request that a student's MAPT-CCR be made available because 65 hours of instruction has accrued before 60 days have passed, please contact OWL Support via the Send Message link on the MAPT homepage using a MAPT-CCR test administrator account, and give the following information:

- student's first and last name
- student's LACES (MAPT) ID
- site
- hours of attendance
- person requesting the test reset
- email address of the person requesting the reset and
- reason (e.g., student has 65+ hours of attended hours and needs to be post-tested).

During MAPT-CCR Administration

Following Test Administration Procedures

Test administrators must follow the test directions in the MAPT-CCR Teacher and Test Administrator Manual, accessible, with the MAPT-CCR materials, at <http://www.doe.mass.edu/acls/assessment>.

In order for test administrators to be familiar with the test, they must take the Reading and Math MAPT-CCR *Sample Questions* and *Practice Test* themselves before giving the MAPT-CCR to learners.

Certified test administrators can administer the MAPT-CCR to their own students.

LACES (MAPT) IDs / MAPT-CCR Logins

Programs must ensure that learners have only one LACES (MAPT) ID to log into MAPT-CCR. If there is more than one LACES (MAPT) ID, test results from previous dates will no longer be associated with the learners' current test scores. To the extent possible, programs should avoid creating new LACES accounts for students who are already in LACES, in the current program or a previous program.

If test administrators give learners their LACES (MAPT) IDs for logging into the MAPT-CCR, test administrators must ensure the LACES (MAPT) IDs and passwords are collected back before learners leave the testing room. Learners must be reminded that they cannot access OWL outside of program hours without the supervision of program staff, either in-person or from a non-program space. Learners must not have access to each other's LACES (MAPT) IDs.

MAPT-CCR Sample Questions and Practice Tests

Learners are required to complete the Sample Questions the first time they take the MAPT-CCR to ensure they understand the test directions and can successfully use test components (e.g., the embedded calculator). After the first-time learners take the test, program staff and learners may decide if learners would benefit by completing the Sample Questions again the next time the MAPT-CCR is taken.

It is optional - though encouraged - for learners to take the Computer Basics (which includes navigating the test) and Practice Questions. Practice tests are not required but are recommended for students.

Logging into the Test

For ABE programs, use the following link: <http://mapt-ccr.owl.umass.edu/start>.

For **correctional facilities only**, use the following link: <http://mapt-ccr-cf.owl.umass.edu/start>

Time Frame for Completing MAPT-CCR Tests

Most students complete the 40 questions in the MAPT-CCR for Math or Reading in 60-70 minutes but allotting a two-hour time block for testing works best. The test is intended to be taken in one sitting and should not be split into multiple sessions unless absolutely necessary.

If students are unable to complete the test in one sitting, they will have 15 days to complete the test. If learners are unable to complete the test within 15 days, test administrators will need to contact OWL Support to request a test reset by clicking on the 'Send Message' link within OWL. When the test has been reset, the learner will start a new test from the beginning with an entirely new set of questions.

After MAPT-CCR Administration

Test Scores

When learners complete a MAPT-CCR, the scale score is computed and shown on the computer screen. The score report in OWL gives the following information:

- learner's name, LACES (MAPT) ID, and ABE program site where test was taken
- the test taken (Reading or Math)

- the date on which the test was completed
- learner's scale score and score range (standard error associated with this score, or the estimated variation expected within a specific test score)
- a simple table showing the 6 test levels and where the learner's score appears as an "X" in a specific level.

Test scores are transferred from the UMASS OWL system to LACES twice a day, at 5 AM and 5 PM. MAPT-CCR scores can be found in individual student records under Assessment and in the All Assessments area.

Contact Information and Support

- MAPT-CCR Online Web-Based Learning (OWL) Help Desk: owl-help@cesd.umass.edu
- For MAPT-CCR resources (i.e., MAPT Score Report Guides, MAPT Score Report Videos): ACLS Test Help Blog: <http://blogs.umass.edu/aclstesthelp/>
- For MAPT-CCR administration procedures: April Zenisky, Kat Tremblay: aclstesthelp@educ.umass.edu
- For MAPT-CCR policies: Dana Varzan-Parker: dana.varzan-parker@mass.gov