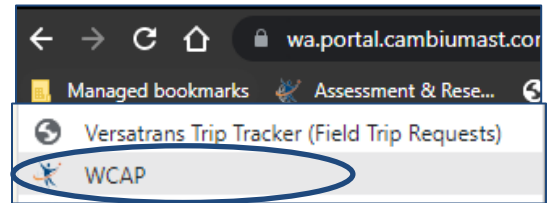
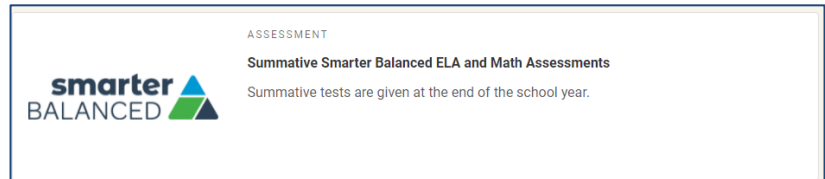


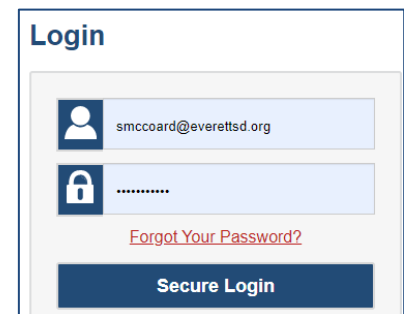
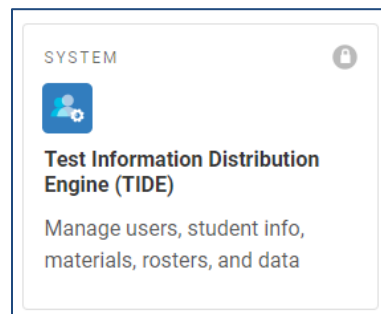
1. Using Chrome Browser go to <https://wa.portal.cambiumast.com/> or select WCAP in “Managed Bookmarks” bar.



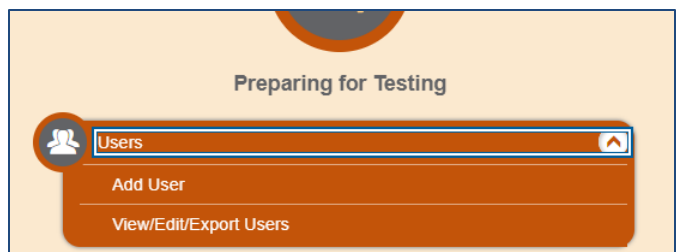
2. Select Summative Smarter Balanced ELA and Math Assessments



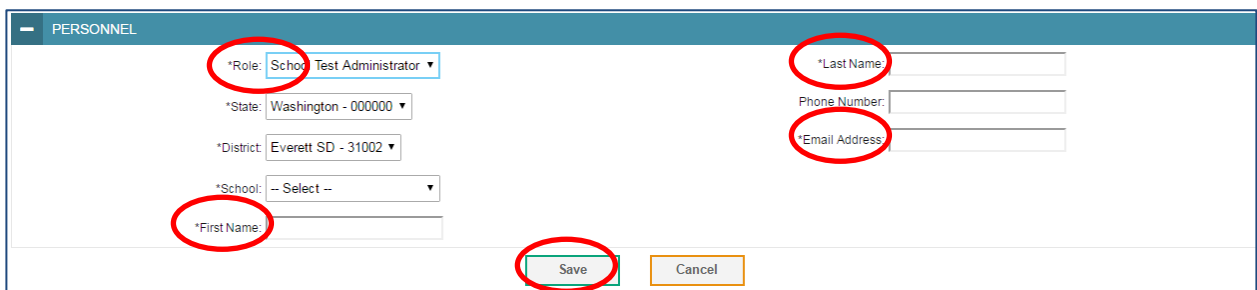
3. Scroll down to All Systems Used In Summative Testing and select Test Information Distribution Engine (TIDE) Log in to the WCAP Portal for this school year.



4. Select “Add Users” from the drop down menu of Users from “Preparing for Testing”



5. Complete the required (\*) information such as role Test Administrator (TA), or Instructional Specialists (IS) first name, last name and email address. Then click “Save”



6. Once you have added a TA or IS role in TIDE, they will receive an email with a temporary password to set up their personal account at your school in WCAP.