

WIN Work Readiness Assessments - Terminology Crosswalk

The WIN Resource Center provides videos, articles, and guides on the WIN Career Readiness System. Some of the terminology used in the Resource Center differs from Michigan-specific terminology. Below are crosswalks to clarify terminology for Michigan educators. Definitions for each term are also provided to support understanding and highlight new terms that have been introduced in the WIN system.

Michigan-specific Test Administration Manuals (TAMs), available in the [Michigan WIN Resource Center](#) and on the [MME website](#), provide all Michigan-specific terminology and information necessary for the successful implementation of the WIN Work Readiness Assessment.

Use the Resource Center as a guide, and don't hesitate to reach out to WIN Support with any questions: support@winlearning.com.

All Test Modes – Online and Paper-Based

WIN Terms	Michigan Equivalent	Definition
Academic Skills Assessments	WIN Work Readiness Assessments	The (only) required work skills component of the Michigan Merit Exam (MME). Includes Work Ready Math, Work Ready Reading, and Work Ready Data.
Digital Badge/Digital Credential	Digital Credential	A digital credential is a verified, electronic record that represents a person's achievement, skill, or qualification earned through an assessment, course, or training program. The WIN Work Readiness Digital Credential provides a verified electronic record of the student's National Work Readiness Credential that can be shared on social media platforms, in email, or on a resume.
Digital Wallet	Digital Wallet	<p>A digital wallet is a secure, online space where individuals can store and access digital credentials—such as certificates, badges, or other verified achievements. In the WIN system, this means students can view and share the National Work Readiness Credential they earned.</p> <p>Students will gain access to their digital wallet when they receive an email notification that they have earned a digital achievement. Students will click the link provided in the email to access their digital achievements and can then</p>

WIN Terms	Michigan Equivalent	Definition
		bookmark the link to access again in the future. Creating a login to the digital wallet is optional.
Standard Tools and Features	Universal Tools	Tools that are available for all students. WIN Work Readiness Assessments have Standard Tools and Features.
Accommodations	Accommodations	<p>The WIN Work Readiness Assessments have Standard Tools and Features or Accommodations; there are no Designated Supports on the WIN Work Readiness Assessment. All accommodations require an IEP or 504 plan.</p> <p>Note: English Learner (EL) supports do not require an IEP or 504 plan, however they are not considered Standard Tools and Features.</p>

Online Testing

WIN Terms	Michigan Equivalent	Definition
Student, Learner, Participant, User	Student	The enrolled student who has been pre-identified for testing in the OEAA Secure Site.
Facilitator, Proctor, Instructor, User	Test Administrator	The Test Administrator is responsible for administering the WIN Work Readiness Assessments.
School Administrator, Admin, User	Building Assessment Coordinator	The Building Assessment Coordinator can set up test sessions, assign accommodations, and view reports in the WIN CRS for students in their building.
District Administrator, Admin, User	District Assessment Coordinator	The District Assessment Coordinator can set up test sessions, assign accommodations, and view reports in the WIN CRS for students in their district.
Testing Groups, Classes, Venues, Class Management	Test Sessions	Students are grouped into test sessions within the WIN CRS before test administration.
Assessment Assignment Grid	Assessment Assignment Grid	On test day, Test Administrators move students from test sessions into the Assessment Assignment Grid to activate assessments. (Spanish is also assigned on the Assessment Assignment Grid.)

WIN Terms	Michigan Equivalent	Definition
SpeechStream®	Text-to-Speech	<p>Students with an IEP or 504 plan may be assigned the SpeechStream® accommodation and the online test will be read aloud using computer generated speech.</p> <p>Note: Students are not required to have “Speech Stream” listed in their IEP or 504 plan; any read aloud accommodation allows the assignment of this accommodation.</p>
WIN Lockdown Browser	WIN Lockdown Browser	WIN’s specific Respondus® Lockdown Browser that is required to administer WIN Work Readiness Assessments online.
WIN Career Readiness System (CRS)	Career Readiness System (CRS)	The test management system and testing system used by District Assessment Coordinators, Building Assessment Coordinators, Test Administrators, and Students before, during, and after test administration.

Paper Testing

WIN Terms – Online Testing	Michigan Equivalent	Definition
Answer Sheet	Answer Document	There is one answer document used by students who are testing paper/pencil.
Paper-based Testing (PBT)	Paper/Pencil	Students testing on paper due to specific accommodations or needs, or in schools that have an approved Online Waiver request.
Oral Administration	Read Aloud	For students with IEP/504 plans that indicate a read-aloud accommodation, Oral Administration requires the use of the Oral Administration Script by the accommodation provider, and an Oral Administration Guide which provides guidance regarding Oral Administration.