



ACT Wisconsin Newsletter

Week of April 27, 2015

Volume 1, Number 10

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Quick Links

<http://oea.dpi.wi.gov/assessment/ACT>

Wisconsin DPI ACT Web page

<http://oea.dpi.wi.gov/assessment>

Wisconsin DPI Assessment Web page

<http://www.act.org/aap/wisconsin/index.html>

ACT Wisconsin State Testing

<http://actaspire.avocet.pearson.com/actaspire/Home>

Avocet: ACT Aspire's online informational resource

<https://actaspire.tms.pearson.com>

ACT Aspire's online Training Management System

<https://www.actaspire.org/>
ACT Aspire Portal is where you will perform your administrative tasks.

<http://actaspire.pearson.com/>
ACT Aspire Landing Page – news, manuals, training, tech,



The window for ACT Aspire Spring testing for 9th and 10th grade students opens on Monday, April 27th and continues through Friday, May 22nd. DPI and ACT Aspire are ready to support you throughout the testing window. Thank you for all your work preparing for Aspire testing. Important contact numbers for both Aspire Customer Service and DPI can be found in the blue ribbon on the left side of this newsletter and are reprinted here for your convenience:

Peggy Roush

Wisconsin Department of Public Instruction
College and Career Readiness Assessment Coordinator
608-266-5187
margaret.roush@dpi.wi.gov

ACT/WorkKeys Customer Service

800.553.6244 x2800 – standard time questions
800.553.6244 x1788 – accommodations questions
<http://www.act.org/aap/state/contact.html>

Peggy

Quick Links to DPI Guidance Documents and Aspire Communications

Schools will find the following quick links to DPI guidance documents and Aspire communications useful for the Spring Aspire testing. Guidance documents, communications, and archived ACT Wisconsin Newsletters can always be found posted on the [DPI ACT webpage](#). Just click on each title below for a quick link to the document you are looking for.

[ACT Aspire Early High School Frequently Asked Questions](#)

Please review this newly posted ACT Aspire FAQ.

[Wisconsin Summative Important Testing Updates 4-23-15](#)

Please open and read this new document sent by ACT Aspire on 4-23-15. It includes important updates about:

- Starting test sessions in the ACT Aspire Portal
- Extra time Text-to-Speech scenarios and necessary actions to take
- Updating Java for computer-based testing
- Invalidation and reinstatement request functionality
- Locating and editing a student's State Student ID (SSID)

exemplars, portal access

[Join-actwisconsin@lists.dpi.wi.gov](#)
Want to have these newsletters sent directly to you? To subscribe to actwisconsin listserv: Send a blank email message without subject line. Confirm your subscription by clicking on a link embedded in the reply.

Contact Us

Peggy Roush

[Wisconsin Department of Public Instruction](#)

[College and Career Readiness Assessment Coordinator](#)

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ACT Aspire Customer Support

888-802-7502

ACTAspire_Implementation@ACTAspire.org

DPI Guidance: Special Testing Situations for ACT Aspire Early High School



ACT Aspire Opt-Out Communication

Summative Test Session Creation for 10th Grade

ACT Aspire Infrastructure Trial Guide

ACT WorkKeys Student Report Distribution Update

Schools have received the ACT WorkKeys reports from ACT. If your school has not received WorkKeys reports, please contact ACT directly. Although ACT recommends delivering both the *ACT WorkKeys Summary* and *ACT WorkKeys Memo to Examinee* to the student, DPI suggests sending the *ACT WorkKeys Memo to Examinee* home to the student and retaining and filing the *ACT WorkKeys Summary* at the school. If a student specifically requests to have both copies, the school can make a copy of the *ACT WorkKeys Summary* for the individual student. This is a recommendation and not a requirement. Schools should distribute the reports in whatever way they typically share sensitive student data with parents and students.

Aspire FAQ

Q: Do I count in my enrollment and assess students who are in my school district under the school open-enrollment program?

A: Yes. These students and their parents/guardians chose to attend your school under provisions covered by state law. Therefore, it is your district's responsibility to test these students.

Q: Do I need to test a homebound or hospitalized student?

A: Yes. Homebound students who remain enrolled in the district are the district's responsibility for testing.

Test security needs to be carefully considered when dealing with homebound or hospitalized students. The high school could send trained staff to the home or hospital and administer the assessment on a district owned laptop. Be sure that the person who is administering the test to the student is an employed district staff member who has been trained in test administration.

Each of these situations is unique. Educators should use their own judgment on when it is appropriate to test a student. Keep in mind that children might wish to be included in everything their peers are doing. Non-tested students count as non-participants for Accountability purposes.

Q: Do we need to test students who are expelled, suspended and/or not allowed on campus?

A: The district/school is responsible for testing any expelled or suspended student who remains enrolled in the district during the testing window. If the student is not allowed on campus during the expulsion period, the school should arrange for the student to take the test at a neutral site with school staff serving as the Room Supervisor and with a district owned laptop of Chromebook.

Dates and Deadlines

Please be aware that there are a still a few ACT and Aspire deadlines and milestones approaching. All dates can be found in the [ACT Checklist of Dates](#) and [ACT Aspire Spring Checklist of Dates](#). Please print these and refer to them often.

April 27-May 22, 2015	Aspire	Window for ACT Aspire testing.
May 29, 2015	Aspire	Deadline for Aspire to receive all paper bas
June 25, 2015	ACT Plus Writing	Schools, districts and DPI receive reports fr
July 2, 2015	Aspire	Reports released through portal.

Did You Know?

- ✚ Can't find that email? Where did that newsletter go? You can find posted copies of all DPI Office of Student Assessment correspondence to the field on the [DPI OSA Correspondence](#) page for all Wisconsin assessments. All archived [ACT Wisconsin Newsletters](#) are also available for your review.
 - ✚ ACT Aspire listened to concerns raised about the [Avocet](#) site in the fall and has responded by consolidating and reducing the amount of information on Avocet and also by introducing a new [Aspire Landing Page](#) which houses the most frequently requested information. Please check both of these resources out.
 - ✚ The [ACT Aspire Calendar of Training Events](#) documents the times, dates, WebEx and Call-In information for upcoming training events. Click on an event in the calendar to view more information.
 - ✚ Aspire revised all the manuals for the spring administration. Please destroy previous versions and only use the new manuals. These can be found on the Avocet site under [Manuals](#), the new [Aspire Landing Page](#) and the DPI ACT webpage under the [Resources](#) tab.
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