Dear Educators,

Please read below for important information about deadlines

and updates related to statewide ACT and ACT Aspire testing.

ACT
Student Roster Upload: January 19
- Today, January 19, DPI will load student names from WISEdata into PAnext.
- School staff will have from January 20-22 to verify that student information is correct.
    - Please see the Verifying Student Roster and Testing Format Guide on DPI ACT Resources webpage.
- Barcode labels and test materials will be shipped only for students who are in PAnext at the end of the day on January 22. After January 22, schools can add new students, but they will not receive barcodes or test materials for those students automatically. Schools will need to follow the instructions in the test administration and PAnext manuals on how to prepare an answer document without a barcode and order additional testing materials.

Request for accommodation/ELL support reconsideration - Deadline January 22.
- The deadline to enter accommodation/ELL supports closed on January 15.
- Log into TAA to view status and decisions on accommodations/ELL support requests.
- ACT includes notes about what documentation is needed to approve the request. Download the Decision Notification in TAA and read these notes so you can see what has been approved and where additional documentation is necessary.
    - If you are unsure about what documentation to submit for reconsideration, contact the ACT Accommodations team at 800-553-6244 x1788 or actstateaccoms@act.org
- If a request is not approved, you can submit additional documentation to support your request through **January 22.**

Trainings and ACT Office Hours
- Registration is open for Administration Webinar #2. Please note that the two Test Administration trainings cover different content, so test coordinators should attend both.
    - Register for the second webinar, ACT Test Administration #2: February 11, 10:30- 11:30am
- All trainings will be recorded and posted to the DPI ACT Trainings page.
- Wisconsin 2021 ACT Office Hours are held every Thursday, at 9:00am. Use this Microsoft Teams Meeting link to join each week.

Aspire
Extended 2021 Aspire Testing Window

To provide schools more time to safely test their students, DPI has worked with ACT to extend the 2021 Aspire testing window by two weeks (April 5-May 19). Please visit the DPI ACT Aspire Calendar webpage to download and review the revised **2021 ACT Aspire Schedule of Events**.

2021 Aspire Administration:
The Aspire PAnext portal will open for the 2021 assessment on January 25. All 2021 Aspire Administration manuals and supplements have been posted and are available to download under the Administration section of the Wisconsin ACT Website.

To Do:
- Bookmark the ACT Aspire PearsonAccessnext webpage for easy access in the future. It will be helpful to name it with ACT Aspire to keep the platform separate from ACT with writing.
- Review the PearsonAccessNext System Overview to understand its basic functionality (*Note: Wisconsin has specific customization that differs from the slideshow, including: home page, test dates, and User Role Matrix).*
- New Testing Staff: On January 25, look for an email from PearsonAccessnext (NoReplyAspire@act.org) with a subject line of **ACT Aspire Account Access: New Account**. This email may be in your spam or junk folders, if not in your inbox. Follow the instructions in the email to finish setting up your account. This will be an invite into the Production site.
- On January 25, new users will also receive an invitation into the Aspire *training* site, https://training.aspire.act.org, featuring a brown banner. The *training* site can be used to run a mock administration or test your technical infrastructure.
- Bookmark the Wisconsin ACT Website to refer to the many resources it offers.
- Review the updated 2021 ACT Aspire Schedule of Events. It lists activities to complete, who completes the activity, and important deadlines.
- Review the User Role Matrix, specific for Wisconsin schools, before inviting new users to determine who receives which role. Then you can invite new users following procedures on page 42 of the Aspire Tests Coordinator Manual.
- Register for Aspire training webinars.

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Thank you for your contributions to a successful testing experience for all students.

Please contact the Office of Educational Accountability with any questions you might have: (608) 266-1075

Thank you

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http://www.act.org/stateanddistrict/wisconsin

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