

From: Nicole.Braconier@dpi.wi.gov

Sent: Wednesday, March 12, 2025 12:47 PM

To: ACT and DAC listservs

Subject: WI PreACT Secure Statewide Assessment Update – March 12, 2025

Dear Educators,

The 2025 PreACT Secure test window opens on March 17. Below are important reminders before the start of testing. **Forward this email to all applicable testing staff.**

PreACT Secure

Administration

- **Test Window: March 17-April 25, 2025**
- [2025 PreACT Secure Schedule of Events](#)
- [Wisconsin PreACT Secure Webpage](#)
- [Test Coordinator Checklist](#)

Testing Resources

All resources, manuals and guides to administer the PreACT Secure are located on the Wisconsin PreACT Secure Webpage. Below are the locations of a few common resources:

- Technical requirements and online site readiness materials – [Step 2](#)
- Accommodations and EL supports – [Step 3](#)
- Staff training and student preparation– [Step 4](#)
- Manuals, forms and supplements - [Step 5](#)

Online Testing Site Readiness

Schools should be actively working with their technical coordinators on online site readiness tasks.

- Review [Technical Coordinator Site Readiness Checklist](#)
- **Run a [mock administration](#) prior to the start of the testing window**
- Review the technical requirements for testing
- Prepare test sessions before testing
- Call ACT Technical Support with any online testing issues: 877.789.2925 Option 2

New for 2025- Schools are required to upload all online testing seating diagrams into PearsonAccess^{next} and destroy secure **online** test materials after testing. Once testing is complete, follow the instructions outlined in the Collecting and Securely Destroying Materials After Testing section (p. 31-34) in the [Test Coordinator Information Manual](#).

Note: Paper accommodated test materials must still be returned to ACT.

Staffing and Training

All testing staff must be trained before test day and a staff briefing session is to be held day of testing. Review **Staffing Requirements** outlined in the [Test Coordinator Information Manual](#) (p.13) to ensure all designated test staff fit ACT policy.

Test Sessions

Test Coordinators should be actively creating and assigning students to test sessions in the [PearsonAccess^{next} PreACT Secure portal](#). Instructions on how to create test sessions and assign students to a test session can be found in the [Online Testing Administration Manual](#) (p. 18).

Accommodation and EL Supports

Test Coordinators should be actively assigning accommodations and EL supports to students and ordering test materials for paper accommodated testers. See [Step 3 of the Wisconsin PreACT Secure Website](#) for accessibility support resources and the [PearsonAccess^{next} User Guide](#) for ordering materials.

Note: Accommodations **must** be entered before assigning a student to a test session.

Student Preparation-Practice Test

An online and paper version of the PreACT Secure practice test can be found on the [Wisconsin PreACT Secure Webpage](#), (Step 4). In TestNav, students should select **PreACT 10 Secure Practice Tests**.

Trainings

Test Administration #2 training webinar was held on Tuesday, March 4. Visit the [DPI PreACT Secure Training webpage](#) to view the recording.

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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

PreACT Secure Help Desk

877-789-2925 x 2

preact@act.org

General Information and Policies

Nikki Braconier

608-266-1075

nicole.braconier@dpi.wi.gov

<https://dpi.wi.gov/assessment/act>

Choice Program and Test Security

Duane Dorn

608-267-1069

duane.dorn@dpi.wi.gov

Student Data

Phil Cranley

608-266-9798

philip.cranley@dpi.wi.gov