Dear Educators,

Thank you for administering the spring 2024 PreACT Secure assessment. Below is information on accessing PreACT Secure Individual Student Reports (ISRs) and additional reports in ACT's online reporting platform. **Please share this email with appropriate staff.**

PreACT Secure ISRs
All scores for students who took the PreACT Secure this spring will be posted to ACT's online reporting platform, Success, by May 30. **No paper ISRs will be sent to schools.** Schools are responsible for downloading and disseminating ISRs out to families alongside a copy of *Using Your PreACT Secure Results.* PDFs of the *Using Your PreACT Secure Results* and a sample ISR cover letter are available on the DPI PreACT Secure Data and Results webpage.

Sharing Student ISRs with Parents/Guardians
Districts should provide ISRs to parents/guardians shortly after receiving them. Districts are responsible for the secure distribution of the ISRs to parents/guardians in a language they can understand and in a format that is accessible to them. This may be done by mailing a hard copy of the report, posting a copy of the report on the district's parent portal, or meeting with parents/guardians. Note that simply sharing assessment scores is not sufficient as the ISR contains additional information useful to parents.
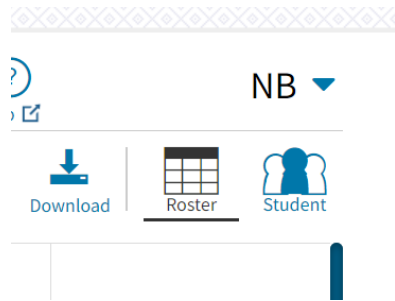
Download ISRs from Success
Below are the steps to access and download ISRs from Success. If you do not have access to Success, or reports within Success, please reach out to your DAC to request access.

1.) Log into Success
2.) On the Homepage under Helpful Tools, click on **ACT Test Scores and Reports**
3.) Select **PreACT Secure** from the drop down under **Program**

4.) Select **Student Scores** under the Roster tab.
5.) Then select **2023-2024**, **Spring** and the **Organization** (district or school), **Get Report.** This will take you to the Roster View which will show all students and scores.
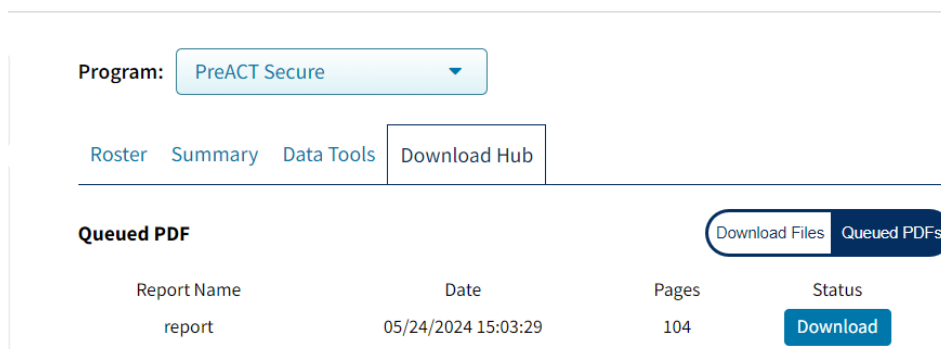
6.) To download all student ISRs in a single download, click on the **Student Button** in the top right corner of the screen.

Note: To download or view a single student's ISR, click on a student's last name in this screen (Roster View).

7.) Once selected, you will see student ISRs populate. Note: You will only see one student ISR at a time. At the bottom of this screen, you can use the Page feature to scroll through and view all ISRs. The default language is English, but reports can also be viewed and printed in Spanish.

8.) To download all ISRs, select the **Download Button** at the top right of your screen. A second screen will popup allowing you to name the download (Report Name) if desired. Select **ALL** next to Pages and **Download.**

Note: Depending on the number of students you have, the download may automatically populate, or you may receive a message stating Your Download Will Be Available Within the Next 24hrs. If you receive this message, once the download has been populated, you will access it from the **Download Hub Tab** under **Queued PDFs**. The download usually generates in just a few minutes but could take up to 24hrs.

District and School Reports

All PreACT Secure data in Success will be final on May 30. Districts can then use the *ACT Online Reporting Guide* to navigate through the online reporting tools in Success. This guide includes detailed information on available reports with steps to accessing and customizing various reports. This guide and additional resources for PreACT Secure reports can be found on the Wisconsin PreACT Secure website (Step 7). Please refer to the May 1st DAC Digest for important reminders regarding sharing results from the Wisconsin Student Assessment System.

Note: This communication is distributed by a DPI listserv. **Responses sent directly to this email will not be received.** Please reach out to the contacts listed below for assistance. If you no longer wish to receive emails from our listserv, follow the instructions below to unsubscribe.

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