WISCONSIN
DEPARTMENT OF
**Public
Instruction**

WISCONSIN STATEWIDE ASSESSMENT SYSTEM UPDATES

Assessment
New:
Verify Student Data
DPI will load student data from WISEdata into the DRC INSIGHT Portal (Forward) and PearsonAccessnext (ACT with writing and PreACT Secure). To ensure that you have the correct roster of students for testing, please make certain that your student enrollment and demographic data are correct in WISEdata before the end of the day on **January 17**.

ACT
New:
Additional Steps Needed to Order the ACT for Non-Choice Students
Listed below are the complete list of steps necessary for schools to order the ACT with Writing for their non-choice students.
- Complete the order form by the January 13 deadline. This step is to notify DPI whether a school plans on testing non-choice students.
- Verify that DPI has loaded your choice students (and non-choice students from schools that are receiving the all school report card) into the portal (January 23-25 window to complete this step).
- Once choice students have been verified as being loaded, school staff will be able to upload any additional 11th grade non-choice students into the portal that plan on testing (January 23-25 window to complete this step). This step is to let ACT know which students will be tested.
- ACT will ship test materials based on the students loaded into PAnext.
- At the conclusion of the testing windows, DPI will contact schools to ask them to verify the actual number of non-choice students that were tested. DPI will then bill schools based on this updated information.

Student Roster Verification and Upload: January 23-25
- Assessment coordinators received an email on January 5 with instructions on how to upload any additional students (choice or non-choice) who were not included in the initial DPI upload. School staff will be able to upload these additional students into PAnext from January 23-25.
- Coordinators will be able to indicate the testing mode (paper or online) for each student.
- Barcode labels will be shipped only for students who are in PAnext at the end of the day on January 25. After January 25, schools can add new students, but they will not receive barcodes and schools will need to follow the instructions in the test administration manuals on how to prepare an answer document without a barcode.

Accommodation Request Deadline Extended
The deadline to submit requests for spring 2023 testing is **January 20**. DPI strongly encourages schools to enter requests into TAA as soon as possible.

Accommodation Request Reminders and Resources
- Refer to Step 3: Accommodation, on the Wisconsin ACT Webpage for accommodation and EL support resources and training.
- Log into the TAA to view status and decisions on accommodations/EL support requests.
    - If a request is not approved, you can submit again for reconsideration.
    - Reach out to OSA as soon as possible if you are experiencing difficulty receiving approval for an accommodation.

Reminders:
2023 ACT Schedule of Events - Revised
A revised 2023 ACT Schedule of Events has been posted to the Wisconsin ACT Website.

Wisconsin ACT Office Hours #2
A Wisconsin ACT Office Hours will be held on **January 12** discussing the process of verifying enrollment. Registration for Office Hours is not required. All 2023 ACT Office Hours and access to the 2023 meeting link can be found on the DPI ACT Training webpage.

PreACT Secure
New:
2023 Test Administration Resources
The following 2023 PreACT Secure testing administration resources are now available on the Wisconsin PreACT Secure webpage. Please disseminate these resources out to all testing staff.
- Test Coordinator Manual (Step 5)
- Online Administration Manual (Step 5)
- Paper Accommodated Administration Manual (Step 5)
- All test administration forms (Step 5)
- Test Coordinator Checklist (Step 1)
- PearsonAccess^{next} User Guide (Step 1)
- Schedule of Events (Important dates)

Test Administration Platform
The test administration platform for the PreACT Secure is PearsonAccess^{next} (PAnext), the same administration platform as the ACT. The PreACT Secure portal within PAnext will open on January 23. Once open, DACs can use their existing PAnext account access to sign into the portal and assign testing staff. Please reference the PearsonAccess^{next} User Guide for the PreACT Secure for assistance navigating this portal.

Reminder:
PreACT Secure for Non-Choice Students
9th and 10th grade non-choice students will be allowed to take the PreACT Secure under the state contract (similar to how 11th grade non-choice students have been able to take the ACT under the state contract the last several years). Cost for the test will be $17 per student. Order forms were sent to assessment coordinators on December 8. The deadline to place an order is set for January 13.

PreACT Secure Training Opportunities
DPI and ACT will be offering three Q&A webinar-based trainings and two Wisconsin specific Office Hours for PreACT Secure. All trainings and registration links have been posted to the DPI PreACT Secure Trainings webpage.

Forward Exam
New:
Forward Exam for Non-Choice Students
Non-Choice students will again be able to take the Forward Exam with the cost of the exam remaining at $35 per student. The order form can be found at Forward Exam Order Form.

Reminders:
2023 Optional Add Accessibility Features Window
The Optional Add Accessibility Features window (February 13-24) **provides districts the option** to enter student accessibility features into a district-level student demographic data file and upload the file into the DRC INSIGHT Portal, instead of adding accessibility features on an individual student or "mass assign" basis. For more information, please refer to the document titled *Forward Exam Optional Add Accessibility Feature Window* available on the Forward Exam Resources webpage.

2023 Forward Exam Resources
The DRC INSIGHT Portal Guide and the Test Administration Manual are now available on the Forward Exam Resources webpage.

2023 Forward Exam Trainings
The Forward Exam pre-recorded trainings for District and School Assessment Coordinators (DACs/SACs) and Test Administrators (TAs) are now available on the Forward Exam Trainings webpage. There are three training presentations (DAC/SAC Training, DAC/SAC Updates Training, Test Administrator (TA) Training), each with information targeted to a specific audience.

DAC Contact Update
Reminder:
Please update District Assessment Coordinator (DAC) contact information as contact information or staffing changes occur throughout the year. The information provided is used to:
- Ensure DACs receive regular assessment and accountability updates, and
- Upload information into vendor portals to ensure DACs have annual permissions.

New Resources

As new resources are posted to our website, we will include them here for your convenience for a few weeks. This is NOT an exhaustive list but meant to highlight resources with significant relevance to our upcoming test windows.

Resource	Description	Assessment
Test Administration Manual (online)	Contains test administration details and requirements for administration.	PreACT Secure
Test Administration Manual (paper accommodated)	Contains test administration details and requirements for administering paper accommodated testing.	PreACT Secure
Test Coordinator Manual	Contains detailed role requirements, policies and training guidelines for the Test Coordinator role.	PreACT Secure
Test Administration Forms	Required forms for administration.	PreACT Secure
DRC INSIGHT Portal Guide	Guide to help DRC INSIGHT Portal users manage user permissions, student information, and testing responsibilities.	Forward
Test Administration Manual	Manual to ensure the Wisconsin Forward Exam is administered in a uniform manner.	Forward
Spanish Version of Test Administration Script	Spanish translation of the test administration script read by proctors for use with the Spanish Stacked Translation support.	Forward
DAC/SAC Full Training Video	Full training for new DACs/SACs and any other DACs/SACs who would like a detailed refresher of Forward Exam administration.	Forward
DAC/SAC Updates Training Video	Provides updates for the Forward Exam administration and is intended for DACs/SACs who have previously viewed the full training and feel comfortable receiving only the updates.	Forward
Test Administrator Training Video	Covers all information TAs need to prepare for and administer the Forward Exam. DACs should ensure all TAs view this required training.	Forward
ACT Schedule of Events - REVISED	List of important tasks, deadlines and trainings for administering the ACT.	ACT

Important Dates to Remember

Be sure to refer to each specific assessment calendar for a complete list of key dates.

Date	Event	Program
January 11	First DAC, SAC, and DTC Q&A Webinar	Forward
January 12	ACT Office Hours #2	ACT
January 13	Deadline to order ACT and PreACT Secure for non-choice students	ACT & PreACT Secure
January 17	Districts should ensure student data are correct in WISEdata	Forward, ACT, PreACT Secure
January 18	State data upload of student data into DRC INSIGHT Portal (DPI pulls roster data from WISEdata to upload to Portal)	Forward
January 20	DPI loads student rosters into PearsonAccess^{next}	ACT
January 20	Deadline to submit ACT accommodations and supports in TAA	ACT
January 23	PearsonAccess^{next} opens for PreACT Secure	PreACT Secure
January 23	Start to verify student rosters, verify shipping address and enter accommodations	PreACT Secure
January 23-25	Schools verify student rosters in PearsonAccess^{next}	ACT
January 25	PreACT Secure Office Hours #1	PreACT Secure
January 27	ACCESS test window closes	ACCESS
February 1	PreACT Secure Test Administration #1 Webinar	PreACT Secure
February 3	Deadline to submit reconsiderations for ACT accommodations	ACT