



Assessment Update for Parental Choice Schools

January 18, 2023

WISCONSIN STATEWIDE ASSESSMENT SYSTEM UPDATES

ACT

New:

ACT Accommodations - Due January 20

The last day to request ACT Accommodations and EL Supports is **January 20**. **This is a firm deadline.** Accommodations requests submitted after this date will not be approved unless a unique circumstance warrants a [Qualified Exception to Deadline](#). Resources on how to enter accommodations can be found on the [Wisconsin ACT Website, Step 3 -Accommodation](#).

Student Roster Verification and Upload: January 23-25

- On January 20, DPI will load school ACT student rosters into [PearsonAccess^{next}](#).
- 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.

PreACT Secure

New:

PearsonAccess^{next} Opens January 23

On January 23, the PreACT Secure portal will open within [PearsonAccess^{next}](#) (PAnext) for the spring 2023 administration. Once the portal is open, DACs will automatically have access through the assessment drop down menu using their existing PAnext account credentials. DACs will need to create accounts and grant user access to the PreACT Secure portal for all testing staff. Instructions on how to create accounts and/or update existing accounts can be found in the [PersonAccess^{next} User Guide for the PreACT Secure](#).

Student Roster Upload

DPI will load PreACT Secure student rosters into PAnext on January 20. On January 23, schools can begin verifying rosters and assigning accommodations. DPI and ACT will send out detailed instructions via email on how to complete these tasks. Instructions and resources can also be found in the [PersonAccess^{next} User Guide for the PreACT Secure](#).

Upcoming PreACT Secure Trainings

Visit the [DPI PreACT Secure Training webpage](#) to register for these upcoming PreACT Secure trainings:

- ACT Office Hours #1 - January 25, 10:00-11:00 am
- Test Administration #1 webinar - February 1, 10:00-11:00 am

Reminder:

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)

Forward Exam

New:

February Forward Exam Q&A Webinar

The second of three optional Forward Exam Q&A webinar sessions will take place on February 8, at 1:00 pm (see the [Forward Exam Calendar webpage](#) for additional dates). This webinar is an opportunity for District and School Assessment Coordinators (DACs/SACs) and District and School Technology Coordinators (DTCs/STCs) to ask DPI and DRC staff questions about Forward Exam test set-up, administration, or technology that may have come up after reviewing the training videos and other resources. Please share this information with your DTCs, SACs, and STCs. The webinar will be recorded and posted on the [Forward Exam Trainings webpage](#) for those who cannot attend the live session. To join the webinar on February 8, please use this [Forward Exam Q&A webinar session Zoom link](#).

Reminder:

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](#).

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](#).

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

Important Dates to Remember

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

Date	Event	Program
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
February 1	PreACT Secure Test Administration #1 Webinar	PreACT Secure
February 3	Deadline to submit reconsiderations for ACT accommodations	ACT
February 3	All materials due back to DRC	ACCESS
February 8	Second DAC, SAC, and DTC Q&A Webinar	Forward
February 13-24	Optional Add Accessibility Features Window in DRC INSIGHT Portal	Forward



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