WISCONSIN STATEWIDE ASSESSMENT SYSTEM UPDATES

Assessment
Reminder:
Test Participation

Statewide assessments are required by state law. Participation of all enrolled students ensures the validity of test results used for state accountability determinations, public reporting, and continuous improvement. Please work with building leaders to plan for successful test administrations by:

- Scheduling time for make-up assessments to ensure completion within the windows.
- Planning your testing schedule around local cultural events, holidays, and activities to allow students to do their best.
- Planning to administer the English Language Arts (ELA) portion of the Forward Exam early in the test window.
- Regularly monitoring test participation within each assessment's administrative platform to ensure greater than 95 percent participation for all students and student groups.
- Working with your virtual schools to ensure they are testing all students enrolled in tested grades.

ACT
New:
ACT Test Administration Update

ACT testing began on March 12 and currently nearly 80% of all testing has been completed. Districts should continue to work with their schools to test all of their 11th grade students during the final testing window.

Final Test Window

Any students who did not take the ACT in Test Window 1 or 2, will **need to test during the final ACT test window** (Test Window 3). Tuesday, April 9 will be the final ACT paper standard time testing date for the spring 2024 ACT administration. Schools may use online testing in place of paper testing for make-ups. Test online make-ups with any remaining online testing dates available throughout the testing windows. Please review the Switching from Paper to Online Testing document for instructions.

Tuesday, April 9 marks the start of the **final ACT testing window**.
- April 9: Paper standard testing.
- April 9-12, 15-19: Paper accommodated testing.
- April 9-12, 15-19: Online standard and accommodated testing.
- Student MyACT account registrations must be completed within two days post testing.
- Review the 2024 ACT Schedule of Events for all Test Window 3 tasks and deadlines.

Student Scores

Students' scores are received 5-8 weeks post testing. Scores will be sent electronically to their MyACT accounts, and a paper copy will be sent to their home address. Schools will see scores filter into Success.ACT within one week of students receiving scores in MyACT and receive a hard copy of the students' reports to retain as record.

Note: ACT tests are scored in batches and **not all student scores may be received at the same time**. If a student has not received a score after eight weeks, please contact ACT directly at 319-337-1590.

Entering Not Tested Codes

Students who did not take the ACT during any of the three testing windows, will need to be marked as "not tested" in PAnext. Please follow the instructions outlined in the ACT Administration Supplement - Entering Not Tested Codes to complete this process.

ACT/PreACT Secure Office Hour

The final Office Hour for spring 2024 will be held on Wednesday, April 10, 10:00 am. This session will be combined with PreACT Secure and will go over Success.ACT, ACT's online reporting platform. Visit the DPI ACT Trainings webpage for the link and recordings of all additional training webinars.

Reminder:

Test Window 2 Reminders

Paper standard testing concluded on March 26 and paper accommodated and online testing will conclude April 5. Upon completion, pack and return all test materials according to the instructions in the Test Coordinator Information Manual and Test Administration Manuals. Return all test materials and purge test content from proctor caching computers by the dates in the 2024 ACT Schedule of Events.

PreACT Secure

New:

PreACT Secure Test Administration Update

The PreACT Secure test window opened on March 18. In the first two weeks of testing, 20% of all testing was completed. Please test early in the window to allow adequate time for make-up sessions. All testing must be completed by April 26.

Reminders:

Accommodations/EL Supports

Accommodations must be entered before assigning students to test sessions. If changes are made while a student is in a test session, the accommodation(s) will not be applied. If a change is needed, remove the student from the test session, add the accommodations/EL supports, then add the student back into the test session and reprint the student authorization ticket. Accommodations may be added individually or can be imported as a group through an import process. Paper accommodated materials must be ordered two to three weeks prior to testing. **The final day to enter and order paper accommodated materials is April 5**.

Use the following resources listed below to assist you with entering accommodations and supports:
- Accessibility Supports Guide for the PreACT Secure
- Online Administration Manual - Testing with Accessibility Supports
- Accommodations and Supports Roster - PearsonAccess[next] User Guide

Post Testing Reminders
Once testing is complete:
- Complete all test administration forms for each testing room and collect materials (online and paper testing).
- Enter any test irregularity reports into PearsonAccess^next (paper and online testing). [Online Administration Manual](#) (p. 39).
- Prepare and return all **paper accommodated secure materials** to ACT (p. 31 of [Test Coordinator Manual](#)).

Note: Do not return any online testing materials to ACT. Retain onsite for one year then securely destroy.

Forward Exam
New:
Forward Exam Administration Update
The Forward Exam test window opened on March 18. Districts have been doing a great job testing early in the window. In the first two weeks of testing, over 70% of districts started testing and almost 20% of all testing was completed. Please test early in the window to allow adequate time for make-up sessions. All testing must be completed by April 26.

Maximizing COS-SD Performance
In order to avoid testing interruptions, schools may need to increase the capacity of their Central Processing Unit (CPU) or the number of Central Office Services (COS) devices to handle the increased downloads of the Text-to-Speech (TTS) universal support. Please refer to the [Technical Bulletin-Maximizing COS-SD Performance](#) and contact the [DRC Help Desk](#) with questions.

Forward Exam 10th Grade Social Studies
This is an important reminder to ensure your 10th students are able to participate in the Forward Social Studies Exam. Allow time in your 10th grade testing schedules for the Forward Exam. All testing must be completed by April 26.

2023-24 End of Testing Survey
DRC and DPI are seeking feedback from districts and schools about the 2024 Forward Exam Test Administration. The 2023-24 End of Testing Surveys includes questions about testing experiences, technology, resources, the DRC Help Desk, and more. We estimate the survey will take approximately five minutes and is intended to be completed by anyone who was involved in the testing. There are three surveys based on one's role.
- [District and School Assessment Coordinators After Testing Survey](#)
- [District and School Technology Coordinators After Testing Survey](#)
- [Test Administrators/Proctors After Testing Survey](#)

Please share the appropriate links with SACs, Technology Staff, and Test Administrators. Thank you in advance for providing constructive feedback that will allow us to serve you better.

Cross-Website Tracking on iPads
For all iPad devices, the Cross-Website Tracking setting must be manually enabled on each iPad Testing Device. If cross-website tracking is not enabled on iPads, students will receive an "Error Retrieving Content" error message when launching the test. Cross-Website Tracking cannot be enabled with MDM software. To enable Cross-Website Tracking, perform the following steps on each iPad:
1. Navigate to Settings.
2. Tap DRC INSIGHT.
3. Toggle Allow Cross-Website Tracking to on.

Google Admin Console Setting
Districts using Chromebooks for testing should ensure that "Allow app to manage power" is toggled off or disabled in the Google Admin Console settings. If this is not toggled off, the DRC INSIGHT Secure Application screen could go blank on Chromebooks after a period of time, such as when students are reading long passages.

VSL Content
If any students in your district require the Video Sign Language (VSL) accommodation, you must use a Central Office Service Device (COS-SD). The District Technology Coordinator must place a checkmark in the VSL column in the Central Office Services configuration under the Content Management tab and then click the "Update Configuration" button to save the change. (Note that TTS/HVA is always required to be checkmarked.) The test content and VSL for the selected administrations and accommodations will be downloaded automatically to your COS-SD. It will take several minutes to process and can be monitored on the Service Devices tab; refresh the page and ensure the Status column changes from "Content Updating" to "Functional". Important notes:
- The VSL box must be checkmarked manually every year if it's needed; the checkmark does not carry over from the previous year.
- When you select the VSL checkbox, a large amount of video files will be downloaded. TTS is also required to be selected. However, if no tester requires the VSL accommodation, do not check the VSL checkbox.
- Do not edit Content Management checkboxes while students are actively testing. You should only make changes prior to testing or after hours.

Transfer Students
When a student is transferred into your district during the testing window, the DAC/SAC must add the student to appropriate test sessions, ensure accessibility features are accurate, then print test tickets.

Assessment
Reminder:
Non-tested Codes in the Portal
Please ensure that all non-tested students have the appropriate not-tested code entered in the vendor portal for that assessment. For example, students excused by parent opt-out should be appropriately coded in the vendor portal. Instructions for entering non-tested codes are available on each assessment's webpage and will be shared in a future DAC Digest. Schools/districts should maintain records of parent opt-out requests.

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
[District and School Assessment Coordinators After Testing Survey](#)	2024 After Testing Survey for DACs and SACs	Forward
[District and School Technology Coordinators After Testing Survey](#)	2024 After Testing Survey for DTCs and STCs	Forward
[Test Administrators/Proctors After Testing Survey](#)	2024 After Testing Survey for Test Administrators/ Proctors	Forward

Important Dates to Remember

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

Date	Event	Program
April 5	Purge test content from Test Window 2	ACT
April 5	Last day to order paper accommodated materials	PreACT Secure
April 8	Return Test Window 2 accommodated and online test materials	ACT
April 9	**Test Window 3 begins/final paper standard administration date**	ACT
April 10	Return paper standard materials from April 9 testing	ACT
April 10	Joint ACT/PreACT Secure Office Hour - Reporting	ACT/PreACT Secure
April 26	**Forward and PreACT Secure test windows close**	Forward & PreACT Secure

WISCONSIN
DEPARTMENT OF
**Public
Instruction**

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Office of Educational Accountability
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