

ACT WorkKeys
Kentucky Department of Education
Schedule of Events, 2016-2017

July 15	Survey will be sent to ACT WorkKeys coordinators and DAC's for ACT WorkKeys contact list for 2016-2017
September 9	KDE will send ACT WorkKeys contact list for 2016-2017, along with schools requesting realms for online testing (schools that are strictly paper testing sites for 2015-2016)
September 23	ACT distributes realm information
TBA, ongoing	National webinars
November 9, 10am (eastern standard time)	Webinar – ACT WorkKeys/Kentucky Question and Answer
November 10, 2pm (eastern standard time)	Webinar – ACT WorkKeys/Kentucky Question and Answer
November 14-18	Online ordering for Paper Materials (includes ALL Accommodated Testing Materials)
December 1 – March 31	Testing window for ACT WorkKeys for Online Testing
Week of January 6	Paper Materials shipped to schools
Week of January 9	Paper Materials Order received and verified by schools
January 25 – February 8	Paper Testing Window
February 9	Answer Documents and Test Booklets, including Accommodated Testing Materials, picked up from each Paper testing location
Week of March 13	Username and Password emailed to Paper sites for Electronic Score Report retrieval
Week of March 20	Score reports available electronically for Paper Testing
April 28	Deadline for retake testing to be completed
May, TBD	ACT WorkKeys results will be imported to TEDS for CCR accountability
June 15	Last invoice provided to KDE
Ongoing	Testing Notice Communications and Emails (once every month to coordinators at schools)