

User	Action	Begin Date
Pearson	Load student data into PearsonAccess ^{next}	Prior to March 15
	PearsonAccess ^{next} live and training sites available	March 16
	Post Test Administration Manual	TBD
DAC	DAC available to create user account	March 16
	Create Test Sessions	March 16 – June 16
	Enter Orders for Accommodated Test Materials	March 16 – June 14
	Prepare Sessions	One to two weeks before testing
	Print Testing Tickets	One to two weeks before testing
	Start and monitor sessions	March 30 – June 16
BAC	Create user accounts	After DAC has created BAC account
	Create Test Sessions	March 16 – June 16
	Prepare Sessions	One to two weeks before testing
	Print Testing Tickets	One to two weeks before testing
	Start and monitor test sessions	March 30 – June 16
Technology Staff	Prepare online testing environment	Can begin March 16
	Proctor Cache (districts may use at their own discretion)	One to two weeks prior to testing
	Configure TestNav 8 in PearsonAccess ^{next}	Before test sessions are created
	Precache test content (districts may use at their own discretion)	One to two weeks prior to testing
Test Administrators	Review Test Administration Manual	TBD
	Start and monitor test sessions	March 30 – June 16
Students	Practice Tests and TestNav 8 tutorials	Before testing begins
	Take assessment	March 30 – June 16