



MEMORANDUM

TO: District Test Coordinators
FROM: DRC Program Team
DATE: August 30, 2016
SUBJECT: 2016 MAP Grade-Level Assessments – Score Reports Available on the Online Reporting System

Dear District Test Coordinator,

This memo is to inform you that the Spring 2016 MAP Grade-Level Assessments reports for English Language Arts and Mathematics are now available in the online reporting system.

To access the online reporting system, go to eDIRECT (<https://mo.drctdirect.com>) and log-in. Once you have logged in, follow the steps listed below.

- Step 1:** Click on *All Applications* on the top left-hand side of the screen.
- Step 2:** From the menu panel at the top, select *Report Delivery*.
- Step 3:** Select *MAP Grade-Level Reports*.
- Step 4:** Select your district in the drop-down list.
- Step 5:** Click *Continue* to open the MAP Grade-Level Reporting System Home page.

For assistance in navigating through the online reporting system, please access the PRISM User Guide posted under the Resources menu on the right-hand side of the page. Also posted under the Resources tab is the Guide to Interpreting Results (GIR). A recorded training video of the Reporting System is also available on eDIRECT under All Applications > General Information > Documents. Then select eDIRECT Training – Reports from the Document Type drop-down list.

Parent Notification

Within 15 business days of school district receipt of Individual Student Reports (ISRs), parents should be notified when and how the ISRs will be distributed to parents and students. Parents should also be informed of the procedure for receiving ISRs prior to regular distribution. School districts may provide a parent letter along with the ISRs when distributing the reports. Sample parent letter text may be found at <http://dese.mo.gov/sites/default/files/asmt-gl-parent-guardian-sample-letter.pdf>.

Questions

For questions about the test administration or other technical information, please contact:	For questions or information regarding MAP policy and testing procedures, please contact:
MAP Service Line Phone: 1-800-544-9868 Email: MAPHelpdesk@datarecognitioncorp.com	Missouri Department of Elementary and Secondary Education Assessment Section Phone: 573-751-3545 Email: assessment@dese.mo.gov Website: http://dese.mo.gov/college-career-readiness/assessment