MEMORANDUM

TO:	District Test Coordinators
FROM:	Data Recognition Corporation (DRC) MAP Service Line
DATE:	January 2017
SUBJECT:	Spring 2017 MAP Grade-Level Summative Assessments Pre-code Information

Dear District Test Coordinator,

DRC and the Department of Elementary and Secondary Education would like to follow up on the January 6th update memo for the Spring administration regarding the note identifying February 10 as the deadline to pre-code students. There are three windows to submit your pre-code, please see below for the dates when your students would appear in the system.

- 1st window – due to DESE 2/10/2017 – data available in eDIRECT on 2/27/17
- 2nd window – due to DESE 3/03/2017 – data available in eDIRECT on 3/13/17
- 3rd window – due to DESE 3/17/2017 – data available in eDIRECT on 3/27/17

NOTE: Participating in the pre-code process will populate students into the appropriate testing system. During the spring statewide window, there are multiple pre-code windows – however, a district may use only one window for the spring. The district should pre-code during the window that accommodates their anticipated content window.

Thank you for all you do.

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