



MEMORANDUM

TO: District Test Coordinators
FROM: DRC MAP Service Line
DATE: January 30, 2017
SUBJECT: Spring 2017 MAP Grade-Level Summative Assessments Enrollments Window Deadline, 2/3

Dear District Test Coordinator,

This is a friendly reminder that the deadline to:

1. provide your MAP Spring 2017 Grade-Level Assessments testing windows,
2. order your MAP Spring 2017 Grade-Level Assessments Large Print and Braille testing materials, and
3. provide your MAP Spring 2017 Grade-Level Assessments Purchase Order number

via eDIRECT is Friday, 2/3/17. If you have already submitted this information, thank you very much. If you have not, please do so by Friday, 2/3/17. Please reference the eDIRECT User Management User Guide beginning on page 33 for instructions on how to complete Enrollments. Remember to provide a PO number in eDIRECT **and** email your PO to maphelpdesk@datarecognitioncorp.com. The following address should be included on purchase orders:

ATTN: Accounting Department
Data Recognition Corporation
13490 Bass Lake Road
Maple Grove, MN 55311

If you need your login information or assistance with eDIRECT, please contact the MAP Service Line at 1-800-544-9868.

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