



Teachers Checklist

Before Testing:

- Get a new or update user account by January 29, 2018.
- Complete the required training in Moodle each year by February 14, 2018.
<http://training.dynamiclearningmaps.org/login/index.php>
- Complete the First Contact Survey for each student on your roster by February 14, 2018.
- Complete the Access Profile for each student on your roster by February 14, 2018.
- Print off Student Usernames and Passwords by March 13, 2018.
- Verify the updated version of KITE Client is installed/updated on the computers to be used for testing by February 2, 2018.

During Testing:

- Assess students via DLM-AA on KITE Client (March 14-May 9, 2018).
- Print off TIP pages (if available) (March 14-May 9, 2018).
- Complete all assigned testlets (including field test testlets) (March 14–May 9, 2018).

After testing:

- Confirm with your district test coordinator, next steps.

