

MEMORANDUM

TO: Superintendents, District Test Coordinators, and Curriculum Coordinators

FROM: CTB’s Oklahoma Grades 3-8 Benchmark Program Team and Oklahoma State Department of Education (OSDE)

DATE: February 4, 2013

SUBJECT: Oklahoma Grades 3-8 Benchmarks – **Acuity Benchmark Administrator Training**

Dear Oklahoma Educator,

Beginning this winter, the OSDE is providing the opportunity for Oklahoma educators to use a free Benchmark tool with the Grades 3-8 assessments for OCCT and OMAAP. Acuity is the Benchmark assessment system from CTB/McGraw-Hill, which will host the Benchmarks, free to all public school districts administering the OCCT and OMAAP assessments.

Acuity delivers the only award-winning assessment system available for high school that emerges directly from the Common Core State Standards (CCSS). A tightly integrated system of authentic, balanced assessment solutions helps high school students build 21st century skills essential for college and career success.

The Oklahoma State Department of Education is excited to offer Acuity Administrator Training webinars for those schools that will be administering Grades 3-8 Benchmark assessments. The Grades 3-8 Benchmark testing window will be open for districts beginning on Monday, February 25 through Friday, March 18, 2013.

Each one hour training session is designed to focus on the Key Steps before Acuity Administration:

- **Acuity Permissions**
- **Making test assignments**
- **Viewing and verifying assessment status**
- **Adding students if necessary**
- **Reviewing the Acuity Help Menu**

Please join us at one of the following webinar sessions as we introduce you to Acuity Administration.

Date	Time	Webinar Information
Tuesday February 5 th 2013 February 12 th 2013 February 19 th 2013	9:00AM–10:00AM CST	Audio Portion: 888-606-5823 Passcode: CCARAVEO JOIN https://www.mymeetings.com/nc/join.php?i=RG4760119&p=CCARAVEO&t=c
Tuesday February 5 th 2013 February 12 th 2013 February 19 th 2013	3:00PM–4:00PM CST	Audio Portion: 888-606-5823 Passcode: CCARAVEO JOIN https://www.mymeetings.com/nc/join.php?i=RG4760178&p=CCARAVEO&t=c
Thursday February 7 th 2013	9:00AM–10:00AM CST	Audio Portion: 888-606-5823 Passcode: CCARAVEO JOIN

		https://www.mymeetings.com/nc/join.php?i=PG4759991&p=CCARAVEO&t=c
Thursday February 7th 2013	3:00PM–4:00PM CST	Audio Portion: 888-606-5823 Passcode: CCARAVEO JOIN https://www.mymeetings.com/nc/join.php?i=PG4759992&p=CCARAVEO&t=c

We look forward to working to working with you to ensure a successful Acuity Benchmark implementation. If you have any questions or concerns, please do not hesitate to contact the CTB Oklahoma Help Desk.

Thank you,

The Oklahoma Grades 3-8 Program Team

Questions?

For questions about the test administration or other technical information, please contact:	For questions or information regarding OK EOI policy and testing procedures, please contact:
CTB Oklahoma Help Desk Toll Free: (888) 282-2010 Email: OK_Helpdesk@ctb.com Web site: http://www.ctb.com/ok	Oklahoma State Department of Education, Office of Accountability and Assessments Phone: (405) 521-3341 Web site: http://www.sde.ok.gov