



Dr. John D. Barge, State School Superintendent

November 29, 2011

MEMORANDUM

TO: System Test Coordinators

FROM: Tony Eitel
Director, Assessment Administration

SUBJECT: Criterion-Referenced Competency Tests-Modified (CRCT-M) Online Ordering System (TestTime)

The purpose of this memorandum is to introduce the use of TestTime, the online ordering system for Georgia's Criterion-Referenced Competency Tests-Modified (CRCT-M). Systems will use TestTime to:

- verify shipping addresses and contact information;
- provide CRCT-M spring testing dates, spring break dates, and retest dates;
- request CRCT-M test booklets;
- request Braille and Large Print format materials.

Important Dates:

Date	Event
December 6, 2011	Receive your TestTime username and password
December 9, 2011, 10:00 AM December 13, 2011, 10:00 AM & December 13, 2011, 1:30 PM	Training on TestTime via Elluminate <ul style="list-style-type: none">• http://elluminate.gavirtualschool.org/testing (Recorded sessions will be available throughout the enrollment window.)• The User's Guide will be available for download at https://gcap.tsars.uga.edu/testtime/users_guide.pdf

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December 12, 2011 – January 13, 2012	<p>ENROLLMENT WINDOW</p> <ul style="list-style-type: none">• TestTime can be accessed through https://gcap.tsars.uga.edu/testtime/• The Enrollment window closes at 5:00 pm (EST) on January 13, 2012. <p><i>Please note that completion of the enrollment process by the 1/13/12 deadline is imperative to ensure the accuracy of your district's CRCT-M shipment</i></p>
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For additional information about TestTime, contact the Georgia Center for Assessment at (888) 392-8977 or by e-mail at crct-m@gcap.tsars.uga.edu.

If you have questions about the CRCT-M program or state policies, please contact Mary Nesbit-McBride at (404) 232-1207 or mmcbride@doe.k12.ga.us.

Thank you for your contribution to the CRCT-M program.

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