SD-ACT

Starting in 2026, all South Dakota 11th grade students attending public high schools will take the ACT as their state assessment.

Roles & Responsibilities

Contract Coordinator: Highest level of oversight, adds district & school data, adds district & school test coordinators, import student data

District Test Coordinator: Manages all schools in their district, adds school test coordinators & test staff

Test Coordinator: Has school-level oversight, adds test staff, assigns test events to students, prepares test rooms in Test Center Manager (TCM), responsible for pre-test & post-test day checklist tasks

Test Accommodations Coordinator: Supports test coordinators, requests accommodations for the ACT through TAA, manages student accommodations

Technical Coordinator: Prepares school environment to support online testing, installs TestNav on all devices, performs technical readiness test with Test Coordinator

Test Event Staff: Includes room supervisors, proctors, and roving proctors, administers tests using Test Center Manager (TCM)

Platforms Utilized

SD-ACT ⟶ Access all information needed for the SD-ACT

ACT Now ⟶ Manage organizations, users, and students

ACT Success ⟶ Access Test Accessibility and Accommodations (TAA) and Online Reporting.

ACT TCM ⟶ Set up test administration before and on test day

TestNAV ⟶ Secure browser used by students to take the online assessments

Pre-Administration
(August-January)

- ☑ Setup ACT Now
- ☑ Request Student Accommodations
- ☑ Prepare systems for online testing- install TestNav
- ☑ Prepare for test day

Test Administration
(February-April)

- ☑ Administer tests on test day
- ☑ Report any irregularities, return any paper materials, close test rooms

Post Administration
(End of April-May)

- ☑ Use reporting tools for analyzing data
- ☑ Share resources with students (and parents) to understand their scores

Questions? Contact the SD DOE Assessment Office at DOEassessment@state.sd.us or refer to the SD-ACT website.

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