ACT WorkKeys Notice #23 – 2015.08.27: "ACT WorkKeys Test Administration Training for Online Testing"
Webinar

Dear ACT WorkKeys Users,

This ACT WorkKeys Notice contains the following information about upcoming sessions of the "ACT WorkKeys Test Administration Training for Online Testing" webinar:

- who should attend
- the webinar delivery schedule and registration link
- topics covered in the webinar

Who should attend?

This free open enrollment webinar is intended for <u>new</u> test coordinators and proctors administering the online version of ACT WorkKeys. We also welcome anyone who would like a refresher on the basics of ACT WorkKeys online testing.

Webinar delivery schedule and registration link

The webinar lasts approximately **60** minutes. In September and October, this webinar will be presented on the following dates and times:

- Wednesday, September 2, at 3:00 p.m.
- Tuesday, September 8, 2015, at 1:00 p.m.
- Tuesday, September 29, 2015, at 12:00 p.m.
- Thursday, October 15, 2015, at 11:00 a.m.
- Thursday, October 22, 2015, at 1:00 p.m.
- Wednesday, October 28, 2015, at 11:00 a.m.

Click on this URL to register for your preferred date and time:
www.act.org/learning-at-act/training/workkeys.html.
We recommend that you bookmark the **Learning@ACT** website.

Please be advised that all webinars are listed in <u>Central Time</u>. We'll give you an opportunity to have the schedule displayed in your own time zone during registration.

Topics covered in the webinar

Since this webinar is intended for <u>new</u> test coordinators and proctors, it will cover the following topics:

- Introduction to High-Stakes Testing
- Registering an Examinee
- Authorizing an Assessment
- Launching a New Assessment
- Launching an Interrupted Assessment
- Generating an Instant Score Report

Email questions to learning@act.org or call **888.826.1956**. Thank you for using ACT WorkKeys.

Sincerely,

The ACT WorkKeys Staff
workkeys@act.org
800.967.5539

For past ACT WorkKeys Notices, and for other ACT WorkKeys documentation, visit the ACT WorkKeys Reference Center website at www.act.org/workkeys-private/reference/.