

## Spring 2026 Test Administration

### Before Testing

Event	Who Takes Action	Date
Students can <b>review/practice the <a href="#">Question Samplers</a> (non-secure) and TestNav Tutorial</b> available publicly on the <a href="#">Utah Resource Center</a> Home Page	Teacher	On-going throughout school year
District-level users should <b>verify that their accounts are active and up to date in <a href="#">ADAM</a></b> for Spring 2026 Summative testing by logging into <a href="#">ADAM</a> .  District-level users create school administrator accounts.	Administrator	January 5, 2026
Utah eTranscript and Record Exchange (UTREx) <b>nightly data transfers begin loading to <a href="#">ADAM</a>.</b>	USBE, Pearson	January 5, 2026
<b>Verify initial student registration in <a href="#">ADAM</a></b> , submit any corrections to the UTREx system.  Note: Any student updates to UTREx will appear in ADAM the following business day throughout the testing window.	Administrator, Teacher	January 5–February 27, 2026
<b>Verify student accommodations</b> are correctly assigned in <a href="#">ADAM</a> . <b>This must be completed prior to students logging in to their testing session.</b>	Administrator, Teacher	January 5–May 8, 2026
<b>Order paper accommodated materials in <a href="#">ADAM</a></b> <b>Orders should be placed a minimum of two weeks prior to testing date.</b>	Administrator, Teacher	February 16–May 15, 2026
<b>Download the TestNav app and run the App Check</b> on all student machines that will be used during the test administration.	Tech	January 5–February 27, 2026

<p>More information for this task, please refer to TestNav 8 Online Support site, located here:  <a href="#">TestNav 8 Online Support</a></p>		
<b>Remote Testing Setup Available</b>	Administrator	January 14, 2026
<p><b>Proctor Group Setup in <a href="#">ADAM</a></b></p> <ul style="list-style-type: none"> <li>• Create Proctor Groups (Optional)</li> <li>• Add Student to Proctor Groups (Optional)</li> <li>• Print Student Test Cards</li> </ul>	Administrator, Teacher, Proctor	January 14–May 8, 2026
<p><b>Technology Coordinator Training</b></p> <p>Recording of this training available will be made available on the resource center after the training.  <a href="#">Utah Resource Center</a></p> <p><b>Technology Coordinator Training - Register on MIDAS course 66057 – Section 1</b></p>	Tech	January 21, 2026 1:00 p.m.–2:00 p.m.
<b>Complete technology readiness setup tasks</b>	Tech	January 26–February 27, 2026
<b>Complete local infrastructure trials in <a href="#">ADAM</a>.</b>	Administrator, Tech, Proctor	January 26–February 27, 2026
<b>Test Administration Manual Posted to Portal</b>	Administrator, Proctor, Teacher	January 10, 2026
<p><b><u>Attend Test Administration Training:</u></b>  The trainings will be recorded and made available on our USBE Assessment YouTube channel for later viewing and use in your own trainings.  <b>Utah Aspire Plus Administration Training – Register on MIDAS course 66057 – Section 2</b></p>	Administrators and/or teachers who will be administering Utah Aspire Plus	January 29, 2026 9:00 a.m.–11:00 a.m.
<b>During Testing</b>		

<b>Test Administration Window</b>	<b>Administrator, Teacher, Proctor, Tech</b>	<b>March 2– May 8, 2026</b>
<b>After Testing</b>		
<b>Complete and finalize post-test activities in <a href="#">ADAM</a>.</b> <ul style="list-style-type: none"> <li>• Apply Participation Codes</li> </ul>	Administrator, Teacher, Proctor	May 11, 2026
<b>Last day to order test return shipping materials</b> for paper accommodated tests in <a href="#">ADAM</a>	Administrator, Teacher	May 18, 2026
<b>Last day to ship paper accommodated test materials</b> to Pearson	Administrator, Teacher	May 21, 2026
<b>OnDemand Student Detail reports posted</b>	Administrator, Teacher	24 hours after student test submission
<b>Retrieve Test Score Files:</b> District level, math, reading and science test event and test score files available	Administrator	May 22, 2026
<b>ISRs available in <a href="#">ADAM</a></b>	Administrator, Teacher	May 22, 2026
<b>Results released in Family Portal</b>	Family	June 2, 2026