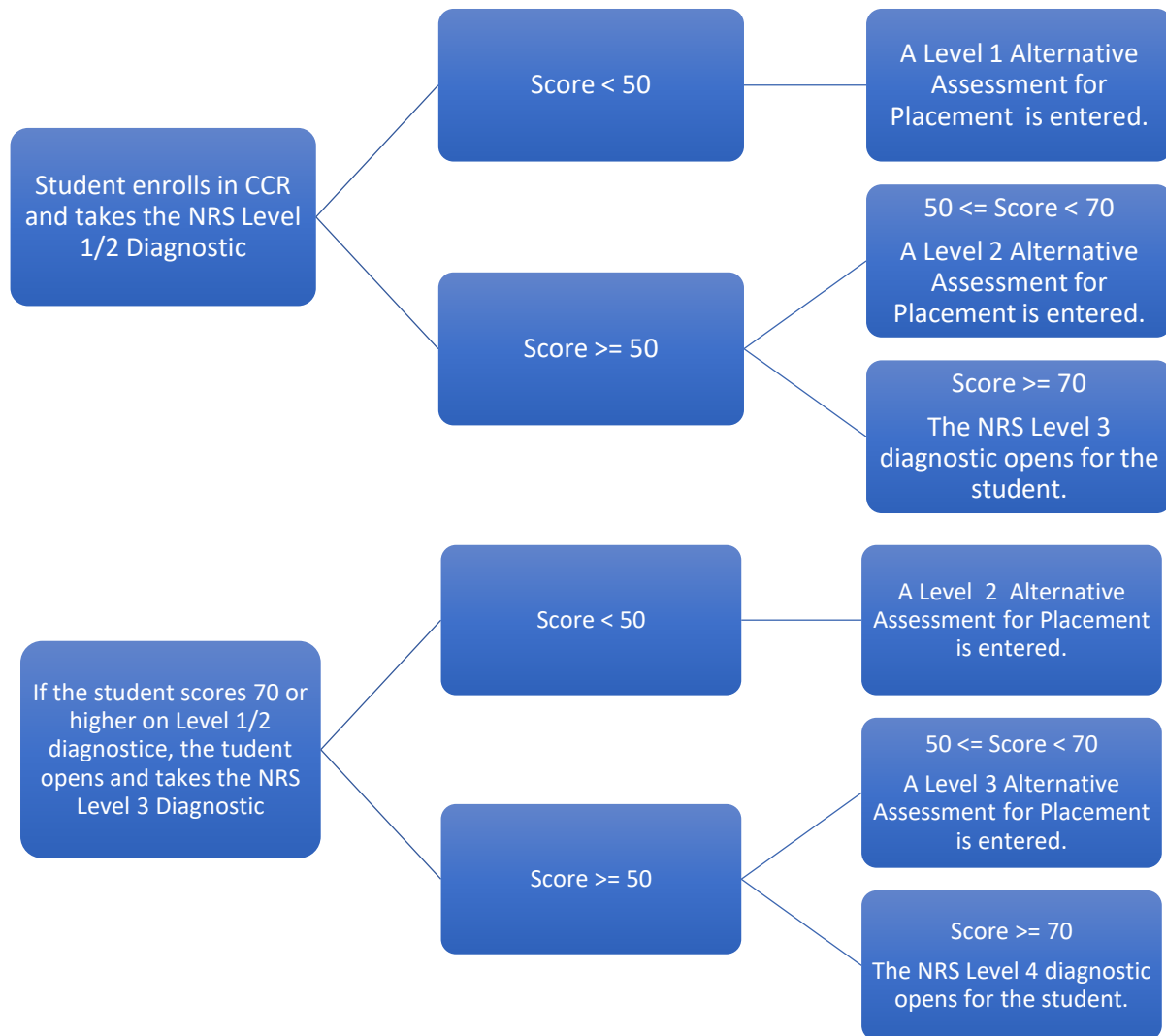
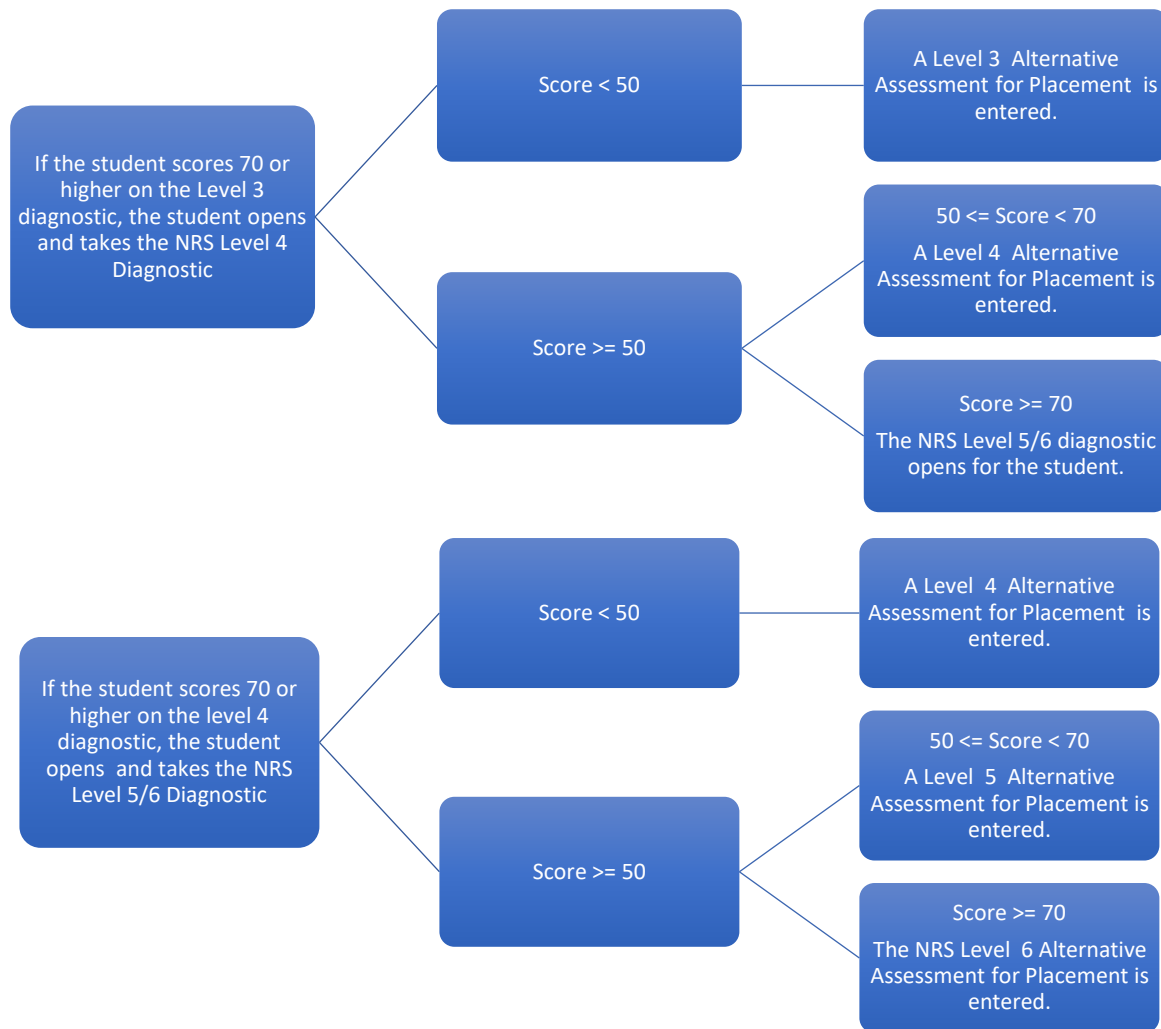


## Process for Implementation of EdReady Alternative Assessment

1. Identify the System Administrator at your campus. Contact your regional Career READY representative if you need help identifying this individual.
2. Nicole McCabe is the NROC contact for North Carolina. She has made a form that schools can use to request this goal: [https://bit.ly/CCR\\_AltAssessmentRequest](https://bit.ly/CCR_AltAssessmentRequest).
3. When someone requests the goal, Nicole will copy the goal into their site. This will be the main “master” goal. If there needs to be several copies, then the EdReady Administrator will make those copies and give access to the goals.
4. The test is entitled BSP Career READY Prep.
5. The instructor, or student may enter the goal key (this is a local decision)

## Flowchart for Determining the Correct Functional Level of a Student





Once students earn a satisfactory score, the EdReady system will automatically unlock the next diagnostic assessment. Instructors will not be required to manually unlock the diagnostic assessments for students.

### **Student Eligibility**

It is recommended that the assessment be made available to all new incoming College and Career Readiness students as an alternate placement strategy. However, programs have the autonomy to make a local decision.

### **Test Administration**

Please note, the EdReady Alternative Assessment may not be offered via paper. The assessment may only be facilitated via web. Proctoring is not required to facilitate the EdReady Alternative Assessment. However, colleges may make a local decision regarding proctoring. Best practices indicate that program staff should orient and provide a brief tutorial about the assessment prior to administration.

### **Access to the EdReady site**

Please note, colleges must use their EdReady site to access the alternative assessment. The EdReady System Administrator must provide access to the College and Career Readiness Department. Programs must identify staff and personnel that are pertinent to the facilitation of this program.

### **Education Functioning Level Placement into Colleague Database**

Please refer for to the Alternative Assessment Memo for Education Functioning Level (EFL) placement instructions.

### **Regional Area Career READY Representatives**

Please contact your representative for help implementing this process.

Laurie Weston: Eastern Regional Area Career READY Representative

Susan Huneycutt: Western Regional Area Career READY Representative