

# State Assessment Registration Submission User Resource Guide

## State Assessment Registration Submission – User Resource Guide

### NJ SMART Timeline – October 2022

| DATE                      | EVENT  |
|---------------------------|--|
| Friday, October 14, 2022  | Snapshot: SID and SMID Management  |
| Friday, October 14, 2022  | Close: Local Data Mart (LDM) Special Education Submission  |
| Tuesday, October 18, 2022 | Open: SID and SMID Management  |
| Tuesday, October 18, 2022 | Open: Official Special Education, State Assessment Registration, and Performance Reports Submissions |

### October Action Items

| Task   | Recommended Completion Date  | Task Completed?                    |
|--|--|------------------------------------|
| Download and review the State Assessment Registration Submission Handbook                        | October 18, 2022   | <input type="checkbox"/> Completed |
| Attend a State Assessment Registration Submission Webinar  | See the <a href="#">eLearning Videos &amp; Webinars</a> for training dates | <input type="checkbox"/> Completed |
| Complete a Full File upload to the State Assessment Registration Submission for the 2022-2023 SY | October 18, 2022   | <input type="checkbox"/> Completed |
| Resolve all records in Error and Out-of-Sync in the State Assessment Registration Submission     | October 31, 2022   | <input type="checkbox"/> Completed |

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## NJ SMART Timeline – November 2022

| DATE                         | EVENT   |
|------------------------------|---|
| Monday, November 14, 2022    | Deadline: Official Special Education Submission   |
| Wednesday, November 16, 2022 | Open: LDM Special Education Submission            |
| Monday, November 21, 2022    | Deadline: Official Performance Reports Submission |

## November Action Items

| Task   | Recommended Completion Date  | Task Completed?                    |
|--|--|------------------------------------|
| Attend a State Assessment Registration Submission Webinar if additional training is needed               | See the <a href="#">eLearning Videos &amp; Webinars</a> for training dates | <input type="checkbox"/> Completed |
| Continue to resolve any records in Error and Out-of-Sync in the State Assessment Registration Submission | November 30, 2022  | <input type="checkbox"/> Completed |

# State Assessment Registration Submission User Resource Guide

## NJ SMART Timeline – December 2022

| DATE                        | EVENT   |
|-----------------------------|---|
| Friday, December 5, 2022    | Deadline: Official State Assessment Registration Submission |
| Wednesday, December 7, 2022 | Open: Practice State Assessment Registration Submission     |

## December Action Items

| Task   | Recommended Completion Date  | Task Completed?                    |
|--|--|------------------------------------|
| Review State Assessment Registration Submission eLearning videos if additional training is needed                    | See the <a href="#">eLearning Videos &amp; Webinars</a> for training dates | <input type="checkbox"/> Completed |
| Resolve any records in Error and Out-of-Sync in the State Assessment Registration Submission                         | December 5, 2022   | <input type="checkbox"/> Completed |
| Make sure all data is accurate and released by the December 5, 2022, 5PM deadline                                    | December 3, 2022   | <input type="checkbox"/> Completed |
| Add new students, if testing, who have entered the district after December 5, 2022 to the submission practice period | December 20, 2022  | <input type="checkbox"/> Completed |

**The Practice Period for the State Assessment Registration Submission is open from December 7, 2022 until June 5, 2023. This gives LEAs the opportunity to upload new students that have entered the district after December 5<sup>th</sup> to NJ SMART to verify that each NJSLA registration record is accurate before uploading to Pearson Access Next.**