



2023 M-STEP List of Important Dates

Start	End	Task/Activity	Mode
10/17/22	11/22/22	Online Waiver Window – request waiver to administer paper/pencil by 5 p.m.	PP
11/29/22	11/29/22	DRC Technology Readiness Webinar (11:00 AM – 12:30 PM) – recording available 11/30/22	OL
1/4/23	2/15/23	Initial Material Order Window (all grades) by 5 p.m.	PP
1/4/23	2/15/23	Pre-identification of students for barcode labels by 5 p.m.	PP
1/4/23	2/20/23	Online test session setup in the OEAA Secure Site by 5 p.m.	OL
1/4/23	5/4/23	Off-site Test Administration Request – Grade 3 (ELA only)	Both
1/4/23	5/18/23	Off-site Test Administration Request – Grades 3 (mathematics only) 4, 5, 6, 7, 8, 11	Both
1/4/23	5/4/23	Pre-identification of students by 5 p.m. - Grade 3 (ELA only)	OL
1/4/23	5/18/23	Pre-identification of students by 5 p.m. – Grades 3 (mathematics only) 4, 5, 6, 7, 8, 11	OL
1/4/23	3/17/23	Alternate Insight Availability Request	OL
2/28/23	2/28/23	Online District and Building Coordinator Training – DRC INSIGHT Portal (10-11:00 A.M.) – recording available 03/01/23	OL
3/3/23	5/19/23	Create/Manage Online Test Sessions and assign Universal Tools, Designated Supports, and Accommodations in DRC INSIGHT Portal	OL
3/27/23	5/19/23	M-STEP Multiplication Chart Accommodation Request Window by 5 p.m.	Both
3/27/23	3/29/23	Materials arrive in schools All Grades/All Content Areas	Both
4/6/23	5/2/23	Additional Material Order Window (closes at noon) – All Grades/All Content Areas	PP

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Start	End	Task/Activity	Mode
4/3/23	4/5/23	Materials arrive in schools – alternate delivery date requested – All Grades/All Content Areas	Both
4/10/23	05/5/23	Online Test Administration Window – Grades 3 (ELA only)	OL
4/10/23	5/19/23	Online Test Administration Window – Grade 3 (mathematics only), 4, 5, 6, 7, 8, 11	OL
4/10/23	5/5/23	Paper/Pencil Test Administration Window All Grades/All Content Areas	PP
4/12/23	TBD	Preliminary Reports (within 48 hours of online test completion)	OL
5/10/23	5/10/23	Return of Materials Deadline – All Grades/All content Areas	PP
June 2023	June 2023	Accountable Students Enrolled and Demographics – watch Spotlight for details	Both
June 2023	June 2023	Answer Documents Received – watch Spotlight for details	Both
June 2023	June 2023	Students Not Tested – watch Spotlight for details	Both
August 2023	NA	Final Reports – watch Spotlight for details	Both

Watch the weekly [Spotlight on Student Assessment and Accountability](http://www.michigan.gov/mde-spotlight) (www.michigan.gov/mde-spotlight) for updates and additional information.

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Change Log

Date	Task/Activity	Change
10/31/22	Initial version	NA