www.nceacaltesting.org

COMPUTERIZED ASSESSMENTS AND LEARNING
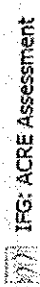
Home   About   Pricing   Contact

NCEA ACRE/IFG

Order Materials Here!

Find everything you need for the NCEA IFG: ACRE assessment and IFG survey. Brochure

NCEA IFG: ACRE *

Information for Growth
Assessment of Children/Youth
Religious Education (ACRE)

Available Fall 2013

View NCEA IFG: ACRE Info

IFG: ACRE Assessment

NCEA IFG: Assessment of Children/Youth Religious Education.

Order IFG: ACRE Materials

IFG Survey

NCEA Information for Growth (IFG) survey for adults. Online Administration

Order IFG Materials

The ACRE assessment is an integrated approach to faith knowledge assessment, and the IFG is a survey for knowing and living Catholic faith. These tools help NCEA fulfill teaching missions of the Catholic Church.

IFG:ACRE 2013 Downloads

Assessment Return Cover Sheet
Send answer sheets for scoring.

IFG:ACRE Interpretation Manual
Guide for using the score reports.

IFG:ACRE Admin Manual
How to administer.

Proctor Guides
Proctor direction sets.

ACRE 2001 Downloads

Assessment Return Cover Sheet
Send answer sheets for scoring.

ACRE Interpretation Manual
Guide for using the score reports.

ACRE National Scores
2013 | 2012 | 2011 | 2010

Diocese Codes
List of Diocese codes.

ACRE Administration Manual
How to administer.

Diocesan Administrator Info
Scenarios, and report request.

IFG (adults) Downloads

Assessment Return Cover Sheet
Send answer sheets for scoring.

IFG Interpretation Manual
Guide for using the score reports.

Diocese Codes List
List of Diocese codes.

Diocesan Administrator Info
Scenarios, and report request.

IFG Administration Manual
How to administer.

TIPS to Expedite NCEA Assessment Orders and Processing

DO - Order NCEA IFG: ACRE (Assessment of Children/Youth Religious Education) for students and IFG (Information for Growth) for adults from Computerized Assessments and Learning (CA&L) at http://ncea.caltesting.org/ or orders@caltesting.org.

The best method for ordering Assessment materials is from CA&L's website (http://ncea.caltesting.org/), but CA&L will process orders received by mail and fax.

DO – Send an **EMAIL** to CA&L regarding questions about orders, reports, invoicing, etc. orders@caltesting.org

DO – **Check websites first if you have a question.** The answer may likely be there: CA&L at http://ncea.caltesting.org/; NCEA at http://www.ncea.org/Assessment/index.asp

DO NOT - Send order forms, checks or return completed answer sheets to NCEA; CA&L processes all orders, payments and scoring for NCEA.

DO - Send completed answer sheets to CA&L at 1202 East 23rd Street, **Ste. D**, Lawrence, KS 66046. CA&L fills and ships most orders within 48 hours and delivers NCEA ACRE reports via email within four (4) weeks of receiving return answer sheets.

DO - Open materials/orders packages as soon as they arrive; retrieve the invoice and packing list from the package to check the number of items for accuracy. **Give the invoice to the appropriate person so that it can be paid in a timely manner. (Results will be held until all outstanding invoices are paid.)**

NOTE - You will need **one header sheet for each group** you wish to receive a separate report for, COMPLETED FRONT AND BACK, IN PENCIL, (no copies) and one **Assessment Return Cover Sheet** for your whole program. The Return Cover Sheet can always be printed from CA&L's website: http://ncea.caltesting.org/. Header sheets must be ordered from CA&L.

DO – Ensure your computer system recognizes incoming email from CA&L so the reports are received when they are sent and are not read as SPAM. (kelly@caltesting.org & orders@caltesting.org)

DO - Be mindful that employees do not inadvertently delete the NCEA ACRE or IFG reports because they do not recognize the email sender.

DO – Visit http://ifg.caltesting.org/ to set up administering the **IFG Survey online**; adults receive IFG personal reports from CA&L within 48 hours after the closing date of the survey.

DO - Please send payments to CA&L in a timely manner so you can receive reports in a timely manner. **Credit card payments are now accepted.** Visit: http://ncea.caltesting.org/ and click "Pay Invoice Online" at the bottom left of the page. You will need the order number and the email address shown on the order.

ACRE Preparation Do's and Don'ts

There are several **"Do" and "Do Not"** procedures that increase the effectiveness of the assessment process. These instructions are also included in the "Practice Guide" available from the NCEA website.

1. **Do** inform parents/guardians and students in advance that the school or parish program will participate in the NCEA IFG: ACRE edition assessment process. Advance preparation and planning are of key importance. Under no circumstances should the actual assessment day be the first occasion that a student or instructor hears about the assessment.

2. **Do** discuss in advance with students the nature and importance of assessing the religious education program, and encourage students to do their best.
   • If this discussion is part of the pre-session, have students complete the personal information section of the answer sheet (name, grade, form number, etc.). This process will familiarize them with the answer sheet.
   •The pre-session is the ideal time to have students answer locally selected/constructed questions that the diocese, school, or parish program has composed. Prepare a separate question sheet with the local questions. Do not pass out the assessment booklets during the pre-session.

3. **Do** limit advance access to the assessment materials and take reasonable security restrictions (e.g., store these materials in a secure area not accessible to students or visitors). Do not copy the question booklets or individual items for any reason!

4. **Do** remove or cover all instructional posters, bulletin boards, and other educational displays in the classroom containing religious content that could assist students in selecting answer choices.

5. **Do** remind students it is important for them not to disrupt other students while they are completing the assessment. Have additional assignments or reading materials available for students who finish early.6. Do not "teach to the test." It is important to discover how much general knowledge students are
retaining from the curriculum.
7. **Do not** use the NCEA IFG: ACRE edition question booklet in the practice sessions. Using the actual items in practice prior to the administration date is a disservice to learners as well as the school and parish. The assessment is designed to gauge long-term faith formation, not short-term recall from rote memorization.

8. **Do not** explain vocabulary words to students during the assessment.

9. **Do not** assist students by explaining the questions. It is acceptable to read a question, as written, to a student if needed. Read the question and response options in a neutral voice, slowly and carefully. Be careful not to reveal a correct or incorrect answer by tone of voice.

ACRE ASSESSMENT

Green Bay Diocese: given **annually** in the month of **MARCH**

Code for Green Bay Diocese: **060**

National Catholic Educational Association

Leadership. Direction. Service.

Religious Education Assessment http://www.ncea.org/our-services/religious-education-assessments

Purchasing: Answer Sheets, Students Booklets, Header Sheets (need one for each level)
http://ncea.caltesting.org/

Brochure on the ACRE-IFG Assessment
http://www.ncea.org/sites/default/files/documents/13%20IFG%20brochure_v4.pdf

Online Interpretation **Manual**
http://ncea.caltesting.org/docs/IFGACREedInterpretationManual2013.pdf

Frequently Asked Questions http://www.ncea.org/faith-education/acre-faq

10 Things You Need To Know about Administering the ACRE Assessment
(Taken from NCEA ACRE Administration Manual and Assessment Instructions)

1) Timing: ACRE Assessment will be used through the Diocese March 1-31, 2015 in schools and parish RE programs. The Assessment may be done in one or two sessions. The ACRE Assessment is not a timed event, but the following is offered as an estimate for planning purposes:

Activity	Level 1	Level 2	Level 3
Start-up activity/discussion and readying the answer sheet *(should be included for both sessions in a two-session format)	12	10	10
Part 1 (knowledge questions)	45	45	45
Part 2 (affective survey)	15	15	15
TOTAL	72 Minutes	70 Minutes	70 Minutes

2) 5th Graders will use the Level 1 ACRE Assessment.
   8th Graders will use the Level 2 Assessment.
   Level 3 Assessment will be used by students preparing for confirmation (could be 10, 11 or 12 Graders depending on parish confirmation program).

3) You need one assessment booklet and one answer sheet per student. **Neither may be photocopied.**

4) Only 2013 Revised NCEA ACRE booklets may be used. The 2001 version of ACRE is no longer available or supported by the NCEA.

5) Unused, clean answer sheets may be used in subsequent years.

6) Assessment booklets can be used in subsequent years. Check all booklets for any stray marks that may indicate a right/wrong answer. These stray marks must be erased, and if they cannot be completely removed, the booklet must be destroyed.

What may be photocopied:
- Administration Manual
- Special Worksheet for Alignment Activity (see #10 below)

What may NOT be photocopied:
- Assessment booklets.
- Answer sheets
- Header sheets
- Return cover sheet

---

7) Orange header sheet must be the first sheet on the stack of each grade of students' answer sheets. No other special arrangement of the answer sheets is necessary. **Photocopies of header sheets cannot be processed.** It is the header sheet that defines the separate grade groups to be reported at each site, so for instance, if you were to assess both Grades 11 and Grade 12 students and wanted all of those students reported together, you would complete one header sheet. You would mark only one grade and thus receive one reporting listing all Grade 11 & 12 students together.

8) Use a #2, soft lead pencil and fill-in the "bubbles" on front and back of header sheet. In filling out the header sheet, Green Bay Diocese Code is: **060.**

9) Each parish/school may add up to 20 additional customized questions at no additional charge. This is optional; ask the Education Department for more information. It is recommended that these "local" questions be answered by students prior to the time they take the "formal" ACRE assessment.

10) NCEA strongly encourages parishes to hold a Local Curriculum Standards and ACRE Alignment session, facilitated by DRE. Participants could include catechists, parent volunteers, pastor and/or anyone else who may have responsibility for the religious education program. This session would probably last about 2 hours.

For more information, including pricing and ordering information, please visit: http://www.ncea.caltesting.org/

NCEA ACRE/IFG Header Sheet

Direction: A header sheet must be completed for each grade or group you are testing. You MUST supply ALL information requested on SIDE ONE and SIDE TWO.

Indicate which Assessment is being returned (mark only one):

○ Level 1 ACRE   ○ Level 2 ACRE   ○ Level 3 ACRE   ○ IFG

ACRE USERS ONLY:

Type of program (mark only one):

○ Catholic School   ○ Parish Religion Program

Indicate the grade of the student taking the ACRE assessment (mark only one):

○ Grade 5   ○ Grade 7   ○ Grade 9   ○ Grade 11
○ Grade 6   ○ Grade 8   ○ Grade 10   ○ Grade 12

IFG USERS ONLY:

Type of program (mark only one):

○ Parish Minister (DRE/PCL, YM, LEM, etc.)   ○ Diocese
○ Parish Individual (parent, young adult, senior citizen, etc.)   ○ Other _____
○ Catholic School (faculty, staff, principal)

Who at the School/Parish/Diocese is to receive results? (If taking IFG on your own not as part of a group, list your name.) Complete the address information for this person on SIDE TWO. Use blank spaces as needed to clarify.

Number of Answer Sheets following this Header Sheet:

_____

Make no marks in this area unless directed

LAST NAME (Print)   FIRST NAME

A+B   MA   SP

Date of Administration

Special Codes

A B C D E F G H I J

Reminder: Complete this address information for the person who is to receive the results.

SCHOOL/PARISH/DIOCESE NAME

A B C D E F G H I J K L M N O P Q R S T U V W X Y Z (bubble grid)

STREET ADDRESS OR PO BOX

A B C D E F G H I J K L M N O P Q R S T U V W X Y Z 0 1 2 3 4 5 6 7 8 9 (bubble grid)

CITY | STATE

A B C D E F G H I J K L M N O P Q R S T U V W X Y Z (bubble grid)

ZIP + 4
Must be completed.

0 1 2 3 4 5 6 7 8 9 (bubble grid)

DIOCESE CODE
(See cover letter for codes)

0 6 0

0 1 2 3 4 5 6 7 8 9 (bubble grid)