Adding Faculty or Proctors

Note: If you are a district or school admin and would like to administer MDTP tests, you will need to first add yourself as a school faculty then you will be able to add classes, upload rosters, and assign tests.

1) Click on "**Add a Teacher**" on the dashboard.

2) Populate the required fields and click "**Save**". All characters in the email address must be lower case. Emails must be school or district affiliated. Private email addresses (ex. @gmail.com) cannot be added.

MDTP DIAGNOSTIC

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Add New School Faculty

Email

First Name   Last Name

School Name

School Name

Save   Cancel