2022-2023 AMC 8

THE OFFICIAL TEACHER'S MANUAL

I am the M in STEM!

American Mathematics Competitions
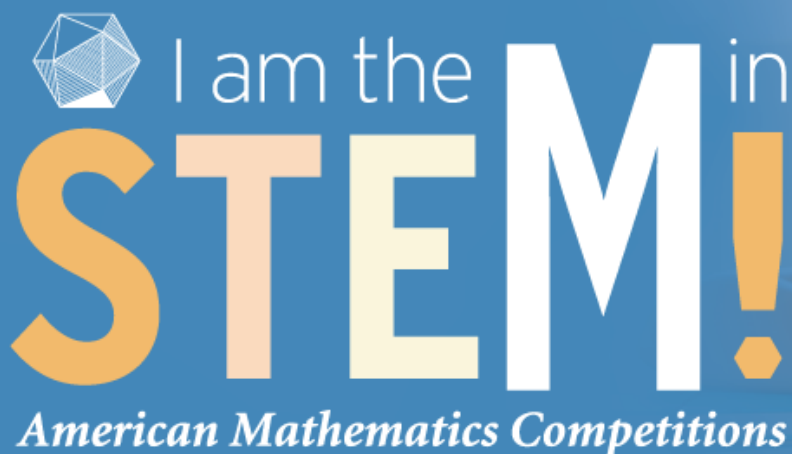
JAN. 17 - 23, 2023

The AMC 8 is a 25-question, 40-minute multiple-choice exams in middle school mathematics designed to develop students' problem-solving skills and interest in mathematics.

ELIGIBILITY

Student Eligibility:
Students must be in grade 8 or below and also under 14.5 years of age on the day of the competition.

The MAA AMC is hosted by educational organizations with physical premises for on-site test-taking:
 - Schools   - Universities   - Learning Centers   - Math Circles

Legitimacy of the organization must be verified during registration. A small fee can be charged to cover the cost of administering the competition. Home schools are not allowed.

The AMC is registered and administered by a Competition Manager (CM). A CM is:
- An adult not related to any of the participants
- Affiliated with the host organization and needs to demonstrate this affiliation

Under no circumstances may a parent or guardian of an AMC student register for the competition.

IMPORTANT DATES

Regular Registration Deadline
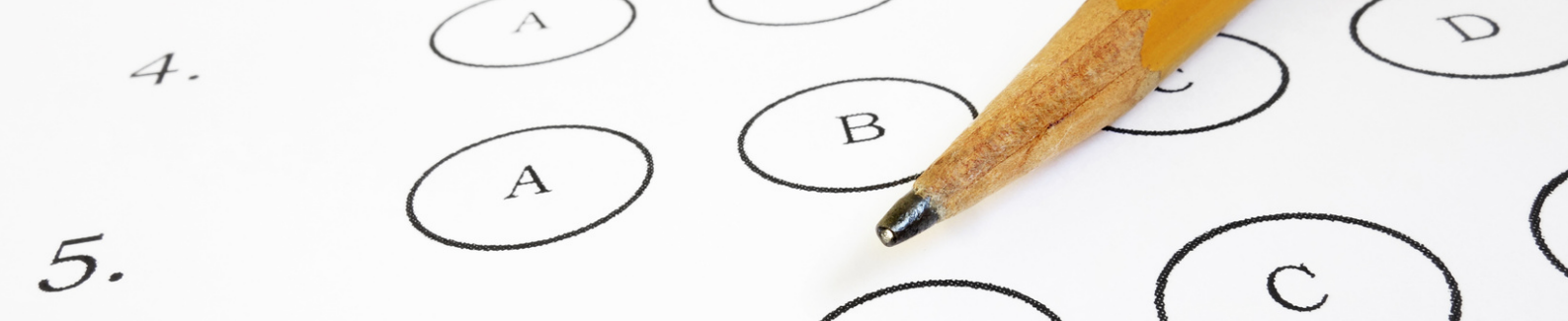Dec. 18, 2022

Late Registration Deadline
Jan. 11, 2023

Last Day to Order Additional Bundles
Jan. 11, 2023

Practice Competition Opens
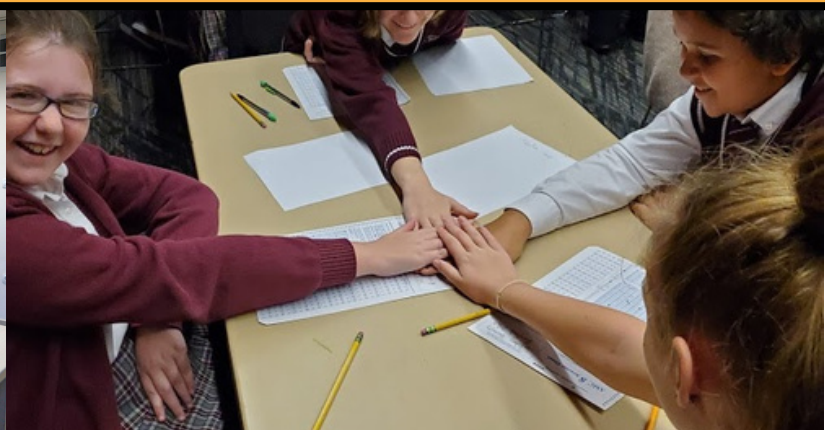October 2022

PERMITTED MATERIALS

During the competition, students are <u>only allowed</u>:
-writing utensils   -blank scratch paper   -rulers   -erasers

Prohibited materials include:
calculators, smartwatches, phones, computing devices, compasses, protractors, and graph paper

INCLEMENT WEATHER AND SCHOOL CLOSURES

If school is canceled on the day that the AMC 8 was scheduled, the competition manager can administer the AMC 8 on a different day as long as it falls within the AMC 8 competition period, Jan. 17-23, 2023.

The AMC 8 cannot be administered after the final day of the competition period.

During the last two cycles, we temporarily allowed remote proctoring solely in response to school buildings closing for COVID-19. We will continue to monitor the situation and provide any updates as needed. At this time, **remote proctoring will not be permitted** for this cycle.

POST-COMPETITION DISCUSSION

As schools administer the competition nationwide on Jan. 17-23, it is imperative problems and solutions are <u>not discussed</u> in any online or public forum until Jan. 24.

Reproduction or dissemination via phone, email, or digital media of any type is a violation of the competition rules. Students will be <u>disqualified</u>.

Teaching Tip!
Starting Jan. 24, 2023, set aside post-competition class time to discuss problems and solutions.

STUDENT ACCOMMODATIONS

Competition Managers must make arrangements consistent with the participant's accommodation plan.

The AMC 8 participant accommodations for physical and learning disabilities include:
- A time extension for 60 minutes, and/or
- A teacher or a school administrator reading the questions aloud and marking the answers as directed by the participant

Student Accommodations for the Digital Administration Format
Please submit the student accommodations form on maa.org/amc or on your competition manager dashboard after registration to secure an extension to the student's digital countdown clock.

The deadline to submit is Jan. 11, 2023.

Translations, Braille, and Large Print
The French and Spanish translation booklets will appear in your Competition Administration portal on the "Competition Booklet" page, and can be administered using the Print & Scan format.

Large print accommodations can be met by administering the competitions digitally and using the zoom feature on the browser window.

Braille competitions will be mailed to CMs, and must be returned by mail.

2022-2023 CYCLE

MAA AMC ADMINISTRATION PLATFORM

AMC IMPROVEMENTS

Eliminates shipping, postage, and delayed packages

Provides expedited score reporting

Features all competition materials on one platform

Displays student profiles

KEY FEATURES

COMPETITION ADMINISTRATION PORTAL

Manage your students' registration and competition administration format.

Find printable competition booklets, printable student answer sheets, and the digital competition link when available.

Print & Scan CMs can also upload their student answer sheets within the portal.

Welcome to your MAA AMC Administration Portal.

This page is divided into "Digital Administration" and "Print & Scan Administration," with relevant competition materials for each format. You can choose to administer the competition digitally, on paper, or both.

Student Registration: The "Student Registration" page under each column will allow you to invite your students to register for the competitions and manage your student list. Please note: once your student is registered, they can take the competitions in Print & Scan or Digital Administration. The registration link is the same for both formats.

Teacher's Manuals: You can also find this year's updated Teacher Manuals now on the respective AMC 10/12 and AMC 8 pages.

Year: [2022 - 23 ▼]   Competition [AMC 10A - FALL 2021 ▼]

Competition Dates
(1 date) [8/1/2022 ▼]

Digital Administration	Print & Scan Administration
Official Digital Competition	Competition Booklet
Digital Student Registration 8/1/2022	Print & Scan Student Registration 8/1/2022
	Print Answer Sheets
	Upload Answer Sheets 8/1/2022
	Upload History 8/1/2022

CM Dashboard

Access the administration portal and preview the competition experience with practice competitions.

View your students' score reports and printable post-competition certificates when available. Recognize your students' participation and performance.

Learn more about the competitions program, administration policies, and how to use the new platform with helpful guides.

Student Registration

Invite your students to register for the competitions and manage your student list.

Please note: once your student is registered, they can take the competitions using either Print & Scan or Digital Administration. The registration link is the same for both formats.

For the digital competitions: track your students' progress to confirm the start and final submission of each student's competition.

SETTING UP YOUR AMC PLATFORM

1. LOG INTO THE MAA AMC PLATFORM

After completing AMC registration on amc-reg.maa.org, you will receive an email inviting you to log into the MAA AMC Platform. Click the link (maa.edvistas.com) to set your password.

As a first-time user, simply click the "First-time login or forgot your password?" prompt and enter the email address you used during AMC registration. Follow the email instructions to set your password and log in with your new credentials. Upon successful login, you will be brought to the AMC Dashboard, which links to the Competition Administration Portal, practice competitions, and score reports.

2. NAVIGATE TO THE ADMINISTRATION PORTAL
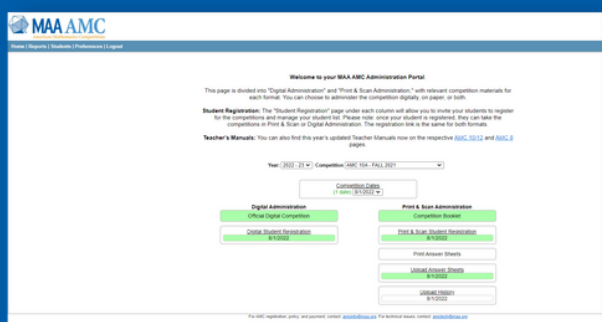
From the AMC Dashboard, click on the Competition Administration Portal. Your Administration is divided into "Digital Administration" and "Print & Scan Administration," with relevant competition materials for each format. You can choose to administer the competition digitally, on paper, or both.

3. INVITE YOUR STUDENTS TO REGISTER

In the Administration portal, click on "Student Registration" to access the Student Registration URL. **CMs must send students the registration link as soon as possible.** Once your student is registered, they will appear on this page and can take the competitions in Digital or Print & Scan Administration. CMs choose the administration format.

Click the checkmark in the "Approve" column to activate each student in the system. You may remove students by de-selecting the checkmark.

4. PRINT MATERIALS FOR COMPETITION DAY
(PRINT & SCAN ADMINISTRATION ONLY)

Before the competition, print competition booklets and barcoded student answer sheets, which will be released five days before the competition (students must be approved for answer sheets to be generated). Click "Competition Booklet" and "Print Answer Sheets" to access these materials.

THE NEW AMC PLATFORM: TECHNICAL REQUIREMENTS

TECH SPECS

The new AMC platform works with recent versions of mainstream web browsers (ex., Google Chrome, Mozilla Firefox, Apple Safari, and Microsoft Edge) and operating systems (ex., Windows, Mac OS, iOS, Chrome OS, and Android).

For Digital Administration: The digital AMC can be accessed on desktops, laptops, and tablets with a supported browser and OS; however, desktops and laptops are recommended.

For Print & Scan Administration: CMs must have access to a printer and a scanner. The scanner must be able to scan PDF, JPEG, or TIFF images in at least 300 dpi resolution; TIFF files must be scanned in black and white.

PREVIEWING THE EXPERIENCE

CMs can preview the Competition Week experience by completing the AMC Practice Competition found in their accounts.

For Digital Administration: CMs can access the released practice competition by logging onto the AMC Platform and clicking the "Practice Competitions" Button under the first column of their AMC Dashboard.

For Print & Scan Administration: CMs can also print a practice competition booklet to assess how long it will take to print materials for Competition Day. Once students are approved on the platform, CMs can print the official student answer sheets beginning five days before competition week. Note: answer sheets are unique to each student.

SYSTEM TESTING WITH THE PRACTICE COMPETITIONS

For Digital Administration: We highly encourage all students to try the digital practice competitions, confirming there are no issues taking the competition on their device, browser, and internet connection. Students can access them by clicking "Sign on with Practice Account" at the bottom of the student portal. If students have technical difficulties taking the practice or official competitions, please email amctech@maa.org.

Print & Scan Administration: We highly encourage CMs to practice downloading and printing practice booklet before the competition to troubleshoot technical difficulties beforehand.

A QUICK GUIDE TO HOSTING THE AMC 8

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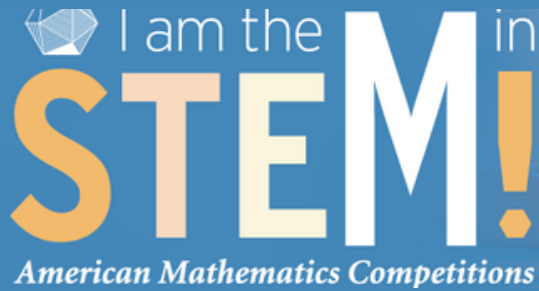
BEFORE COMPETITION

1. Access the AMC Platform and invite your students to register for the competition
Click on "Competition Administration Portal." Send out the Student Registration URL found at the top of either Student Registration page to your participating students.

When students register, you will see their names appear in the list.

2. Reserve a quiet room to host the AMC for at least 70 minutes
Allow time for pre- and post-competition activities.

3. Approve students to take the competition
Click the checkbox next to a student's name on either student registration page. (Students will be able to take either competition format).

You will be able to approve as many students as you have licenses purchased. If you need more licenses, submit the Additional Bundles Form before the deadline.

4. Print & Scan only: Print all needed competition booklets and student answer sheets
The Competition Administration Portal will automatically generate an answer sheet for each approved student.

DURING COMPETITION

1a. Print & Scan only: Distribute the AMC 8 exam booklets and unique student answer sheets
Instruct participants to read the front cover of the competition booklet and do not open the booklet until instructed.

1b. Digital only: Instruct students to sign into their Student Portal on their devices
You may also distribute the link in your CM Administration Portal under "Official Digital Competition." Distribute the passcode to students once you're ready to begin. Monitor students' progress on the "Digital Student Registration" page.

2. Set the timer for 40 minutes and start the competition!
Digital competitions will have a countdown clock on the platform for students to see, but you are responsible for timing them.

3. Continually monitor students throughout the competition.

4. After 40 minutes, direct students to STOP working.

5. Digital only: check your "Digital Student Registration" page to ensure all students are marked "(complete)" in the "Approved" column

AFTER COMPETITION

1. Print & Scan only: Collect the answer sheets and competition booklets immediately.
Booklets may be returned to participants after Jan. 24, 2023.

2. Print & Scan only: Check each answer sheet for complete and correct info

3. Print & Scan only: Scan and upload all student answer sheets to the CM portal by Monday, Jan. 30
Scan them as PDF, JPEG or black & white TIFF files in a 300 dpi resolution; you may combine them into one file. Use the "Upload Answer Sheets" page.

REMINDERS:

Students may not discuss problems until Jan. 24 at 8 am ET.

If there is an urgent need to use the bathroom, all materials should remain with the CM. No other breaks are permitted.

Participants should come prepared with lunch and/or snacks since there will be no lunch break during the competition.

For Digital Administration: Digital competitions will have a countdown clock on the platform to help guide students, but they will not automatically submit when the clock runs out. This provides more flexibility for CMs in case of internet problems or other unexpected interruptions. **CMs are responsible for timing students independently of the digital platform.**

DISQUALIFICATIONS AND CHEATING

All disqualifications, cheating accusations, and suspicious behavior are taken seriously by the MAA AMC office and must be reported to AMCHQ@maa.org.

The CM proctor must not answer any questions about the problems during the competition and should ensure that no participant has the opportunity to communicate by any means with any other person while the competition is in progress.

Disqualifications by Competition Manager

If it is clear to the competition manager from personal observation that a participant has cheated, the competition manager must disqualify the participant. After the participant is disqualified, the competition manager must notify the AMC of the disqualification for further action.

Submitting a cheating accusation or suspicious behavior:

It is critical to support the claim with facts or documentation. If the competition manager receives an accusation or obtains indirect evidence of cheating, the competition manager must immediately report all evidence of the situation to the MAA AMC Office at AMCHQ@maa.org.

The MAA AMC Office reserves the right to disqualify scores if it determines the rules and procedures were not followed.

Consequences for disqualified students:

Scores will be removed from AMC historical data, and students will be ineligible to compete for the remainder of the cycle and, potentially, all future competition cycles.

AFTER THE COMPETITION: SCORES

Results and Resources for Competition Managers:
CMs can access initial score reports on the AMC platform 24 hours after the conclusion of Competition Week. Finalized reports will be released immediately for digital competition students. For the Print & Scan Administration, CMs will see initial scores 24 hours after submission. However, those scores will undergo two separate verifications to ensure the scan is read correctly.

Download and print fillable PDF certificates:
Certificates will be found under the "After the Competition" column of the AMC Dashboard. Recognize student participation and high scores.

Retain the digital score report for future reference
MAA AMC cannot look up individual student scores after the competition. Many students cite these scores on college applications.

PRICING, REFUNDS AND CREDIT

Pricing for the AMC 10/12 is $2.70 per participant, packaged in bundles of 10. Each bundle consists of 10 student registrations, which can be applied to either digital or print & scan administration.

Discounted pricing is applied to orders paying with credit card. All payments are processed on the MAA AMC Registration website: **amc-reg.maa.org. There are no other required registration fees on any other website.**

The AMC CANNOT provide refunds or credits once competition materials are ordered.

POLICY FOR CHANGES

The MAA Committee on American Mathematics Competition may change the program rules, regulations, awards and conditions of participation in whole or in part. Whenever possible, competition managers will be notified of these changes ahead of time.