Practice and Training Test Visual Guide



This is the CAASPP Secure Browser for 2018.

Before double clicking this icon, please ensure no other programs are running, as the process will not progress until all programs are closed.

- 1. After ensuring no other applications are running, double click the CAASPP icon
- 2. The CAASPP browser will open and take the entire screen. No other interfaces will be accessible while CAASPP Secure Browser is open.
- 3. The first page will be the sign in dialog. Direct students to click on the "Practice and Training Test Site" link, as shown in the RED box below:



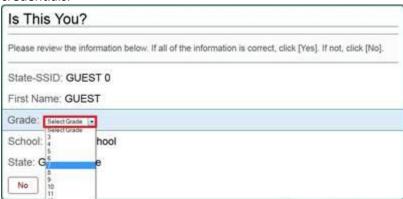
4. On the following page, please ensure the "Guest User" and "Guest Session" boxes are checked. The login information will remain "GUEST." Click the "Sign In" button.

SPECIAL NOTES:

- ➤ If TA is logging into the Test Administrator Practice and Training Site to provide students a session ID, students uncheck the box next to Guest Session and enter Session ID provided by TA (students will all appear as "Guest" on TA screen).
- ➤ If TA is logging into the Test Administrator Practice and Training Site and wants the students to practice logging in with their credentials:
 - Have students uncheck the box next to Guest User and enter log-on information (first name exactly as in Aeries and SSID) and
 - Have the students uncheck the box next to Guest Session and enter Session ID provided by TA.



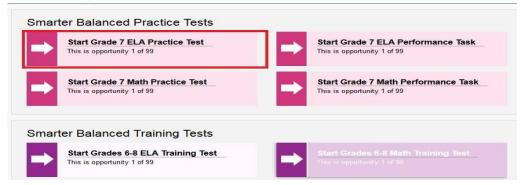
5. Is This You? Select your grade. Verify the SSID and First Name <u>if</u> student logged in with credentials.



6. Select Test. For the example below, the 7th Grade ELA Practice Test is selected.



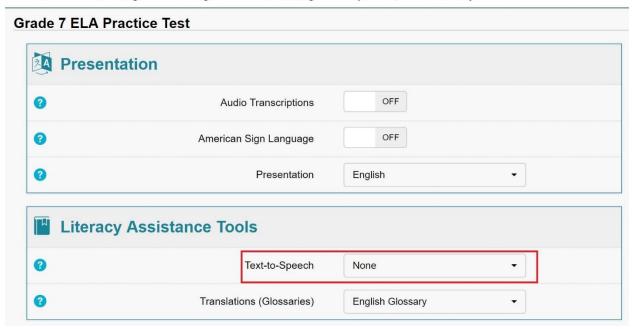
Select the test you need to take.



7. Next, you will be able to make a number of selections for student test settings; but for this example, we want to focus on the "Text-to-Speech" selection. We will start with the "No Text-to-Speech" option.

Choose Settings:

Review the following test settings. You can change the options, if necessary.



With headphones on, click on the center of the screen or the play arrow. If you hear a sound and see the animation (music notes float in), click the "I could play the video and sound". If no sound is heard, please submit a Tech Request immediately. Note: In 2018, a Sound/Video Check will appear prior to both the ELA and Math Practice or Training Tests.



Next Step:

If you were able to play the video and its sound, choose I could play the video and sound. If not, choose I could not play the video or sound.

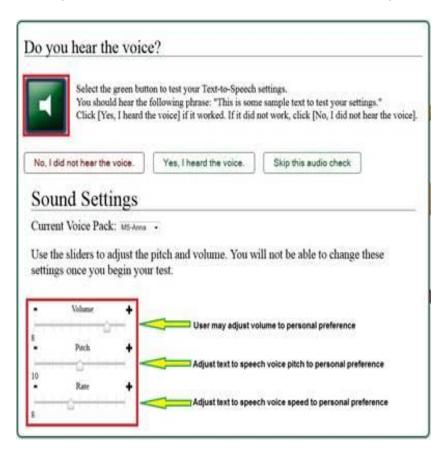
8. If the student is in the Secure Browser to practice using Designated Supports such as Text-to-Speech, select the Text-to-Speech support on the student's Choose Settings screen. The student will be able to modify additional audio properties. For this example, we will use the "Items" option, as shown below.



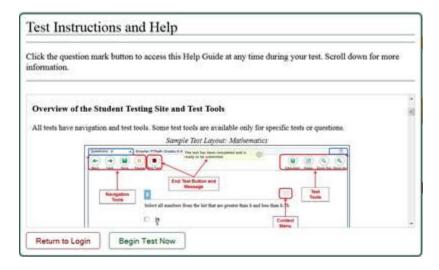
9. First, complete the Sound and Video Playback Check as explained above in Step 7.



10. For students with Text-to-Speech enabled, there will now be an additional sound check and the option to adjust sound settings as shown below. Once the sliders have been adjusted, according to user preference, click the "Yes, I heard the voice" button to proceed.



11. Test Instructions and Help; gives an overview of the user interface controls. It is highly recommended that students be familiar with these prior to testing.
Once comfortably acquainted with the Test Instructions, click the "Begin Test Now" button.



12. Now you are in the practice/training test, as shown below. Please feel free to proceed through the test as a whole group if applicable. Be sure to provide students the opportunity to take a practice and/or training tests individually also.

