

Online Testing Preparation for December 2018 and an Overview of the STAAR Online Testing Platform

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October 23, 2018



Housekeeping

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 - in the *Meeting Information* icon at the top-left of the screen
 - in your registration email (messenger@webex.com)
- Dialing in for audio is recommended for best sound quality.
- All attendees' lines have been muted due to the high number of participants.
- For questions or comments, use the “Q&A” function.

Objectives

Today's session will cover the following topics:

- Registering Students for Online Testing
- Creating Online Groups
- Managing Online Testing
 - Viewing Sessions and Groups
 - Downloading and Printing Test Tickets
 - Monitoring Online Sessions
 - Setting Online Test Attributes and Score Codes
- Technology Readiness
- Secure Browser
- STAAR Online Testing Platform
- Questions

Registering Students for Online Testing

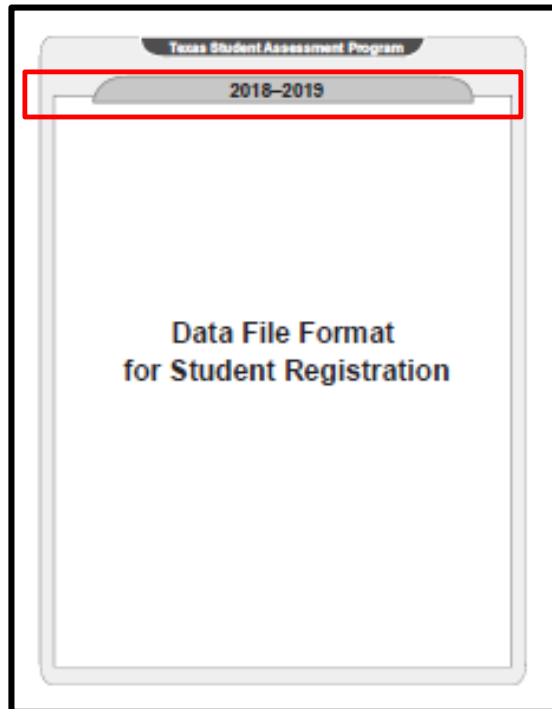
Registering Students for Online Testing

Retesters vs. First-time Testers

- Retesters are automatically registered with same test mode, home CDC, student demographics, enrolled grade level, and PNPs from prior administration.
 - Verify retester demographics and test registration settings and update accordingly.
- First-time testers (in a specific subject) must be registered if testing online.

Adding and Editing Student Test Registrations via Upload

2018–2019 Data File Format for Student Registration (STAAR Summative)



TEST ADMINISTRATION INFORMATION		
Group Name	20	E
Local Use	4	AB-AE
End-of-Course Code	2	AI
Test Format - EOC	1	AO
Action-Indicator	1	AS
STAAR EOC Test Version Code	6	AW
TX-Unique-Staff-ID - EOC	10	CB

The STAAR EOC Test Version Code will be used to indicate the following for STAAR EOC:

PNP accommodation codes:

- E = Spelling Assistance (delivered online for English I and English II)
- R = Content and Language Supports (delivered online, not available for Algebra II or English III)
- T = Text-to-Speech (includes click word, delivered online)

Designated Supports (online testers only):

- D = Designated Supports for a student testing online

	A	B	C	D	E	F	G	H	I	J	K	AI	AO	AW	BB	BH
	LEVEL-CODE	OF-ENROLLMENT	DISTRICT-NAME	CAMPUS-NAME	GROUP NAME	LAST-NAME	FIRST-NAME	MIDDLE-INITIAL	PEIMS-ID	SEX-CODE	OF-BIRTH	COURSE CODE	FORMAT - EOC	TEST VERSION	STUDENT-ID	COUNTY/DISTRICT/CAMPUS
1					NO GROUP N/	STUDENT-ONE	TRAINING		4.6E+08	M	10100	E1	O	ERTD	1E+03	333336003
2	10	333336003	Training ISC	Training HS	NO GROUP N/	STUDENT-TWO	TRAINING		4.6E+08	F	10100	E2	O	ERTD	2E+03	333336003
3	12	333336003	Training ISC	Training HS	NO GROUP N/	STUDENT-TWO	TRAINING		4.6E+08	F	10100	US	O	RTD	2E+03	333336003
4	12	333336003	Training ISC	Training HS	NO GROUP N/	STUDENT-THRE	TRAINING		4.6E+08	F	10100	BI	O	RTD	3E+03	333336003
5	3	333336003	Training ISC	Training HS	NO GROUP N/	STUDENT-THRE	TRAINING		4.6E+08	F	10100	A1	O	RTD	3E+03	333336003
6	9	333336003	Training ISC	Training HS	NO GROUP N/											
7																

Students: Upload

Upload page - Overview

Download Spreadsheet Template – blank CSV file that can be used to enter student records for upload

Filename – click on file name to download/retrieve file that was uploaded

Status:



All records successfully uploaded



Some but not all records successfully uploaded



No records successfully uploaded

Uploads – indicates the fraction of records that successfully uploaded

#	Date	Filename	Status	Test Administration	User ID	Uploads	Errors	Conflicts	Actions
1	08/13/2018	Tx_Student_Upload_2018_Interim_Tem...	✖	2018 INT 3-8 Opportunity 1	TUser121	0/	1	0	Download, Delete
2	08/10/2018	StudentSearch2330432.csv	✔	2018 INT 3-8 Opportunity 1	RGross003	1/2	1	0	Download, Delete
3	08/10/2018	StudentSearch2330432.csv	✔	2018 INT 3-8 Opportunity 1	RGross003	0/2	2	0	Download, Delete
4	08/09/2018	regfile.test.offgrade.csv	✔	2018 INT 3-8 Opportunity 1	TUser121	2/2	0	0	Delete
5	08/08/2018	Interim_2018_opp_1_3-8_New_Registr...	✔	2018 INT 3-8 Opportunity 1	MTaylor005	108/108	0	0	Delete

Adding a New Registration (UI)

Two Step Process:

- Step 1 – Enter PEIMS ID

STAAR Assessment Management

Students + Online Testing + Orders + Reports + Structure +

Home / Students / Register A Student

Register A Student

Step: 1 2

Step 1: Enter PEIMS and Student Information

Paper registrations uploaded during the precode window generate precoded answer documents. These registrations cannot be deleted after the precode deadline. Additions or updates made after the precode deadline do not change the precoded documents for the current administration, but are reflected on materials ordered for future administrations that share a student pool. Void all unused precoded answer documents.

Test Administration * 2018 DEC STAAR EOC A1-BI-E1-E

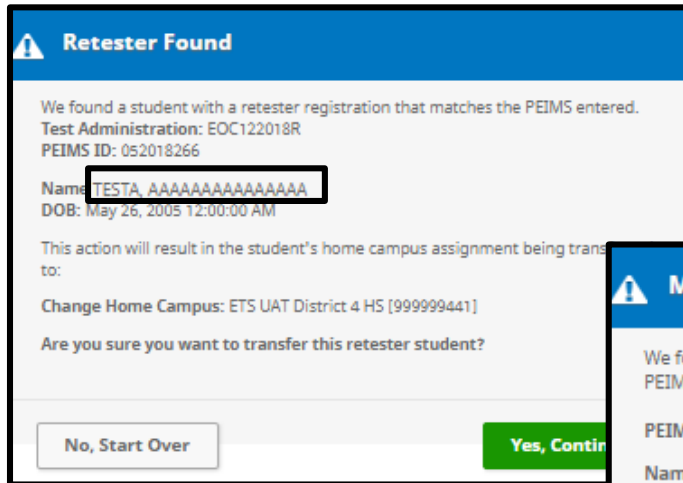
District * Training ISD [999999000] Training and UAT Region [999999991]

PEIMS ID * 52018266

Add Student

Adding a New Registration (UI) –

Pop-up Messaging:



Retester Found

We found a student with a retester registration that matches the PEIMS entered.

Test Administration: EOC122018R
PEIMS ID: 052018266

Name: TESTA, AAAAAAAAAAAAAA
DOB: May 26, 2005 12:00:00 AM

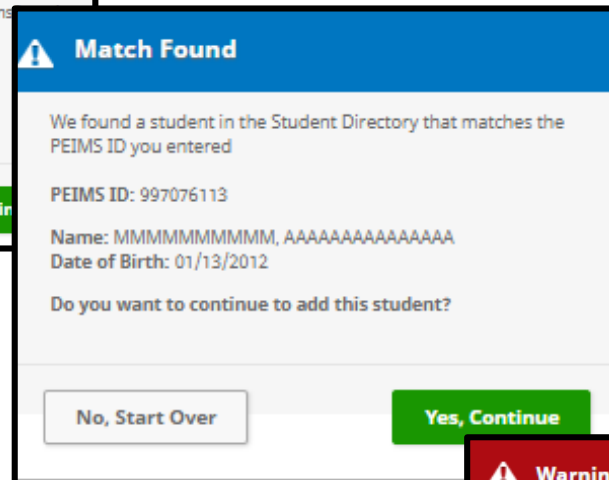
This action will result in the student's home campus assignment being transferred to:

Change Home Campus: ETS UAT District 4 HS [999999441]

Are you sure you want to transfer this retester student?

No, Start Over Yes, Continue

- Student (retester) registration already exists.



Match Found

We found a student in the Student Directory that matches the PEIMS ID you entered

PEIMS ID: 997076113

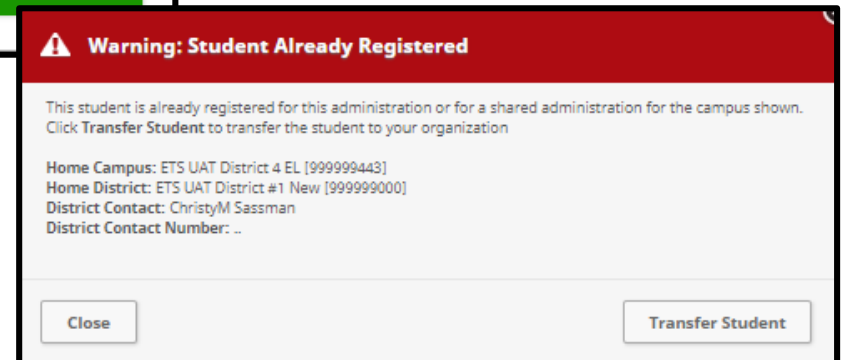
Name: MMMMMMMMMM, AAAAAAAAAAAAAA
Date of Birth: 01/13/2012

Do you want to continue to add this student?

No, Start Over Yes, Continue

- Student exists in directory but is not currently registered to test.

- Student registration (non-retester) already exists.



Warning: Student Already Registered

This student is already registered for this administration or for a shared administration for the campus shown. Click **Transfer Student** to transfer the student to your organization

Home Campus: ETS UAT District 4 EL [999999443]
Home District: ETS UAT District #1 New [999999000]
District Contact: ChristyM Sassman
District Contact Number: ..

Close Transfer Student

Adding a New Registration (UI)

Step 1 (cont.) – Enter Demographic Information

The screenshot displays the 'Register A Student' interface within the ETS Assessment Management system. The top navigation bar includes links for Students, Online Testing, Orders, Reports, and Structure. The left sidebar shows the 'Students' section with options for View & Edit, Register, Upload, Resolution, and Transfer. The main content area is titled 'Register A Student' and indicates 'Step: 1' of a two-step process. Instructions state: 'In Step 1: Create Profile, enter the student's personal, campus, demographics, and ethnicity information, then click the Continue button.' A note specifies: 'NOTE: Registration information is NOT saved until both steps are completed and submitted.'

The form is divided into three main sections:

- Student Information:** Includes fields for PEIMS ID (with a masked value '*****0000'), TSDS Student UID, First Name, Middle Initial, Last Name, Local Student ID, Date of Birth (with a calendar icon), and Sex (a dropdown menu). A 'Grade' dropdown menu is also present with the option '-- Select Grade --'.
- Campus Information:** Includes a 'Home Campus' dropdown menu (with the option 'Select') and a 'Home District' field (with the value 'Training ISD [999996000]').
- Demographics:** Includes a checkbox for 'New To Texas'. Below this are several dropdown menus for 'Title I, Part A', 'Bilingual Program', 'LEP Indicator', 'ESL Program', 'Special Ed', 'Gifted', 'At Risk', 'Career & Tech Ed', 'Economic Disadvantage', and 'Migrant Indicator'. Each dropdown menu has the option '-- Select Option --'.

Adding a New Registration (UI)

Step 2 – Create Test Registration(s)

Assessment Management

Students + Online Testing + Orders + Reports + Structure +

Home / Students / Register A Student

Register A Student

Step: 1 2

In Step 2: Add Tests, select tests, complete the test information for each test, then click the **Submit** button to complete the registration.

NOTES:

- It is possible to select incompatible combinations of online test type, PNP, Language, and Accommodations. If this occurs, select a different combination or choose paper testing to complete the registration.
- No registration information is saved until the **Submit** button is clicked.

Step 2: Add Test(s)

Test Administration	Student Grade	Home Campus	Home District
2018 DEC STAAR EOC A1-B1-E1-E2-US	11	Training H 5 [999996009]	Training ISD [999996000]


Subject +	Testing Grade	Test Info	Actions												
Algebra I	EOC	<table><tr><td>Version</td><td>STAAR</td></tr><tr><td>Mode</td><td>Online</td></tr><tr><td>Registration Type *</td><td>Regular</td></tr><tr><td>Testing Campus * (test centers are local)</td><td>Lawrence - Training H 8 [999996009]</td></tr><tr><td>Online Testing Group</td><td>NO GROUP NAME GIVEN</td></tr><tr><td>Personal Needs and Preferences (PNP)</td><td><input checked="" type="checkbox"/> Content and Language Supports [0] <input checked="" type="checkbox"/> Text-to-Speech [1]</td></tr></table>	Version	STAAR	Mode	Online	Registration Type *	Regular	Testing Campus * (test centers are local)	Lawrence - Training H 8 [999996009]	Online Testing Group	NO GROUP NAME GIVEN	Personal Needs and Preferences (PNP)	<input checked="" type="checkbox"/> Content and Language Supports [0] <input checked="" type="checkbox"/> Text-to-Speech [1]	
Version	STAAR														
Mode	Online														
Registration Type *	Regular														
Testing Campus * (test centers are local)	Lawrence - Training H 8 [999996009]														
Online Testing Group	NO GROUP NAME GIVEN														
Personal Needs and Preferences (PNP)	<input checked="" type="checkbox"/> Content and Language Supports [0] <input checked="" type="checkbox"/> Text-to-Speech [1]														

Cancel

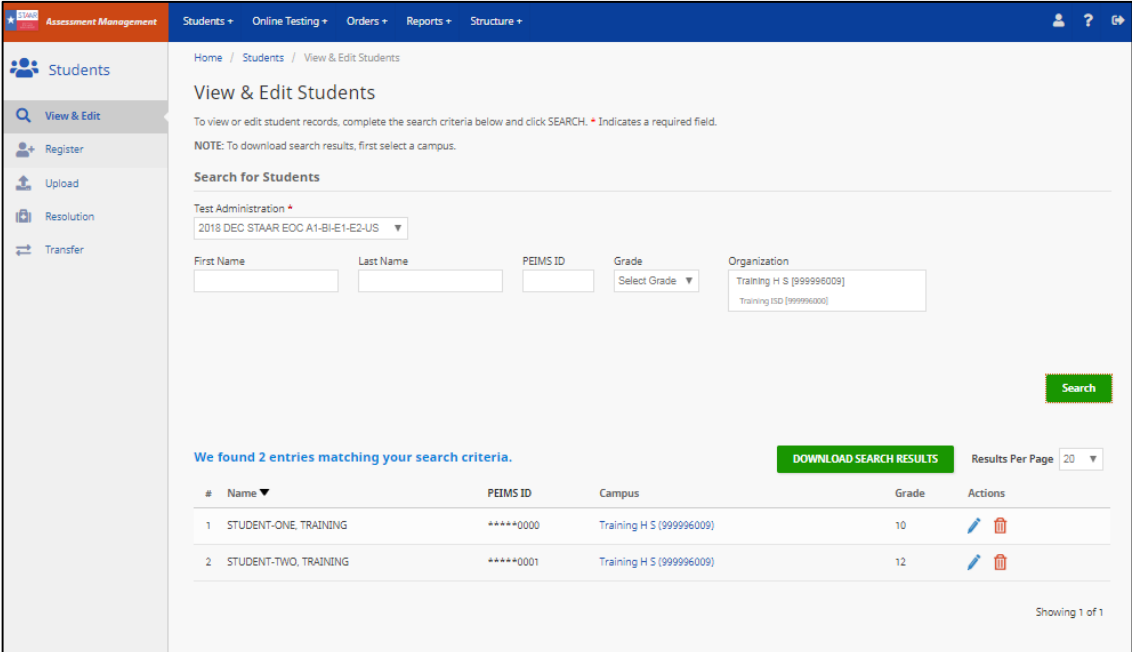
Add Another Test

Back Submit

Students: View & Edit

- Set search parameters to filter results down to individual student level.
- Click *View & Edit*  icon to open an individual Student Profile.

NOTE: Downloaded search results only available when campus level organization entered into *Organization* field



Assessment Management

Students + Online Testing + Orders + Reports + Structure +

Home / Students / View & Edit Students

View & Edit Students

To view or edit student records, complete the search criteria below and click SEARCH. * Indicates a required field.

NOTE: To download search results, first select a campus.

Search for Students

Test Administration *
2018 DEC STAAR EOC A1-B1-E1-E2-US

First Name Last Name PEIMS ID Grade Organization





Select Grade

Training H S (999996009)
Training ISD (999996000)

Search

We found 2 entries matching your search criteria.

DOWNLOAD SEARCH RESULTS Results Per Page 20

#	Name	PEIMS ID	Campus	Grade	Actions
1	STUDENT-ONE, TRAINING	*****0000	Training H S (999996009)	10	 
2	STUDENT-TWO, TRAINING	*****0001	Training H S (999996009)	12	 

Showing 1 of 1

View & Edit Student Demographics - Student Profile

Profile Tab

- Demographic settings must be updated or corrected prior to the close of the testing window.
- Enrolled grade level may not be changed once a student has started to test.

The screenshot displays the 'Assessment Management' interface. The top navigation bar includes 'Students', 'Online Testing', 'Orders', 'Reports', and 'Structure'. The left sidebar shows 'Students' with a search icon and 'View & Edit' button, along with links for 'Register', 'Upload', 'Resolution', and 'Transfer'. The main content area is titled 'Student: TRAINING STUDENT-ONE' and has tabs for 'Profile', 'Tests', and 'Scores'. The 'Profile' tab is active, showing 'Test Administration' details (2018 DEC STAAR EOC A1-B1-E1-E2-US) and 'Student Information' fields: PEIMS ID (*****0000), TSDS Student UID (1000000000), First Name (TRAINING), Middle Initial, Last Name (STUDENT-ONE), and Local Student ID. Below these are fields for Date of Birth (Jan 1, 2000), Sex (M), and Grade (10). The 'Campus Information' section shows Home Campus (Training HS [999996009]) and Home District (Training ISD [999996000]). The 'Demographics' section includes a checkbox for 'New To Texas', dropdowns for 'Title I, Part A' and 'Bilingual Program', a 'LEP Indicator' dropdown, and checkboxes for 'ESL Program', 'Special Ed', 'Gifted', and 'At Risk'. There are also dropdowns for 'Career & Tech Ed' and 'Economic Disadvantage', and a 'Migrant Indicator' dropdown. The 'Ethnicity' section at the bottom has two checkboxes: 'Hispanic/Latino' and 'Black or African American'.

View & Edit Test Registrations – Student Profile

Tests Tab

- View, edit, add, and delete test registrations
- Online test registrations may be added anytime prior to the close of the testing window on December 7, 2018.
- PNPs may be changed anytime prior to test submission.
- Test attributes (except score codes) display once test tickets are available.

Student: TRAINING STUDENT-ONE

Test Administration: 2018 DEC STAAR EOC A1-B1-E1-E2-US Student Grade: 11 Home Campus: ETS UAT District 4 HS [999999441] Home District: ETS UAT District #1 New [999999000]

Add Tests

Subject *	Testing Grade	Test Info	Actions
U.S. History	EOC	Version: STAAR Mode: Online Registration Type: Regular Testing Campus: Austin - ETS UAT District 4 HS [999999441] Online Testing Group: NO GROUP NAME GIVEN Personal Needs and Preferences (PNP): <input checked="" type="checkbox"/> Content and Language Supports (CL) <input checked="" type="checkbox"/> Text-to-Speech (T)	<input checked="" type="checkbox"/>

Update

Total Students: 1 View All Students



#	Student Name	PEIMS ID	PNP	Sync Status	Test Status	Response Count	Score Code	Actions
1	STUDENT-ONE, TRAINING	*****6430	R,T	<input checked="" type="checkbox"/>	Aug 8, 2018 3:08 PM	N/A		

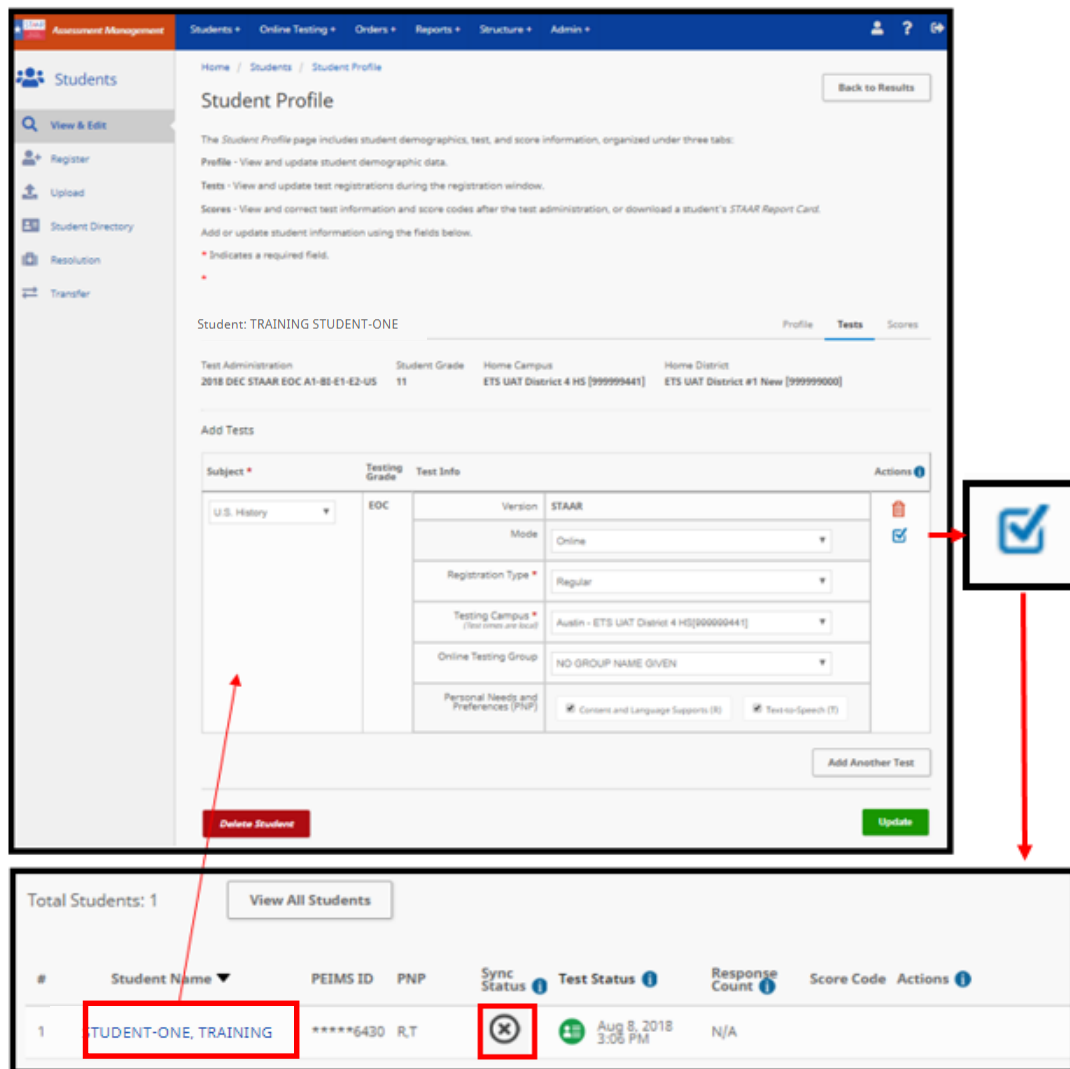
Designated Supports

- For more information about accessibility features and designated supports, refer to the *Educator Guide to Accessibility within the STAAR Program*.
 - <https://tea.texas.gov/student.assessment/accommodations>
- Summative PNP – available for December 2018
 - E – spelling assistance
 - R – content and language supports (pop-ups, roll-overs)
 - T – text-to-speech (oral administration online)

Dec
PNP's

Setting PNPs


- Changes to PNPs will be reflected on the testing group roster and the student test tickets.
- A  **Sync Error** status will be displayed on Manage Online Testing when attempting to update PNPs of an existing online test registration if test tickets are not yet available.
- The updated PNPs will switch automatically to In Sync  status when test tickets are posted one week prior to testing.
- PNP options vary by test.



The screenshot displays the ETS Assessment Management interface. The top navigation bar includes links for Students, Online Testing, Orders, Reports, Structure, and Admin. The left sidebar shows options for View & Edit, Register, Upload, Student Directory, Resolution, and Transfer.

The main content area shows the **Student Profile** for "TRAINING STUDENT-ONE". It includes tabs for Profile, Tests, and Scores. The Profile tab is active, showing student demographics and test registration information. The "Add Tests" section allows for selecting a subject (U.S. History), testing grade (EOC), and various test options like Version (STAAR), Mode (Online), Registration Type (Regular), Testing Campus (Austin - ETS UAT District 4 HS), Online Testing Group (NO GROUP NAME GIVEN), and Personal Needs and Preferences (PNP) (Consent and Language Supports (R), Text-to-Speech (T)).

Below the form, there is a "Delete Student" button and an "Update" button. A red arrow points from the "Update" button to the "Sync Error" icon in the roster below.

The bottom section shows a table of students with the following columns: #, Student Name, PEIMS ID, PNP, Sync Status, Test Status, Response Count, Score Code, and Actions. The table contains one student: "STUDENT-ONE, TRAINING" with PEIMS ID *****6430, PNP R.T, and Sync Status . A red box highlights the student name, and another red box highlights the Sync Status icon. A red arrow points from the "Update" button in the form above to the Sync Status icon in the roster.

Setting Test Attributes

- Test Attributes appear once test tickets are available one week prior to testing.
- May be set in two places:
 - Student Profile – *Tests* tab (does not include score code setting)
 - Manage Online Test Session - group level view (includes score code setting)
- Test attribute verification window open until 5:00 p.m. one business day following close of test window
 - Does not apply to administrations with two week online windows

Assessment Management

Students + Online Testing + Orders + Reports + Structure +

Test Administration: 2018 JUN STAAR EOC A1-BE-E1-E2-US Student Grade: 11 Home Campus: Training H 5 [999996008] Home District: Training ISD [999996000]

Students

View & Edit

Register

Upload

Resolution

Transfer

Add Tests

Subject: English I Testing Grade: EOC

Version: STAAR

Mode: Online

Registration Type: Regular

Testing Campus: Lawrence - Training H 8[999996008]

Online-Testing Group: NO GROUP NAME GIVEN

Personal Needs and Preferences (PNP)

☒ Spelling Assistance (S) ☒ Content and Language Supports (R)

☒ Test-to-Speech (T)

Test Attributes

Accommodations

☐ Designated Supports ☐ Extra Day

Test Indicators

☐ HSEP Indicator ☐ Substitute Assessment ☐ TMP Indicator

Agency Use

A B C D E

Local Use

☐ New To Tests

Delete Student

Monday for Dec EOC

Test Attributes

Update test attributes for ELEVENTH, ONLINE's test session

Score Code

- Select a score code -

Accommodations

☐ Designated Supports ☐ Extra Day

Test Indicators

☐ HSEP Indicator ☐ Substitute Assessment ☐ TMP Indicator

Agency Use

A B C D E

Local Use


Student Indicators

☐ New To Tests

Cancel Submit

Test Attributes

- Coding for December 2018 for TAKS, TAAS, TEAMS test takers and substitute assessment

 **Test Attributes**

Update test attributes for LOFT, DAN's test session

Score Code
- Select a score code - ▾

Accommodations
☐ Designated Supports ☐ Extra Day

Test Indicators
☐ HSEP Indicator ☐ Substitute Assessment ☐ TMIP Indicator

Agency Use
A B C D E

Local Use

TAKS/TAAS/TEAMS Testers
☐ None ☐ R ☐ RW ☐ T ☐ W

Student Indicators
☐ New To Texas

TAKS, TAAS, TEAMS Testers

- Special coding for former TAKS, TAAS, or TEAMS testers
 - T – Examinee taking STAAR as an alternate assessment for
 - TAKS English Language Arts (ELA)[STAAR English II Only], mathematics, science, or social studies
 - TAAS mathematics
 - TEAMS mathematics
 - R – TAAS/TEAMS eligible examinee taking only the reading section of the STAAR English II as an alternate assessment for TAAS or TEAMS reading.
 - W – TAAS eligible examinee taking only the writing section of the STAAR English II as an alternate assessment for TAAS Writing.
 - RW – TAAS eligible examinee taking both reading and writing sections of the STAAR English II as an alternate assessment for TAAS reading and writing.

Only
Ballew
has
students
testing



Online Test Registration Reminders and Helpful Hints

- Test sessions are automatically established when one or more students are registered to take an online test.
- Test sessions are set up at the campus level by subject for EOC (by subject and grade level for grades 3–8).
- By default, all students are placed in the NO GROUP NAME GIVEN group within a session unless otherwise specified.
 - Setting up additional testing groups is optional.

Creating Groups

Online Testing Groups

- It may be useful to break students into multiple groups in a session.
- Groups are for printing of online test tickets and test session monitoring.
- Online testing groups may be created and edited via the three methods below.
 - *Students > Upload*
 - *Online Testing > Groups*
 - *Students > View & Edit*

Creating and Editing Groups: *Students > Upload*

- Leaving the Group Name field blank will place the student's registration in the NO GROUP NAME GIVEN group.
- Leaving the Group Name field blank for an existing online registration will not override the existing group.

	A	B	C	D	E	F	G
1	GRADE-LEVEL-CODE	CAMPUS-ID-OF-ENROLLMENT	DISTRICT-NAME	CAMPUS-NAME	GROUP NAME	LAST-NAME	FIRST-NAME
2	9	1E+09	Training IS	TRAINING	Work1 BIO	Work One	Stdnt One
3	10	1E+09	Training IS	TRAINING	Work1 USH	Work One	Stdnt Two
4	11	1E+09	Training IS	TRAINING	Work1 BIO	Work One	Stdnt Thre
5	12	1E+09	Training IS	TRAINING	Work 1 BIO	Work One	Stdnt Four
6	10	1E+09	Training IS	TRAINING	Work1 A1	Work One	Stdnt Five
7	9	1E+09	Training IS	TRAINING	Work1 A1	Work One	Stdnt Six

Creating and Editing Groups: *Online Testing > Groups*

- Enter Group Name.
- Click **CONTINUE** to create new group and add students.
- Select students.
- Select **ADD TO** in order to move students to the new group.
- Click **SAVE GROUP**.

The screenshot displays the STAAR Assessment Management interface. The left sidebar contains navigation links: Online Testing (checked), Secure Browsers, Manage, Groups, and LCS Management. The main content area is titled 'Online Testing Groups' and includes a 'Create Group' button highlighted with a red box. Below this, there is a section for 'Enter New Group Properties' with three input fields: 'Test Administration' (a dropdown menu), 'Group Campus' (a text field containing '21ST CENTURY EARLY LEARNING FOUND' and 'WESLACO ISD [108913000]'), and 'Group Name' (a text field with the placeholder 'Enter group name'). A green 'Continue' button is located at the bottom right of the form.

Creating and Editing Groups: *Online Testing > Groups*

- Click the *Edit* icon of the group requiring changes.
- Select students.
- Select **ADD TO** or **REMOVE** to update students.
- Click **SAVE GROUP**.

ETS Assessment Management

Students + Online Testing + Orders + Reports + Structure +

Online Testing Groups View & Edit Groups Create Group

To view existing groups, select search criteria and click the **View Groups** button.

Test Administration *
2018 INT 3-8 Opportunity 1

Campus *
ETS UAT District 4 EL [999999443]
ETS UAT District #1 New [999999000]

Group Name
Search Group Name

View Groups

Results: 4

#	Group Name ▼	# Online Students	Actions
1	Extra PNPs	63	
2	Extra Tickets	109	
3	NO GROUP NAME GIVEN	11	
4	PNP Test-English	117	

Download Groups

Creating and Editing Groups: *Students > View & Edit*

Assessment Management

Students

View & Edit

Register

Upload

Student Directory

Resolution

Transfer

Students + Online Testing + Orders + Reports + Structure +

Tests - View and update test registrations during the registration window.

Scores - View and correct test information and score codes after the test administration, or download a student's STAAR Report Card.

Add or update student information using the fields below.

* Indicates a required field.

Student: ALGEBRA CHROMENONE

Profile Tests Scores

Test Administration

Student Grade

Home Campus

2018 INT EOC Opportunity 1

10

ETS UAT District 4 HS [999999441]

Test Enrollments

Test Properties *

Test Attributes

Actions

Subject

Algebra I

Version

STAAR

Mode

Online

Registration Type

Regular

Attempts

2

Grade

EOC

Testing Campus *

Austin - ETS UAT District 4 HS[999999441]

Online Testing Group

PNP Test-English

Personal Needs and Preferences (PNP)

Content and Language Supports (RL)

Text-to-Speech (TT)

Local Use

Importing Test Tickets

Have JJAEP import/place ticket in home school.

- PEIMS+2 required
- Students must be registered for an online test in the same subject/grade level of test session.
- Ticket is placed in testing campus's test session.
- NOTE: Student's testing campus is changed but home CDC remains intact - scores are reported back to the home CDC.

The screenshot shows the 'Session Info' form with the following details:

- Test Administration:** 2018 INT EOC Opportunity 1
- Campus:** ETS UAT District 5 HS [999999551]
- District:** ETS UAT District #1 New [999999000]
- Session ID:** 20011091471

Update Results

Subject: Algebra I, Testing Grade: EOC, Group: Extra Scoring

First Name: Enter First Name, Last Name: Enter Last Name

PEIMS ID: [Empty field]

Personal Needs & Preferences (PNP): Content and Language Supports (R), Text-to-Speech (T)

Attempts: All Attempts

Import Ticket button is highlighted with a red box.

The screenshot shows the 'Search For Student' form with the following details:

To add a student from another campus to your online testing roster, correctly match PEIMS ID or TSDS UID and at least two of the three other student identifiers (First Name, Last Name, Date of Birth) from the registration.

NOTE: Importing the ticket only updates the student's testing campus, session, and group for the test administration selected. The student's home campus stays the same. No transfer occurs.

Subject: A1, Testing Grade: EOC, Group: Extra Scoring

PEIMS #: 180800350, First Name: Algebra, Last Name: Chromenone, Date of Birth: mm/dd/yyyy

Search button is highlighted with a red box.

#	Name	PEIMS ID	Grade	Date of Birth	Actions
1	ALGEBRA,CHROMENONE	*****0350	EOC	Jul 19, 2004 12:00:00 AM	IMPORT TICKET

Cancel button is at the bottom.

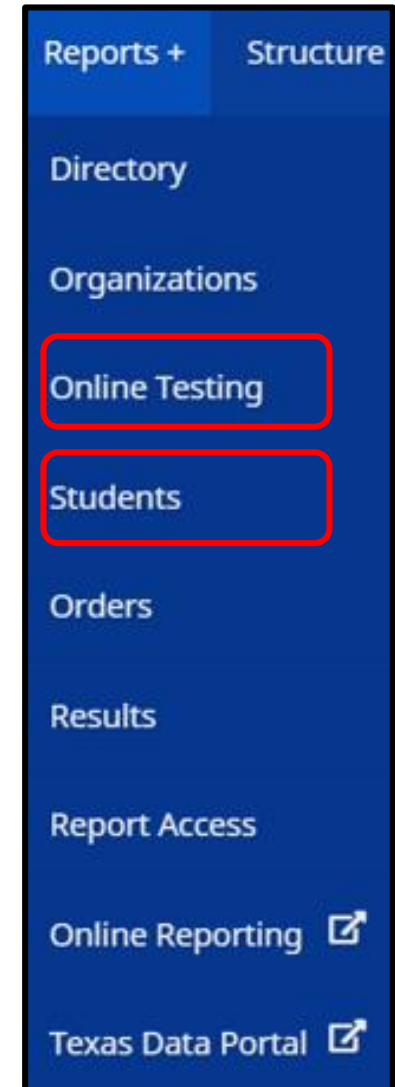
View & Verify Online Test Registrations (Reports)

Download Online Test Status Report:

- Available at the campus and district level
- Updated 5 times throughout day
- Useful for verifying score code settings, PNPs and test status

Download registration file:

- Students Home Campus Report (updated nightly)
- District Students Home Campus Report (updated nightly)
- District Students Test Campus Report



Online Test Status Reports

Online Testing Report

Online Testing Reports

General

District Test Status Report

Content: This district-level report provides the status of all online test registrations throughout a school district for the selected administration.
Uses: Sort and filter this report by student and subject to help monitor and track the status of online testers, and verify score code and PNP settings.
Updates: This report is updated 5 times periodically throughout the day and therefore may not reflect real-time status at a given point in time.

District *

Training ISD [999996000]

Training and UAT Region [999999991]

Test Administration *

2018 INT 3-8 Opportunity 1

Click on the download button to view the District Test Status Report.

Campus Test Status (of student) Report

Contents: This campus-level report provides the status of all online test registrations for a specific campus and test administration.
Uses: Sort and filter this report by student and subject to help monitor and track the status of online testers, and verify score code and PNP settings.
Updates: This report is updated 5 times periodically throughout the day and therefore may not reflect real-time status at a given point in time.

Campus *

Training EL [999996003]

Training ISD [999996000]

Test Administration *

2018 INT 3-8 Opportunity 1

Click on the download button to view the Campus Test Status report for the Campus.

Download

	A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q
1	TESTING_	TESTING_DISTRICT	DISTRICT_CODE	TESTING_CAMPUS	CAMPUS_	TEST_ADM	TEST_SUB	TESTING_	PNP	PEIMS_ID	FIRST_NAME	MIDDLE_INITIAL	LAST_NAME	DOB	SCORE_CODE	STATUS_CODE	
2	11	Training ISD	999996000	Training Middle	1E+09	2018 INT 3	RE	8	RT	10000006	TEST		INT-SIXTH	30300		READY_TO_TEST	
3	11	Training ISD	999996000	Training Middle	1E+09	2018 INT 3	RE	4	RT	10000006	TEST		INT-SIXTH	30300		READY_TO_TEST	
4	11	Training ISD	999996000	Training Middle	1E+09	2018 INT 3	MA	3	RT	10000006	TEST		INT-SIXTH	30300		READY_TO_TEST	
5	11	Training ISD	999996000	Training Middle	1E+09	2018 INT 3	MA	8	RT	10000006	TEST		INT-SIXTH	30300		READY_TO_TEST	
6	11	Training ISD	999996000	Training Middle	1E+09	2018 INT 3	MA	5	RT	10000006	TEST		INT-SIXTH	30300		READY_TO_TEST	
7	11	Training ISD	999996000	Training Middle	1E+09	2018 INT 3	RE	7	RT	10000006	TEST		INT-SIXTH	30300		READY_TO_TEST	
8	11	Training ISD	999996000	Training Middle	1E+09	2018 INT 3	MA	6	RT	10000006	TEST		INT-SIXTH	30300		READY_TO_TEST	
9	11	Training ISD	999996000	Training Middle	1E+09	2018 INT 3	RE	5	RT	10000006	TEST		INT-SIXTH	30300		READY_TO_TEST	
10	11	Training ISD	999996000	Training Middle	1E+09	2018 INT 3	MA	4	RT	10000006	TEST		INT-SIXTH	30300		READY_TO_TEST	
11	11	Training ISD	999996000	Training Middle	1E+09	2018 INT 3	RE	6	RT	10000006	TEST		INT-SIXTH	30300		READY_TO_TEST	
12	11	Training ISD	999996000	Training Middle	1E+09	2018 INT 3	RE	3	RT	10000006	TEST		INT-SIXTH	30300		READY_TO_TEST	
13	11	Training ISD	999996000	Training Middle	1E+09	2018 INT 3	MA	7	RT	10000006	TEST		INT-SIXTH	30300		READY_TO_TEST	
14	11	Training ISD	999996000	Training Middle	1E+09	2018 INT 3	MA	3	T	10000007	TEST		INT-SEVENTH	30300		READY_TO_TEST	
15	11	Training ISD	999996000	Training Middle	1E+09	2018 INT 3	MA	7	T	10000007	TEST		INT-SEVENTH	30300		READY_TO_TEST	
16	11	Training ISD	999996000	Training Middle	1E+09	2018 INT 3	RE	6	R	10000007	TEST		INT-SEVENTH	30300		READY_TO_TEST	

View & Verify Online Test Registrations (Student Profile)



~~View Attempts
(Interim Only)~~



View Test Session



~~Create New
Attempt
(Interim Only)~~

Assessment Management

Students + Online Testing + Orders + Reports + Structure +

Students

View & Edit

Register

Upload

Resolution

Transfer

Student: TEST CASE IMPORT TICKET

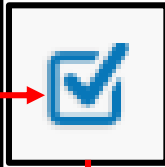
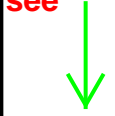
Profile Tests Scores

Test Administration 2018 INT 3-8 Opportunity 1 Student Grade 05 Home Campus Training EL [999999003]

Test Enrollments

Test *	Test Info				Actions
Subject: Mathematics	Version: STAAR	Mode: Online	Registration Type: Regular	Attempts: 2	⌚
Grade: D4	Testing Campus * (Test times are local): Lawrence - Training EL[999999003]		Online Testing Group: NO GROUP NAME GIVEN	Language: English	✓
Personal Needs and Preferences (PNP)					
<input checked="" type="checkbox"/> Content and Language Supports (CLS) <input checked="" type="checkbox"/> Text-to-Speech (TTS)					
Local Use					
Subject: Mathematics	Version: STAAR	Mode: Online	Registration Type: Regular	Attempts: 1	⌚
Grade: D5	Testing Campus * (Test times are local): Lawrence - Training EL[999999003]		Online Testing Group: NO GROUP NAME GIVEN	Language: English	✓
Personal Needs and Preferences (PNP)					
Local Use					
Subject: Reading	Version: STAAR	Mode: Online	Registration Type: Regular	Attempts: 1	⌚
Grade: D5	Testing Campus * (Test times are local): Lawrence - Training EL[999999003]		Online Testing Group: NO GROUP NAME GIVEN	Language: English	✓
Personal Needs and Preferences (PNP)					
Local Use					

This is only one we should see



#	Student Name ▼	PEIMS ID	Language	PNP	Sync Status ⓘ	Attempts	Test Status ⓘ	Actions ⓘ
1	IMPORT TICKET, TEST CASE	*****0002	English	---	✓	1	✓ Aug 10, 2018 10:31 PM	⌚ ✓ 📊

OOS Examinee Day-of-Testing Registration (Walk-In)

Applies to Ballew students only.

- All OOS examinees showing up at a test site on the day of testing (“walk-ins”) must be registered in the Assessment Management System whether testing online or on paper.
- Student’s address and contact information are required to ensure results are returned to the student.
- **New** – CTC role can register OOS students.

The screenshot shows the 'Register A Student' form in the Assessment Management System, specifically Step 1: Profile. The form is titled 'Register A Student' and includes instructions: 'In Step 1: Create Profile, enter the student's personal, campus, demographics, and ethnicity information, then click the Continue button. NOTE: Registration information is NOT saved until both steps are completed and submitted.' The form is divided into sections: 'Student Information' and 'Campus Information'. In the 'Student Information' section, the 'Grade' dropdown menu is highlighted with a red box and set to 'OOS'. In the 'Campus Information' section, the 'Street Address', 'City', 'State', 'Postal Code', and 'Email' fields are highlighted with a red box. The 'Home Campus' dropdown is set to 'Select' and the 'Home District' is set to 'Training ISD (999996000)'.

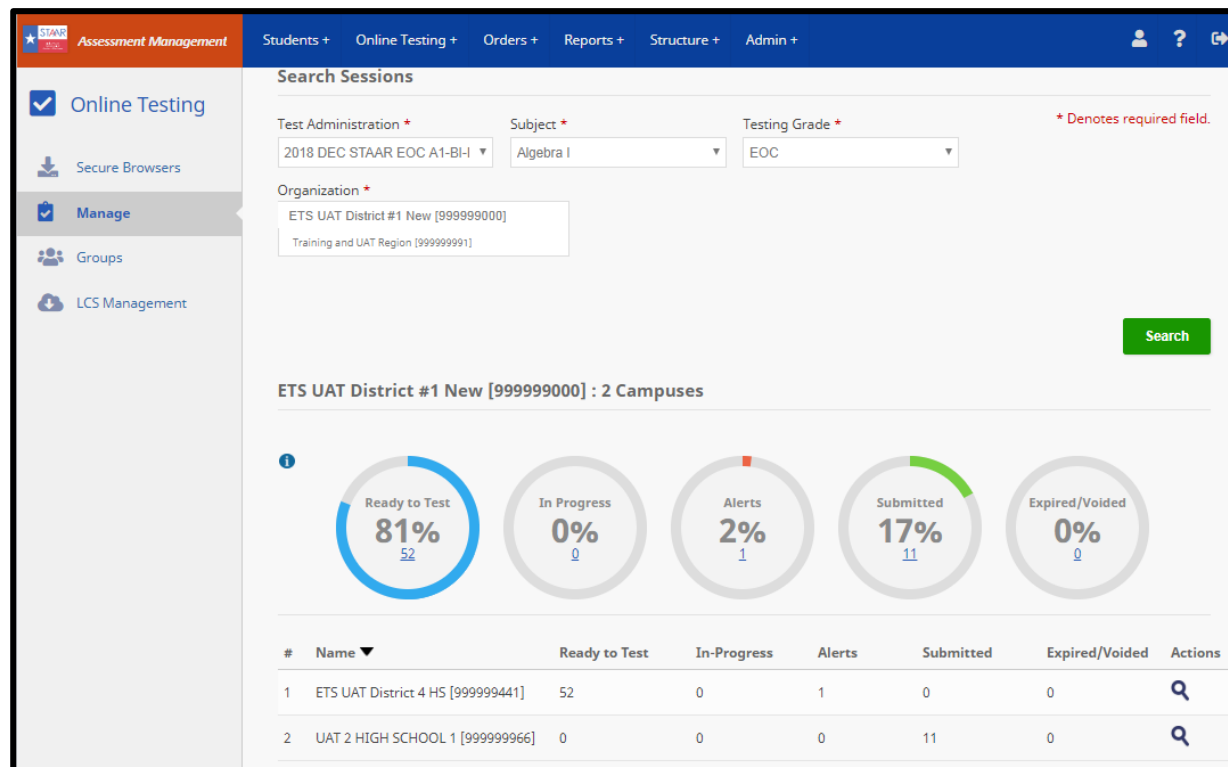
The screenshot shows the 'Register A Student' form in the Assessment Management System, specifically Step 2: Add Test(s). The form is titled 'Register A Student' and includes instructions: 'In Step 2: Add Tests, select tests, complete the test information for each test, then click the Submit button to complete the registration. NOTES: • It is possible to select incompatible combinations of online test type, PWP, Language, and Accommodations. If this occurs, select a different combination or choose paper testing to complete the registration. • No registration information is saved until the Submit button is clicked.' The form is divided into sections: 'Test Administration' and 'Test Info'. In the 'Test Administration' section, the 'Test Administration' dropdown is set to '2018 DEC STAAR EOC A1-B1-E1-E2-US', the 'Student Grade' is set to '14', the 'Home Campus' is set to 'Training H 5 (999996000)', and the 'Home District' is set to 'Training ISD (999996000)'. In the 'Test Info' section, the 'Subject' dropdown is set to 'Select...', the 'Version' is set to 'STAAR', the 'Mode' is set to 'Paper', the 'Registration Type' is set to 'Out of School', the 'Testing Campus' dropdown is highlighted with a red box and set to 'Select...', the 'Paper/Canvas' dropdown is set to 'OOS-OOS', and the 'Braille Indicator' is set to 'No Braille'. The 'Add Another Test' button is highlighted with a green box.

Manage Online Testing New Features – November 2018

Manage Online Testing – New Features

New Features:

- Expired/voided status
- Interactive status circles
- Test Attributes View

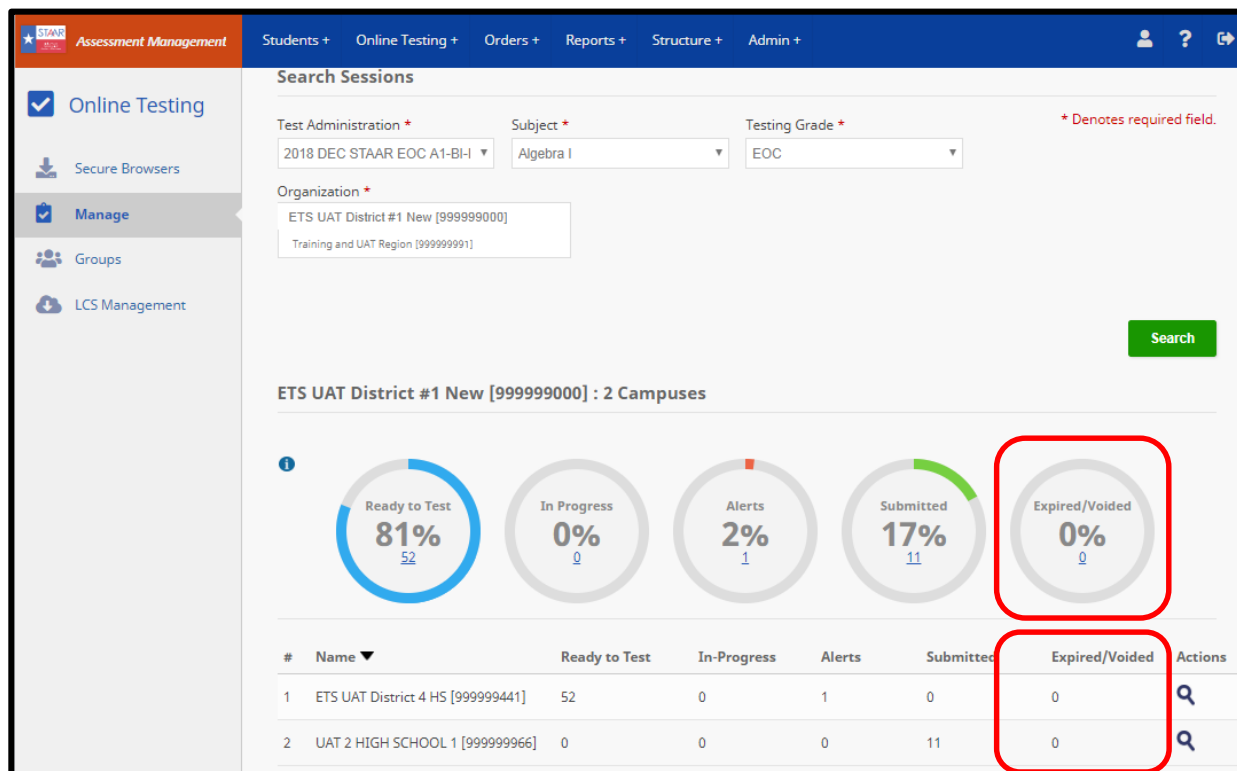


When we click on circles, we will see a list of students.

Manage Online Testing – New Features

Test Session view

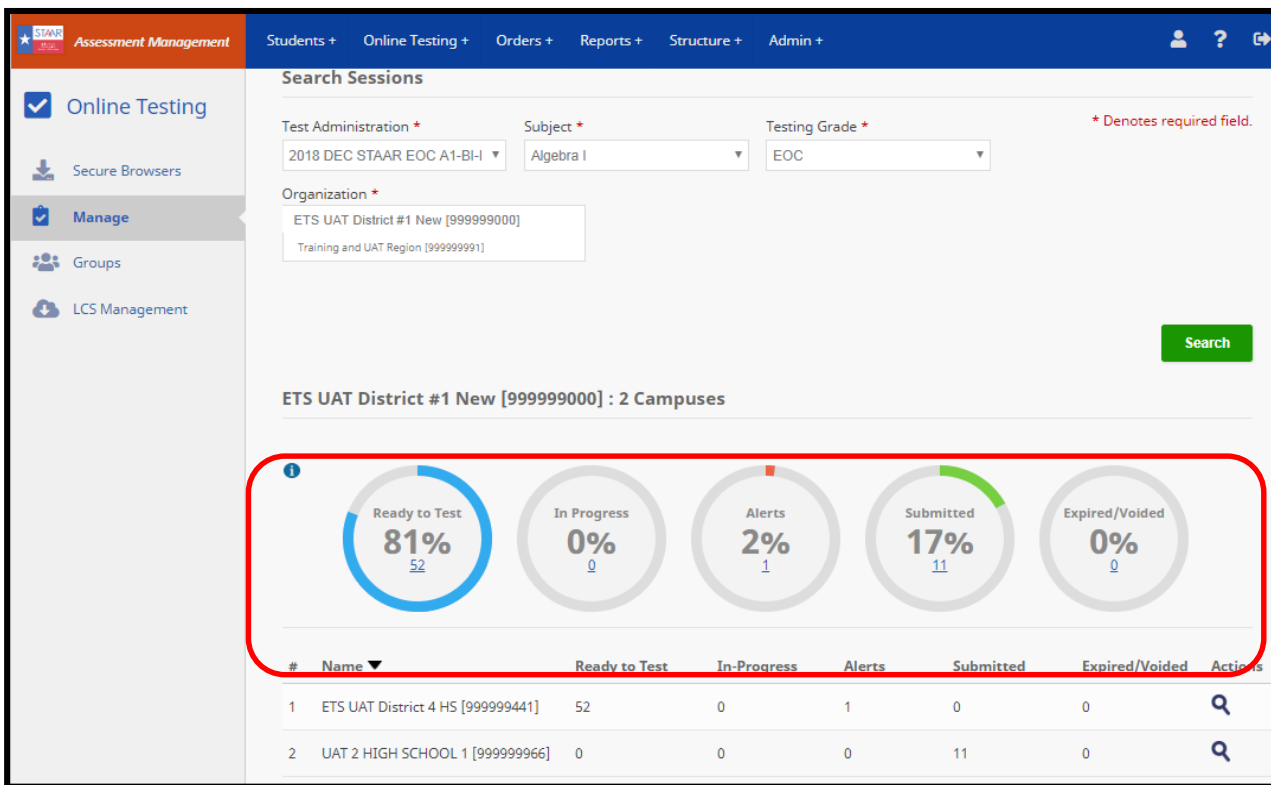
- Expired/voided status added
- Percentage and test counts displayed by status (District, Campus, Group levels)



Manage Online Testing – New Features

Interactive Status Circles

- Click to drill down.
- Student lists are available at district or campus level.



Manage Online Testing – New Features

Student Level Test information

- Apply additional filters to further refine student list
- Two view options:
 - Testing List
 - Test Attributes

The screenshot displays the 'Manage Online Testing' interface. At the top, it shows 'Results: 52' and a 'Back' button. Below this is a 'Filters' section, which is highlighted with a red rectangle. The filters include: Group (View All), First Name (Enter Student First Name), Last Name (Enter Student Last Name), PEIMS ID, Sync Status (View All), and Personal Needs & Preferences (PNP) with checkboxes for Content and Language Supports (R) and Text-to-Speech (T). There are 'Reset Filters' and 'Filter' buttons at the bottom right of the filter section. Below the filters are five circular progress charts: 'Ready to Test' (81%, 52), 'In Progress' (0%, 0), 'Alerts' (2%, 1), 'Submitted' (17%, 11), and 'Expired/Voided' (0%, 0). Below the charts is a 'View:' section with 'Testing List' and 'Test Attributes' buttons, also highlighted with a red rectangle. At the bottom is a table with columns: #, Name, PEIMS ID, Test Status, Campus, Group, Sync Status, PNP, Language, Response Count, and Actions. The table lists three students, all with 'ALGEBRA' in their names and 'ETS UAT District 4 HS' as their campus.

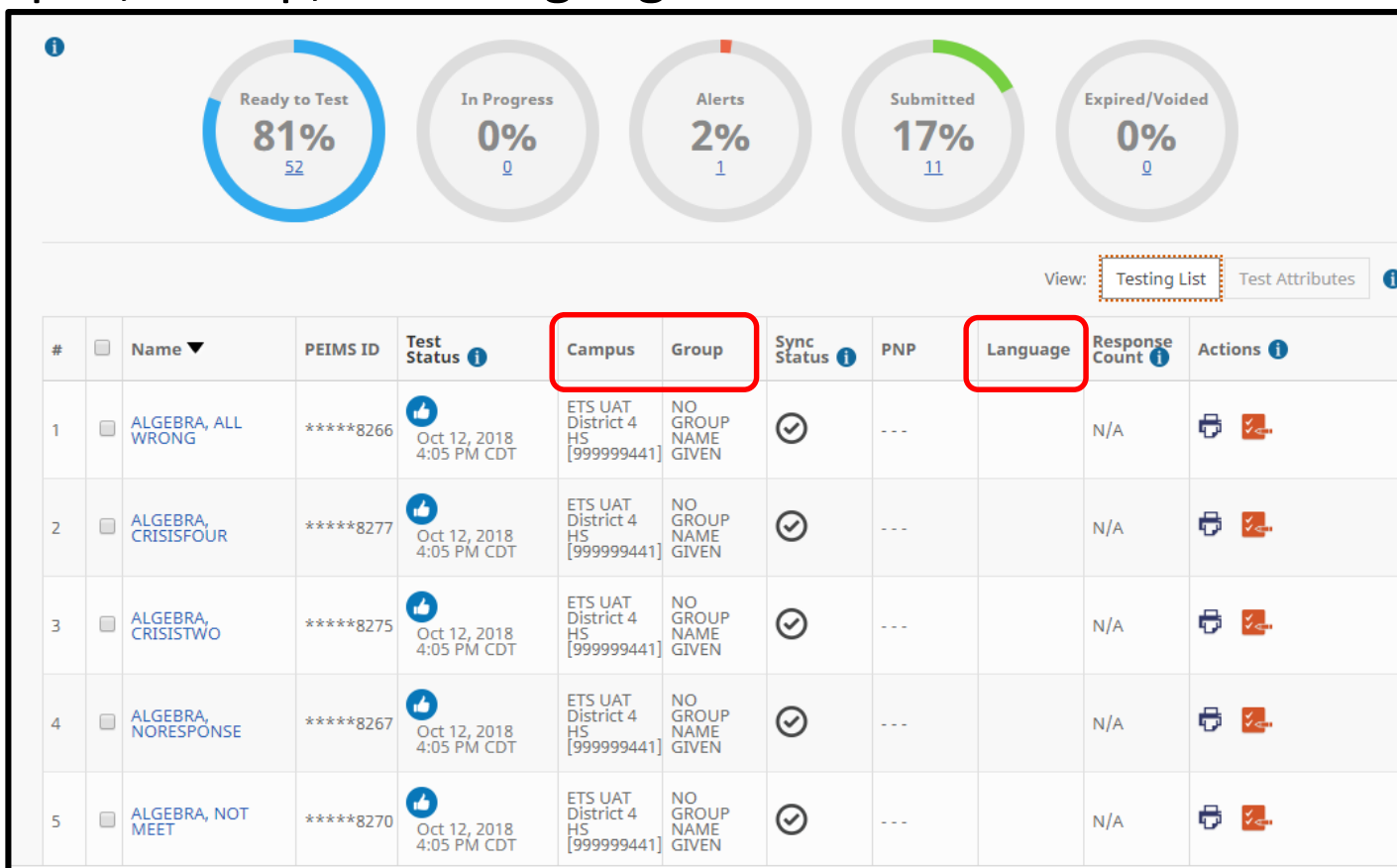
#	Name	PEIMS ID	Test Status	Campus	Group	Sync Status	PNP	Language	Response Count	Actions
1	ALGEBRA, ALL WRONG	*****8266	Oct 12, 2018 4:55 PM CDT	ETS UAT District 4 HS [999999441]	NO GROUP NAME GIVEN	✓	...		N/A	Print, Edit
2	ALGEBRA, CRISISFOUR	*****8277	Oct 12, 2018 4:55 PM CDT	ETS UAT District 4 HS [999999441]	NO GROUP NAME GIVEN	✓	...		N/A	Print, Edit
3	ALGEBRA, CRISISFOUR	*****8277	Oct 12, 2018 4:55 PM CDT	ETS UAT District 4 HS [999999441]	NO GROUP NAME GIVEN	✓	...		N/A	Print, Edit

Manage Online Testing – New Features

for Spring 2019 (Spanish 3-5)

Testing List View

- Campus, Group, and Language information added



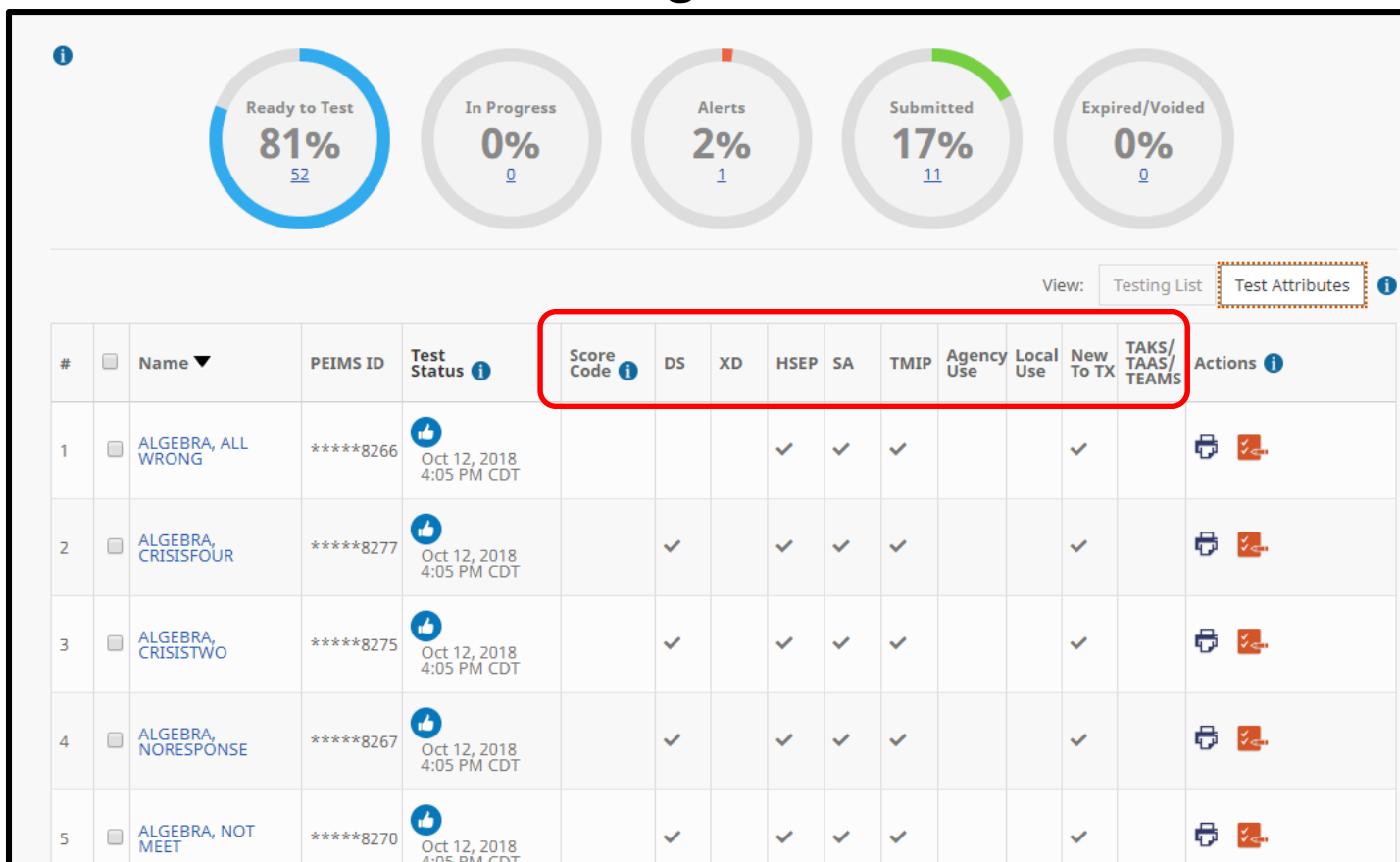
The screenshot displays the 'Testing List View' interface. At the top, there are five circular progress charts: 'Ready to Test' at 81% (52), 'In Progress' at 0% (0), 'Alerts' at 2% (1), 'Submitted' at 17% (11), and 'Expired/Voided' at 0% (0). Below these charts is a 'View:' dropdown menu set to 'Testing List', with a 'Test Attributes' link. The main table lists test results with columns: #, Name, PEIMS ID, Test Status, Campus, Group, Sync Status, PNP, Language, Response Count, and Actions. The 'Campus', 'Group', and 'Language' columns are highlighted with red boxes. The table contains five rows of data, all showing a 'Test Status' of 'Oct 12, 2018 4:05 PM CDT' and a 'Response Count' of 'N/A'.

#	Name ▼	PEIMS ID	Test Status ⓘ	Campus	Group	Sync Status ⓘ	PNP	Language	Response Count ⓘ	Actions ⓘ
1	ALGEBRA, ALL WRONG	*****8266	Oct 12, 2018 4:05 PM CDT	ETS UAT District 4 HS [999999441]	NO GROUP NAME GIVEN	✓	---		N/A	Print Download
2	ALGEBRA, CRISISFOUR	*****8277	Oct 12, 2018 4:05 PM CDT	ETS UAT District 4 HS [999999441]	NO GROUP NAME GIVEN	✓	---		N/A	Print Download
3	ALGEBRA, CRISISTWO	*****8275	Oct 12, 2018 4:05 PM CDT	ETS UAT District 4 HS [999999441]	NO GROUP NAME GIVEN	✓	---		N/A	Print Download
4	ALGEBRA, NORESPONSE	*****8267	Oct 12, 2018 4:05 PM CDT	ETS UAT District 4 HS [999999441]	NO GROUP NAME GIVEN	✓	---		N/A	Print Download
5	ALGEBRA, NOT MEET	*****8270	Oct 12, 2018 4:05 PM CDT	ETS UAT District 4 HS [999999441]	NO GROUP NAME GIVEN	✓	---		N/A	Print Download

Manage Online Testing – New Features

Test Attributes View

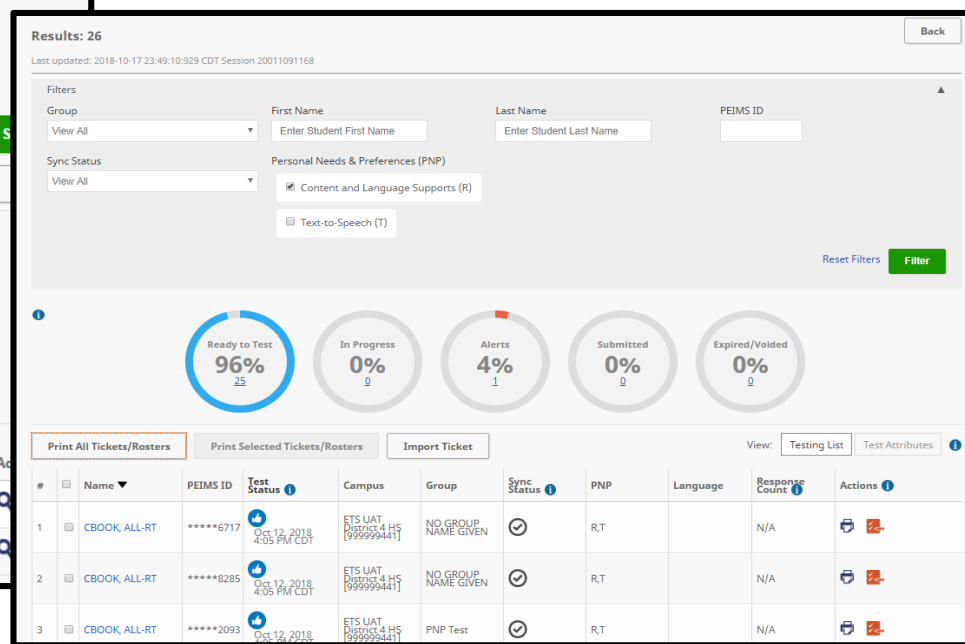
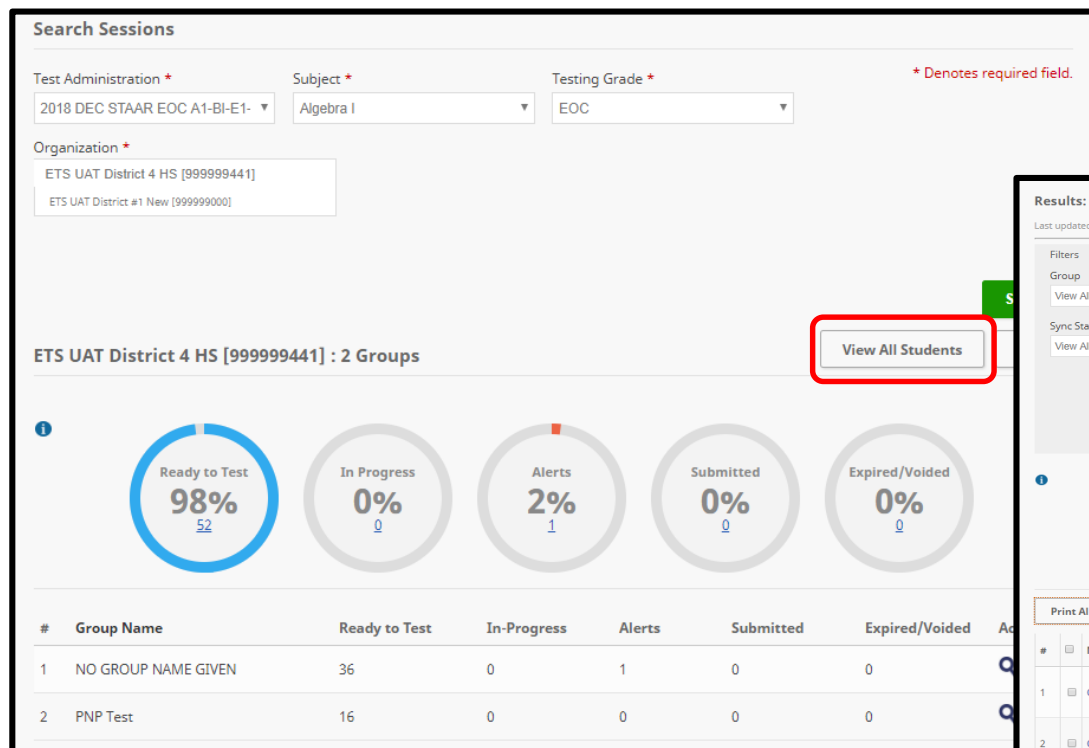
- Identifies test attribute settings to facilitate verification



Manage Online Testing – New Features

Test Session - Campus Level View

- *View All Students* - Drilldown to student level list (all tests across all groups and statuses within test a test session)



Manage Online Testing – New Features

View All Students

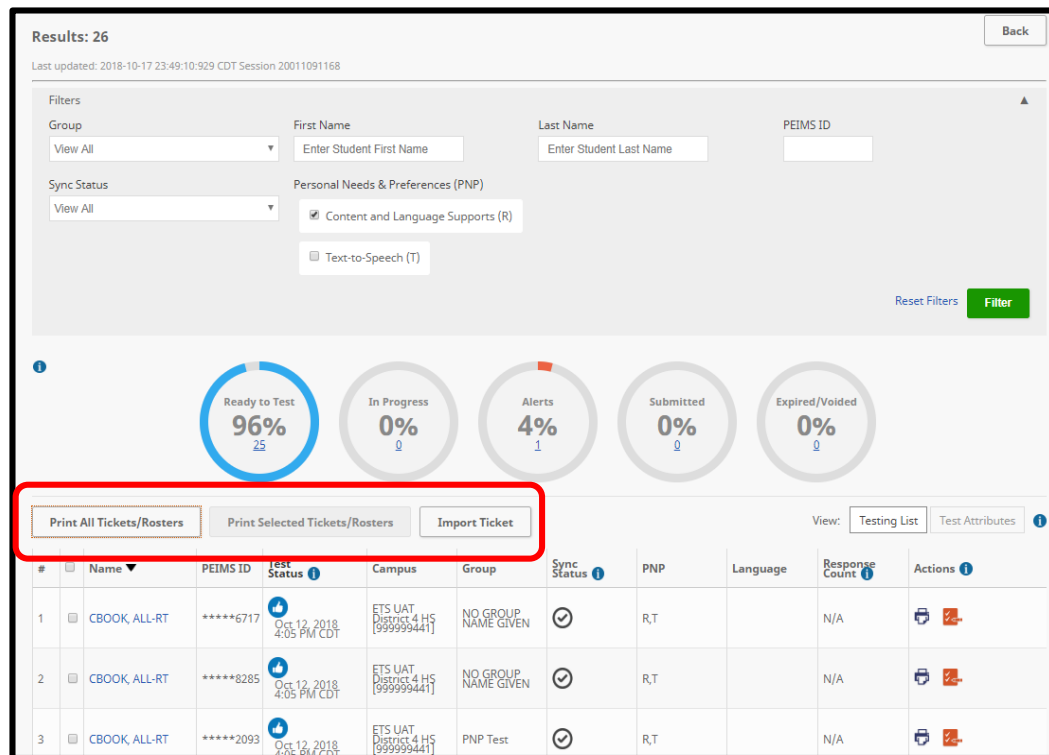
- Additional filter criteria to refine results

Print All Tickets/Rosters

- Prints roster and test tickets for all tests matching the results displayed

Import Test Ticket

- Button repositioned



Manage Online Testing

Online Testing – Manage Online Testing

All activities required to monitor and manage online testing are conducted in the *Online Testing* tab.

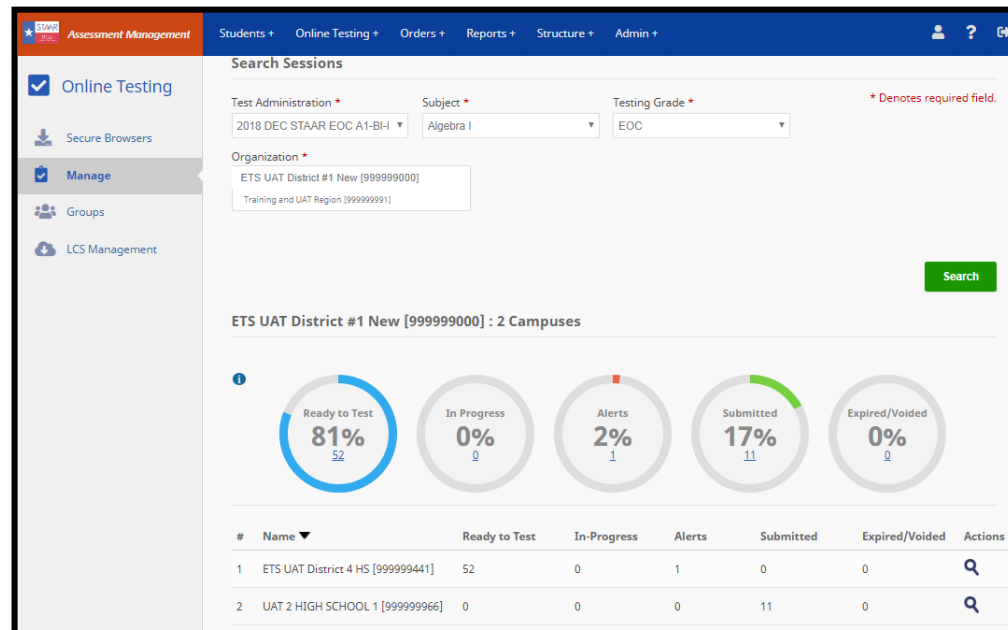
Key Functions

- View online test sessions and testing groups
- Download and print student test tickets
- Monitor online test sessions
- Set online test attributes and score codes

The screenshot shows the 'Manage Online Testing' page within the 'Assessment Management' system. The left sidebar contains navigation links: 'Online Testing' (selected), 'Secure Browsers', 'Manage', 'Groups', and 'LCS Management'. The main content area has a breadcrumb trail 'Home / Online Testing / Manage Online Testing' and a title 'Manage Online Testing'. Below the title, there are instructions: 'To view a test session, choose a test administration, subject, grade, and campus, then click the Search button. A list of available groups within that session and aggregate information about testing activity appears.' and 'To view an individual group, click the View icon in the "Actions" column.' A red note states: 'NOTE: Refresh the browser to update test session status counts.' The 'Search Sessions' section includes three dropdown menus: 'Test Administration *' (with a red border and a message 'This field is required.'), 'Subject *', and 'Testing Grade *'. Below these are two text input fields for 'Organization *' with pre-filled values: 'Training ISD [999996000]' and 'Training and UAT Region [999999999]'. A green 'Search' button is located at the bottom right.

Session At A Glance – District Level

- Users can view online testing status for their district.
- Users can drill down on specific campuses to view test sessions and online testing groups.
- Online test sessions are automatically created at the campus level when one or more students are registered for an online test.
 - Sessions are created by grade and/or subject.



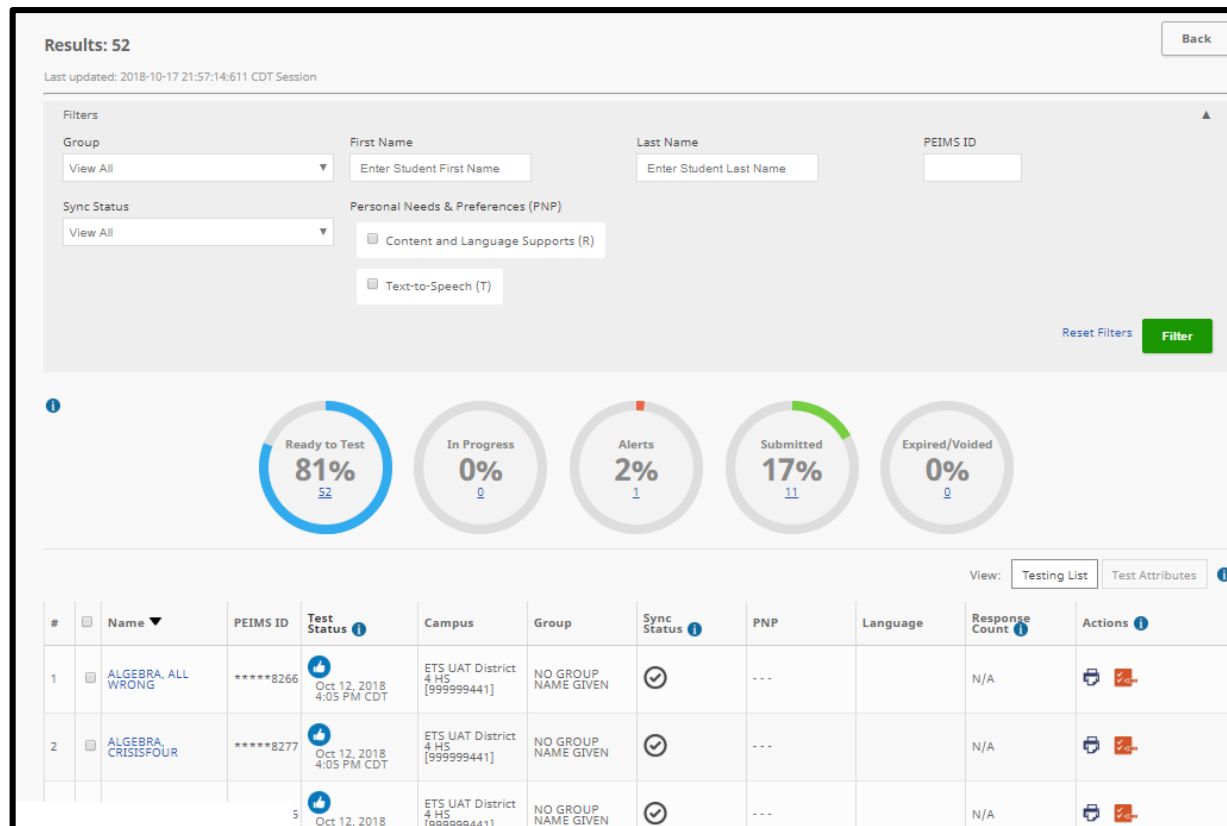
Session At A Glance – Campus Level

- Users can view online testing status for their campus.
- Users can drill down on specific campuses to view test sessions and online testing groups.
- The subject and testing grade can be switched to view information from a different test session.

Viewing Online Testing Session Information

Viewing Testing Groups

- Users can view online test status by student.
- Users can change values in dropdown menus to find a subset of students or view different groups.



Viewing Online Testing Session Information

“Actions” Column Functions:



- Print student test tickets



- Set test attributes



- Do Not Report / Void

Session Info

Test Administration: 2019-2020 STAAR Educator-ET-42-001 Subject: Reading Testing Grade: 400

Results: 12

Last updated: 2019-10-10 10:28:31 AM CDT Session ID: 00000000

Print











Group: Scoring Strategies Test Name: Enter Student First Name Last Name: Enter Student Last Name PHSID: 00000000

Sync Status: View All Personal Needs & Preferences (PNP): ☐ Content and Language Subjects (CL) ☐ Test-to-Speech (TT)

Ready to Test: 8% (2) In Progress: 0% (0) Alerts: 0% (0) Submitted: 92% (12) Finished/Validated: 0% (0)

#	Name	PNP ID	Test Status	Compass	Group	Test Status	PNP	Language	Response Count	Actions
1	STANLEY, JR.	44444444		SAF 2 HSDN SCH001, 1 (00000000)	Scoring Strategies		---		00/10	

Monitoring Test Status

Test Status Indicator	Description
	Registered indicates that the student is registered for a test, but the online test is not yet available.
	Enrollment Hold indicates that the student's enrollment is not yet processed. Please contact the Texas Assessment Support Center. Refer to Section 1.2 Support for contact information.
	Enrolled indicates that the student is enrolled in the online test, but the student cannot log in. This icon should only display briefly. If it persists, please contact the Texas Assessment Support Center. Refer to Section 1.2 Support for contact information.
	Ready to Test appears before the initial login to an available test or after a submitted test has been reopened. The student can log in using the information on the student test ticket.
	In Progress indicates that the student is logged in and actively testing or has paused the test.
	Inactive indicates that the student has logged out of the test or has been logged out due to inactivity. The student can log back in to the test using the information on the student test ticket.
	Expired indicates that the student did not log in to a test and the online testing window has closed.
	Submitted indicates that the student has submitted the test. The student will no longer be able to log in to the test.
	Processing indicates that a request to reopen a submitted test is in process.
	Voided indicates that the district user has selected Do Not Report (DNR).

* Includes a checkbox next to student name that may be checked to print student ticket.

Printing Test Tickets and Rosters



- Testing group rosters and student test tickets contain PNP information.
- Ensure that students eligible to use embedded supports have the information noted on their test tickets.

Print All Tickets & Rosters

NOTE: Test tickets are available for printing one week prior to the start of the testing window.

State of Texas
Assessments of
Academic Readiness

May 2016 STAAR Grades 3–8 Online Testing

Testing Group Roster and Student Test Tickets

Archery City EL [005901000], Archer City ISD [005901001]

Science 08 Smith Grade 8 Science

Subject Grade Group

Testing Group Roster

The testing group rosters list the students who will be testing in a test administration, organized by group. Across the top of the testing roster is the Subject, Grade, Session ID, Testing Window, and Group. Each student listed on the testing group roster will have a student test ticket issued that indicates the test administration, the student's first name and last name, their date of birth, their unique username and password, and the Session ID.

Student Test Tickets

Student test tickets are printed one (1) student to a page.

1. Review the individual student test tickets and make sure you have one for every student listed on your testing group roster.
2. Distribute student test tickets to students on the day of testing. Verify that each student received his or her ticket with the correct name printed on it.
3. Ensure students enter the unique username, password, and when logging into the test. This information, when entered on

Last Name	First Name	MI	PEIMS ID	Date of Birth	PNP
Anderson	Shannon	E	*****6779	Oct 10, 2002	---
Buchanan	Ashley	A	*****7891	Aug 12, 2002	C
Curry	Hannah	E	*****8912	Dec 17, 2002	T
Davis	Jon	C	*****9123	Oct 19, 2002	L
Smith	John	E	*****3947	Apr 1, 2002	C, T
Travis	Hannah	W	*****1234	May 1, 2001	C, L
Ulrich	Johannes	M	*****2121	Mar 5, 2001	L, T
Washington	Amanda	Z	*****4312	Sep 12, 2002	C, L, T

State of Texas
Assessments of
Academic Readiness

Student Test Ticket

Test Administration: May 2016 STAAR grades 3–8

Group: NO GROUP NAME GIVEN

First Name: John

Last Name: Smith

Date of Birth: Apr 1, 2002

Version: STAAR

Subject: Science

Grade: 08

PNP: Content Supports (C)
Language and Vocabulary Supports (L)
Text-to-Speech (T)

Username: jsmith001

Password: sedan626

Session ID: 20010134414

#	Name	PEIMS ID	Test Status	Campus	Group	Sync Status	PNP	Language	Response Count	Actions
1	ALGEBRA ALL WRONG	*****8265	Oct 12, 2018 4:05 PM CDT	ETS UAT District 4 HS [999999441]	NO GROUP NAME GIVEN	✓	---		N/A	
2	ALGEBRA CRISPOUR	*****8277	Oct 12, 2018 4:05 PM CDT	ETS UAT District 4 HS [999999441]	NO GROUP NAME GIVEN	✓	---		N/A	

Printing Proctor Tickets: *Reports > Online Testing*

- District-specific proctor tickets are available via *Reports > Online Testing*.
- Proctor tickets are available for test administrators who are signing test content to students in need of reading support.
- There are logins for no supports and all supports to provide the content needed for signing to any student.
- Proctor tickets are secure materials and should be treated as such.

The screenshot displays the 'Online Testing Report' interface. At the top, there is a navigation bar with tabs for 'Students', 'Online Testing', 'Orders', 'Reports', and 'Structure'. The 'Reports' tab is active. Below the navigation bar, the title 'Online Testing Report' is shown, followed by sub-tabs for 'Online Testing Reports', 'General', and 'Management'. The 'General' tab is selected. The main content area is divided into sections for different reports. The first section is 'District Test Status Report', which includes a description of the report's content and updates. Below this, there is a dropdown menu for 'District' with the selected value 'A W BROWN-FELLOWSHIP LEADERSHIP[0678]'. The second section is 'Campus Test Status (of student) Report', which also includes a description and a dropdown menu for 'Campus' with the selected value '21ST CENTURY EARLY LEARNING FOUNDATI[0678]'. The third section is 'Proctor Tickets', which includes a dropdown menu for 'Test Administration' with the selected value 'Select a Test Administration'. Each section has a 'Download' button. A red rectangle highlights the 'Proctor Tickets' section.





Updating PNPs

Steps for updating PNPs after online test has been started:

- Log out of the online test.
- Update PNP embedded supports (*Tests* tab).
- Return to online test group where the student's test ticket is located.
- Refresh browser to update the sync status. Wait until the updates are synced.
- Log in with the test ticket.
- Updates cannot sync while online test is in progress.

Score Code Default Rules for Online Testers

Important Notes – Score Codes:

- **Ready to test status**  - tests that were never logged in to and will expire and be voided automatically at the close of the testing window unless otherwise specified in the test attributes.
- **Inactive tests**  - tests that have been started and not submitted and will automatically default to “Scored” at the close of testing window unless a different score code is specified in the test attributes. 
- **Submitted tests**  - tests that will automatically default to “Scored” at the close of the testing window unless otherwise specified in the test attributes.

When and How to Void Online Tests



Contact Assessment Department
who will report DNR to TEA.

Do Not Report (DNR)

- Online tests should **NOT** be marked for DNR prior to testing. If a student will not be taking an online test, the test registration may be set to paper or allowed to expire.
- During the testing window, click the *DNR* icon to indicate a test should not be reported (voided).

Online Testing Status Reports: *Reports > Online Testing*

- Download the district or campus level Online Test Status Reports to view and verify online test registrations.
- Reports are updated five times throughout the day.

Students + Online Testing + Orders + Reports + Structure +

Online Testing Report

Online Testing Reports

General Management

District Test Status Report

Content: This district-level report provides the status of all online test registrations throughout a school district for the selected administration. Uses: Sort and filter this report by campus, student, and subject to help monitor and track the status of online testers. Updates: This report is updated every 5 to 10 hours and does not reflect real-time status.

District *

A W BROWN-FELLOWSHIP LEADERSHIP(2678)

REG X EDUCATION SERVICE CENTER(2000000000)

Test Administration *

Select a Test Administration

Click on the download button to view the District Test Status Report.

Campus Test Status (of student) Report

Content: This campus-level report provides the status of all online test registrations for the selected administration. Uses: Sort and filter this report by student and subject to help monitor and track the status of online testers. Updates: This report is updated every 5 to 10 hours and does not reflect real-time status.

Campus *

21ST CENTURY EARLY LEARNING FOUNDATION(1000000000)

WISLAC(1000000000)

Test Administration *

Select a Test Administration

Click on the download button to view the Campus Test Status report for the Campus.

Proctor Tickets

Test Administration *

Select a Test Administration

Click on the download button to view the Proctor Tickets Report.

TESTING REGION NUMBER	TESTING DISTRICT	DISTRICT CODE	TESTING CAMPUS	TESTING CAMPUS CODE	TEST ADMIN	TESTING SUBJECT	TESTING GRADE	PEIMS	FIRST NAME	LAST NAME	DOB	STATUS
11	Training ISD	999996000	Training H S	999996009	DEC 2017 STAAR EOC	BI	EOC	100010001	STDNT FOUR	WORK ONE	60107	READY_TO_TEST
11	Training ISD	999996000	Training H S	999996009	DEC 2017 STAAR EOC	A1	EOC	100010003	STDNT SIX	WORK ONE	80107	READY_TO_TEST
11	Training ISD	999996000	Training H S	999996009	DEC 2017 STAAR EOC	BI	EOC	100010003	STDNT SIX	WORK ONE	80107	READY_TO_TEST
11	Training ISD	999996000	Training H S	999996009	DEC 2017 STAAR EOC	US	EOC	100010004	STDNT TWO	WORK ONE	40107	READY_TO_TEST
11	Training ISD	999996000	Training H S	999996009	DEC 2017 STAAR EOC	BI	EOC	100010005	STDNT THRE	WORK ONE	112371	READY_TO_TEST
11	Training ISD	999996000	Training H S	999996009	DEC 2017 STAAR EOC	BI	EOC	100010006	STDNT ONE	WORK ONE	102371	READY_TO_TEST
11	Training ISD	999996000	Training H S	999996009	DEC 2017 STAAR EOC	E1	EOC	100010006	STDNT ONE	WORK ONE	102371	READY_TO_TEST
11	Training ISD	999996000	Training H S	999996009	DEC 2017 STAAR EOC	A1	EOC	100100002	STDNT FIVE	WORK ONE	70107	READY_TO_TEST
11	Training ISD	999996000	Training H S	999996009	DEC 2017 STAAR EOC	BI	EOC	345671890	ADSFLSDF	AOIEURQWOEIRU	80351	READY_TO_TEST
11	Training ISD	999996000	Training H S	999996009	DEC 2017 STAAR EOC	BI	EOC	800001001	STDNT FOUR	WORK EIGHT	60107	READY_TO_TEST
11	Training ISD	999996000	Training H S	999996009	DEC 2017 STAAR EOC	BI	EOC	800001006	STDNT ONE	WORK EIGHT	102371	READY_TO_TEST
11	Training ISD	999996000	Training H S	999996009	DEC 2017 STAAR EOC	A1	EOC	800010002	STDNT FIVE	WORK EIGHT	70107	READY_TO_TEST
11	Training ISD	999996000	Training H S	999996009	DEC 2017 STAAR EOC	US	EOC	800010002	STDNT FIVE	WORK EIGHT	70107	READY_TO_TEST

Technology Readiness

for H. Rodriguez

STAAR Online Testing Platform Requirements

- Online testing requires stable, high-speed Internet connection(s) (wired or wireless) and appropriate bandwidth.
- For a complete list of requirements please see the Unified Minimum System Requirements.
- Components of the online platform include online readiness tools, a capacity calculator, system check test, and the Secure Browser.
- The Secure Browser prevents students from accessing other computer or Internet applications or copying test information.

Unified Minimum System Requirements

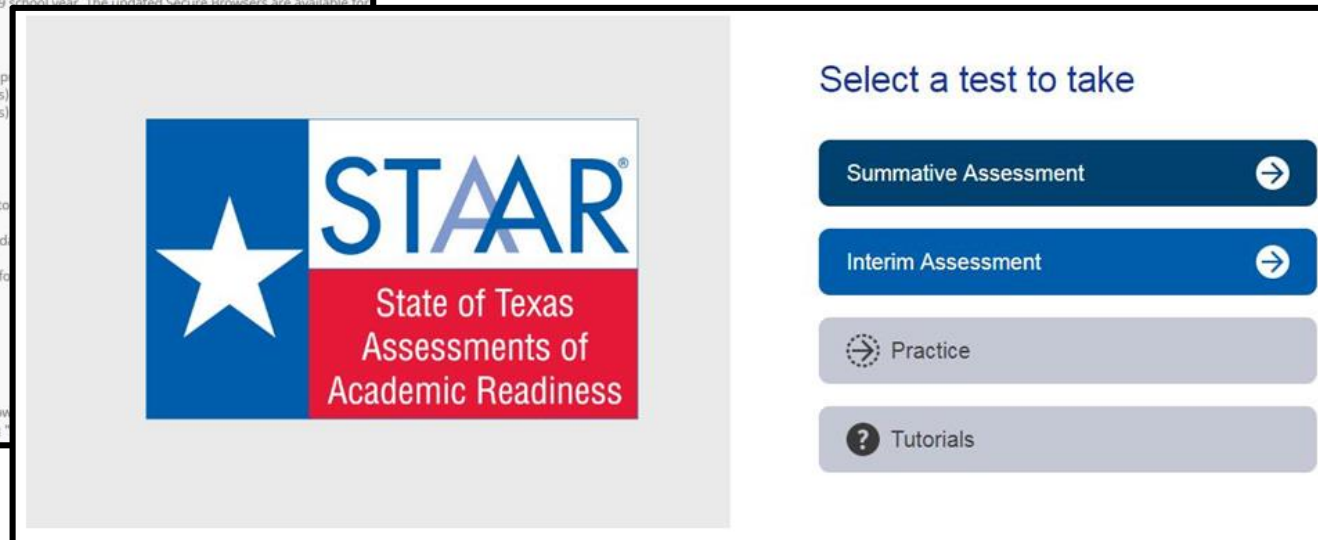
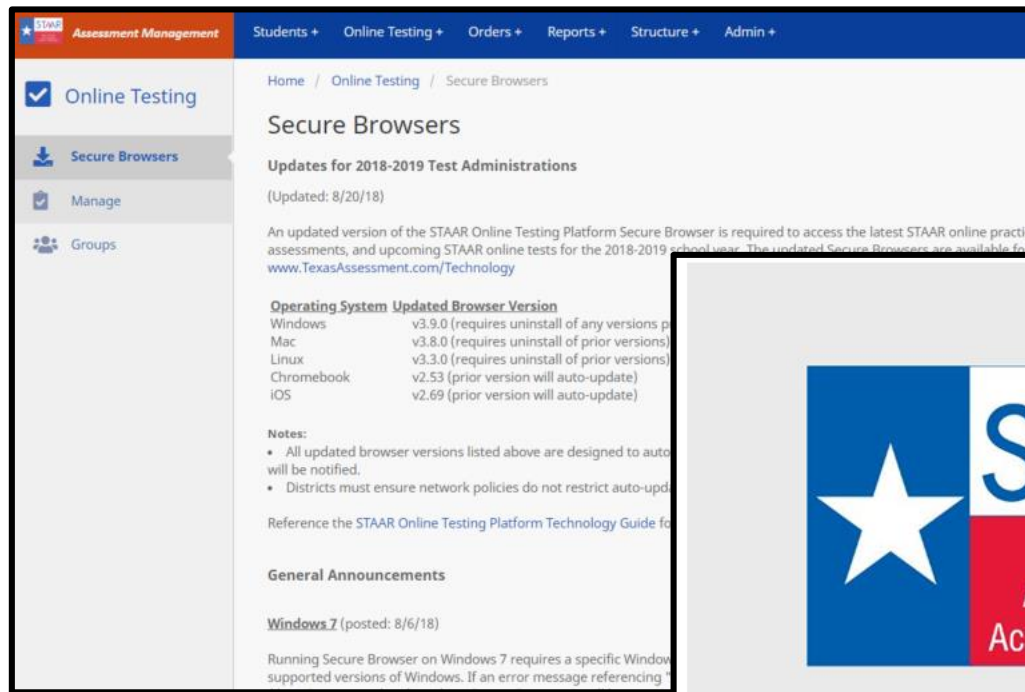
- <https://www.texasassessment.com/administrators/technology>

The following specifications apply to all Texas student assessment program online assessments administered in the 2018-2019 school year.

Common Specifications for the Administration of All Online Testing (STAAR, STAAR Alternate 2, TELPAS, TELPAS Alternate)	
Devices	Desktops: Windows, Mac OS X, Linux Laptops: Windows, Mac OS X, Linux Chromebooks Tablets: iPad – 5th Generation (Air) and higher, Windows tablets except Windows RT
Operating Systems	Windows: 7*, 8.1, 10 (Windows 10 S is not supported at this time) Chrome OS: (Release Channel only, current or near-current release) Mac OS X: 10.11, 10.12, 10.13, 10.14 iOS: 11.x, 12 Fedora: 24 Ubuntu: 16.04
Processors	Windows: Intel x86 (32 or 64 bit) Chrome OS: Any Mac OS X: Intel-based models iOS: Any Fedora: Intel Architecture - 64 bit only Ubuntu: Intel Architecture - 64 bit only
Memory (RAM)	Windows: 2 GB (4 GB recommended) Chrome OS: 2 GB minimum (4 GB recommended) Mac OS X: 2 GB (4 GB recommended) iOS: 1 GB (2 GB recommended) Linux: 1 GB (2 GB recommended)
Minimum Screen Size	9.5 inches for all devices
Minimum Screen Resolution	1024 x 768 for all devices NOTE: Most displays require no scaling. Windows sets display scale to 100%. On devices with higher-resolution displays (e.g. Surface devices and 4K monitors), disable high DPI scaling: Right-click the STAAR Online Testing Platform shortcut, then check "Disable display scaling on high DPI settings" in Properties > Compatibility.
Keyboard	Physical keyboard required for assessments with essays. Wired keyboard and mouse are strongly recommended.
Headphones	Headphones or earbuds recommended for assessments with audio content.

Secure Browsers Information & Technology Announcements

- Information available via *Online Testing > Secure Browsers*
- Information also available in the STAAR Online Testing Platform Technology Guide available at <https://www.texasassessment.com/administrators/technology>



Secure Browser Installers and Versions

For Windows, Mac, and Linux:

- **Must** uninstall the previous version (2.59.0 or earlier) of the Secure Browser and install the latest version.
 - Current version 3.9.0 (Windows)
 - Current version 3.8.0 (MacOS)
 - Current version 3.3.0 (Linux)
- Available for download at <https://www.texasassessment.com/technology>
- Updated Secure Browser is designed to auto-update
 - Will be informed of any need to uninstall/reinstall future updates
 - Ensure network policies do not restrict auto-updates

Secure Browser Installers and Versions

For iOS and Chrome:

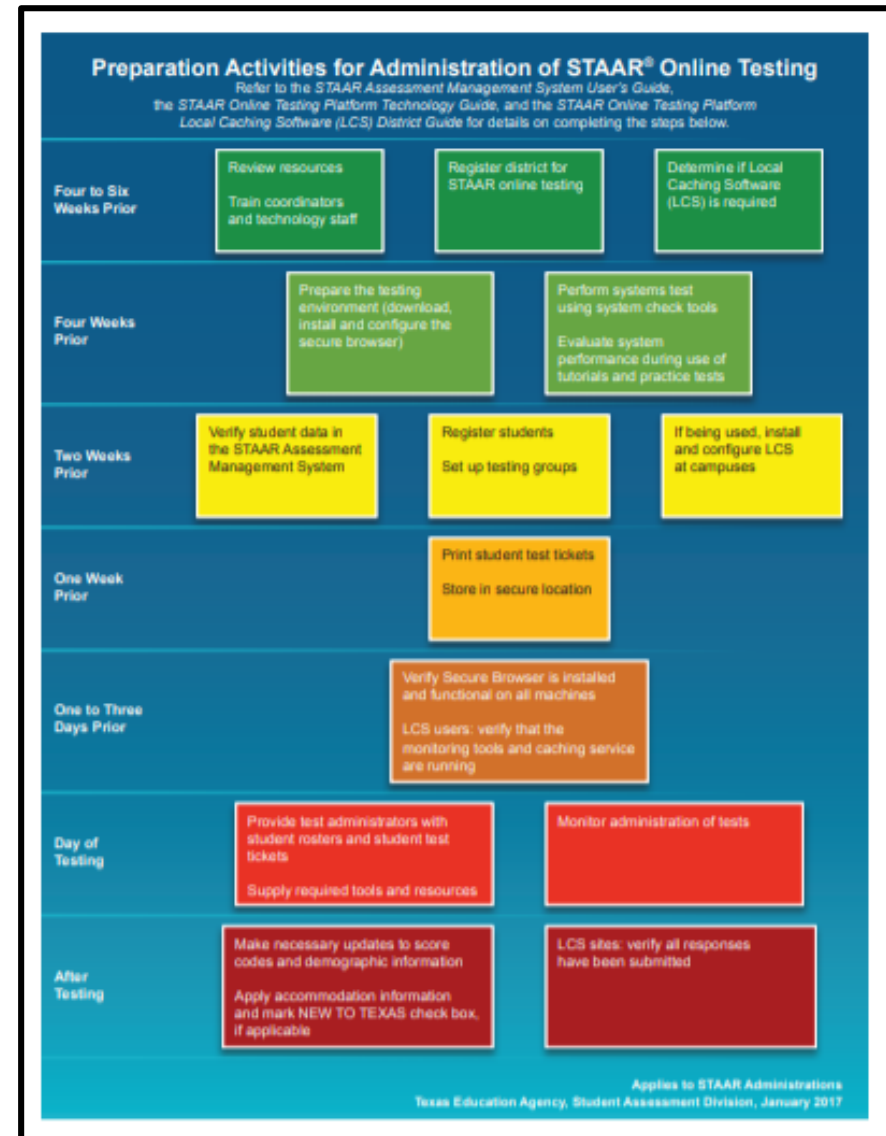
- If automatic updates are enabled, Secure Browsers will automatically update as necessary on iOS and Chromebooks.
 - Current iOS version is 2.69
 - Current Chrome version is 2.53
- Available for download at <https://www.texasassessment.com/technology>
- Enable automatic updates for mobile Secure Browsers

Secure Browser Installers and Versions

- Testing devices must have latest version to access the STAAR online practice tests and 2018–2019 interim and STAAR summative assessments.
- **Tip:** Try launching the practice test on devices prior to testing to ensure you have the appropriate version of the Secure Browser!

Setting Up and Checking Devices

- Work with your technology team and begin preparations early.
- Familiarize yourself with the technical documents available on the Technology Systems and Support page at [TexasAssessment.com](https://www.texasassessment.com).
- Ensure devices are set up and working prior to testing.



Online Testing Preparation

- Review updated documentation.

Activities to Support Test Delivery	Resource
Verify that the district's network meets requirements and is properly configured for testing.	<i>STAAR Online Testing Platform Technology Guide</i>
Conduct network diagnostics to estimate district and campus network user capacity and to plan for concurrent testing volumes.	Online Readiness Tools
Determine local caching software needs and complete installation procedures.	<i>STAAR Online Testing Platform Local Caching Software (LCS) District Guide</i>
Verify that all devices used for online testing meet the minimum hardware and software requirements.	<i>Unified Minimum System Requirements</i>
Install the appropriate STAAR Online Testing Platform Secure Browser on all testing devices.	<i>STAAR Online Testing Platform Technology Guide</i>
Confirm successful installation and operation of Secure Browsers.	<i>STAAR Online Testing Platform Technology Guide</i>
Test the compatibility of computers and gauge technology infrastructure readiness.	STAAR Online Testing Platform student tutorials
Prepare all computers for online test delivery. Close all web browser windows, disable any automatically launching applications on all devices, and check for sufficient power sources.	<i>Quick Guide to Online Testing</i>

Guidance for Technology Staff

- Make sure you are current with OS updates and drivers, especially the week prior to the administration.
- Ensure updated Secure Browsers are installed on all machines that will be used for testing.
- Perform practice tests well in advance, including text-to-speech (TTS).
- Perform practice tests more frequently if using virtualization or N-Computing.
- Shut down all applications on devices prior to launching the Secure Browser.

Guidance for Technology Staff

WiFi

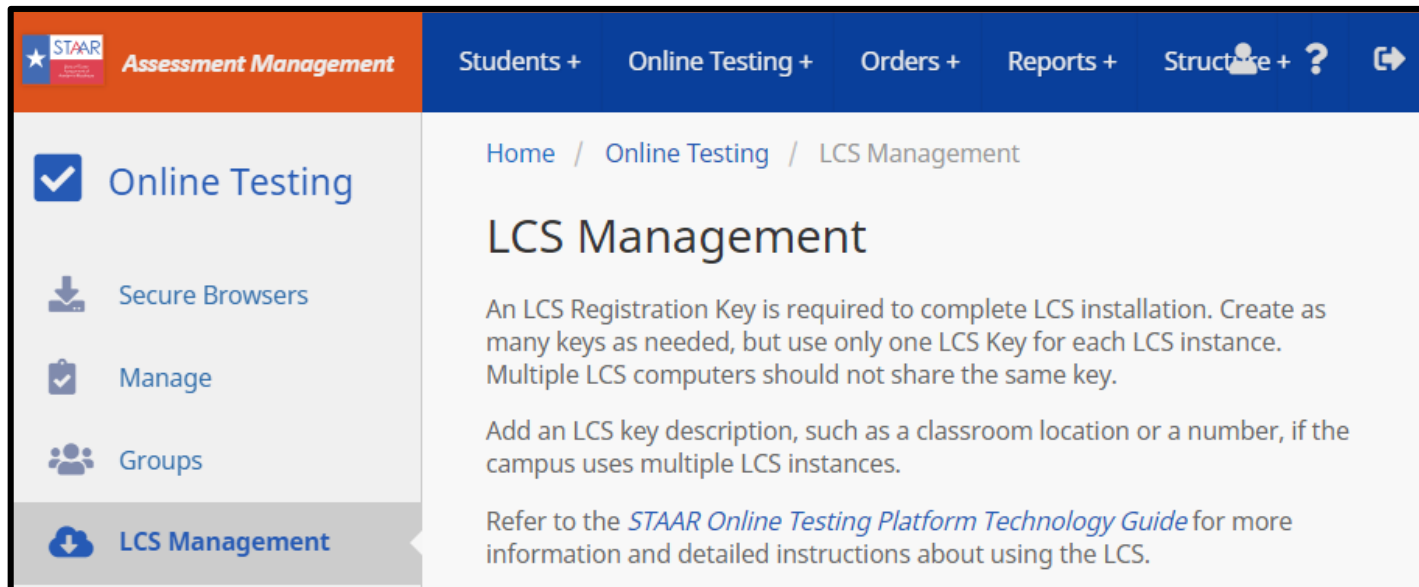
- Tune up WiFi for more Chromebooks and laptops.
- Increase the number of Wireless Access Points.
- Check for WiFi channel conflicts.
- Update firmware for WAPs and all network equipment.

Chromebooks

- Chromebooks with Intel CPUs are recommended over those using ARM CPUs.
- Powerwash Chromebooks and, if possible, disable ChromeOS auto-updates the week prior to the administration.

LCS Management

- LCS is not recommended outside of exceptional cases of low or inadequate bandwidth or unreliable Internet.
- Reference the *STAAR Online Testing Platform Local Caching Software (LCS) District Guide* available online.
- LCS registration is required.



The screenshot displays the STAAR Assessment Management web application. The top navigation bar includes links for Students, Online Testing, Orders, Reports, and Structure. The left sidebar shows a menu with options: Online Testing (checked), Secure Browsers, Manage, Groups, and LCS Management (highlighted). The main content area is titled 'LCS Management' and contains the following text:

Home / Online Testing / LCS Management

LCS Management

An LCS Registration Key is required to complete LCS installation. Create as many keys as needed, but use only one LCS Key for each LCS instance. Multiple LCS computers should not share the same key.

Add an LCS key description, such as a classroom location or a number, if the campus uses multiple LCS instances.

Refer to the [STAAR Online Testing Platform Technology Guide](#) for more information and detailed instructions about using the LCS.

Troubleshooting

- Student inadvertently kicked out of a test session
 - Student will be automatically logged out
 - Restart secure browser
 - Log back in and re-launch test using existing ticket
- Student accidentally submitted
 - Requires reopen
 - Within two hours – call Texas Assessment Support Center
 - After two hours – call TEA's Student Assessment Division

Important for CTC to notify Assessment department immediately in order for us to assist before the 2 hours expire.

Troubleshooting

- Computer freezes during testing
 - Shut down and reboot affected computer
 - Re-launch test using existing ticket
- Persisting technical issue that reboot does not correct
 - Move the student to another device
 - Login with existing ticket and continue testing

STAAR Online Testing Platform

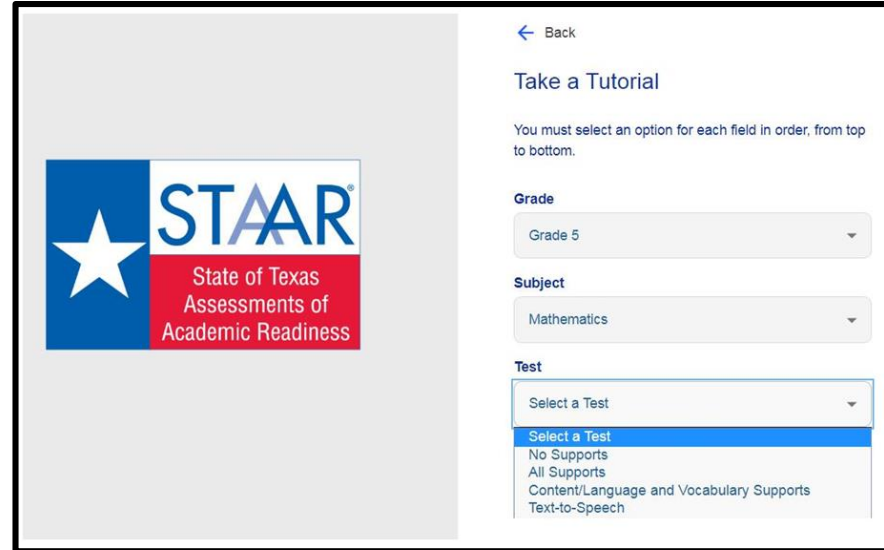


Administer Tutorials and Practice Tests

- Practice tests and tutorials are available in the STAAR Online Testing Platform throughout the year.
- They familiarize students and administrators with the online testing environment and available online tools.
- They confirm readiness of devices for online testing.
- Mini-practice tests will be available in mid-December to highlight new tools and PNP available for spring 2019.

STAAR Tutorials and Practice Tests

- Once the STAAR Online Testing Platform (SOTP) open, there will be a menu of options including “Practice” and “Tutorials.”
- After selecting “Practice” or “Tutorials,” there are several drop-down menus.
- Choose the grade, subject, and test (i.e., available supports).



← Back

Take a Tutorial

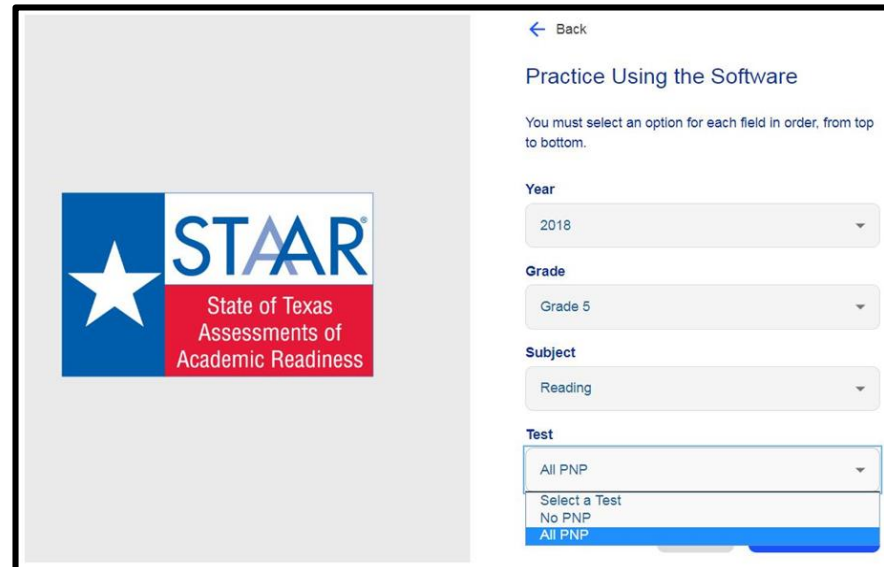
You must select an option for each field in order, from top to bottom.

Grade
Grade 5

Subject
Mathematics

Test
Select a Test

- Select a Test
- No Supports
- All Supports
- Content/Language and Vocabulary Supports
- Text-to-Speech



← Back

Practice Using the Software

You must select an option for each field in order, from top to bottom.

Year
2018

Grade
Grade 5

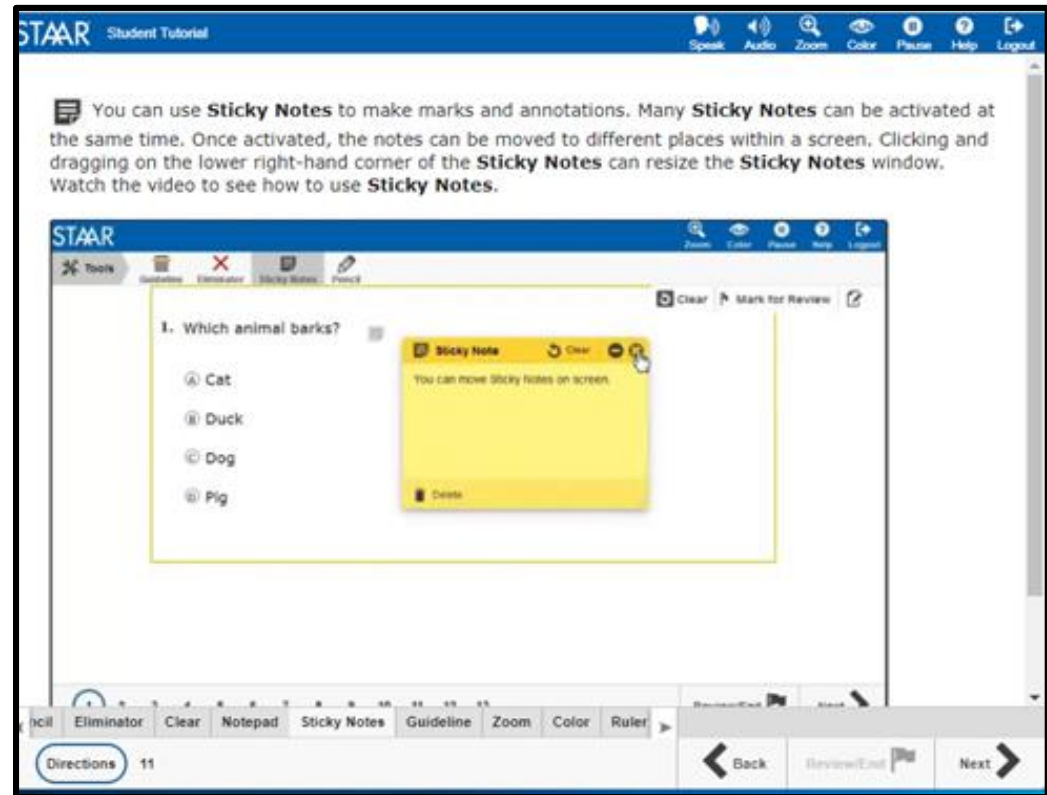
Subject
Reading

Test
All PNP

- Select a Test
- No PNP
- All PNP

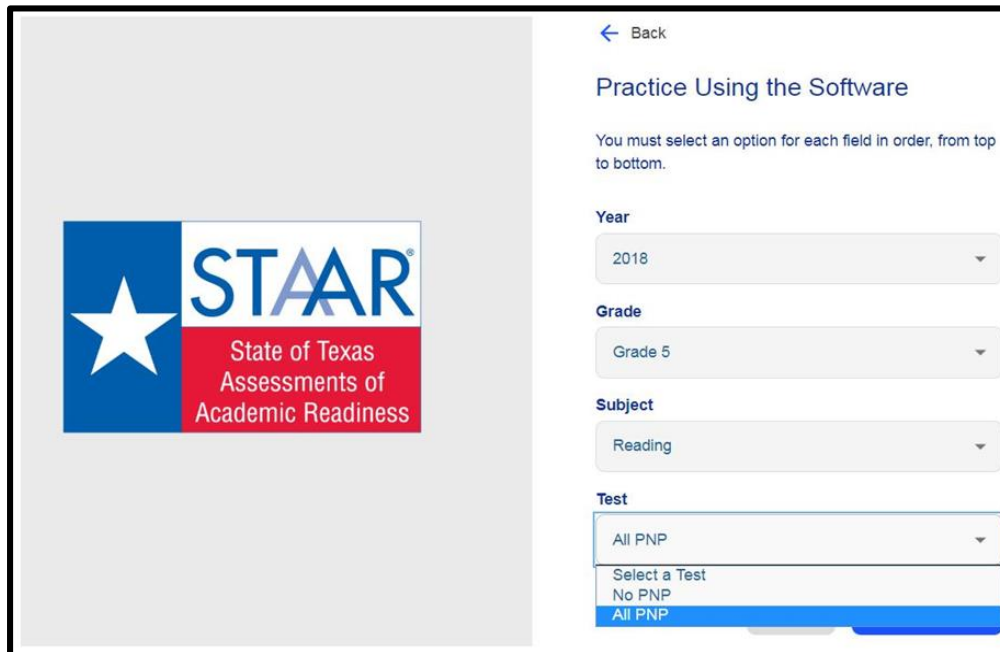
STAAR Tutorials

- Each tab at the bottom of the screen contains a page explaining the online feature/tool in addition to a short video.
- The videos do not have sound except the Speak and Audio videos, which read aloud the text on the screen.
- The second page of each tab has a question to practice the feature/tool.
- The questions do NOT contain tested content and are intended to practice using the feature/tool.



STAAR Practice Tests

- From the STAAR Online Testing Platform (SOTP), select “Practice.”
- The practice tests are released tests from 2017 and 2018.
- All PNP are available including the following supports:
 - Text-to-Speech (when available)
 - Spelling Assistance (writing compositions only)
 - Content and Language Supports



← Back

Practice Using the Software

You must select an option for each field in order, from top to bottom.

Year
2018

Grade
Grade 5

Subject
Reading

Test
All PNP
Select a Test
No PNP
All PNP

STAAR Online Features/Tools

- Rollover

STAAR 2018 Practice Test Grade 3 Mathematics All PNP Question 24 of 32

Tools: Speak Audio Zoom Color Pause Help Logout

24. The frequency table shows the number of points scored by each player on a basketball team during a game.

Points Scored

Player	Tally
Stephen	
Alfred	
Kenji	
Pete	
Eric	
Wesley	
Hayes	

What is the combined number of points scored by Stephen, Alfred, Pete, and Wesley?

Points Scored

Player	Tally
Stephen	
Alfred	
Kenji	
Pete	
Eric	
Wesley	
Hayes	

Record your answer in the boxes below. Be sure to use the correct place value.

.

1-32 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31 < Back Review/End Next >

STAAR Online Features/Tools

- Pop-ups

The screenshot shows the STAAR 2016 Practice Test interface for Grade 3 Mathematics. The question is: "16. A group of 64 children and 24 adults will travel to a zoo in vans. How many vans will be needed to take the group to the zoo?" The word "vans" is highlighted in blue. A pop-up image of a white van is displayed over the word "vans". The interface includes a top navigation bar with "STAAR 2016 Practice Test", "Grade 3 Mathematics All PNP", and "Question 16 of 22". Below this is a "Tools" menu with icons for Guideline, Eliminator, Sticky Notes, Conversions, Customary Ruler, Metric Ruler, Graph Paper, and Pencil. The question is followed by four multiple-choice options: (A) 11, (B) 80, (C) 8, and (D) 5. At the bottom, there is a question navigation bar with a list of question numbers from 9 to 23, with question 16 circled. Navigation buttons for "Back", "Review/End", and "Next" are also present.

STAAR Online Features/Tools

- Punnett Squares

STAAR 2018 Practice Test EOC Biology All PNP Question 29 of 54

Tools: Guideline, Eliminator, Sticky Notes, Basic Calculator, Scientific Calculator, Graphing Calculator, Punnett Squares, Pencil

29. In cattle the allele for cloven hooves (H) is dominant over the allele for mule-foot hooves (h). The phenotype for each trait is shown in this picture.

Punnett Squares

	H	h	
H			
h			

What is the probability of cloven hooves in the offspring of parents that are heterozygous for the trait?

(A) 25%
(B) 50%
(C) 75%

1-54 22 23 24 25 26 27 28 29 30 31 32 33 34 35 36 Back Review/End Next

STAAR Online Features/Tools

- Writing Checklist

The screenshot shows the STAAR Online interface for a 2018 Practice Test, Grade 4 Writing All PNP, Question 1 of 25. The main area displays a writing prompt titled "WRITTEN COMPOSITION: Expository". The prompt asks the student to read a quotation by Margaret Thatcher and write about a type of hard work. A "Writing Checklist" pop-up window is open, listing seven criteria for the writing. The checklist includes checkboxes for explaining the main point, helping the reader understand, making sense, using specific details, using specific words, using complete sentences, and spelling correctly. The interface also shows a toolbar with various tools like Guideline, Sticky Notes, Writing Checklist, and Pencil. A character count of 26/1750 is visible at the bottom right of the writing area.

STAAR 2018 Practice Test Grade 4 Writing All PNP Question 1 of 25

Tools: Guideline, Sticky Notes, Writing Checklist, Pencil

Clear Mark for Review

WRITTEN COMPOSITION: Expository

1. **READ** the following quotation.

I do not know of anyone who has gotten to the top without hard work.
—Margaret Thatcher

THINK about all the hard work you do. It may be work you do at school, at home, or outside.

WRITE about one type of hard work you do. Tell about your work and explain why it is so hard to do.

Be sure to —

- clearly state your central idea
- organize your writing

Writing Checklist

- ☒ Did I write one or two sentences that clearly explain the main point of my paper?
- ☒ Do all my sentences help the reader understand my main point?
- ☐ Did I write my sentences in an order that makes sense?
- ☐ Did I use specific details and examples to develop my ideas?
- ☐ Did I use specific words that helped me clearly explain my main point?
- ☐ Did I write in complete sentences using capital letters and correct punctuation?
- ☐ Are all of my words spelled correctly?

Characters (26/1750)

1 2-5 6-9 10-16 17-25

1 Back Review/End Next

STAAR Online Features/Tools

- Prereading Text

The screenshot displays the STAAR 2018 Practice Test Grade 8 Reading All PNP interface. At the top, it indicates "Question 1 of 44". The interface includes a toolbar with icons for Tools, Guideline, Eliminator, Sticky Notes, and Pencil. The main content area shows a prereading text question. The text reads: "Read the selection and choose the best answer to each question. In this selection, the author recalls a devious adventure he and his brother, Kenny, took when they were young children. The boys' mother asks them to go buy groceries from Miss Andrews' store. The author and Kenny have taken their old, monochromatic gray wagon to the store many times, but this time the author has concocted a new plan. The author wants to explore a new street that is off-limits to him and Kenny since it is near the busy Dallas Highway. After the boys buy their groceries from Mr. Byford, they begin their foray, or trip, down the forbidden street. On their way they pass behind businesses and see their house through a vacant, empty lot. Read the selection to learn what happens with the boys' adventure beyond Parrish Street." Below the text is a title "The Road Almost Taken" by Joe Holley, accompanied by a no-sound icon. The question asks: "1. Read the following dictionary entry. stretch \strech\ n 1. something that seems beyond what is normal 2. the length or extent of an area 3. a continuous period of time 4. the amount of elasticity of something Which definition best matches the way the word stretch is used in paragraph 9?" The answer choices are: A. Not quite normal, B. Definition 2, C. Definition 3, and D. Definition 4. The interface also shows a progress bar at the bottom with tabs for 1-7, 8-15, 16-30, 31-39, and 40-44, and a navigation bar with buttons for Back, Review/End, and Next.

STAAR 2018 Practice Test
Grade 8 Reading All PNP
Question 1 of 44

Tools
Guideline Eliminator Sticky Notes Pencil

Read the selection and choose the best answer to each question.

In this selection, the author recalls a devious adventure he and his brother, Kenny, took when they were young children. The boys' mother asks them to go buy groceries from Miss Andrews' store. The author and Kenny have taken their old, monochromatic gray wagon to the store many times, but this time the author has concocted a new plan. The author wants to explore a new street that is off-limits to him and Kenny since it is near the busy Dallas Highway. After the boys buy their groceries from Mr. Byford, they begin their foray, or trip, down the forbidden street. On their way they pass behind businesses and see their house through a vacant, empty lot.

Read the selection to learn what happens with the boys' adventure beyond Parrish Street.

The Road Almost Taken
by Joe Holley

1 I was 5 years old that summer afternoon when my brother and I set off on our daring adventure. Kenny was 3.

2 Our prairie schooner, our Pinta-Niña-Santa Maria, was our little gray wagon. It used to be a little red wagon, but it had gotten

1. Read the following dictionary entry.

stretch \strech\ n
1. something that seems beyond what is normal
2. the length or extent of an area
3. a continuous period of time
4. the amount of elasticity of something

Which definition best matches the way the word stretch is used in paragraph 9?

A Not quite normal
B Definition 2
C Definition 3
D Definition 4

1-7 8-15 16-30 31-39 40-44

1 2 3 4 5 6 7

Back Review/End Next

STAAR Online Features/Tools

- Spelling Assistance

The screenshot displays the STAAR 2018 Practice Test Grade 4 Writing AB PNP interface. The top navigation bar includes the STAAR logo, test title, question number (Question 1 of 25), and various utility icons like Speak, Audio, Zoom, Color, Pause, Help, and Logout. Below this is a 'Tools' section with icons for Guidelines, Sticky Notes, Writing Checklist, and Pencil. The main content area is titled 'WRITTEN COMPOSITION: Expository'. It contains a reading instruction: '1. READ the following quotation.' followed by a text box with a quote from Margaret Thatcher: 'I do not know of anyone who has gotten to the top without hard work.' Below the quote are instructions to 'THINK' and 'WRITE' about hard work. A spelling assistance dropdown menu is open over the text 'the top wisout h', showing suggestions: 'wipeout', 'without', 'wideout', 'missout', and 'miscut'. The bottom of the interface features a question navigation bar with buttons for 'Back', 'Review/End', and 'Next', along with a character count 'Characters (53/1750)'.

STAAR Online Features/Tools

- Sticky Notes

The screenshot displays the STAAR Online interface for a 2017 Practice Test, Grade 6 Reading All PNP, Question 35 of 40. The interface includes a top navigation bar with icons for Speak, Audio, Zoom, Color, Pause, Help, and Logout. Below this is a toolbar with icons for Tools, Guideline, Eliminator, Sticky Notes, and Pencil. The main content area shows a reading passage titled "Connecting the Human Dots" with a red prohibition sign over a hand-drawn dot. The passage discusses the history of connecting dots to form pictures, mentioning Georges Seurat and the use of pixels in television and computer screens. A yellow sticky note is attached to the text, containing the text: "George Seurat was a painter who used needlepoint, or dots". The sticky note also has a "Clear" button and a "Mark for Review" button. Below the passage is a question with two options: (C) explain the difficulties that can arise when photographing human subjects, and (D) provide evidence of the patriotism that typically occurs during a war. The interface also includes a bottom navigation bar with a table of contents and a "Back" button.

TAAR 2017 Practice Test Grade 6 Reading All PNP Question 35 of 40

Tools Guideline Eliminator Sticky Notes Pencil

Connecting the Human Dots

1 People have been connecting the dots to form pictures for centuries. The famous French painter Georges Seurat used tiny dots to form beautiful paintings of outdoor scenes. In needlepoint, tiny stitches of colored thread fit together to form an image that decorates a pillowcase or a blanket. Television and computer screens use tiny spots of color called pixels to form images for TV programs, video games, and websites.

2 One of the most unusual examples of connecting dots to make images, though, dates back to World War I. During

35

George Seurat was a painter who used needlepoint, or dots

(C) explain the difficulties that can arise when photographing human subjects

(D) provide evidence of the patriotism that typically occurs during a war

1-5 6-11 12-23 24-29 30-34 35-40

35 36 37 38 39 40

Back Review/End Next

STAAR Online Features/Tools

- Text-to-Speech (TTS)
 - Verify TTS is working properly upon initial login and adjust volume and reading speed rates as necessary.
 - If unable to hear sound, log out of test and adjust volume setting.
 - If still unable to hear sound and all other related hardware has been checked, move the student to a new machine.
 - The online testing platform shows passages or sections of the test not eligible for TTS.

STAAR Online Features/Tools

- Highlighter
 - Unlimited use
 - Will not highlight text that is part of a picture
- Pencil
 - Use is limited; a pop-up message will appear when the limit has been reached.
 - Can be used on pictures
 - Has the ability to make points and lines.



- Tools displayed in windows, such as the Writing Checklist, can be resized.

Questions

Customer Support

- Texas Assessment Support Center
- Monday–Friday
- 8:00 a.m.–5:00 p.m. (CT)
- 855-333-7770
- STAAREOC@ets.org or STAAR3-8@ets.org
- Click the chat link in the *Help Documentation* tab in TOMS.