Online Testing Preparation at Home
Edmonds School District

Prior to taking an online test, students should have the opportunity to **practice using the tools** that will be available to them within the test, as well as **experience the types of questions that will be asked** on each test.

- Training and Practice Tests are available from the state's website (refer to the *Take a Training Test* section below).
- We recommend you first view a Universal Tools Training video on YouTube. This video was created by the state of California, but is applicable to our tests as well. The video is titled: *Universal Tools Overview* and is available at these links: English version   Spanish version
- For **Math and Science** testing, there are **training videos** for the **Desmos calculators** that are **embedded in those tests (embedded means it's an online calculator).** Those can be found at the **Desmos website** at: http://learn.desmos.com/ . The types of calculators used in testing are:
  - High School SBA Math = Graphing Calculator
  - Grade 7-8 Math and Grade 8 and HS Science = Scientific Calculator
  - Grade 6 Math and Grade 5 Science = 4 Function Calculator
  - *Note: There are no embedded calculators in Grade 3-5 Math tests*

Here are some important notes about Training and Practice Tests:
- *Training Tests* are short sample tests. We recommend you start with these. They will introduce you to the types of test questions you will see on the real test, along with most of the online tools.
- *Practice Tests* are full-length sample tests, a comparable length to the real test that you will take. In these you will see many more examples of the types of questions you will encounter.
- **Answers** entered into Training or Practice Tests **are not saved and not scored.** We do, however, have Answer Keys available for each Training Test. These are posted on our **district website Students menu under State Testing** on the *Student Resources to Prepare for Online Testing* web page.
- You may **access** Training and Practice Tests **from home** using your web browser (Chrome, Firefox, Edge, Safari).   Refer to the information on the Supported Browser web page for more details on this.

We recommend the following for students wishing to prepare for testing:

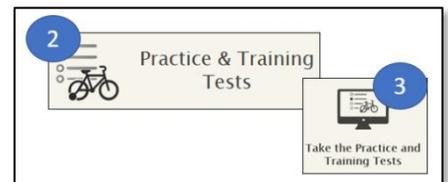| Test you will take	Recommended Video, Training and/or Practice Test
Smarter Balanced ELA (English Language Arts) (grades 3-8 and HS)	- California Universal Tools Overview video - ELA Training Test - ELA Performance Task Practice Test *
Smarter Balanced Math (grades 3-8 and HS)	- California Universal Tools Overview video - Math Training Test - Desmos Calculator Training if you want to know more about that tool
WCAS Science (grades 5, 8, and 11)	- Science Training Test for your grade level - Desmos Calculator Training if you want to know more about that tool

* Part 2 of the ELA Performance Task Practice Test has a Dictionary/Thesaurus tool and Word Processing tools that you will not see in the Training Tests.
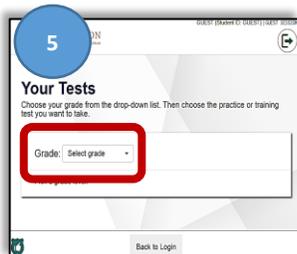

Take a Training Test:

1. **On your web browser, go to: wa.portal.cambiumast.com**
2. Select *Practice & Training Tests* on the right side of the page.
3. Click on the *Take the Practice and Training Tests* button.

4. You may enter as a *Guest*. To do so, leave the login screen as is and click on the *Sign In* button.

5. **Select a Grade Level** from the drop-down menu and you'll be presented with sample test options available to the grade level chosen.
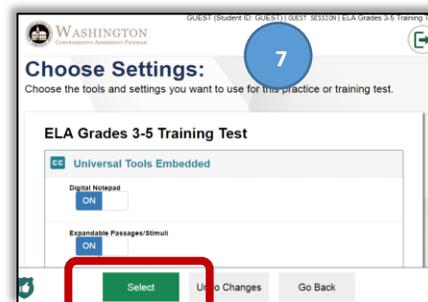
6. Scroll down the list of Practice and Training Tests and select (click on) one of the options.

- *For an SBA **Training Test**, look for the **BLUE** section to choose either the ELA (English Language Arts) or the Math Training Test. Science is the PINK section.*

7. On the next screen (*Choose Settings*) click on the *Select* button to continue (bottom of screen). This provides you with the **standard (default) test settings that most students use** when testing online.

- If you wish to experiment with different settings, such as text-to-speech, translated glossaries, or Spanish translated test (found under Embedded Accommodations/Presentation), you would select those while on this screen but remember that **you may not have access to those additional tools in the real test (check with your teacher if you have questions about that).**

8. If there is an audio component in the test you will have to check here to make sure your sound is working properly. Click on the audio button, listen for the sound, and if you heard it, click on *I heard the sound*. If you do not hear it, adjust the volume on your computer before continuing. That *may* require that you exit the program and then re-enter after adjusting your audio. Then press the Continue button to move to the next screen.

9. The next screen provides you with a **Help Guide***, which you can review prior to starting the test.

10. Click on *Begin Test Now* to continue.

11. Note that while testing online, you must answer every question on a page before you may continue to the next page. You may mark a question for review if you wish to return to it, but you must input an answer even then in order to page forward.
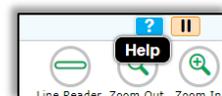
12. On some tests there may be **multiple segments**. When you complete a segment, you will not be able to return to those questions again. Also, in the **Science test you may run across "Locking Questions."** Once you answer those questions and move forward you cannot change your answers. Locking Questions have a little padlock that appears next to the question number. Red = question is locked.

13. If at any time you wish to exit the test, you can click on the Pause button 〔Ⅱ〕 or, if you have completed all test questions, use the End Test button which will appear in the heading. If you exit, remember that your answers were not saved, so won't be there if you log back in.

* Once you are in a Training or Practice Test, the *Help Guide* may answer any questions you have. You can go to it at any time within the test by clicking on the **question mark button** (top right corner of the test screen).

The following are the Universal Tools that you might want to practice using:

Universal Tools for Online ELA, Math, and Science tests

Top left-hand corner:
- ☐ Questions drop-down list

  Questions: 1 - 2 ▼
- ☐ Navigation Tools
  - o Back & Next arrows (move between pages)
  - o Save button (only need to use for written answers)
  - o End Test (only use when test is completed)

  ← Back → Next 💾 Save ■ End Test

Top right-hand corner:
- ☐ ? (Help guide)
- ☐ Pause Button
- ☐ Zoom in & Zoom out
- ☐ Line Reader
- ☐ Calculator (**for grades 6 and up Math and for Science tests**)
- ☐ English Dictionary/Thesaurus (**only for ELA Performance Task essay**)
- ☐ Global Notes (**only for ELA Performance Task-** notes taken here are available throughout test)
- ☐ Periodic Table (**only for grades 8 and HS Science**)

? ‖ Q Zoom Out Q Zoom In ⊖ Line Reader 🖩 Calculator 📖 Dictionary ✎ Notes Periodic Table
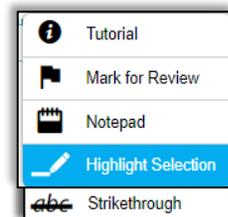
Context Menu: Three horizontal lines above and to the right of each question or passage.
Click on the three lines to access these following options, OR you can right click over text using your mouse or touch pad to access it.

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- ☐ Tutorial (video illustrates how that type of question works)
- ☐ Mark for Review (flags the item so you can return to it later)
- ☐ Notepad (notes you can take separately for each test question – not saved after pausing test for 20 minutes or more)
- ☐ Highlighter (select text first, then select Highlight on Context Menu)
- ☐ Strikethrough (only for <u>multiple-choice items</u>; select Strikethrough first, then click on answer option you wish to eliminate; repeat to remove strikethrough)
- ☐ Additional settings: If you selected an additional setting (such as text-to-speech) when you logged into the Training Test, note that most additional settings are also activated through the context menu or a right click.

ⓘ Tutorial
🚩 Mark for Review
📓 Notepad
✎ Highlight Selection
a̶b̶c̶ Strikethrough

Other locations:
- ☐ Passages Expansion tools (to widen left side of screen)

  ⤢ ← →
- ☐ Glossary (words with light border around them; hover over them and they turn blue; click on words to see definition). English glossaries are the default but translated glossaries are also available as an additional test setting.

  roller coasters
- ☐ Writing Tools (**only for ELA Performance Task essay**)
  - o Bold, Italics, Underscore, and Remove format
  - o Number or bulleted list
  - o Cut, copy, paste, undo, re-do
  - o Spell check
  - o Insert special character/symbol

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