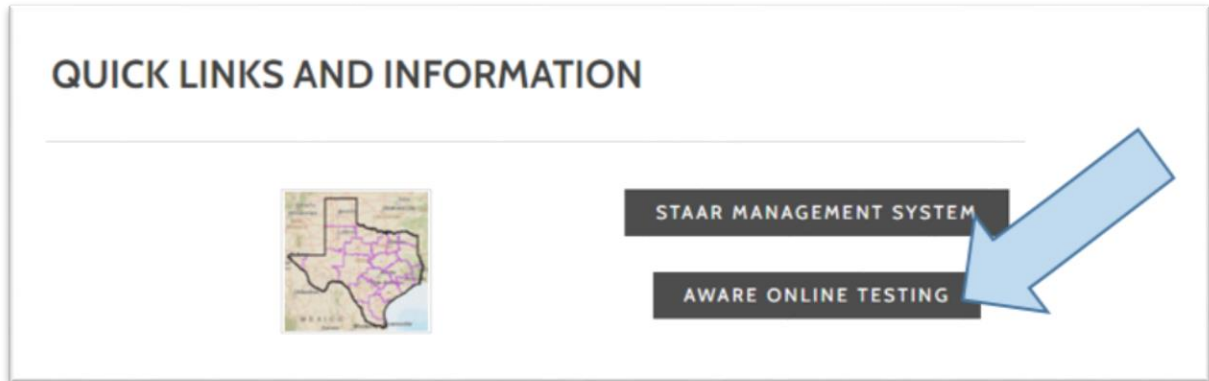# 1. STUDENT LOG IN

    a. Site
        i. Go the BISD / Directory / Departments / Assessment /**AWARE ONLINE TESTING**

    b. Log in
        i. Local ID: Must be a **seven** digit id number (add leading 0's, if needed)
            1. If local id is 35791, enter 0035791
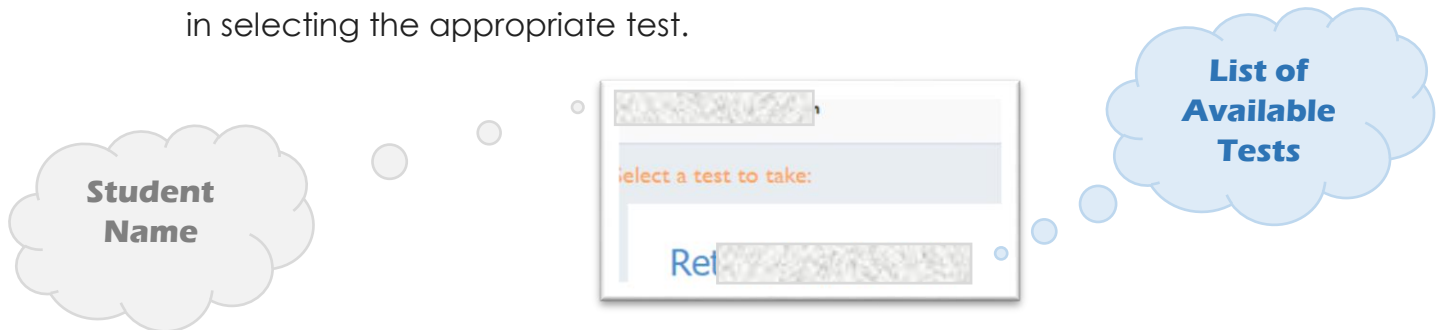   ii. Password: **Check with your CTC or a campus administrator**

2. STUDENT TEST

a. Teacher must <u>actively monitor</u> to ensure that student logs in correctly.

b. Ask student to verify the name on the screen is his/her name and assist students in selecting the appropriate test.

Student Name

Select a test to take:

Ret

List of Available Tests

c. The student will see the first question on the test.
   i. The test name and student name will appear on screen for the whole test.
   ii. The course information <u>may</u> show, depending on how the test author set up the assessments.

Rel

Instructor Name: Gl
Campus Name: B

Juan

Date 9/19/2019
Test Period: 5
Course: math 4

   iii. The bar at the top offers student options.

| Aa Highlight | Clear Highlight | Calculator | **Exit = Save, not Submit** | Exit Test |

1. If a calculator is available for you to use on your test, there will be a **Calculator Icon**.
2. If you need to exit your test and come back later to finish, click **Exit**.
3. There is now an option to X off the **answer choices you wish to eliminate**. Simply click on the minus sign to the right of the response and it crosses out your answer. Click on it again and it removes the line through the answer(s).
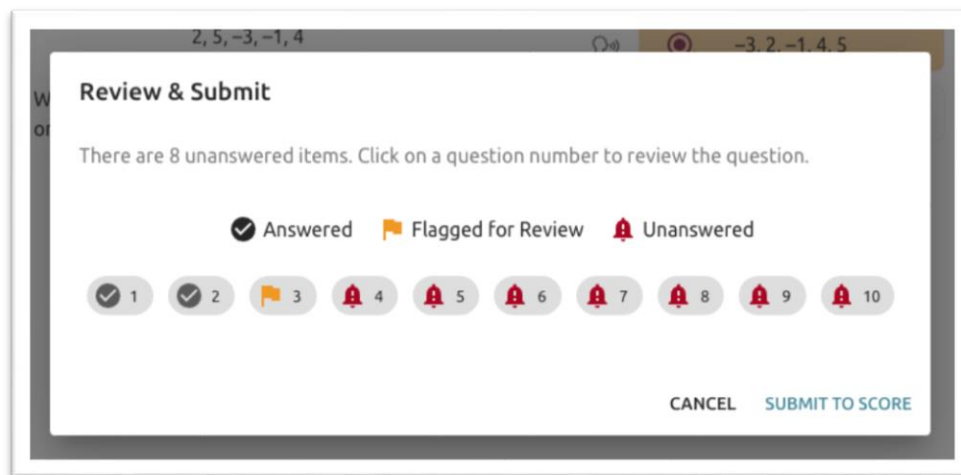
6. What change is needed in sentence 2?

Delete the comma

Change expertly navigating to they expertly navigate

4. Flag questions to review later, if needed
5. Color Theme, Zoom, and Highlighting is now available for all students.
6. Move from question to question using the bar at the bottom of the screen.

3. REVIEW & SUBMIT

a. When you select the **Review & Submit** icon, it gives the student the opportunity to review questions, shows unanswered and flagged items.

b. Once all questions have been answered click **Submit to Score**.