

How to Enter TELPAS Holistic Ratings

Enter Holistic Ratings:

1. Go to Testing>Students in Sessions.
2. Click the session in the Session List. Only one session can be selected to access online rating forms. Users cannot be in the Combined View.
3. Ensure that the test session is started and unlocked.
4. Click the Launch Test link in the "Answer Input" column.

The screenshot shows the TELPAS interface. On the left, there's a 'Session List' with 'TESTSESSION1' selected. The main area shows 'DEMO' and 'In Progress' status. Below that, a progress bar for 'TELPAS Holistic Ratings Grade 10-12 (30 Student Tests)' is shown. A 'Find Students' search bar is present. Below the search bar, there's a table of results. The table has columns: PEMS ID, Answer Input, Last Name, First Name, Middle Name, Username, Session, Student Test Status, and Form. The first row shows a student with PEMS ID 204477552, Last Name LASTA, First Name FIRTA, Username 1771406635, Session TESTSESSION1, and Student Test Status Ready. A red box highlights the 'Launch Test' link in the 'Answer Input' column for this student.

5. The student test will launch in TestNav. Click Start to enter ratings.

The screenshot shows the TestNav interface. At the top, it says 'Welcome! You are about to start a test.' Below that, there's a box with the text 'TELPAS Holistic Ratings Grades 2-12' and 'There are 77 total questions.' A blue button labeled 'Start Test Now' is visible.

6. Using the rating roster, enter the holistic ratings.

The screenshot shows the 'TELPAS Student Rating Roster Spring 2018' form. It includes instructions on how to use the table to list each student rated, the student's grade level, the student's ratings, and the specified rater information. The table has columns: Student Name, Grade Level, Rating (Listening, Speaking, Writing, Reading (K-1 only)), and Rater Information (A (1-3), B (1-3)).

Student Name	Grade Level	Rating				Rater Information	
		Listening	Speaking	Writing	Reading (K-1 only)	A (1-3)	B (1-3)
1.							
2.							