



## Proficiency Tests 2021 Frequently Asked Questions\*

### GENERAL QUESTIONS

#### Why does Pres have proficiency tests?

We use proficiency tests to place students in courses where they will be appropriately challenged and can be successful. Presentation High School attracts students from over 60 middle schools across the Bay Area; given the diversity of curriculum that our students experience prior to matriculating at Presentation, our proficiency tests, rather than middle school grades, are the most effective placement tools.

#### Why is the math test required for all students?

Given the learning loss associated with the remote learning environment of the last year and the variability in curriculum across our many feeder schools we feel we can best meet the needs of our students by testing all students in math.

#### How do I register for these tests?

- The Class of 2025 webpage will have resources to orient you to our curriculum and scheduling process using Powerschool. When you enter your course requests into the Powerschool Scheduling Portal you will select the day you would like to take a proficiency test. By selecting either the MAIN testing date or the MAKEUP testing date, you are automatically registered for this test.
- In advance of the test we will send you an email confirmation that includes instructions for how you will be taking the test remotely. The Powerschool Scheduling Portal will open on April 23, 2021.

### TEST INFORMATION

#### What is the test format?

Each test consists of both multiple choice, and free response questions. The language tests include a listening and informal speaking portion as well.

#### How will students be able to listen and speak during the online proficiency test?

The French and Spanish tests will be given through a Google form that will contain Youtube links for the listening portion. Students will be able to upload audio recordings during the test for the oral portion. Instructions will be provided.



## How long are the proficiency tests?

We have advertised that all testing blocks are 90 minutes. This provides time for the student to get settled, receive instructions and upload answers. The actual test lengths are:

**Math:** one hour for Algebra I; one hour and 15 minutes for the combined Algebra/Geometry test

**French or Spanish:** one hour

**Honors English and/or Honors World History:** one hour (For students interested in both classes we have designed the test to take one hour for both courses.)

**Honors Biology only:** one hour

**Honors Biology and Honors English and/or Honors World History:** one hour and fifteen minutes (For students interested in more than one of these tests we have designed the test to take one hour and fifteen minutes total.)

***\*\* Students should join their Testing Zoom Call in their home testing location 5 minutes early.\*\****

## REMOTE TESTING

### How is Presentation protecting students from COVID-19 exposure during the proficiency tests.

In order to protect the entire Presentation community from unnecessary exposure to COVID-19 all proficiency tests for the Class of 2025 will be proctored electronically and remotely. There will not be any on-campus proficiency testing this year.

### How do I take the test remotely?

If you register for the test in Powerschool you will receive a Zoom link via email prior to the test. You must arrive at the Zoom call five minutes before the scheduled time. The department chair who is proctoring the test will share the online test link via the Zoom chat.

### What if I don't have a stable Internet connection or electronic device? Can I still take proficiency tests?

Yes. Please contact Dr. Duwel at [aduwel@presentationhs.org](mailto:aduwel@presentationhs.org) to make alternative testing arrangements.

### What if I have trouble with my Internet connection during the proficiency test?

When your Internet access resumes please email [aduwel@presentationhs.org](mailto:aduwel@presentationhs.org) to reschedule a makeup exam. If your Internet connection does not resume please call Dr.



Duwel at (408) 264-1664 (ext. 2933).

### **Since I'm taking the test at home, am I allowed to collaborate with another person? Am I allowed to use notes or other resources on the test?**

- **No** is the answer to both questions. The expectation is that the student taking the test works 100% independently without consulting any outside resources or people.
- At Presentation High School we hold our students to a high expectation regarding academic integrity and we take all cheating or dishonesty extremely seriously. Before taking each online proficiency test students in the Class of 2025 are required to read the PHS Academic Integrity Policy, as well as select a checkbox to "sign" the Proficiency Test Academic Integrity Pledge.
- Additionally, we reserve the right to reassess students on the first day of school to ensure proper placement. Students who have completed their own work on the proficiency test should expect the reassessment to demonstrate their readiness for the class.

## **TEST PREPARATION**

### **What do I need to bring to the tests?**

- Due to the COVID-19 pandemic we will not be proctoring proficiency tests on campus. All proficiency tests will be proctored electronically and remotely. In order to take the proficiency test each student will need a stable Internet connection and an electronic device, such as a laptop, computer or tablet.
- Students will need their PHS issued email address and password. This is a Google account and will be required for signing into the Google form proficiency test. You will receive this information via email on April 23rd.
- Students will need a paper and pencil in order to work through the problems for the math test and to handwrite answers for the French and Spanish tests. For the open ended questions in the math and modern language tests students will be asked to upload a picture of their work. Uploading a picture requires having an electronic device, such as a smartphone, that can take a picture, and the ability to transfer the photo file from the device with the camera to the device the student is using for the test, if using two different devices. If this is not possible or is too complicated, the student will also have the option to type these answers.
- The modern language exam has an oral component that students will be able to submit electronically through the Google form and the Flipgrid software. In order to do this students will need a working microphone and use of the Chrome browser on their laptop or tablet. If the electronic device being used does not have a microphone the modern language teacher will follow up with the student for a quick phone call or Zoom session, or assess the student in person on the first day of school.



### **How should I prepare?**

- We recommend that students review the test descriptions and practice questions posted on the scheduling page of the Class of 2025 website. The Honors Biology, Honors English, Honors World History, French and Spanish tests are all skill-based and no preparation is required. Math test-takers might want to brush up on topics they don't remember. However, no specific test preparation is recommended or required. The purpose of the test is to assess where students are and 100% mastery is not required for advancement. See the math FAQ for more information about cutoffs for math advancement.
- Students should be physically prepared to take the test. This means being well-rested, and we recommend eating a satiating, healthy snack prior to the test.
- Students should find a quiet, private place in the home to work independently and complete the online test.
- Students should arrive 5 minutes early to the online testing Zoom call, in a quiet place in their home so they have time to settle and prepare mentally.

### **I wasn't feeling well the day of the test and don't think I did my best. Can I retake it?**

We do not offer test retakes. Students should be mentally and physically prepared to take the test. If your student is sick and cannot perform at their best please request a makeup test date prior to sitting for the test.

### **It's the beginning of May and I still have a month left in my math class. Will this hurt my math proficiency test score?**

We recognize that students who are currently enrolled in Algebra I or Geometry have not completed the course. Our test is designed to take that into consideration.

## **TEST RESULTS**

### **When will I get my proficiency test results?**

We communicate proficiency test results once all tests have been completed. We plan to send an email containing proficiency test results and placements by **May 28th**. Given the larger volume of testing we are doing this year we appreciate your patience as our department chairs work through grading all of the exams.

### **Do I need to change my registration in Powerschool after I get my results?**

No. We will change your registration for you based on the classes you place into.



### **If I place into more than one honors class, can I decide not to take all of them?**

Yes. Just because you place into an honors class does not mean that you have to take it. You will be given the option to opt-out of any honors classes in which you place.

## **SUMMER SCHOOL**

### **What if I place into summer Algebra or Geometry? What will show up on my schedule?**

- When you receive your schedule over the summer it will show the class for which you currently qualify. If you are taking Algebra or Geometry over the summer, your fall schedule will show Algebra or Geometry. You qualify for the next level class *after* successful completion of the summer course.
- We will update your fall schedule the **week of August 2nd**, after all summer school sessions are complete and grades have been processed. **Given that different classes are offered at different periods, your entire schedule, including electives, is subject to change.**

### **If I don't get my test results until May 28th, will there be a spot for me in summer school if I qualify for math advancement?**

- Yes, if you register for summer math classes by June 4th we can guarantee you a spot in the class. Depending on COVID-19 safety regulations at the time, students could be asked to attend remotely or in a hybrid model instead of in person daily. See the [Summer at Pres website](#) and [Summer 2021 Catalog](#) for more information on attendance policies and options and for course offerings.

*\*If you have any additional scheduling questions please contact the Director of Instructional Operations, Dr. Andrea Duwel, [aduwel@presentationhs.org](mailto:aduwel@presentationhs.org).*

*Updated 3/29/2021*