

Student Directions for Taking the Test [English]

ELPA Summative (K-1 Simplified)

To maintain test security and avoid student coaching, TAs must read the script below verbatim to **kindergarten and 1st grade students** prior to having students log into the test. TAs must read these directions exactly as they are written, using a natural tone and manner. If the TA makes a mistake in reading a direction, the TA should stop and say, "I made a mistake. Listen again." Then read the direction again.

Today, you will take a test called the ELPA Summative. Before logging in, let's go over some test rules.

Give what you think is the best answer to each question, even if you are not sure. If you aren't sure, you can mark it to review later. During this testing time, you can always go back and change your answers. Click NEXT to go to the next question.

You can pause the test by clicking PAUSE, but remember to ask permission first. Please raise your hand if you need a break during the test.

Your answers need to be only your work. Keep your eyes on your own test, and remember, no talking during the test.

Simplified K-1 Log-in Directions

ELPA Summative

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TAs may assist students who need additional help logging in.

Now let's log in. Enter your full last name, then your SSID number. Click "Sign In." Raise your hand if you need help.

You should see a screen with your last name and other information about you. If all the information on your screen is correct, select YES to continue. Otherwise, please raise your hand and show me what is incorrect.

Type the test session ID, then click "Join Session." On the next screen, select "ELPA Summative." Please wait quietly while I check each of your tests.

On the next screen, select "ELPA Summative". Please wait quietly while I check each of your tests.

After I approve you to begin testing, you will see an Instructions and Help screen. You will be able to view a help guide and your test settings. Make sure you have the right test and settings. If any settings are incorrect, please raise your hand.

Now we will test the microphone. Follow along with me. First, put your headsets on. Click the microphone button to begin recording, and say your name. Click the red stop button to stop recording.

Now press the green play button to listen to your recording. If you hear your voice clearly, press I HEARD MY RECORDING. If you do not hear your voice, press I DID NOT HEAR MY RECORDING, and raise your hand for help.

Next, we will check the video and sound on your computer. Click the play button. If you hear the chime and see the video, select I COULD PLAY THE VIDEO AND SOUND and then CONTINUE. If not, raise your hand.

When you are ready to begin your test, click BEGIN TEST NOW at the bottom of the page.

Student Directions During Testing

If you notice that a student is off task, you may read the statement below verbatim.

It is important that you do your best. Do you need to pause the test and take a break?

If a student is concerned about an item, you may direct the student to enter the concern in Online Comments by reading the script below verbatim.

Try your best and choose the answer that makes the most sense to you. If you are unsure about how a question works, you can review a tutorial by clicking on the Tutorial button available through the dropdown menu on the right side of the screen. You can send a comment about this item if you wish by clicking on the Comment button also available through the dropdown menu.

On the ELPA Summative, if during the Speaking segment a student receives a pop-up warning that their response may have been too soft, the TA may instruct the student in reviewing their response and determining whether they need to re-record by reading the script below **verbatim**.

Please listen to your recording to make sure you can clearly hear your response. If you have trouble hearing your response, you can re-record your answer. If your recording sounds fine, click ok and move to the next test item. **You do not need to re-record your answer if it sounds okay when you listen to it.**

Directions for Ending or Pausing the Test Session

We are about to stop this test session. Please finish the question you are working on now and do not start another one. If you need additional time, let me know.

This test session is now over. If you have not finished, click PAUSE, and you will be able to finish at another time.

At the end of your test, you will see a SUBMIT TEST button. If you have finished reviewing your answers, click SUBMIT TEST. You will be asked to confirm that you are sure you want to submit your test. Click YES. Click LOG OUT on the next screen.

I will now collect any scratch paper or other materials.

Please do not share or discuss the test questions you saw today, or how to answer them, with others. Thank you for doing your best today!