

## Test the System Day: Training Test Tips

The purpose of Test the System day is to make sure that school and district infrastructure is in place for WY-TOPP testing as well as to familiarize users with the system. After all, it is an opportunity for students to become familiar with the testing interface in a safe, low-stress environment. Additionally testing the system allows technology coordinators to make sure that every device that will be used for testing has the Secure Browser installed.

This set of tips about the Training Test were compiled to aid teachers and administrators during the Test the System Day. For steps to access the Training Test, please see the *Test the System Day Quick Guide* located under Resources on the Wyoming Assessments Portal at [wyoassessment.org](http://wyoassessment.org).

### Training Test Tips

For Test the System Day, the Training Test has been set up so that anyone can sign in as a guest.

- ✓ It's as simple as clicking **Sign in!**
- ✓ No user roles or accounts are necessary to log into the Training Test as a guest.
- ✓ Anyone can log in as a guest, including parents or members of the community.

When signing into the Training Test, a grade level between 3 and 10 must be selected.

- ✓ Decide if you will have students choose their own grade or a grade of their choice.
- ✓ If students want to see a test in a different grade level, they will have to sign out and start over again with the sign in process.

There are listening items on grade 3, 6, and 9 English language arts (ELA) Training Tests.

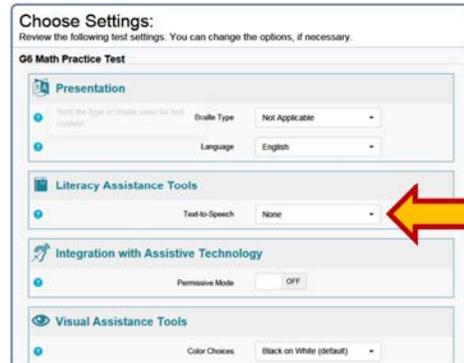
- ✓ Listening items were included on the Training Tests to serve as an example of this question type for the elementary, middle, and high school levels.
- ✓ Listening items will not be included on the 2017-18 WY-TOPP Summative ELA tests.
- ✓ When logging in to a grade 3, 6, or 9 ELA test, each student will have to go through the audio playback check to begin the test.
- ✓ The audio passage does not need to be played for a student to continue through the Training Test.





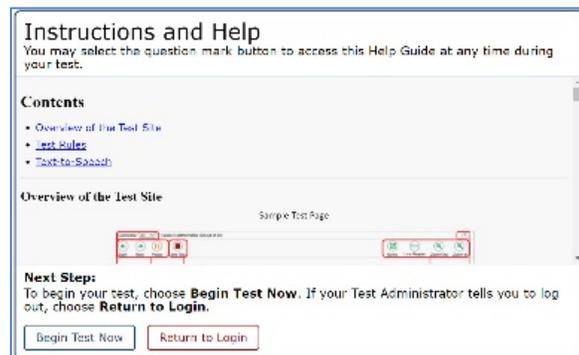
During the sign in process, students have an opportunity to select and review special test settings.

- ✓ Prepare students for this step by pointing out options for settings they may use on the real test.
- ✓ If a student will not use any settings, they can accept the setting as they are pre-set.
- ✓ If a student enables Text-to-Speech (TTS), found under “Literacy Assistance Tools,” they will need a listening device such as speakers or a headset to experience how that support works on the Training Test.
- ✓ When TTS is enabled, the student will also be required to go through the audio playback check to begin the test when TTS is enabled.



Right before a student begins a test, the “Instructions and Help” page is presented.

- ✓ There is a lot of information on this page that is worth scrolling through and reviewing at least once before taking the real test.
- ✓ Contents on this page are tailored to the settings enabled on the test, so the list of contents may vary.
- ✓ Students can skip reviewing the instructions and simply click **Begin Test Now**.



Students do not need to answer any of the questions correctly, or even at all, to continue through the Training Test.

- ✓ The Training Tests range from 20-24 questions.
- ✓ Encourage students to explore the variety of tools available and how to navigate back and forth in the test.
- ✓ Questions that students leave blank will be indicated by a warning symbol on the final page before submitting the test.
- ✓ The Training Test is not scored and will not produce a score, nor will it indicate the number of correct or missed items.

