

Module 2: Test Administrators Facilitation Guide

This optional facilitation guide was designed to assist Test Coordinators in providing the required Test Administrator training module to Test Administrators and provide an opportunity to orient users to supplemental resources.

Required Module Topics	Supplemental Resource Suggestions
Training Overview <ul style="list-style-type: none">• Required Modules• Topics• Roles & Responsibilities	
Student Participation <ul style="list-style-type: none">• Required Assessments• What to know	
<p style="text-align: center;"><i>Optional Question & Answer:</i></p> <p>This is an optional point in the required training to pause and discuss the questions provided or locally developed set of relevant questions. If you would like to pause, please pause now.</p>	
Test Environment <ul style="list-style-type: none">• Requirements	
OAKS Portal <ul style="list-style-type: none">• Access• Overview• TA Interface• Student Log-in	<ul style="list-style-type: none">• TIDE User Guide• ORS User Guide• TA User Guide
<p style="text-align: center;"><i>Optional Question & Answer:</i></p> <p>This is an optional point in the required training to pause and discuss the questions provided or locally developed set of relevant questions. If you would like to pause, please pause now.</p>	
Resources	<ul style="list-style-type: none">• Promising Testing Practices• Practice and Training Tests