

Family Remote Testing Checklist


This Family Remote Testing Checklist for the Oregon Statewide Assessments will help you understand what you can and cannot do before or during the remote test administration. It will also let you know what to expect from a remote testing experience.

Students in 3rd – 8th and 11th grade within Oregon public schools may now take the Oregon Statewide Summative Assessments (e.g. ELA, Math, and Science) remotely. Some K – 12 students will also participate in Oregon’s English Language Proficiency Assessment (ELPA) remotely. Additionally, Oregon offers students in grade 3 – 12 the opportunity to participate remotely in the SEED Survey and provide feedback on their learning experience. Summative Assessments allow students to demonstrate their understanding of subject-related skills and knowledge. The results provide teachers with additional information for future planning and student support. **To be sure the results show what your child knows and can do, it is important that your child complete the test(s).**

It is important you and your child follow these directions so the test results are meaningful for future planning.


Please review this checklist to prepare for remote testing.

Before Testing

| DO | DO NOT |
|--|---|
| <input type="checkbox"/> Use the test device provided or approved by your school for your child. It should have the Secure Browser icon or app installed.  | |
| <input type="checkbox"/> Work with your child’s teacher to be sure the following are available on the student’s testing device to support communication: webcam, microphone, and speaker. You and the teacher can check using Network Diagnostics: https://demo.tds.cambiumast.com/systemdiagnostic/pages/default.aspx?c=Cambium | |
| <input type="checkbox"/> Work with the student’s teacher if your child needs external assistive technology (for example, text-to-speech software or a screen reader). | |
| <input type="checkbox"/> (Optional) Work with the teacher to schedule a remote practice test for your child using their student log-in (Practice Test site). | |
| <input type="checkbox"/> Review the Parent/Guardian Remote Testing Checklist with your child. | <input type="checkbox"/> Copying, photographing, or sharing any test questions or answers with others is not allowed. |
| <input type="checkbox"/> Find a quiet place for your child to take the test. | <input type="checkbox"/> Do not have background noise or distractions (i.e. television or music) on in the same room where testing is taking place. |

If your child has internet or technology problems or exits the test for any reason, their responses are automatically saved. They can sign back in to finish the remote test using their original login information when the teacher schedules the next testing session. When students return to a test, they will begin at the point where they stopped the test.

During the Test

| DO | DO NOT |
|---|---|
| <input type="checkbox"/> To start, your child will use the Secure Browser icon on their computer to begin remote testing.  | |
| <input type="checkbox"/> Your child will log in to their test using their first name, their state SSID (student ID) and a Session ID (provided by the test administrator/proctor before or at the time of testing.) | |
| <input type="checkbox"/> Check that the speaker or headset is working and that the sound is loud enough for your child to hear the test directions. | <input type="checkbox"/> Your child is not allowed to use a smart phone, cell phone, hand-held device, dictionary, thesaurus, spell checker, or grammar checker on a separate device during the test. |
| <input type="checkbox"/> Your child will be prompted to check the webcam, microphone, and speaker to make sure they work before beginning the test. The webcam, microphone, and speaker must remain continuously on during the entire test session for communicating with the test administrator/proctor directly, otherwise they will only have access to the test administrator via a chat option only. | |
| <input type="checkbox"/> Your child needs to follow all the directions from the test administrator/proctor giving the test. If your child needs help understanding how to log in to the test, you may help them with only the log in process. | <input type="checkbox"/> Once the test begins, you cannot help your child with any test questions. Encourage them to try their best. <input type="checkbox"/> Your child should not show their screen, chat with, or speak with anyone about the test questions or other parts of the test. The student can only talk to the test administrator/proctor giving the test. <input type="checkbox"/> Your child is not allowed to use a smart phone, cell phone, hand-held device, dictionary, thesaurus, spell checker, or grammar checker on a separate device during the test. |
| <input type="checkbox"/> If your child needs a break, or has a question, they can let the test administrator/proctor know by virtually raising their hand or sending a message using the chat feature. | |
| <input type="checkbox"/> Students may review their responses before submitting. To submit a test, your child should select End Test . | |