

Link to Presentation

Today's presentation can be found on
CBT Support:

<https://cbtsupport.nysed.gov/hc/en-us/articles/360038692252>

New York State Grades 3-8 ELA and Math CBT 2020 Regional Winter Training Sessions



New York State
EDUCATION DEPARTMENT
Knowledge > Skill > Opportunity



Introductions

The background of the slide features a solid medium-blue color. Overlaid on this are several thin, light-blue lines that intersect to form a series of geometric shapes, including triangles and quadrilaterals. These lines are positioned primarily on the right side of the slide, creating a modern, abstract design.

Agenda

Time	Topic
Part 1 8:30-9:00am	<ul style="list-style-type: none">• NYSED Overview of CBT• Review timelines & testing windows
Part 2 9:00-11:45am (Including a break)	<ul style="list-style-type: none">• Overview of Questar's platforms• Technical Requirements• Nextera Test Delivery System• Nextera Admin
Part 3 11:45-12:30pm	<ul style="list-style-type: none">• Best Practices & Tech Tips• Wrap-up

Part 1

- NYSED Overview of CBT
- Review timelines & testing windows

Computer-Based Testing, NY

Year 1
2017

- All schools given the option to administer operational tests with CBT in any subject, any grade level
 - 184 schools administered operational tests with CBT
 - More than 28,000 students took the operational tests on computer
- All schools given the option to administer stand-alone field tests on computers
 - 819 schools administered field tests on computer

Year 2
2018

- All schools given the option to administer operational tests with CBT in any subject, any grade level
 - More than 650 schools administered operational tests with CBT
 - More than 145,000 students took the operational tests on computer
- All schools given the option to administer stand-alone field tests on computers
 - More than 1000 schools administered field tests on computer

Computer-Based Testing, NY

Year 3 2019

- All schools given the option to administer operational tests with CBT in any subject, any grade level
 - More than 1,100 schools administered operational tests with CBT
 - More than 300,000 students took the operational tests on computer
- All schools given the option to administer stand-alone field tests on computers
 - More than 1,100 schools administered field tests on computer

Year 4 2020

- Schools/districts that have administered the operational or field tests by CBT in prior years, given the option to administer operational tests with CBT in any subject, any grade level
 - More than 1,000 schools plan to administer operational tests with CBT
- All schools given the option to administer stand-alone field tests on computers
 - More than 1,200 schools plan to administer field tests on computer

2020 CBT Milestones

January

- Statewide CBT Simulations Webinar: January 10th
- Statewide CBT Simulation: January 28th & February 11th

February

- Regional Winter Training: January 27th - February 14th
- Student Data loaded to Nextera Admin for CBT ELA: February 24th

March

- Proctor & Best Practices Webinar: March 3rd
- ScorePoint Training Roadshows: March 4th & March 6th
- Statewide ScorePoint Webinar: March 9th
- ELA Operational CBT: March 24th - 31st
- Student Data loaded to Nextera Admin for CBT Math: March 23rd

April

- ELA Scoring: March 30th - April 9th
- Math Operational CBT: April 20th - 27th

May

- Math Scoring: April 24th - May 6th
- Lessons Learned from Operational CBT: May
- CBT & PBT Field Tests: May-June

CBT Schools by Region

RIC/Region	2017 CBT Schools	2018 CBT Schools	2019 CBT Schools	2020 CBT Schools
NERIC	31	144	214	198
LHRIC	6	17	150	151
CNYRIC	53	110	136	132
WNYRIC	27	85	115	113
Big 5 (NYC, Yonkers, Syracuse, Rochester)	4	49	103	70
MHRIC	5	58	79	77
EduTech/Wayne Finger Lakes	12	47	67	62
Nassau	12	20	67	54
Monroe/MAARS	6	43	57	46
SCRIC	19	41	57	55
Eastern Suffolk	15	32	46	46
MORIC	1	9	37	47
Greater Southern Tier (GST)	2	7	17	22



New CBT Enhancements this year!

Enhancements:

1. AWS (Amazon Web Service)
2. .CSV file for printing Student Login Tickets
3. Adjusted submit button slightly
4. Updated Proctor PIN Screen
5. Text-To-Speech (TTS) for math Reference Sheet

CBT Need-to-Know

- Scratch Paper is provided to students testing on computer
- Student IEPs and 504 Plans advise on testing accommodations that must be set for a student BEFORE you print login tickets.
- Not Tested Codes must be selected in Nextera Admin for students who are not taking the computer-based test
- The Proctor PIN must be distributed to testing classrooms with the secure materials packet
- Access to Student CRs is available in June to Principals though Nextera Admin

CBT Operational Testing Dates

English Language Arts	
Administration Dates	March 24 – March 31
Make-Up Dates	March 30 – April 3
Scoring Dates	March 30* – April 9

Math	
Administration Dates	April 20 – April 27
Make-Up Dates	April 24 – April 30
Scoring Dates	April 24* – May 6

* Teachers may not begin to train for scoring or rating student responses until the primary administration of the specific grade-level test that the teacher is scoring/rating has been administered in the teacher's school.

CBT Field Test Administration Dates

English Language Arts

Administration Dates

May 18 – June 5

Math

Administration Dates

May 18 – June 5

Field Test assignments will be posted in March on the Office of State Assessment website. Letters are also sent to principals with their subject/grade field test assignments via email.

Similarities: CBT Operational vs. Field Testing

- Same Test Delivery System
- Secure Browser is the same and used for both tests
- Same Test Administration System
 - Nextera Admin user accounts will persist from operational in March/May to field testing in May/June
- Same User ID (NYSSIS ID) used as the username for student login on both tests
- Same Questar Customer Service Contact Information



Differences: CBT Operational vs. Field Testing

Operational Tests only

- Require Technology Readiness Verification
- Require Constructed Responses to be scored on computer
 - Through ScorePoint via a local scoring consortia or vendor scoring
- 2 Testing Sessions
- 6 Day Administration Window
- 3 Day Make-Up Window
- Entire grade within the school must be scheduled for primary administration on the same two consecutive days
- Schools selected subject/grade for operational CBT

Differences: CBT Operational vs. Field Testing

Field Tests only

- One session to be administered in a single class period of approximately 40 minutes
 - Classes within the grade level can schedule field testing on different days
- Low stakes testing environment – if technical difficulties cannot be resolved in a reasonable amount of time, exit testing, resume instructional day, and report to the Office of State Assessment
- Three week administration window
- Questar scores all responses
- NYSED assigns the subject/grade for field testing

Part 2

- Overview of Questar's platforms
- Technical Requirements
- Nextera Test Delivery System
- Nextera Admin

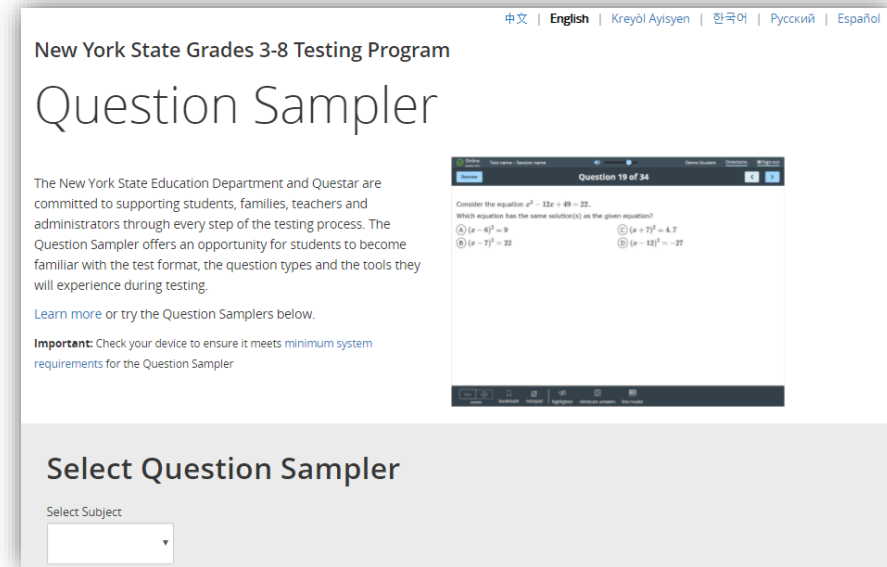


Questar's Platform Overview

- **Question Sampler**
 - Web-based tool where students can become familiar with the test format, the question types and the tools they will experience during testing
 - Offers practice with previously released state questions
- **Nextera[®] Test Delivery System**
 - Secure browser
 - Students access and complete tests
 - Downloaded to students' devices
 - Additional practice with previously released state questions
- **Nextera[®] Admin**
 - Online Test Administration System
 - Multi-tiered, role-based system
 - Manage students and student-test taking
- **ScorePoint**
 - Centrally-hosted software application to score constructed response items entered by students during computer-based testing

Question Sampler

- Available from a webpage and can be used by students, parents, teachers, or administrators.
- Users can preview the testing tools without downloading and installing a secure browser or application.
- Users can preview test accommodations and five translated languages.
- Text-to-Speech is available in English only.
- Three samplers per subject and grade level.
- Empty ELA Response Boxes and Math Equation Editors for instructional use.



For the best experience use a Chrome browser to access the Sampler

<https://ny.nextera.questarai.com/tds/#practice>

Practice Tests

- Teachers and students can log into the Secure Browser application to access the practice tests.
- The Secure Browser practice tests are the same practice tests that appear in the Question Sampler.
- This allows students to have the experience of logging in and using the tools and navigation within the Secure Browser environment.
- Usernames and passwords are posted on CBT Support:
<https://cbtsupport.nysed.gov/hc/en-us/articles/360000813612-Questar-Secure-Browser-Practice-Test-Logins>



New York Statewide Assessment

Powered by Nextera™

NYSSIS ID

NYSSIS ID

Password

Password

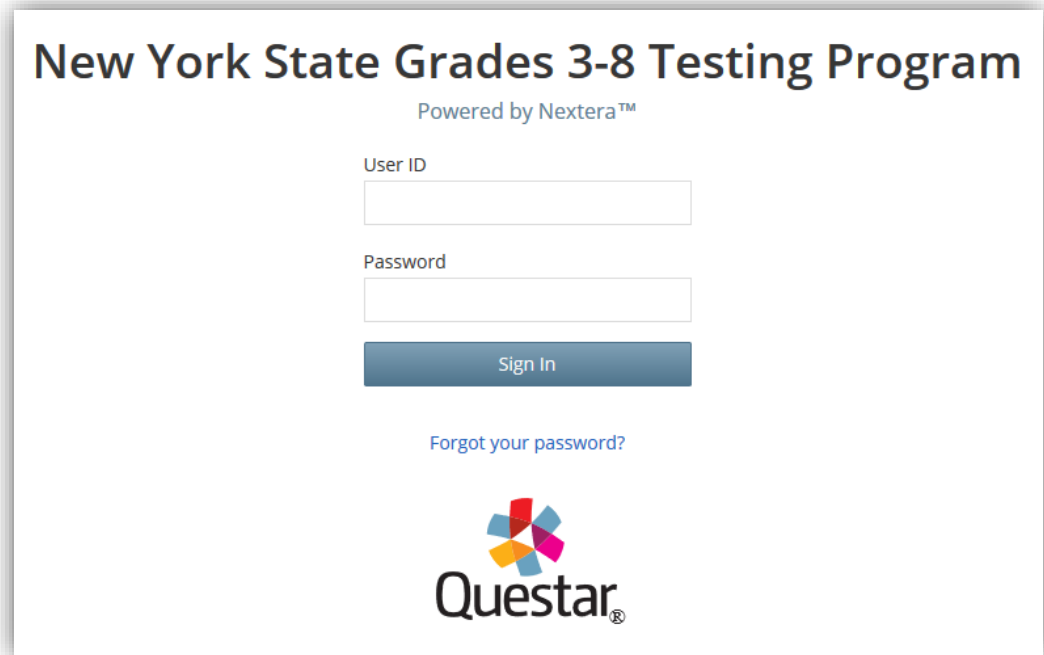
Sign In

Questar®

Sample Login
Username: elag03
Password: practice

Nextera[®] Admin

- Secure, web-based administration system provides access to all users with no additional download.
 - Login
 - Home
 - Students
 - Classes
 - Tests
 - Student Responses
 - Accounts
 - Reports
 - Help



New York State Grades 3-8 Testing Program

Powered by Nextera™

User ID

Password

Sign In

[Forgot your password?](#)

Questar[®]

For the best experience use a Chrome browser to access Nextera Admin

<https://ny.nextera.questarai.com/Admin>

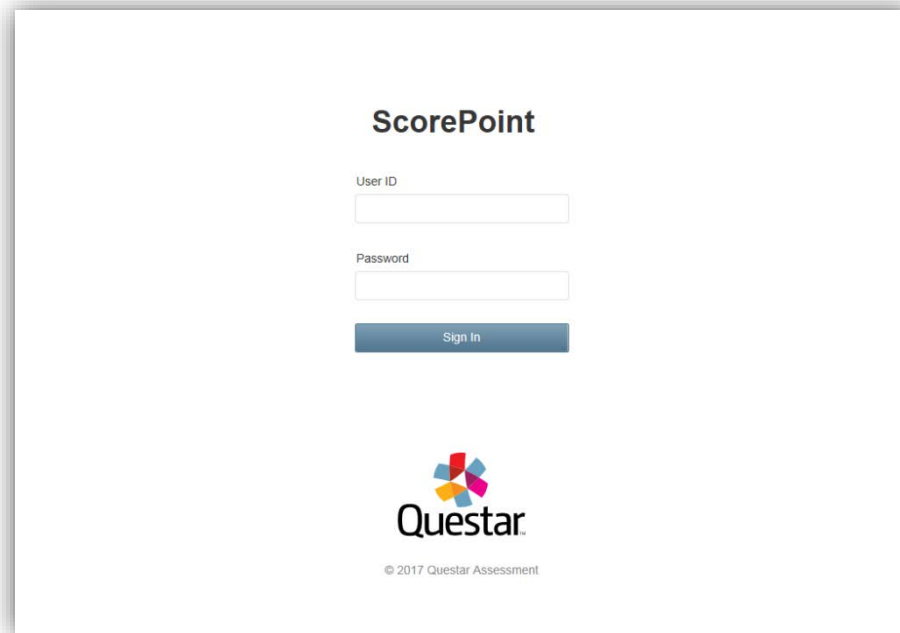


Nextera[®] Test Delivery System

- Questar Secure Browser - Installed on each student device
- Allows the test to be administered securely on the device
- Test content cached to the student's testing device when student logs in
 - Responses stored/encrypted locally on computer/device in case of network loss

ScorePoint

- Secure, web-based application
- Thousands of readers can score online at the same time



The screenshot shows the ScorePoint login interface. At the top, the text "ScorePoint" is centered. Below it are two input fields: "User ID" and "Password". A blue "Sign In" button is positioned below the password field. At the bottom of the page is the Questar logo, which consists of a colorful geometric design above the word "Questar". Below the logo, the text "© 2017 Questar Assessment" is visible.

<https://ny-scorepoint.questarai.com/scorepoint>

Technical Requirements

The background of the slide is a solid medium blue. Overlaid on this are several thin, light blue lines that intersect to form a series of geometric shapes, including triangles and quadrilaterals. These lines are positioned primarily on the right side of the slide, creating a modern, architectural feel.

System Notes

Desktops			Tablets		
	Windows	Macintosh	Chrome	iOS	Windows
Operating System	10 (Windows 10S is not supported)	10.13.4,10.13.5, 10.13.6. 10.14x, 10.15	v67+	10.3.3, 10.3.4, 11.2.5 - 11.4.1, 12.3 - 12.4.3, 13.1 - 13.2.3	Windows tablet on 8
Processor	Intel Core 2 Duo 1.6 Ghz equivalent or higher CPU		1.6 Ghz + or equivalent	1.0 Ghz dual core equivalent or higher	
System Memory	Minimum 512MB Free Ram Recommended 1 GB Free RAM Minimum 1 GB Free Storage Space				
Screen Size & Resolution	Recommend 11.6" or larger screen size for desktops Minimum 1024 X 768 screen resolution		Minimum 10" screen size Minimum 1024 X 768 screen resolution		
LAN Network	Recommended available LAN bandwidth at each workstation 2Mbps				
Internet Speed	Minimum per device: 150 Kbps Recommended: 300 Kbps				



System Notes

Platform	Notes
Chromebooks	Chromebooks are supported with a Kiosk-mode Chromebook app
iPad	iOS is supported using Automatic Assessment Configuration (AAC) or using Multiple Device Management (MDM) software
Mac	Only Intel 64-bit Macs are supported MDM Profile (mobileconfig file available on the Admin/Help page) available for multiple device setup
Windows	Silent Install via Group Policy Object (GPO) Push (mst file available on the Admin/Help page)
Thin Clients	While Questar's platform does support thin client use, there are a broad range of thin client types and configurations. Therefore, additional testing is required to ensure all functionality is supported on a specific setup. Contact Customer Support so they can walk through details specific to your configuration.
All	Nextera has no Java or Flash components or dependencies

Ports 80 and 443

Domains to Whitelist

*.questarai.com

*.questarai.net


*.mobileapp.questarai.com (for Apple iPad devices)

Other Device Recommendations

Topic	Notes
Touchscreen input	Questar Supports touchscreen input for Chrome, Windows 8+, and iPad operating systems (OS) that meet the specifications as stated in the preview slides.
Alternate Language	Students who are testing in CBT math in an alternate language may make use of an alternate language keyboard. *Chromebooks do not support alternate language keyboards with the Questar Secure Browser and kiosk mode.
External keyboards & mice	Keyboards must be provided and available for all students testing on computer. A mouse, touchpad, or touchscreen must be available for all students testing on computer.
Dual monitors	Questar does not support dual monitors for student testing.
Stylus use	A stylus is allowed if students in the school are using a stylus as part of daily instruction. If a school wishes to allow students to use a stylus, the school must provide to any student who wants to use a stylus for responding to CBT items. Questar does not support Microsoft Surface stylus or EMR pens.

Mass Installations

- Questar Secure browsers can be installed using mass installation tools. If your school is new to this process, contact Questar for help.
- Questar has tools to help with mass installations and our Tier 2 Customer Support can help with all questions.

New York State Grades 3-8 Testing Program 



HOME STUDENTS ▾ CLASSES TESTS ▾ ACCOUNTS ▾ STUDENT RESPONSES HELP ▾

Downloads

Manage Downloads

This page contains important information for Nextera administrators on high-priority issues, alerts, and other information. It also contains links to release notes, troubleshooting guides, as well as help and assistance configuring both the database of users and the test delivery client.

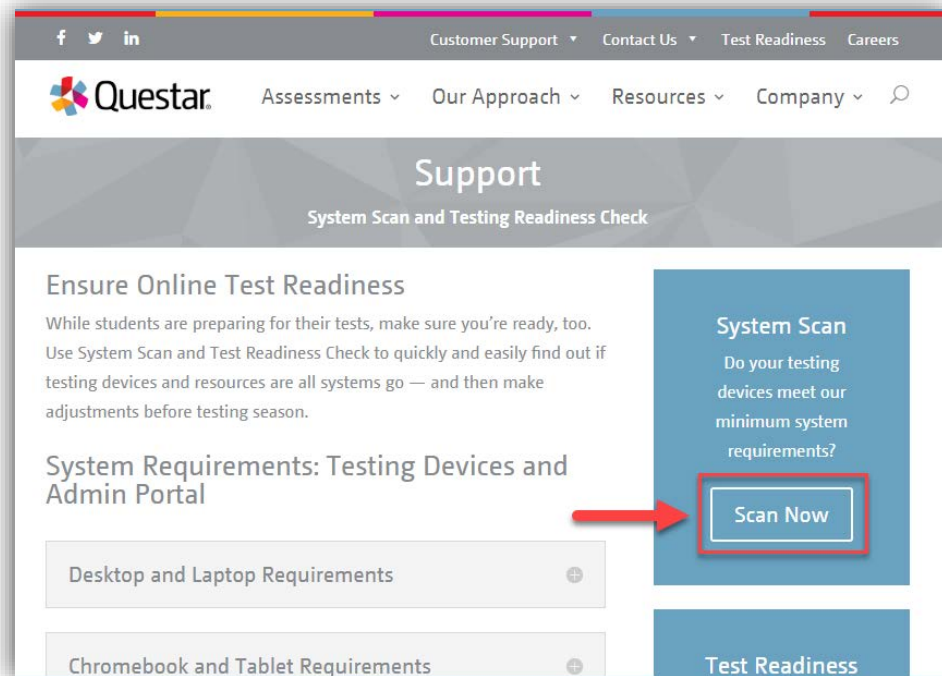
Secure Browser Downloads

Operating System	Version	Client
 Microsoft Windows (10)	4.2.0	Download Download QuestarStudentSilent.mst
 Apple Mac OS X (10.13.4, 10.13.5, 10.13.6, 10.14x, 10.15)	4.1.19.141	Download Download .mobileconfig

System Scan Recommendation

<http://www.questarai.com/readiness/>

- The System Scan tool displays system specifications and visual confirmation of whether the system meets each of the technical requirements
- Items checked include system type, operating system, screen resolution, browser type and version, and whether or not the browser is properly set up to accept cookies.



Test Readiness Recommendation

Results

To estimate the number of tests that can be administered at the same time, Test Readiness Check assumes 100 percent bandwidth availability. If you use your network for other tasks during testing, the number of tests you can administer may decrease.

4 Days
Needed to test

535 Devices
that can test concurrently

Anyone can quickly determine their local download/upload speed with the Test Readiness Check.

By inputting some additional information, these tools can be used to validate if testing can be completed:

- For the number of concurrent students testing
- In the given timeframe
- With the available bandwidth

Operational CBT Technology Readiness

New York State Grades 3-8 Testing Program

- HOME
- STUDENTS ▾
- CLASSES
- TESTS ▾
- ACCOUNTS ▾
- REPORTS ▾
- HELP ▾

CBT Technology Readiness

Updated November 7, 2019


To participate in operational Computer-Based Testing (CBT) for Grades 3-8 English Language Arts (ELA) and Mathematics, the school principal must verify CBT Technology Readiness of her/his school in order to administer assessments on computer in spring 2020. Verification of these requirements is only **required** for schools that have indicated they will be administering operational CBT in either subject in the 2019-20 school year. Schools that will be participating in CBT field testing only are not required to verify CBT Technology Readiness within their school.

The CBT Technology Readiness Checklist must be verified **every year** by the principal of the school administering operational CBT to help the school prepare for a successful CBT administration.

The principal should work with school, district, RIC, and BOCES staff as necessary and appropriate to confirm the school can meet the requirements and conditions outlined in the checklist.

The deadline to complete the checklist and submit verification through [Nextera Admin](#) is **Monday, December 30, 2019**. Please note any school that fails to verify by this deadline will be reverted to paper-based testing.

There are many variables that factor into determining readiness for computer-based testing. If you have questions about your school's ability to test on computer or need additional resources to help you better understand the requirements in the checklist, please contact your district, RIC, BOCES, or Questar Customer Support at 866-997-0695 or send an email to NY-3-8_help@questar.com.



Computer-Based Testing (CBT) Technology Readiness Checklist

Updated November 7, 2019

To participate in operational Computer-Based Testing (CBT) for Grades 3-8 English Language Arts (ELA) and Mathematics, the school principal must verify CBT Technology Readiness of her/his school in order to administer assessments on computer in spring 2020. Verification of these requirements is only **required** for schools that have indicated they will be administering operational CBT in either subject in the 2019-20 school year. Schools that will be participating in CBT field testing only are not required to verify CBT Technology Readiness, but they should use this checklist to determine technology readiness within their school.

The CBT Technology Readiness Checklist must be verified **every year** by the principal of the school administering operational CBT to help the school prepare for a successful CBT administration.

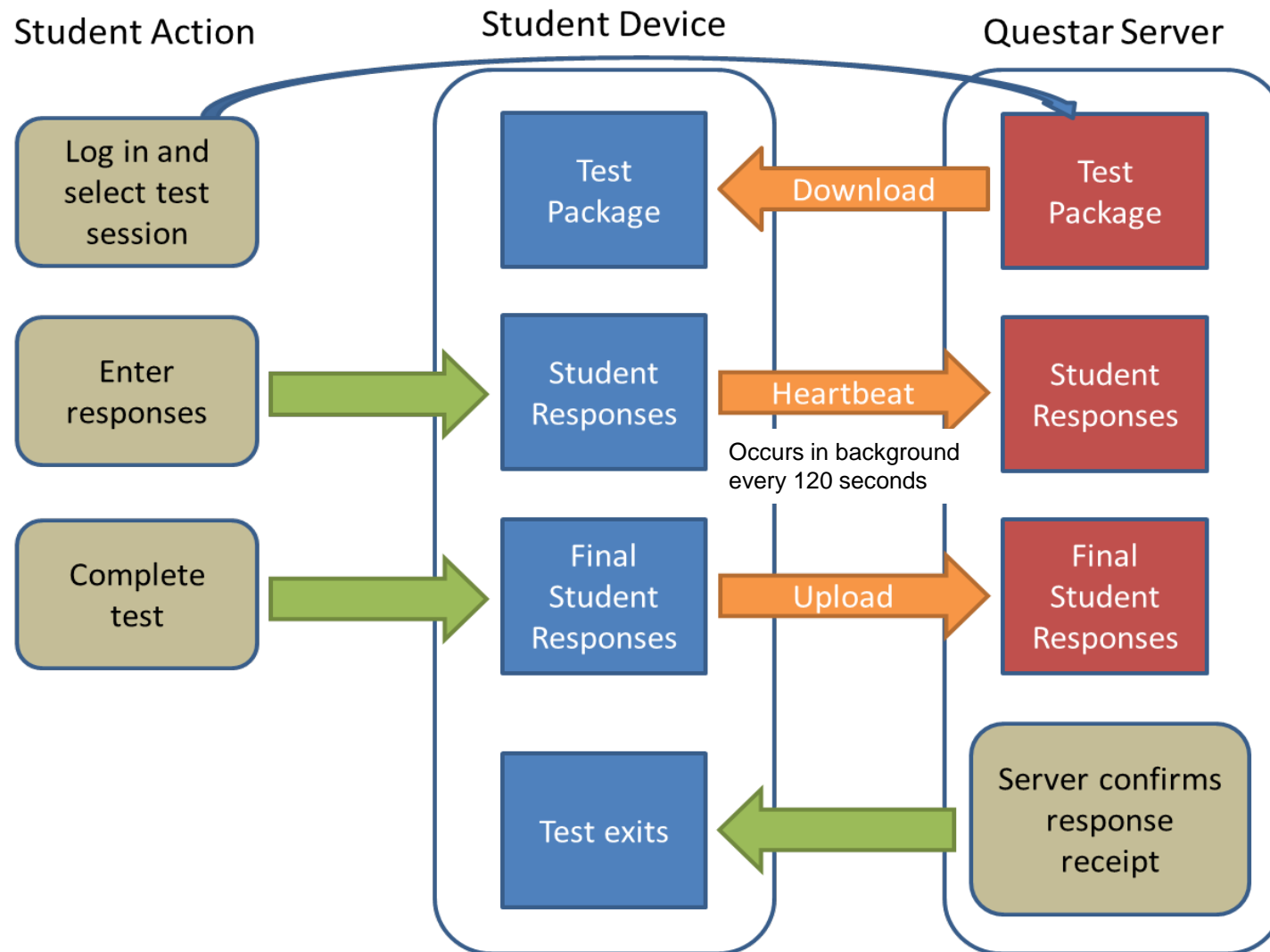
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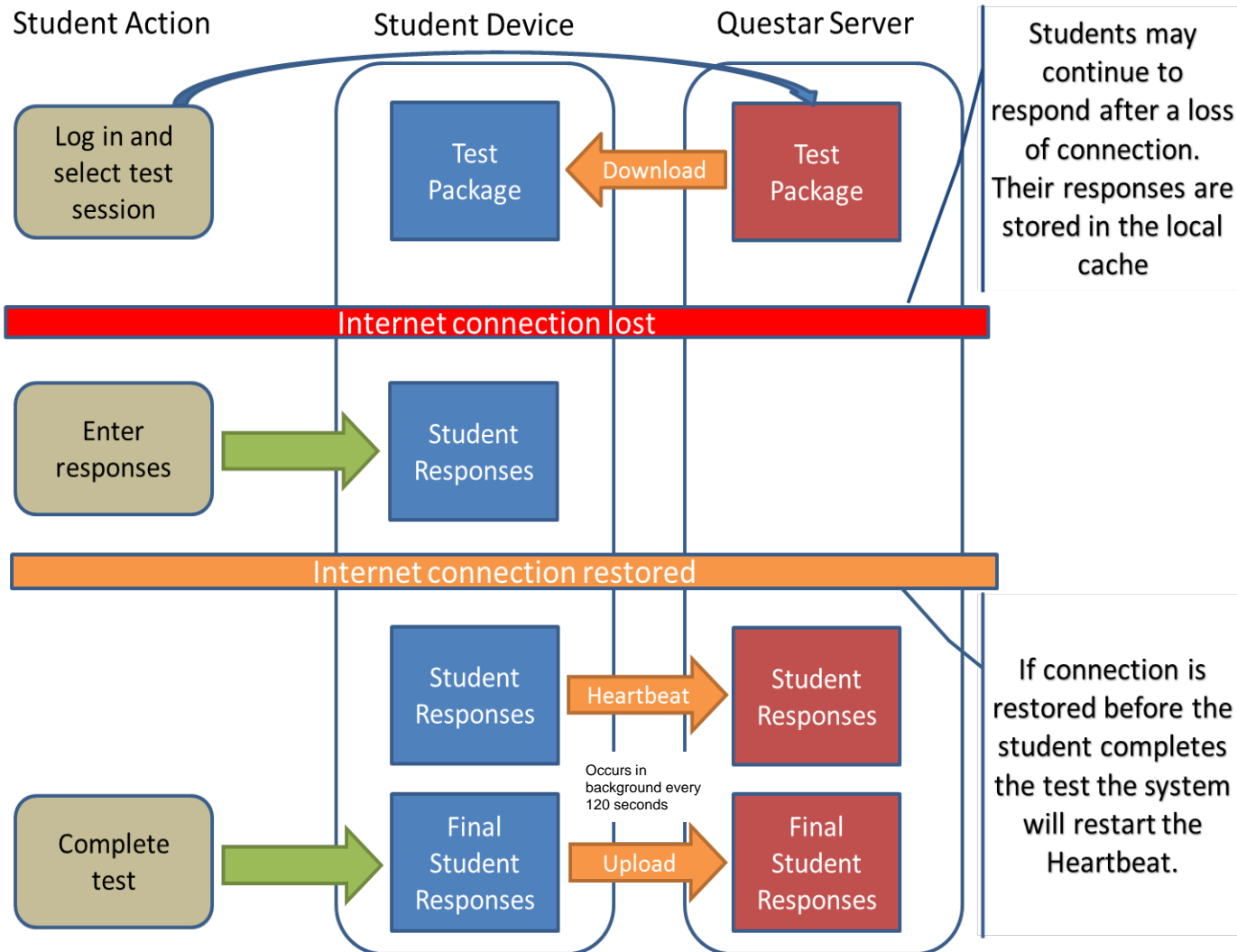
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Category	Requirements	Guidance/Resources	Will my school be able to meet this requirement?
CBT Scheduling	1. Schools must schedule primary test administration for all students in an entire grade level on the same two consecutive testing days within the six-day primary test administration window.	Exam scheduling within the CBT test administration window is a Local Education Agency (LEA) decision. This requirement does not apply to students who are absent and will be tested within the make-up testing window. It is a CBT Best Practice that the school stagger CBT scheduling and student start times ; details on how to stagger scheduling and student start times can be found below and on CBT Support . Schools are also expected to stagger scheduling of CBT sessions throughout the CBT test administration window. Please see guidance near the end of this document.	<input type="radio"/> Yes <input type="radio"/> No
Installation	update (if necessary) the Questar Secure Browser on all student devices to be used for CBT.	Setup & Installation Guide . The guide is available on CBT Support . <ul style="list-style-type: none"> The Questar Secure Browser is updated and ready for spring testing at the end of January each year. Your school should consider a process to ensure that every testing device has the most recent version of the Secure Browser installed. 	<input type="radio"/> Yes <input type="radio"/> No
Network	5. The guidelines provided in the Nextera Setup & Installation Guide must be reviewed and	The Nextera Setup & Installation Guide provides guidance on network settings for firewalls, internet content filters, and more. The guide is available on CBT Support .	<input type="radio"/> Yes <input type="radio"/> No

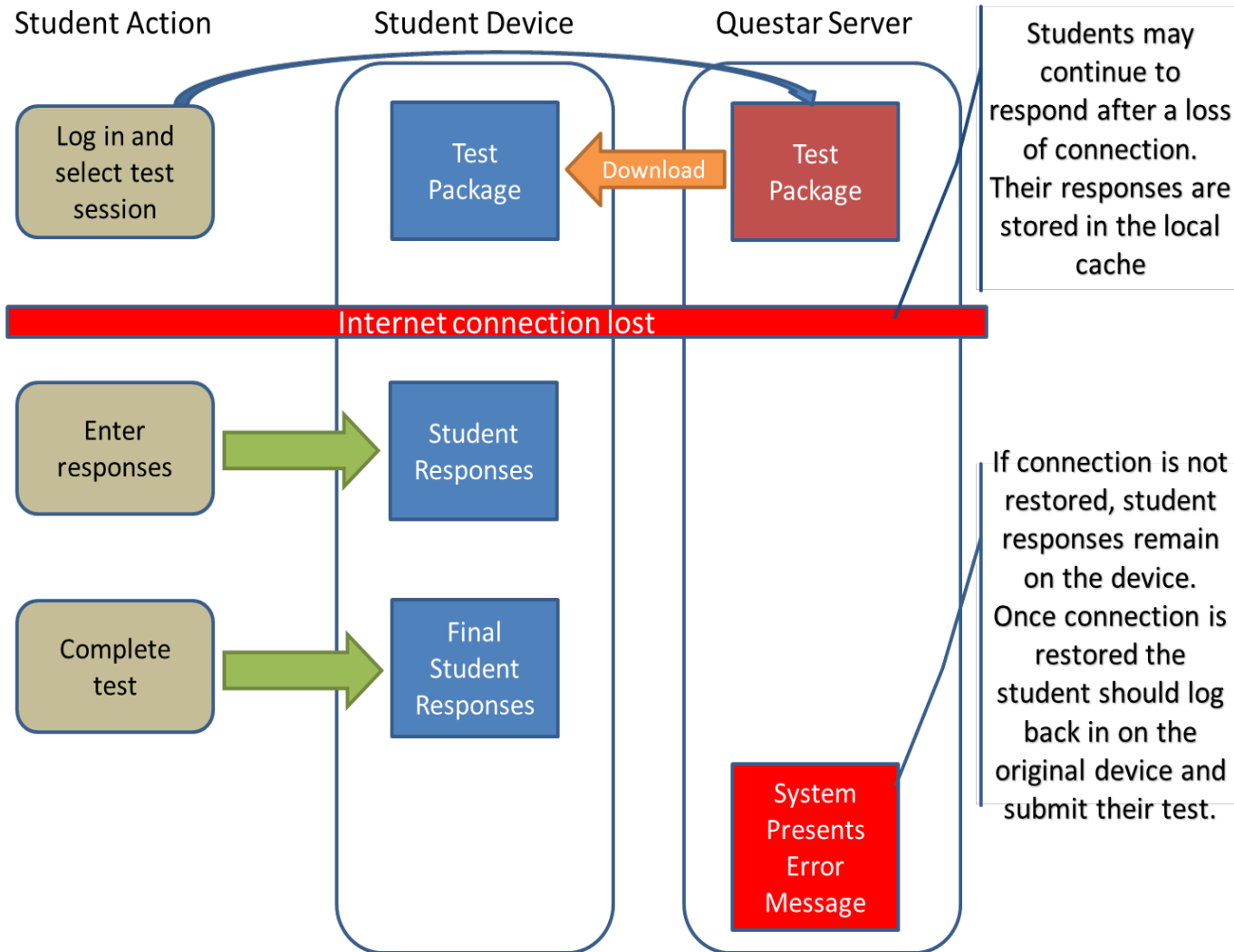
Student Response Flowchart: Continuous Internet Connection



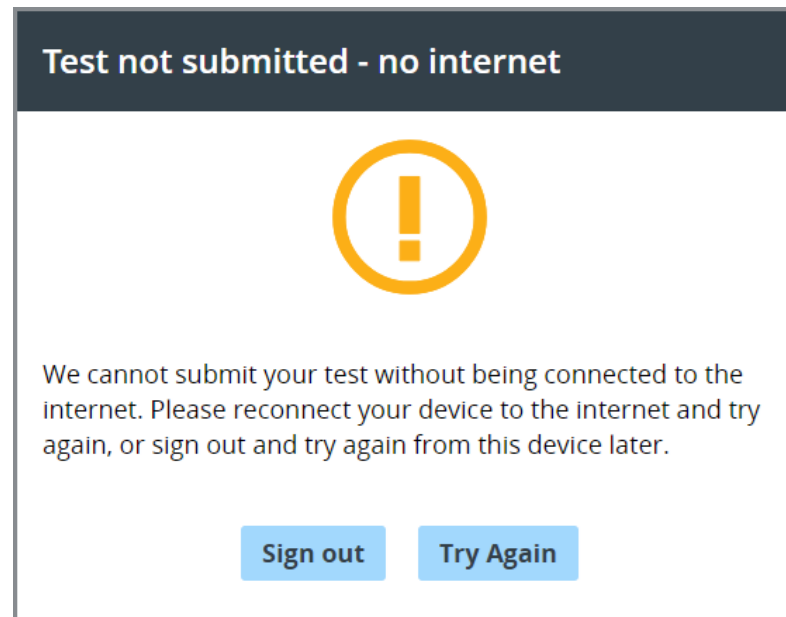
Student Response Flowchart: Internet Connection Lost and Restored During Testing



Student Response Flowchart: Internet Connection Lost



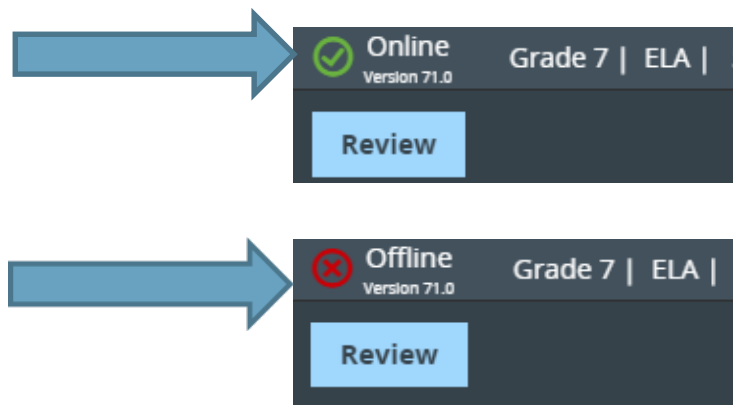
Internet Connect Lost at Submit



- If the connection is not restored before the student has completed testing:
 - Do NOT allow other students to test on the device. Quarantine the device in a secure location until connection has been restored and the student is able to log back into the test and the responses are sent to Questar.

Internet Connection Lost at Submit

- If a large number of student devices were offline at the end of a test session, it is recommended to label the devices with the student name and keep them connected to power.
- This will make it easier to track which students need to sign back into the device and submit their test when the connection is back online.



Student Scenario

What do you do?

1. Wait 60 seconds for the device to reconnect to the internet (**Note:** Jane can continue testing even if her device is offline)
2. Have Jane log out of the Test Delivery System
3. If network connection is not re-established, quarantine the device until it can be re-established and the student may begin testing again
4. Ensure the network connection is stable
5. Log back into the Test Delivery System
6. Verify that network connectivity is back online
7. Jane can submit her test





Nextera[®] Test Delivery System

Nextera® Test Delivery System



Questar Secure Browser

Students access the Nextera® Test Delivery System through the Questar Secure Browser, which will be downloaded to the student devices by Technology Coordinators.

Refer to the Setup and Installation Guide (SIG) to verify all applications and additional settings have been configured correctly before the start of testing.

Students double-click the Questar Secure Browser icon to launch the Nextera® Test Delivery System.

Students cannot access outside websites while using the Questar Secure Browser.

Nextera[®] Test Delivery System

Sign In

Once the Questar Secure Browser has opened, the **Sign In Page** displays.

Using the provided credentials, students enter their **NYSSIS ID** and **Password** in the applicable fields and click/tap **Sign In**.

Students may click on the eye icon to show the password.

New York Statewide Assessment

Powered by Nextera®

NYSSIS ID

NYSSIS ID

Password

Password

Sign In

Exit

Questar[®]

中文 | English | Kreyòl Ayisyen | 한국어 | Русский | Español |

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Version 4.2.0

Nextera[®] Test Delivery System

Verification

Once the student signs in, the **Check your information** page displays.

Students click/tap **Yes** to continue if all information is correct.

Check your information

Reviewer S000076 Name	11/12/2001 Date of birth
Grade 8 Grade	EA100076 Student number
QAI School 1 School name	
ELA, Teacher Teacher name	

Is everything here correct?



Nextera[®] Test Delivery System

Error on Verification screen

Continue Testing

- Incorrect spelling of the name
- Incorrect date of birth

Next Steps:

- Contact DTC
- Can be fixed at a later time
- Advise student to continue testing

Stop Testing

- Incorrect grade
- Wrong student name

Next Steps:

- Confirm student received correct login ticket
- Contact Questar Customer Support if problem is not resolved.



Nextera[®] Test Delivery System

Test Selection

Once the student completes the verification, the **Choose Your Test** page displays.

Choose your test

Grade 8 | ELA | Session 1

Start test

Grade 8 | ELA | Session 2

Start test

Students select **Start Test** to continue.

Nextera[®] Test Delivery System

Directions

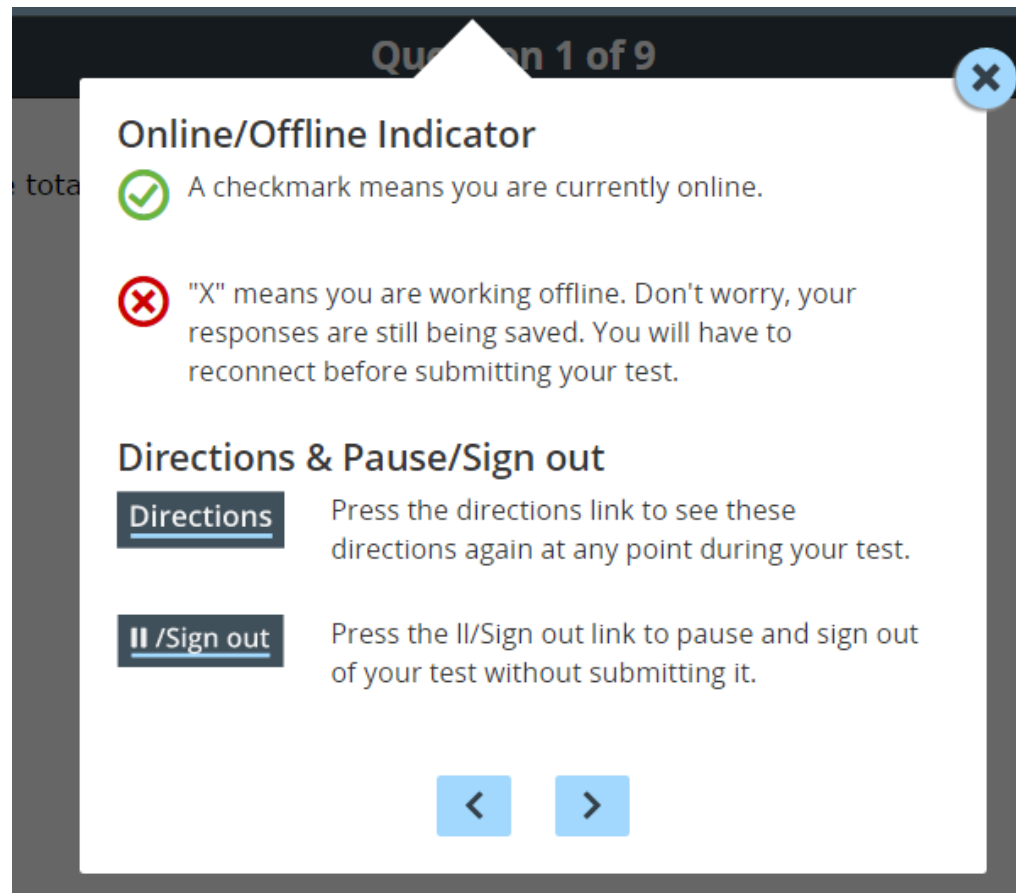
Once the student selects the test, the **Test Directions** display with the Grade Level, Subject, and Session Number.

Students click/tap the **right facing arrow** to read through the directions or click/tap the **X** to exit the directions.



Nextera[®] Test Delivery System

Additional Directions



Question 1 of 9

Online/Offline Indicator

- ✔ A checkmark means you are currently online.
- ✘ "X" means you are working offline. Don't worry, your responses are still being saved. You will have to reconnect before submitting your test.

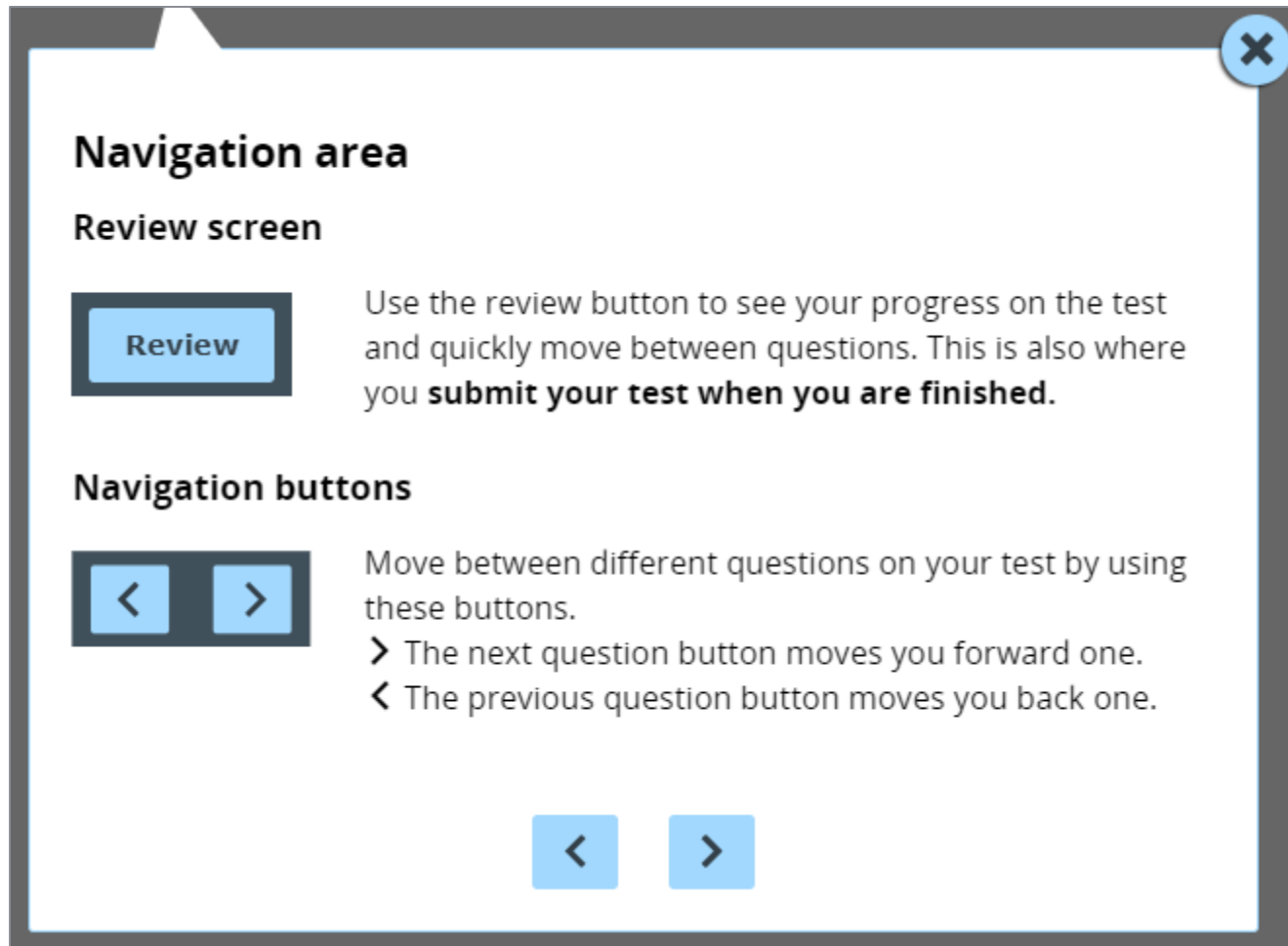
Directions & Pause/Sign out

<u>Directions</u>	Press the directions link to see these directions again at any point during your test.
<u> /Sign out</u>	Press the /Sign out link to pause and sign out of your test without submitting it.

< >

Nextera[®] Test Delivery System

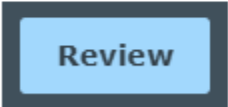
Additional Directions




The screenshot shows a window titled "Additional Directions" with a close button (X) in the top right corner. The window contains two sections: "Navigation area" and "Review screen".

Navigation area

Review screen

 Use the review button to see your progress on the test and quickly move between questions. This is also where you **submit your test when you are finished.**

Navigation buttons

 Move between different questions on your test by using these buttons.

- The next question button moves you forward one.
- The previous question button moves you back one.

At the bottom of the window, there are two buttons: a left arrow button and a right arrow button.


Nextera[®] Test Delivery System

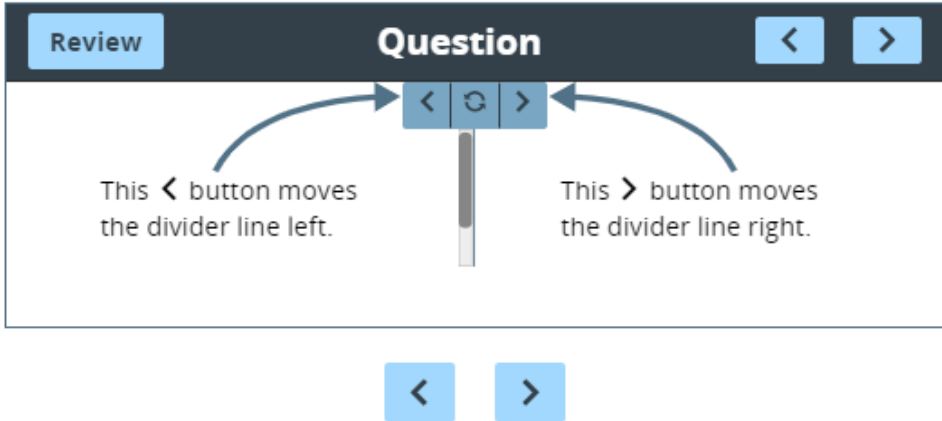
Split Screen Controls (ELA only)

Split Screen Controls

Some items on your test may be split into side by side areas. This is so you can easily go back and forth between the two sides while you answer questions.

If you want to focus more on one side you can move the dividing line left or right by using the arrow buttons at the top.

The reset button  will move the dividing line to its original position.




This < button moves the divider line left.

This > button moves the divider line right.


Nextera[®] Test Delivery System

Additional Directions






Test tools


Zoom



zoom


The zoom out button  decreases the size.
The zoom in button  increases the size.
The reset button  resets to the original size.

Bookmark





The bookmark button marks any question you want to return to at a later time. Anything you've bookmarked can be seen from the review screen.

Note




The note button opens a text editor where you can leave yourself a note to refer to later. Any question you've left a note on can be seen from the review screen.




Nextera[®] Test Delivery System


Additional Directions




Test Tools




Highlighter This tool can be used to highlight part of your test for emphasis. Clear highlights by clicking on them again with the tool active.



Answer Eliminator Use this tool to mark answers you think are incorrect by clicking on them when it is active.



Line Reader Use the line reader to block certain parts of your test so you can focus on one portion at a time.




End Directions

Nextera[®] Test Delivery System

Access Code

Access code needed

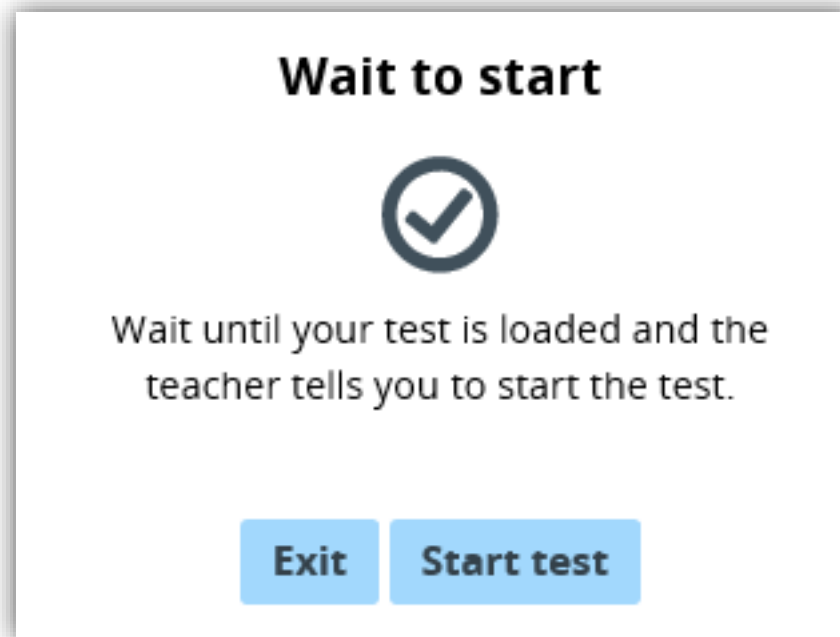


Please enter the access code that your teacher gives you.

Exit **Continue**

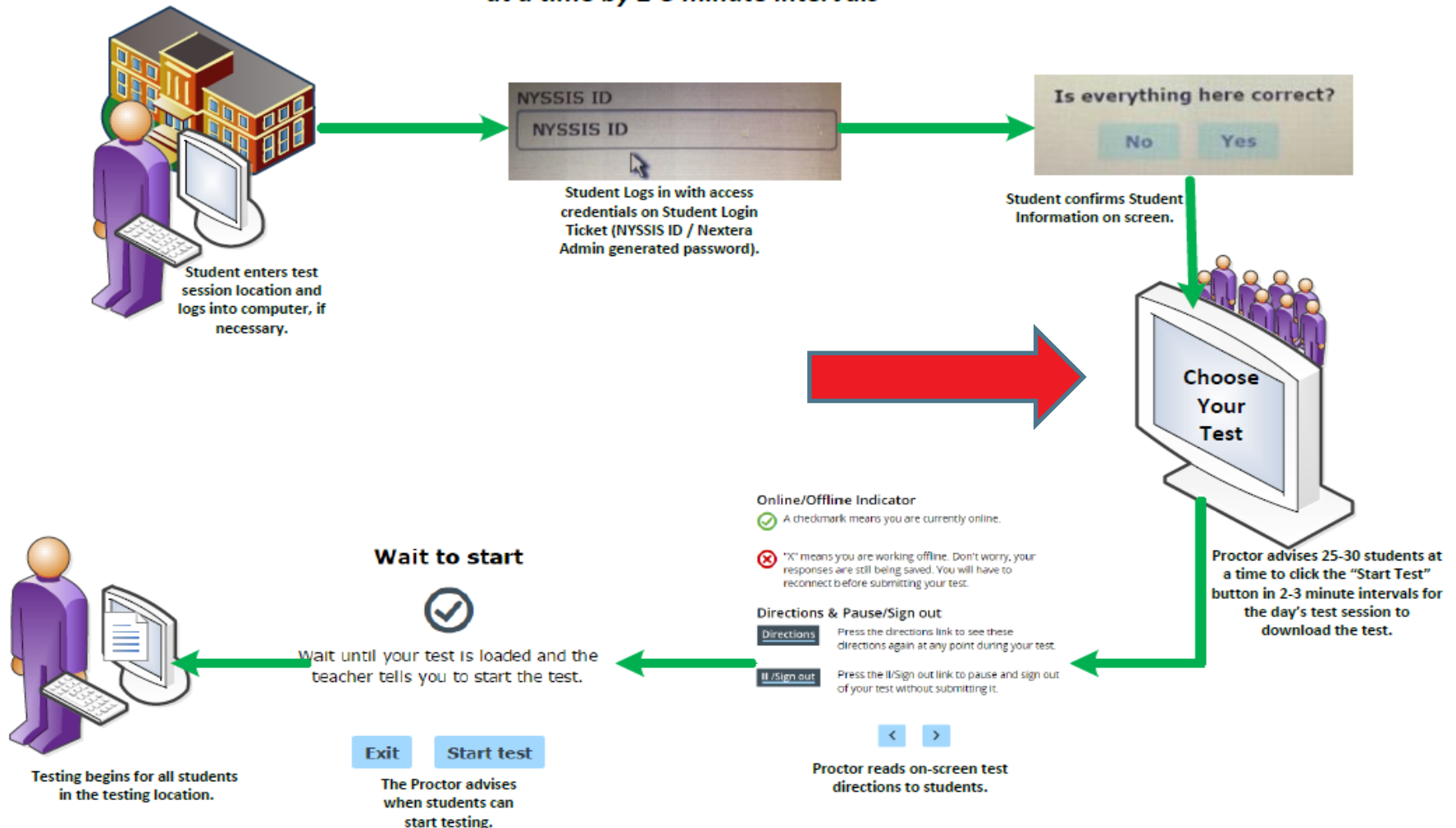
Nextera[®] Test Delivery System

Wait to start test



Staggering Student Start Times

Process Flow for Student Start Testing *Best Practice: Stagger Start Times of 25-30 students at a time by 2-3 minute intervals*



Nextera[®] Test Delivery System

Cover Page



New York State Testing Program
2020 English Language Arts Test
Session 1 Form K 13
Grade 4

Nextera[®] Test Delivery System

The screenshot displays the Nextera Test Delivery System interface. At the top, a dark blue header bar contains the text "Online Version 63.0", "Grade 3 | ELA | Sampler 1", and "Directions Sign out". Below this, a "Review" button is on the left, and "Question 1" is centered. A red arrow points from the "Review" button to the passage text. The passage is titled "Why Do Animals Play?" by Kathleen Weidner Zoehfeld. It contains four numbered paragraphs. To the right of the passage is a multiple-choice question: "Which sentence **best** states a main idea of the entire article?" with four options (A, B, C, D). A red arrow points from the "Directions" link in the header to the question. At the bottom, a dark blue toolbar includes icons for zoom, bookmark, note, highlighter, answer eliminator, and line-reader.

Online Version 63.0 Grade 3 | ELA | Sampler 1 Directions Sign out

Review Question 1

Animals need to play just like humans. Through play, both humans and animals can learn about the dangers in our world.

Why Do Animals Play?

by Kathleen Weidner Zoehfeld

- 1 Puppies love to run and tumble. They chase each other around the yard. They wrestle and nip each other gently. A kitten will pounce on a toy mouse or leap high for a piece of yarn.
- 2 Why do animals play? For the same reason YOU play—because it's FUN! But there is more to animal play than just fun. For animals in the wild, play is important to their very survival. Young animals have to learn about their world. They have to exercise their muscles and practice all the skills they will need to be successful adults.
- 3 Sometimes a young deer will leap and frolic. With each twisting, twirling dance, the fawn's legs are getting stronger. It is learning how to run fast and zigzag to confuse predators. That will keep it safe when it is time to leave its mother's side.
- 4 While deer have to learn to escape from predators, young lion cubs must learn how to hunt. When a cub is little, it stalks its brother or sister. It will slink along on crouched

Which sentence **best** states a main idea of the entire article?

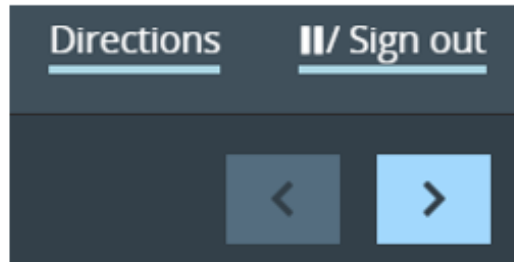
- (A) "For animals in the wild, play is important to their very survival." (paragraph 2)
- (B) "Much like human children, young dolphins love to play with toys." (paragraph 8)
- (C) "When they play, the young animals learn to keep their footing no matter what might happen." (paragraph 10)
- (D) "Playing makes them strong and confident." (paragraph 12)

zoom bookmark note highlighter answer eliminator line-reader

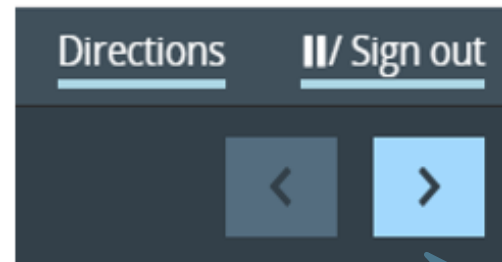
Nextera[®] Test Delivery System

More space between Sign Out and Page Arrows

NEW SPACING



OLD SPACING



New This
Year!

Nextera[®] Test Delivery System

Online Version 63.0 Grade 3 | ELA | Sampler 1 Directions // Sign out

Review Question 1 < >

Animals need to play just like humans. Through play, both humans and animals can learn about the dangers in our world.

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by Kathleen Weidner Zoehfeld

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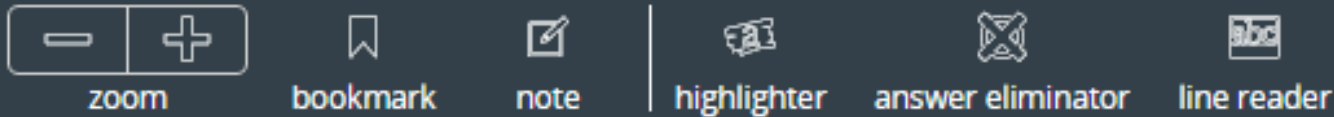
Which sentence **best** states a main idea of the entire article?

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- (B) "Much like human children, young dolphins love to play with toys." (paragraph 8)
- (C) "When they play, the young animals learn to keep their footing no matter what might happen." (paragraph 10)
- (D) "Playing makes them strong and confident." (paragraph 12)

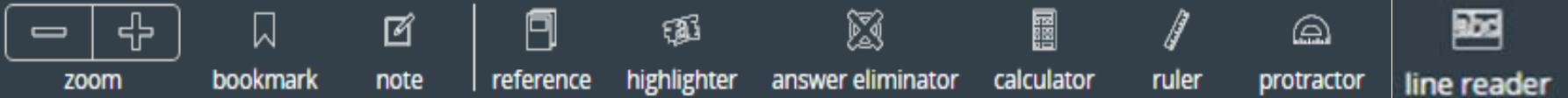
zoom bookmark note highlighter answer eliminator line-reader

Nextera[®] Test Delivery System

ELA Tools



Math Tools



Nextera[®] Test Delivery System

Calculators

- Grade 6 will have access to a 4-Function calculator for Session 2 only
- Grades 7 and 8 will have access to a Scientific Calculator for both Sessions 1 and 2



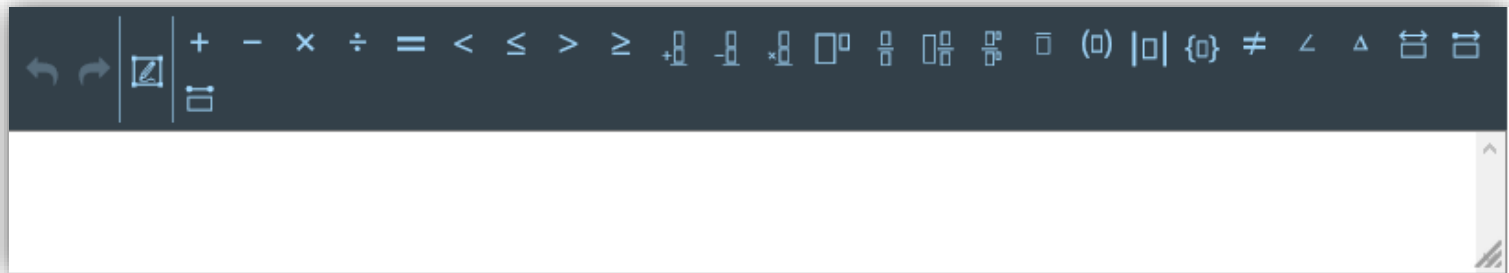
Nextera[®] Test Delivery System

Equation Editor

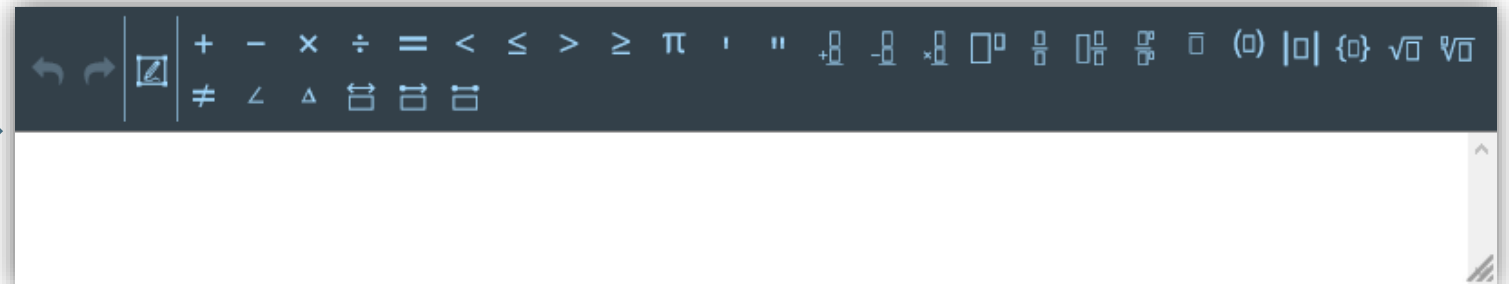
Grades 3-4



Grades 5-6



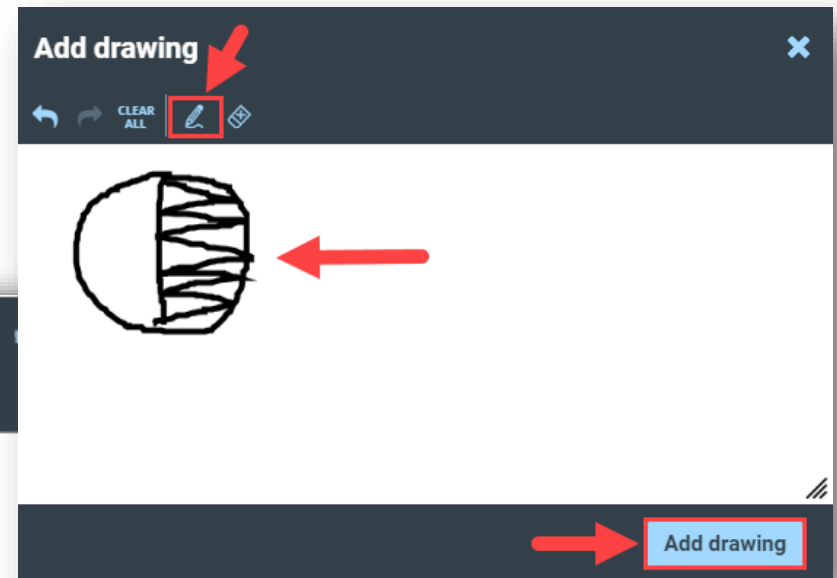
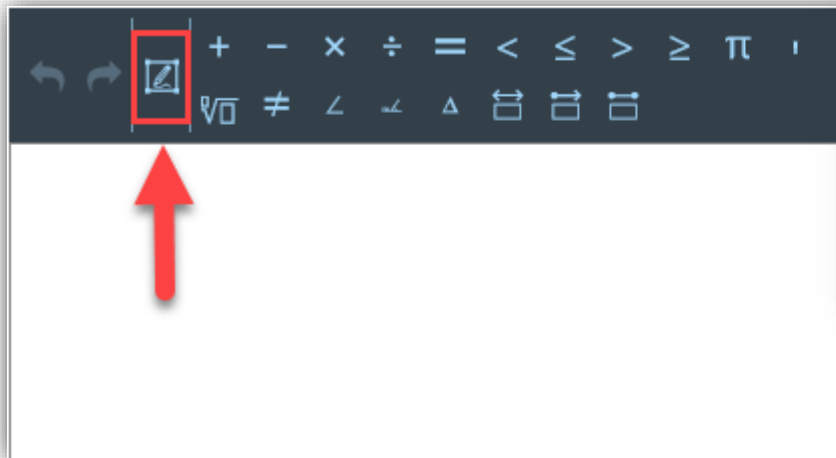
Grades 7-8



Nextera[®] Test Delivery System

Drawing Tool

- Available on all Constructed Response questions
- Limit of five drawings per response



Nextera[®] Test Delivery System

Review & Submit

Session One
Review Page

Question 12

Review
You have answered **16 of 32** questions. Click on a question number to go back to it.

[Submit test](#)

unanswered (16) answered (16) **bookmarks (6)** ☒ notes (5)

1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21

Session Two
Review Page

Review
You have answered **17 of 24** questions. Click on a question number to go back to it.

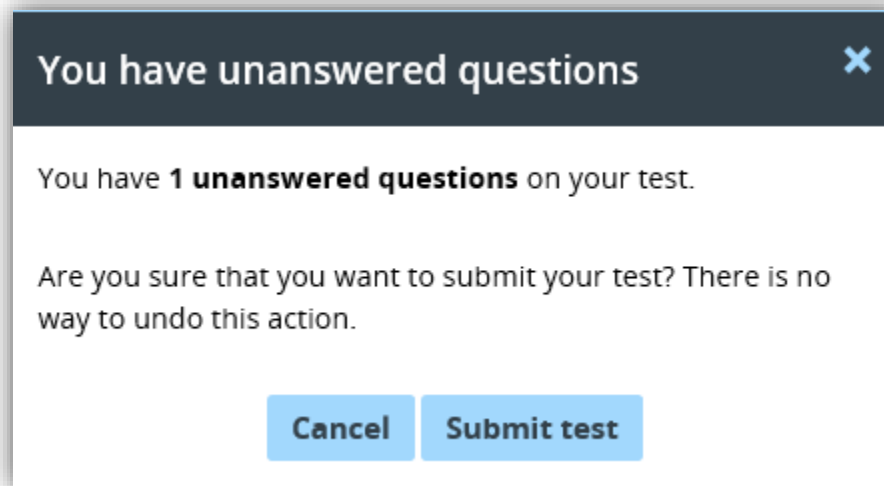
[Submit test](#)

unanswered(7) answered(17) bookmarked(2) ☒ notes(0)

Cover	Tips	34	35	36	37	38	39	40
41a	41b	42a	42b	43a	43b	44a	44b	45a
45b	46a	46b	47a	47b	48a	48b	48c	

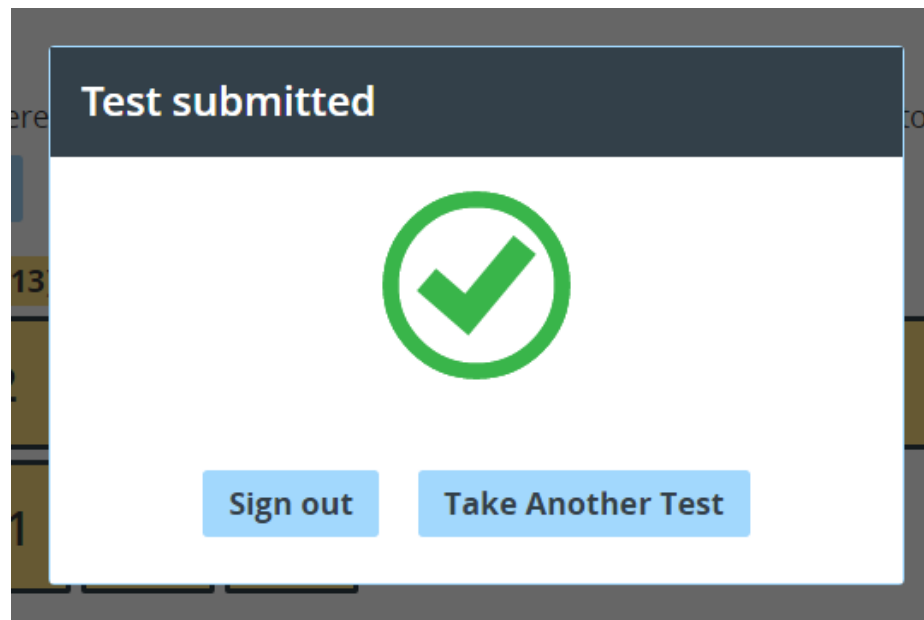
Nextera[®] Test Delivery System

Review & Submit



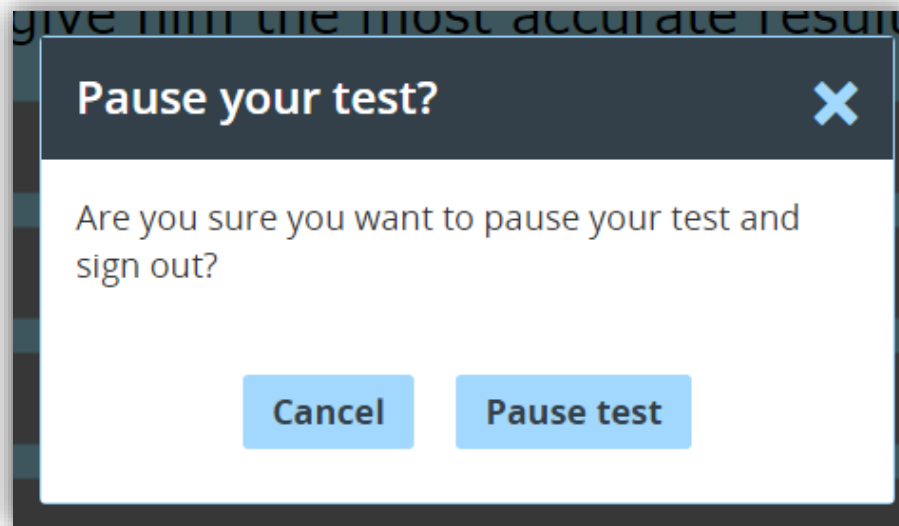
Nextera[®] Test Delivery System

Review & Submit

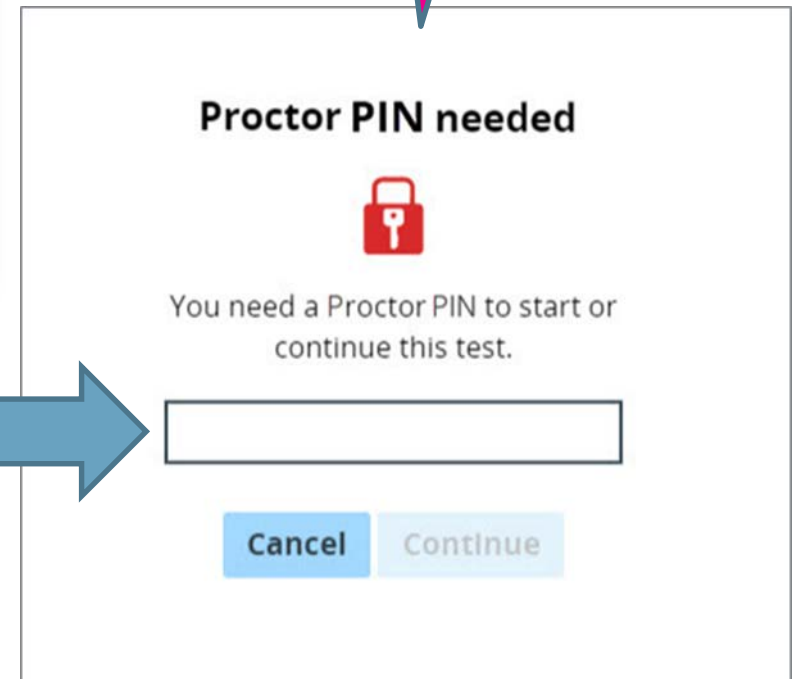


Nextera[®] Test Delivery System

Pausing a Test

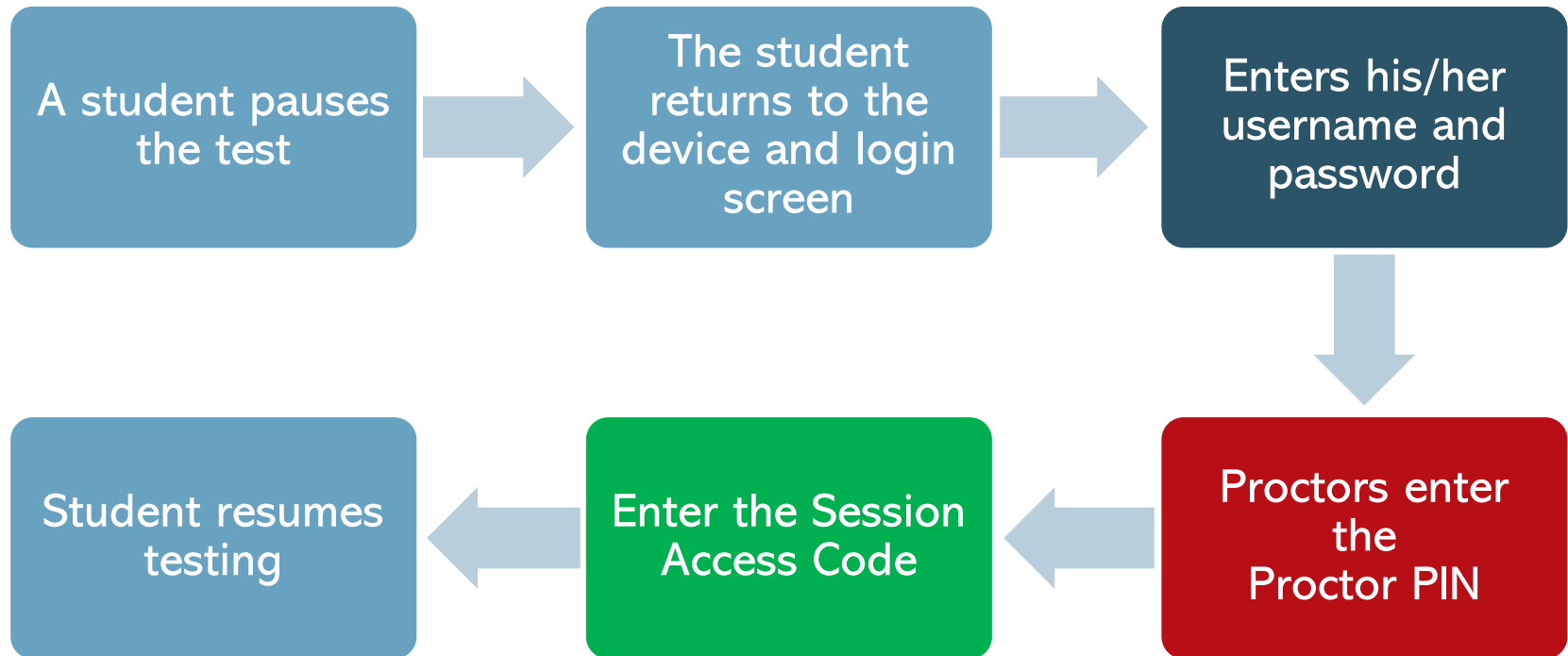


Once a test is Paused, the Proctor PIN is required to log back into the test.



Nextera[®] Test Delivery System

Pausing a Test



Proctor PIN

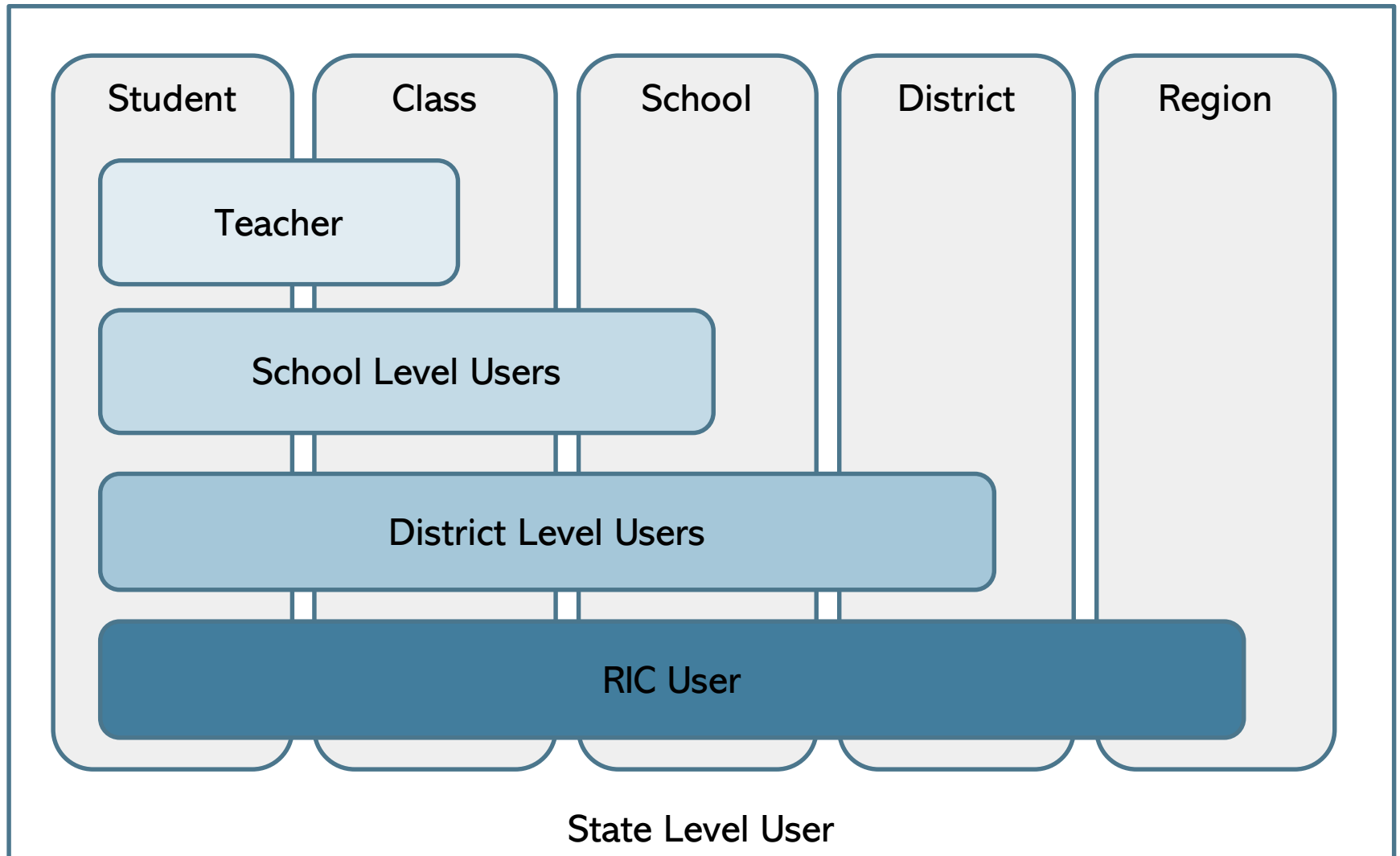
- Proctor PIN is required when a student needs to restart a paused test
- Located on the homepage of Nextera Admin for district and school level users
- There is a different Proctor PIN for each school
- The Proctor PIN is secure and should not be shared with students. Teachers/ Proctors should type the PIN on the students device.

School Information	
District:	QAI Training Test District (0000001)
District Test Coordinator	DTC FName LName
Schools:	
School:	Test Middle School (0000001-1)
Principal	PRN FName LName
Proctor PIN:	12345678
ELA Lead Scoring Entity:	QAI Training Test District (0000001)
Math Lead Scoring Entity:	Pending
School:	Test Elementary School (0000001-2)
	Create an Account
Proctor PIN:	VB2Y7WFB
ELA Lead Scoring Entity:	QAI Training Test District (0000001)
Math Lead Scoring Entity:	Pending

The background is a solid blue color. Overlaid on this are several thin, light blue lines that intersect to form a series of geometric shapes, including triangles and polygons, creating a modern, abstract pattern.

Nextera[®] Admin

User Roles



Roles and Responsibilities

Teacher

- Can access their class and student information in Nextera Admin
- Responsible for leading the test administration
- Distributes login tickets and reads the directions from the *Teacher's Directions*
- Has the Proctor PIN on-hand for students who may need to pause the test

Note: There is only one teacher per class

Roles and Responsibilities

School Level Users

Principal (PRN) – Responsible for Technology Readiness, visibility to their own school, classes, and students

School Test Coordinator (STC) – Handles test coordinator responsibilities at school level, manages users and students, schedules tests at school level

Building Level User (BLU) – Same permissions as STC, assists in managing school-level users and students

School Information Technology Coordinator (SITC) – Information technology point of contact for school, can download the secure browser, helps to troubleshoot, does not have access to students or classes

Roles and Responsibilities

District Level Users

District Test Coordinator (DTC) – Main point of contact at the district for Questar, ensures accuracy of all student data in system, manages district-level accounts and sets up primary school level users

Superintendent (SUP) – Adviser to the DTC, ensures all student data is correct in system, visibility to own district and school level information

District Level User (DLU) – Same permissions as DTC, assists in managing district-level users and students

District Information Technology Coordinator (DITC) – Information technology point-of-contact for district, can download the secure browser, helps to troubleshoot, does not have access to students or classes

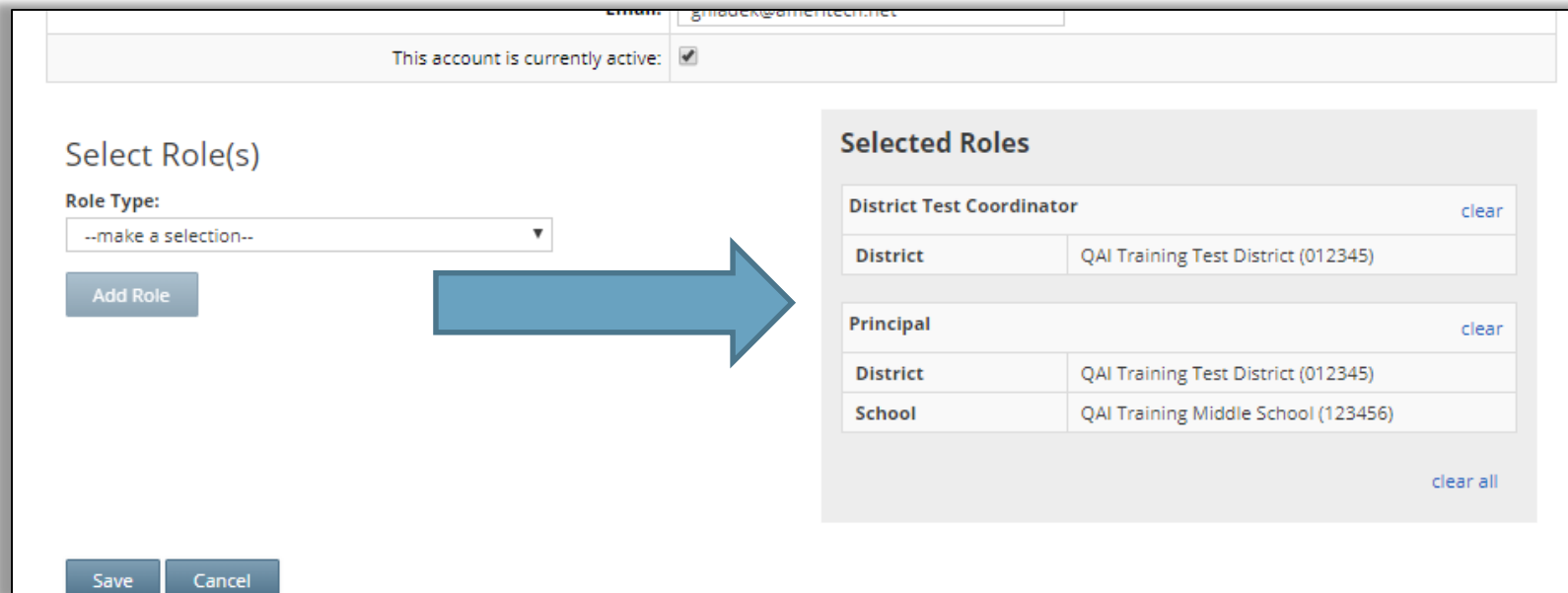
Roles and Responsibilities

RIC User (RIC)

- Visibility to all region, district, and school-level information
- Point-of-contact for all District Test Coordinators for the region
- Provide support to all districts in region
- Generate status reports by district, school or class during test administration

Dual User Roles

- Users may have dual roles in Nextera Admin
 - DTC of small district is also principal (PRN) of one (or more) schools
 - Principal (PRN) or STC is also a Teacher responsible for a class.



Email:

This account is currently active: ☒

Select Role(s)

Role Type:

Selected Roles

District Test Coordinator clear	
District	QAI Training Test District (012345)

Principal clear	
District	QAI Training Test District (012345)
School	QAI Training Middle School (123456)

[clear all](#)

Account rules

- There can only be one of each of the following account types per district or school:
 - DTC
 - Superintendent
 - PRN
 - STC
- There can be multiple account types for:
 - DLU
 - DITC
 - BLU
 - SITC
 - Teachers

Roles and Accommodations

Who can assign student testing accommodations?

- District level users (DTC, DLU, SUP)
- School level users (PRN, STC, BLU)

This is a local decision as to who will assign the student accommodations.

Roles and Not Tested Codes

Who can assign Not Tested Codes?

- District level users (DTC, DLU, SUP)
- School level users (PRN, STC, BLU)

This is a local decision as to who will assign the student Not Tested Codes.

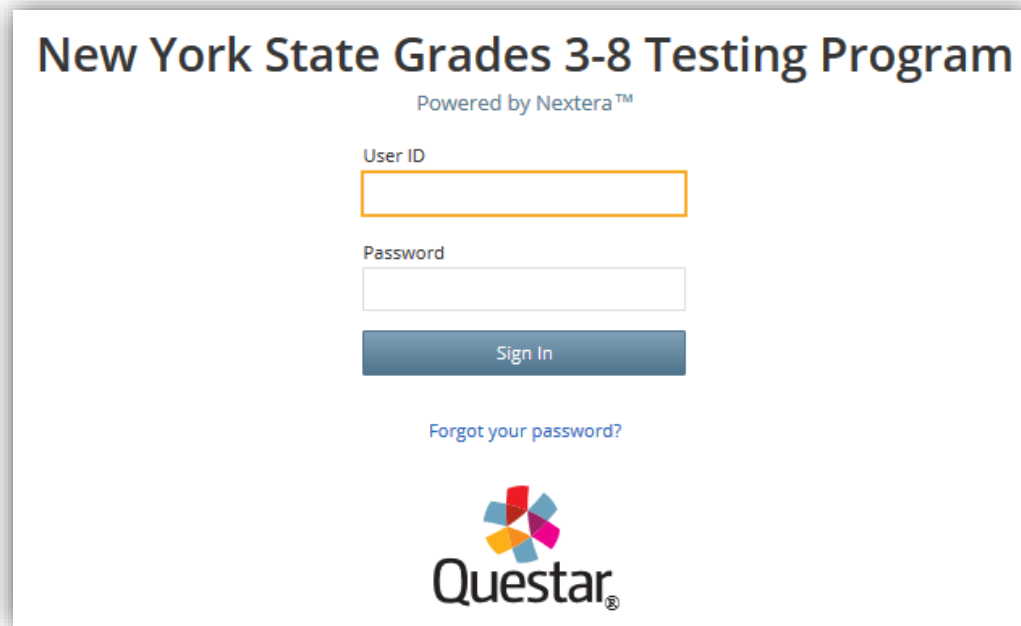
The background is a solid blue color. Overlaid on this are several thin, light blue lines that intersect to form a series of geometric shapes, including triangles and polygons, creating a modern, abstract pattern.

Log in to Nextera[®] Admin

Accessing Nextera Administration

DTCs, SUPs, and PRNs received a welcome email with their username and password.

1. Log in using your provided credentials.
2. Follow prompts to accept a security agreement and change your password.



New York State Grades 3-8 Testing Program


Powered by Nextera™

User ID

Password

Sign In

[Forgot your password?](#)


Questar®

<https://ny.nextera.questarai.com/Admin>

Home Screen — Navigating

The heading at the top of the screen is used to filter to different schools and contents

The screenshot displays the Questar Home Screen interface. At the top, a navigation bar shows the current selection: "2020 Spring 3-8 | QAI Lab Forms Test One (QL01) | QA Lab School Elementary (QL1) | ELA". A red arrow points to the "Change" link next to "ELA". Below this is the heading "New York State Grades 3-8 Testing Program". A secondary navigation bar contains links: HOME, STUDENTS, CLASSES, TESTS, ACCOUNTS, STUDENT RESPONSES, and HELP. A modal dialog titled "What would you like to work on next?" is open, allowing users to filter by Window, District, School, and Content Area. The "School" dropdown is highlighted with an orange border, and the "Content Area" dropdown is open, showing options like "QA Lab School Elementary (QL1)" (highlighted in blue), "QA Lab School High (QL3)", and "QA Lab School jr.high (QL2)". A red arrow points to the "Change" button at the bottom right of the modal.

2020 Spring 3-8 | QAI Lab Forms Test One (QL01) | QA Lab School Elementary (QL1) | ELA [Change](#)

New York State Grades 3-8 Testing Program

HOME STUDENTS CLASSES TESTS ACCOUNTS STUDENT RESPONSES HELP

What would you like to work on next?

Window: 2020 Spring 3-8

District: QAI Lab Forms Test One (QL01)

School: QA Lab School Elementary (QL1)

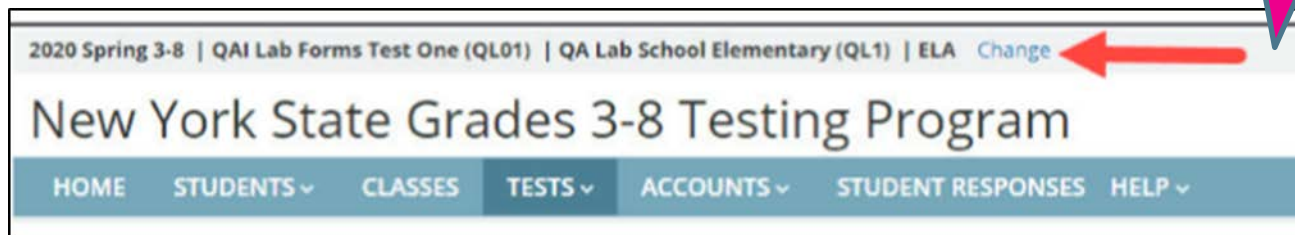
Content Area: --make a selection--
QA Lab School Elementary (QL1)
QA Lab School High (QL3)
QA Lab School jr.high (QL2)

[Change](#) [Cancel](#)

Home Screen

When users log back into Nextera Admin, they will be on same administration.

New this year:
Admin retains last
administration
selection.



Accounts

The background is a solid blue color. On the right side, there are several thin, light blue lines that intersect to form a series of geometric shapes, including triangles and quadrilaterals. These lines are not perfectly straight, giving the impression of hand-drawn or slightly distorted geometry. The word "Accounts" is written in a bold, white, sans-serif font on the left side of the image.

Accounts

- Use the Accounts Page to create additional users, if necessary
- Manage all accounts associated within the selected district and schools from one location
 - Create new accounts
 - Edit accounts
 - Send users their login information or reset passwords

Accounts

Manage Accounts Merge Accounts New Account

All accounts associated with the district and school you've selected appear below. Click on the View button to see more details on an account and make updates. For new accounts, click the "Activate" link to send a welcome email to the user and enable the account. For activated accounts, you can click the "Reset" link to send the user an email containing instructions on how to reset his or her password.

Account Type: All Show users without a role Search: Type part of a name, User ID, or email address

User ID	Last Name	First Name	Email Address	Account Type	Membership	Actions	History
[REDACTED]	Verdick-STIC	Amanda	amanda.[REDACTED]	SITC	QAI Training Elementary School	View Reset	History
atraykova-1@questar.com	Traykova-Auto	Ana-Marya	atraiko.[REDACTED]	DITC	QAI Training Test District	View Reset	History
ctool.[REDACTED]	Tooker	Christie	ctooker.[REDACTED]	PRN	QAI Training Middle School	View Activate	History
dmancin.[REDACTED]	Mancino	Dillon	dmancin.[REDACTED]	SITC	QAI Training Elementary School	View Activate	History
gnlad.[REDACTED]	Gniadek	Helene	gnlad.[REDACTED]	DTC, PRN	QAI Training Test District, QAI Training Middle School	View Reset	History


Accounts

New Accounts

- Account creation should be handled locally through Nextera Admin
- User ID field should always be the user's email address
- When resetting your initial password, follow the below password rules:
 - Must be 8 characters in length
 - Must be alpha-numeric and contain at least one number
 - Must contain one uppercase letter
 - If case is used during password creation, then case must be used during login

Accounts

The Accounts tabs allows users to view and edit accounts, as well as, Reset passwords

New York State Grades 3-8 Testing Program 

HOME STUDENTS ▾ CLASSES TESTS ▾ **ACCOUNTS ▾** STUDENT RESPONSES HELP ▾

Accounts

Manage Accounts Merge Accounts New Account

All accounts associated with the district and school you've selected appear below. Click on the View button to see more details on an account and make updates. For new accounts, click the "Activate" link to send a welcome email to the user and enable the account. For activated accounts, you can click the "Reset" link to send the user an email containing instructions on how to reset his or her password.

Account Type
All ▾ ☐ Show users without a role

Search
🔍 Type part of a name, User ID or email address

User ID	Last Name	First Name	Email Address	Account Type	Membership	Actions	History
test@email.com	LName1	FName1	test@email.com	DTC	QAI Training Test District	View Reset	History
test2@email.com	LName2	FName2	test2@email.com	PRN	Test Middle School	View Activate	History

Account Detail

[Back to accounts list](#)

View Account

You're Viewing: STC Elem

 [Edit](#)

User Info:

First Name:

Last Name:

Email:

This account is currently active: ☐

User Role(s)

School Test Coordinator Test Elementary School, Training Test District

Account Detail

[Back to accounts list](#)

Edit Account

You're Editing: **FName LName**

User ID:	DTC-0000001
First Name:	FName
Last Name:	LName
Email:	test@email.com
This account is currently active:	<input checked="" type="checkbox"/>

Select Role(s)

Role Type:
--make a selection--

Add Role

Save Cancel

Selected Roles

District Test Coordinator		clear
District	QAI Training Test District (0000001)	

clear all

Account Detail

[Back to accounts list](#)

Edit Account

You're Editing: FName LName

User ID:	DTC-0000001
First Name:	<input type="text" value="FName"/>
Last Name:	<input type="text" value="LName"/>
Email:	<input type="text" value="test@email.com"/>
This account is currently active: <input checked="" type="checkbox"/>	

Select Role(s)

Role Type:

Add Role

Selected Roles

District Test Coordinator		clear
District	QAI Training Test District (0000001)	

clear all

Save

Cancel

Accounts

Users can also create New Accounts

Accounts

Manage Accounts

Merge Accounts

New Account

All accounts associated with the district and school you've selected appear below. Click on the View button to see more details on an account and make updates. For new accounts, click the "Activate" link to send a welcome email to the user and enable the account. For activated accounts, you can click the "Reset" link to send the user an email containing instructions on how to reset his or her password.

Account Type

All

☐ Show users without a role

Search

tooker

User ID	Last Name	First Name	Email Address	Account Type	Membership	Actions	History
test@email.com	LName1	FName1	test@email.com	Teacher	Test Middle School	View Activate	History
test2@email.com	LName2	FName2	test2@email.com	DTC	QAI Training Test District	View Reset	History

Accounts

New Teacher Accounts

Add New Account

User Information

First Name: *

Helene

Last Name: *

Gniadek

Username: *

hgniadek@questarai.com

☒ This account is currently active

Select role(s)

Role Type: *

Teacher

District: *

CTDMTestDistrict (46)

School: *

CTDMTestSchool (4646)

Add Role

Additional Information Needed

Teacher's ID *

555444

Content Areas: *

☐ 2020 Spring 3-8 -

☐ 2020 Spring 3-8 SAFT -

Cancel

Create an Account

Selected roles

Please select role(s) for this user using the controls on the left.

Classes



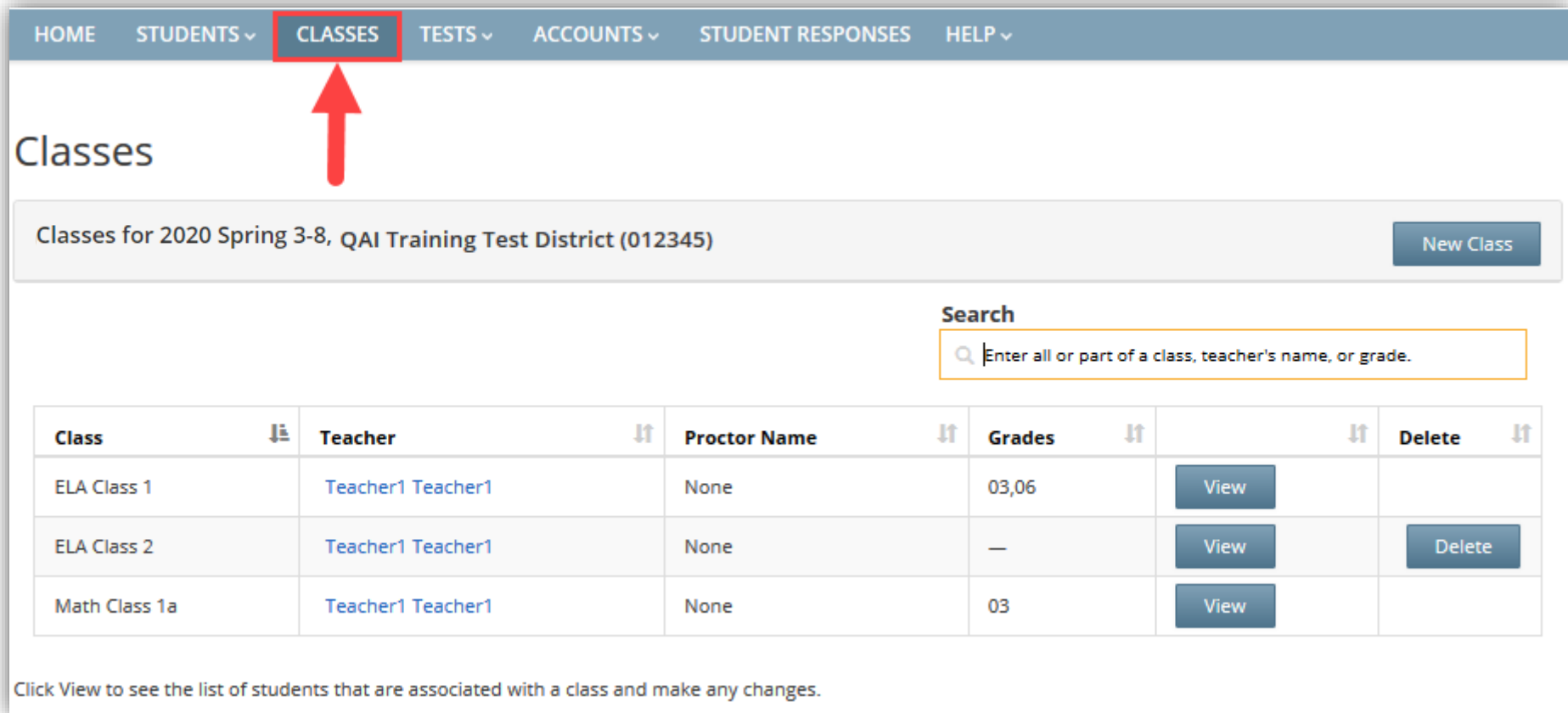
Classes

Tips for creating classes:

- Classes are virtual classes in Nextera – only for CBT testing purposes
- Class names must be unique to a school in Nextera Admin
- They do not have to align to instruction
- Consider classes for student testing accommodations, such as “TTS Class,” or for grouping students who are not taking the computer-based tests, such as “Taking Regents”
- Grouping students by classes allows students in that class to have the same test session access code

Classes

The Classes tab allows users to view, make changes, and create classes.



HOME STUDENTS **CLASSES** TESTS ACCOUNTS STUDENT RESPONSES HELP

Classes

Classes for 2020 Spring 3-8, QAI Training Test District (012345) [New Class](#)

Search
Enter all or part of a class, teacher's name, or grade.

Class	Teacher	Proctor Name	Grades		Delete
ELA Class 1	Teacher1 Teacher1	None	03,06	View	
ELA Class 2	Teacher1 Teacher1	None	—	View	Delete
Math Class 1a	Teacher1 Teacher1	None	03	View	

Click View to see the list of students that are associated with a class and make any changes.

Classes

HOME STUDENTS **CLASSES** TESTS ACCOUNTS STUDENT RESPONSES HELP

Classes

Classes for 2019 Spring 3-8, QAI Training Test District (012345) New Class

Search

Class	Teacher	Proctor Name	Grades		Delete
ELA Class 1	Teacher1 Teacher1	None	03,06	<a>View	
ELA Class 2	Teacher1 Teacher1	None	—	<a>View	<a>Delete
Math Class 1a	Teacher1 Teacher1	None	03	<a>View	

Click View to see the list of students that are associated with a class and make any changes.

Classes

[Back to classes list](#)

Class Details

You're Viewing: **ELA Class 1**

[Edit](#)

Teacher: Teacher1 Teacher1

Class: ELA Class 1

Test Window: 2020 Spring 3-8

Classroom Proctor: None

Content Area: ELA

Students in this Class

First Name	MI	Last Name	NYSSIS ID	
FName2		LName2	0000000022	View
FName3		LName3	0000000033	View
Helene		Smith	1111222255	View

[Download Students in this Class \(Excel CSV\)](#)

Classes

Class Export File:

- shows all testing accommodations

	A	B	C	D	E	F	G	H
1	Students in QAI Sample Elementary School (012345)							
2		2020 Spring 3-8						
3	NYSSIS ID	First Name	MI	Last Name	Grade	Content Area	Accommodation	Accommodation Option
4	1111111111	Billy	A	Saranac	3	ELA		
5	2222222222	Jeffery	Q	Remington	3	ELA	Background Color	Black text on pink background
6	3333333333	Brett	R	Walker	4	ELA		
7	4444444444	Sarah	W	Smith	6	ELA	Answer Masking	
8	5555555555	Rene	M	Thomas	7	Math		
9	6666666666	Maddy		Jones	3	Math	TTS	
10								

Classes

Edit Class Details

You're Editing: **ELA Class 1** in **QAI Training Elementary School (012345)**

Search by Class

Teacher

Teacher1, Teacher1

Class

ELA Class 1

Classroom Proctor Present?

☒ No ☐ Yes

Proctor Name

None

Students removed from class

<input type="checkbox"/>	Last Name	First Name	NYSSIS ID
--------------------------	-----------	------------	-----------



Students in class

<input type="checkbox"/>	Last Name	First Name	NYSSIS ID
<input type="checkbox"/>	LName2	FName2	0000000022
<input type="checkbox"/>	LName3	FName3	0000000033
<input type="checkbox"/>	Smith	Helene	1111222255

Save

Classes

From the Class Details screen, users can also access student details.

Class Details

You're Viewing: **ELA Class 1**

Edit

Teacher: Teacher1 Teacher1


Class: ELA Class 1

Test Window: 2020 Spring 3-8

Classroom Proctor: None

Content Area: ELA

Students in this Class

First Name	MI	Last Name	NYSSIS ID	
FName2		LName2	0000000022	 View
FName3		LName3	0000000033	View
Helene		Smith	1111222255	View

[Download Students in this Class \(Excel CSV\)](#)

Students

The background is a solid blue color. On the right side, there are several thin, light blue lines that intersect to form a series of geometric shapes, including triangles and quadrilaterals. These lines are not perfectly straight, giving the impression of hand-drawn or slightly distorted geometry. The word "Students" is written in a clean, white, sans-serif font on the left side of the image.



Student Enrollment File

Prior to the test window Questar will load a Student Enrollment file provided by NYSED. The file contains:

- Student information
 - NYSSIS ID and Grade Level
 - First Name, Last Name
 - Date of Birth
- Student data are loaded by grade-level enrollment without any teachers
 - Placeholder teachers are loaded with District + School as teacher name
 - Teacher Roles must be created to be associated to classes

Once a “teacher” and class is created in Nextera Admin, then students can be moved into testing classes.

Students

After student data are loaded and available in Nextera Admin, school-level users can create classes and move students into classes to organize for the operational CBT administration.

Class	Teacher	Proctor Name	Grades	
PRE ID 03	Sylvania City School District Sylvania Elementary Update Email	None	03	View
PRE ID 04	Sylvania City School District Sylvania Elementary Update Email	None	04	View
PRE ID 05	Sylvania City School District Sylvania Elementary Update Email	None	05	View
PRE ID 06	Sylvania City School District Sylvania Elementary Update Email	None	06	View

Students will be available in Nextera Admin:

- February 24, 2020 for the ELA administration
- March 23, 2020 for the Math administration

Students

Demographic Information:					
NYSSIS ID	<input type="text" value="0987654321"/>		Grade	<input type="text" value="Grade 6"/>	
First Name	<input type="text" value="Brett"/>	MI	<input type="text" value=""/>	Last Name	<input type="text" value="Sample"/>
Date of Birth	<input type="text" value="06/17/2010"/>		Gender	<input type="text" value="Male"/>	


Student Local ID	<input type="text" value="0001245"/>
-------------------------	--------------------------------------


ELA


Class


The report code change window for ELA has closed. Report codes may no longer be added or changed.


Accessibility and Accommodation Options


 Answer Masking Tool
OFF


 Text-to-Speech (online only)
OFF


 Reverse Contrast
OFF

 Background Color
OFF

 Initial Page Zoom
OFF

 Classroom Accommodations
0 Selected

 Read Aloud (by human)
OFF


 Testing Language
OFF


Modify


Math


Class


Accessibility and Accommodation Options


 Answer Masking Tool
OFF


 Text-to-Speech (online only)
OFF


 Reverse Contrast
OFF

 Background Color
OFF

 Initial Page Zoom
OFF

 Classroom Accommodations
0 Selected

 Read Aloud (by human)
OFF

 Testing Language
OFF

Modify

Save

Cancel

Alternate Language Math

Testing Language

- When editing a student, click on the drop-down next to Testing Language
- Five alternate languages: Chinese, Haitian Creole, Korean, Russian, Spanish

2020 Spring 3-8 | QAI CBT District 1 (QAI CBT D1) | QAI CBT School 1 (QAI CBT S1) | Change

New York

HOME STUDENT

Student Local ID

ELA

Class PM ELA Class

Accessibility and Accommodations

Answer Masking OFF

Initial Page Zoom OFF

Modify

Math

Class PM Math2 Class

Accessibility and Accommodations

Answer Masking OFF

Initial Page Zoom OFF

Modify

Save Cancel

Powered by Nextera™

Select Accommodations

Student Name PMTester1 PMTester1

Content Area Math

Online Testing Accommodations Classroom Accommodations

Tap or click any option below to enable or disable it for this student.

Answer Masking Tool
This tool hides answers that the students select, allowing the students to focus on just the answers they want. Clicking on answer choices reveals them to the students.

Reverse Contrast
When this setting is turned on, all text is white on black background. *It can't be used with Background Color.*

Initial Page Zoom
This adjusts the default zoom level of the testing area. It can be adjusted during the test at any time.

Text-to-Speech (online only)
This feature reads the question and, for certain types of questions, the available answers using a device's speaker (headphones are recommended).

Background Color
This setting changes the color of the background and text based on the selection made. *It can't be used with Reverse Contrast.*

Read Aloud (by human)
This indicates that the student will take the test online, but that all or part of the question and answers will be read aloud by the teacher. *This may not be used with any print variations or offline testing accommodations.*

Testing Language
If a test can be offered in a student's native language and the "testing language" is set to a non-English value, you may change the language for a content area to English or (0) here. If not visible, a test is not available in the selected language for that content area.

English

English

Chinese

Haitian Creole

Korean

Russian

Spanish

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Online Testing Accommodations

Assigning online testing accommodations to individual students


Select Accommodations

Student Name Sample Student 1


Content Area ELA

Online Testing AccommodationsClassroom Accommodations


Tap or click any option below to enable or disable it for this student.




Answer Masking Tool
This tool hides answers that the students select, allowing the students to focus on just the answers they want. Clicking on answer choices reveals them to the students.




Text-to-Speech (online only)
This feature reads the question and, for certain types of questions, the available answers using a device's speaker (headphones are recommended).




Reverse Contrast
When this setting is turned on, all text is white on black background. *It can't be used with Background Color.*



Background Color
This setting changes the color of the background and text based on the selection made. *It can't be used with Reverse Contrast.*



Initial Page Zoom
This adjusts the default zoom level of the testing area. It can be adjusted during the test at any time.



Read Aloud (by human)
This indicates that the student will take the test online, but that all or part of the question and answers will be read aloud by the teacher. *This may not be used with any print variations or offline testing accommodations.*

SaveCancel

Classroom Accommodations

Assigning classroom accommodations to individual students

Select Accommodations

Student Name

Content Area:

Please select the testing accommodations that your student used outside of the testing platform.

ELA and Math: Flexibility in Scheduling (IEP or 504 Plan)

ELA and Math: Flexibility in setting (IEP or 504 Plan)

ELA and Math: Method of presentation (excluding Braille/Large Print type) (IEP or 504 Plan)

☐ ELA and Math: Method of response (IEP or 504 Plan)

ELA and Math: Use of spell-checking device/software (IEP or 504 Plan)

ELA and Math: Other (IEP or 504 Plan)

ELA and Math: Bilingual dictionaries and glossaries (ELL)

ELA and Math: Separate location (ELL)

MATH ONLY: Oral translation (ELL)

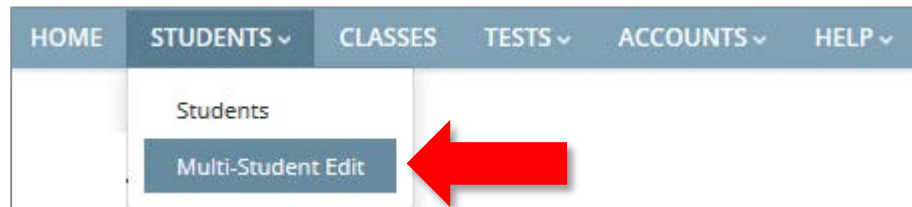
Accommodations

Multi-Student Edit details

- This feature allows you to add accommodations to a group of students at the same time.
- **Note:** Multi-Student Edit will overwrite any previously assigned accommodations for the students being edited. It is recommended to begin with the Multi-Student Edit, then make necessary individual changes to assign accommodations for individual students.

Accommodations

Multi-Student Edit: Assigning accommodations to a group of students



Multi-Student Edit

Current content area: **No Content Area**

Search
Enter any part of a student's ID, last name, or grade to begin.

Answer Masking Tool
OFF

Text-to-Speech (online only)
OFF

Reverse Contrast
ON

Background Color
OFF

Initial Page Zoom
OFF

Read Aloud (by human)
OFF

Classroom Accommodations
OFF

<input type="checkbox"/>	NYSSIS ID	First Name	MI	Last Name	Content Area	Grade	Active Accommodations
<input checked="" type="checkbox"/>	1234567895	Sample 1		Test	ELA	07	
<input type="checkbox"/>	1234567895	Sample 2		Test	Math	07	
<input checked="" type="checkbox"/>	0123456789	Sample 3		Test	ELA	07	
<input type="checkbox"/>	0123456789	Sample 4		Test	Math	07	
<input type="checkbox"/>	0000000123	Sample 5		Test	ELA	07	

showing 1 to 5 of 5 students

Save

Accommodations

Answer Masking Tool

The author **most likely** includes the event described in lines 23 through 34 to show that

- (A) metal sewing machines are still in use but no longer practical



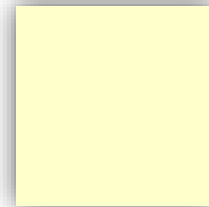
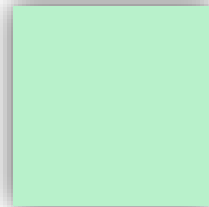
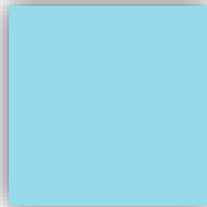
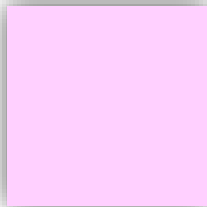


Accommodations

Background Color

There are 5,280 feet in a mile. What is the total number of feet in 6 miles?

- Ⓐ 31,280
- Ⓑ 31,680
- Ⓒ 33,680
- Ⓓ 35,280





Accommodations

Reverse Contrast

Animals need to play just like humans. Through play, both humans and animals can learn about the dangers in our world.


Why Do Animals Play?

by Kathleen Weidner Zoehfeld

- 1 Puppies love to run and tumble. They chase each other around the yard. They wrestle and nip each other gently. A kitten will pounce on a toy mouse or leap high for a piece of yarn.
- 2 Why do animals play? For the same reason YOU play—because it's FUN! But there is more to animal play than just fun. For animals in the wild, play is important to their very survival. Young animals have to learn about their world. They have to exercise their muscles and practice all the skills they

Accommodations

Initial Page Zoom



Initial Page Zoom

This adjusts the default zoom level of the testing area. It can be adjusted during the test at any time.

100%

100%

150%

200%

300%

The image shows a user interface for setting the 'Initial Page Zoom'. On the left is a blue square icon with a magnifying glass and a plus sign. To its right is the title 'Initial Page Zoom' and a descriptive text: 'This adjusts the default zoom level of the testing area. It can be adjusted during the test at any time.' Below this is a dropdown menu. The menu is currently open, showing a list of zoom percentages: 100%, 150%, 200%, and 300%. The top option, 100%, is highlighted with a blue background. The dropdown menu has a small blue arrow icon on its right side.

Note: Initial Page Zoom sets the default zoom for the student's initial login. If the student changes the zoom setting during testing, the initial page zoom accommodation is not saved. For example, if a student pauses the test, when he logs back in, the zoom will be set to the percentage he was using when he paused the test.

Accommodations

Text to Speech (online only)

- Controlled by the student: the student must click “Play” on each test question
- TTS Player can be moved around on screen
- Text is highlighted on-screen as test is read
- Four reading speeds
- TTS will work if the device is offline

TTS Player Reading Features

- | | |
|-----------------|------------------|
| • Play All | • Play from Here |
| • Play Question | • Play Passage |
| • Play Answer | |



Accommodations

Text to Speech and the Reference Sheet Tool

- TTS will read the Reference Sheet Tool
- For TTS, Reference Sheet will not be first question in form.



New this year:
TTS will read the
Reference Sheet Tool.

Accommodations

Read Aloud (by human)



Read Aloud (by human)

This indicates that the student will take the test online, but that all or part of the question and answers will be read aloud by the teacher. *This may not be used with any print variations or offline testing accommodations.*

- Student will be “served” test Form A on computer
- Reader should have a Test Read print test copy, which will also be Form A

Accommodations

Text-to-Speech vs Read Aloud

Test Read (paper only)	Read Aloud (by human)	Text-To-Speech (online only)
<ul style="list-style-type: none">• A human reads the test to the student from a paper test.• The student tests on paper and enters responses on paper.• This is a classroom-only accommodation and the student is marked as “Tested on Paper” in Nextera Admin when in a CBT class.	<ul style="list-style-type: none">• A human reads the test to the student from a paper test.• The student tests on computer and enters responses on computer.• This is a combination of an online- and human-delivered accommodation.	<ul style="list-style-type: none">• The computer reads the test to the student from the computer screen.• The student tests on computer and enters responses on computer.• This is an online-only accommodation (the student has headphones while testing on computer).

The background is a solid blue color. Overlaid on this are several thin, light blue lines that intersect to form various geometric shapes, including triangles and polygons. These lines are positioned primarily on the right side of the slide, creating a modern, abstract design.

Test Administration: Preparing for Test Day

Tests

The Tests Tab is where you will find Important Dates, track student progress, print student login tickets, and find Session Access Codes.



The screenshot displays the 'New York State Grades 3-8 Testing Program' website. The navigation bar includes links for HOME, STUDENTS, CLASSES, TESTS, ACCOUNTS, REPORTS, and HELP. A red arrow points to the 'TESTS' tab, which has a dropdown menu open. The dropdown menu contains three options: 'Important Dates' (highlighted with a red box), 'Tests', and 'Testing Status Details'. Below the navigation bar, the 'Important Dates' section is visible, listing dates for English Language Arts (ELA), Mathematics (Math), and Field Testing.

New York State Grades 3-8 Testing Program

HOME STUDENTS CLASSES **TESTS** ACCOUNTS REPORTS HELP

Important Dates

- Important Dates
- Tests
- Testing Status Details

English Language Arts (ELA)

- CBT Operational Test Administration Dates: March 24 - April 3, 2020
- CBT Operational Scoring Dates: March 30 - April 9, 2020

Mathematics (Math)

- CBT Operational Test Administration Dates: April 20 - April 30, 2020
- CBT Operational Scoring Dates: April 24 - May 6, 2020

Field Testing

The field test administration window is the same for ELA and math

- Field Testing Dates: May 18 - June 5, 2020

Tests


- The Tests Tab, with the ability to print student login tickets, will be available two weeks before the CBT testing window start date:
 - ELA: 3/9/20
 - Math: 3/23/20
 - SAFT: 5/11/20
- All Student Login Tickets are Secure Materials
 - Student Login Tickets must be stored securely and cannot be distributed until the first day of the CBT test session

Tests

Tests > Tests

- View test details by class

New York State Grades 3-8 Testing Program



[HOME](#) [STUDENTS ▾](#) [CLASSES](#) [TESTS ▾](#) [ACCOUNTS ▾](#) [STUDENT RESPONSES](#) [HELP ▾](#)


Tests

Testing Status for: **ELA,2020 Spring 3-8**

Filter By Testing Status: All ▾

Search

Q Enter all or part of a class, teacher's name, or grade.

Teacher ▴ ▾	Class ▴ ▾	Content Area ▴ ▾	Test Name ▴ ▾	Testing ▴ ▾	View	Delete
TEACHERS15 TEACHER	ELA Testing Class 1	ELA	ELA Spring Operational	Not Started	View	
TEACHERS15 TEACHER	ELA Testing Class 2	ELA	ELA Spring Operational	Not Started	View	

Tests

New York State Grades 3-8 Testing Program



HOME STUDENTS ▾ CLASSES TESTS ▾ ACCOUNTS ▾ STUDENT RESPONSES HELP ▾

[Back to tests list](#)

View Test

You're Viewing: **ELA Spring Operational**

District:	QAI Training Test District (012345)	School:	QAI Elementary School A (99999)
Testing Window	2020 Spring 3-8 Test	Content Area:	ELA
Teacher:	TEACHER515 TEACHER	Class:	ELA Testing Class 1
Test Name:	ELA Spring Operational		
Testing Dates:	4/10/2019 to 4/20/2019		

[Examiner View](#)

[Login Tickets](#)

Session 1 Access Code	9349	<input type="text" value="New Access Code"/>	<input type="button" value="Submit"/>	<input type="button" value="Cancel"/>
Session 2 Access Code	9128	<input type="text" value="New Access Code"/>	<input type="button" value="Submit"/>	<input type="button" value="Cancel"/>

Registered Students:

Session All Sessions ▾

Last Name	First Name	NYSSIS ID	Password	Grade	Form Name	Status	Total Items Completed	Date/Time Started	Date/Time Completed	Status Codes
Student1	Test1	1111222244	8ylvyy	03	EN18030I	Session 1: Not Started	0			Set
						Session 2: Not Started	0			Set
Student2	Test2	2222333344	sfufzf	03	EN18030A	Session 1: Not Started	0			Set
						Session 2: Not Started	0			Set

Session Access Codes

Student Details

Tests

New York State Grades 3-8 Testing Program



HOME STUDENTS CLASSES TESTS ACCOUNTS STUDENT RESPONSES HELP

[Back to tests list](#)

View Test

You're Viewing: **ELA Spring Operational**

District:	QAI Training Test District (012345)	School:	QAI Elementary School A (99999)
Testing Window:	2020 Spring 3-8 Test	Content Area:	ELA
Teacher:	TEACHER515 TEACHER	Class:	ELA Testing Class 1
Test Name:	ELA Spring Operational		
Testing Dates:	4/10/2019 to 4/20/2019		

Examiner View

Login Tickets

Session 1 Access Code: 9349

New Access Code

Submit

Cancel

Session 2 Access Code: 9128

New Access Code

Submit

Cancel

Registered Students:

Session: All Sessions

Last Name	First Name	NYSSIS ID	Password	Grade	Form Name	Status	Total Items Completed	Date/Time Started	Date/Time Completed	Status Codes
Student1	Test1	1111222244	8ylvyy	03	EN18030I	Session 1: Not Started	0			Set
						Session 2: Not Started	0			Set
Student2	Test2	2222333344	sfufzf	03	EN18030A	Session 1: Not Started	0			Set
						Session 2: Not Started	0			Set

Not Tested Codes



Tests

Printing Student Login Tickets

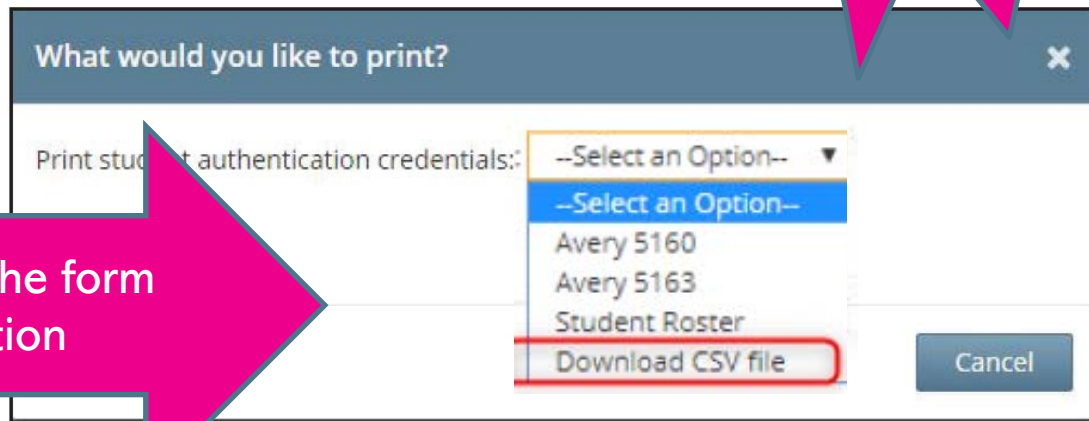
Avery Labels

Student Roster

CSV file

New This Year!
CSV file

Select the form
option



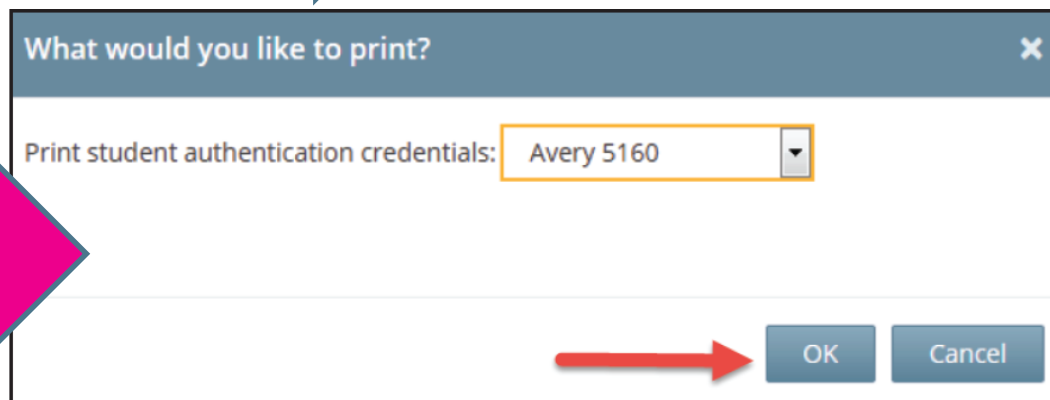
What would you like to print?

Print student authentication credentials:

- Select an Option--
- Select an Option--
- Avery 5160
- Avery 5163
- Student Roster
- Download CSV file

Cancel

Click OK



What would you like to print?

Print student authentication credentials: Avery 5160

OK Cancel

Tests

Sample Student Login Tickets

Student0101, Testing NYSSIS ID: [REDACTED] Password: [REDACTED] Math Spring Operational	Student0102, Testing NYSSIS ID: [REDACTED] Password: [REDACTED] Math Spring Operational	Student0103, Testing NYSSIS ID: [REDACTED] Password: [REDACTED] Math Spring Operational
Student0104, Testing NYSSIS ID: [REDACTED] Password: [REDACTED] Math Spring Operational	Testing0105, Student NYSSIS ID: [REDACTED] Password: [REDACTED] Math Spring Operational	

Tests

Sample CSV file

	A	B	C	D	E
1	First Name	Last Name	NYSSIS ID	Password	Admin
2	First1	Last1	1111111111	123456	2020 Spring 3-8
3	First2	Last2	2222222222	654321	2020 Spring 3-8
4	First3	Last3	3333333333	999999	2020 Spring 3-8
5	First4	Last4	1444444444	888888	2020 Spring 3-8
6	First5	Last5	5555555555	123587	2020 Spring 3-8
7	First6	Last6	6666666666	555121	2020 Spring 3-8
8					

Save .csv with class name/details.

Tests

New York State Grades 3-8 Testing Program

HOME STUDENTS CLASSES TESTS ACCOUNTS STUDENT RESPONSES HELP

[Back to tests list](#)

View Test

You're Viewing: 2020 Spring 3-8

District:	Test District	School:	Test School
Testing Window	2020 Spring 3-8 Test	Content Area:	Math
Teacher:	Test Teacher	Class:	Sample Class
Test Name:	2020 Spring 3-8		
Testing Dates:	12/7/2019 to 1/7/2020		

Test is in progress. Students may sign in and take the test using their User ID's and the PIN shown below.

Examiner View

Login Tickets

Session 1 Access Code 7179

New Access Code

Submit

Cancel

Session 2 Access Code 6771

New Access Code

Submit

Cancel

Registered Students:

Session All Sessions

Last Name	First Name	NYSSIS ID	Password	Grade	Form Name	Status	Total Items Completed	Date/Time Started	Date/Time Completed	Status Codes
Sample 1	Test	4046046046	012345	08	MA20080A	Session 1: In Progress	0	12/7/2019 10:28:26 AM		Set
						Session 2: Not Started	0			Set

Student Download (Excel)

Examiner View

Tests


New York State Grades 3-8 Testing Program



Examiner View

This page refreshes every 60 seconds. 

District:	QAI Nextera Team (QN01)	School:	QAI Nextera 1 (QN01)
Testing Window	Spring 3-8	Content Area:	Math
Teacher:	Sample Teacher	Class:	Math class
Test Name:	Spring 3-8		
Testing Dates:	6/27/2019 to 4/10/2020		

 **Test is in progress.** Students may sign in and take the test using their username and password shown below.



Session 1 Access Code: 1111


Last Name	First Name	NYSSIS ID	Password	Grade	Status	Total Items Completed	Date/Time Started	Date/Time Completed
Test 1	Sample	0589870134	012345	05	Session 1: In Progress	0	4/15/2019 7:14:37 AM	
Test 2	Sample	7000080002	123456	07	Session 1: In Progress	1	7/30/2019 7:14:37 AM	
Test 3	Sample	7000080044	234567	08	Session 1: Finished	1	6/27/2019 3:26:10 PM	8/14/2019 9:32:05 AM

Not Tested Codes

- Before the testing window closes, administrators must confirm all students have completed and submitted their test or the Not Tested Code (NTC) has been set in Admin.
- No student should have a completed test AND a NTC set in Admin.
- Remove the “Absent” Not Tested Code in Admin when student completes make-up.
- Run report and VERIFY

Not Tested Codes

Not Tested Codes can be set on the Tests page

New York State Grades 3-8 Testing Program 

HOME STUDENTS CLASSES TESTS ACCOUNTS STUDENT RESPONSES HELP

[Back to tests list](#)

View Test

You're Viewing: 2020 Spring 3-8

District:	Test District
Testing Window:	2020 Spring 3-8 Test
Teacher:	Test Teacher
Test Name:	2020 Spring 3-8
Testing Dates:	12/7/2019 to 1/7/2020

Test is in progress. Students may sign in and take the test using their User ID's and the PIN shown below.

[Examiner View](#)

[Login Tickets](#)

Session 1 Access Code **7179** [Submit](#) [Cancel](#)

Session 2 Access Code **6771** [Submit](#) [Cancel](#)

Registered Students:

Session [All Sessions](#)

Last Name	First Name	NYSSIS ID	Password	Grade	Form Name	Status	Total Items Completed	Date/Time Started	Date/Time Completed	Status Codes
Sample 1	Test	4046046046	012345	08	MA20080A	Session 1: In Progress	0	12/7/2019 10:28:26 AM		Set
						Session 2: Not Started	0			Set

[Student Download \(Excel\)](#)

Set Status Codes

Student Name	FName LName
Content Area	ELA
Scoring Option	<input checked="" type="radio"/> Not Testing <input type="radio"/> None
Reason	--make a selection--

[Submit](#) [Cancel](#)

Not Tested Codes

From the Testing Status Details Page

New York State Grades 3-8 Testing Program

HOME STUDENTS CLASSES TESTS ACCOUNTS STUDENT RESPONSES HELP

Testing Status Details

Testing Status Filters

Window:
2020 Spring 3-8

District:
QAI Nextera Team (QN01)

School:
QAI Next

Content Area:
Math

Class:
Math class

QAI Nextera 1 (QN01) Math class General Information

Number of Students: 3

Students Not Started: 0

Number of Sessions: 2

Students In Progress: 2

Show Students: All

Show 10 entries

Search:
Enter any part of a student's first name, last name, or ID to begin.

First Name	MI	Last Name	NYSSIS ID	Session 1	Session 2
Test 1		Sample 1	7000080002	In Progress	In Progress
Test 2		Sample 2	0589870134	Not Started	Not Started
Test 3		Sample 3	7000080044	Completed	Completed

« 1 »

Export

Set Status Codes

Student Name

FName LName

Content Area

ELA

Scoring Option


☒ Not Testing
☐ None

Reason

--make a selection--

Submit

Cancel



Not Tested Codes Window

The Not Tested Codes will only be allowed to be set during a specified timeframe.

ELA NTCs can be set March 9 – April 9

Math NTCs can be set March 23 – May 6



Outside of the NTC window, the message will be in Admin.

Class	-- Not Testing --	Edit Status
The report code change window has closed. Report codes may no longer be added or changed.		

Contact your DTC or RIC for further guidance if you need to set a code outside of the window.

Testing Status Details

Nextera Administrator Sign Out

New York State Grades 3-8 Testing ProgramQuestar

HOME STUDENTS ▾ CLASSES TESTS ▾ ACCOUNTS ▾ STUDENT RESPONSES HELP ▾

Testing Status Details

Testing Status Filters

Window:
2020 Spring 3-8 ▾

Content Area:
Math ▾

District:
QAI Nextera Team (QN01) ▾

Class:
Math class ▾

School:
QAI Nextera 1 (QN01) ▾

QAI Nextera 1 (QN01) Math class General Information

Number of Students: 3

Students Not Started: 0

Students Completed: 1

Number of Sessions: 2

Students In Progress: 2

Students Not Testing: 0

Show Students: All ▾

Show 10 ▾ entries

Search:

First Name	MI	Last Name	NYSSIS ID	Session 1	Session 2
Test 1		Sample 1	7000080002	In Progress	In Progress
Test 2		Sample 2	0589870134	Not Started	Not Started
Test 3		Sample 3	7000080044	Completed	Completed

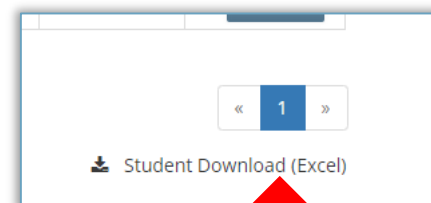
« 1 »Export

Admin Reports

Admin users have access to reports before, during and after testing.

- Student Download report

- Download from Students/Students menu
- Includes all students based on user access



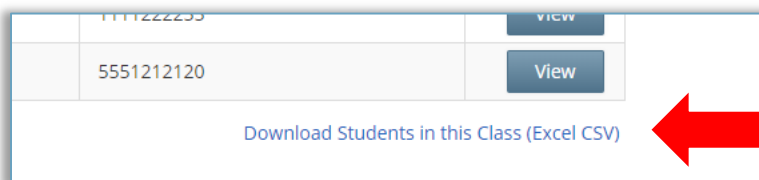
	A	B	C	D	E	F	G	H
1	Students in QAI Sample Elementary School (012345)							
2		2020 Spring 3-8						
3	NYSSIS ID	First Name	MI	Last Name	Grade	Content Area	Accommodation	Accommodation Option
4	1111111111	First1	1	Last1	3	ELA		
5	2222222222	First2	2	Last2	3	ELA	Background Color	Black text on pink background
6	3333333333	First3	3	Last3	4	ELA		
7	1444444444	First4	4	Last4	6	ELA	Answer Masking	
8	5555555555	First5	5	Last5	7	Math		
9	6666666666	First6	6	Last6	8	Math	TTS	

Admin Reports

Admin users have access to reports before, during and after testing.

- Classes report

- Download from Classes menu; choose the specific class
- Includes all students in that class plus accommodation information



1111222233	VIEW
5551212120	View

[Download Students in this Class \(Excel CSV\)](#)

	A	B	C	D	E	F	G	H
1	Students in QAI Sample Elementary School (012345)							
2		2020 Spring 3-8						
3	NYSSIS ID	First Name	MI	Last Name	Grade	Content Area	Accommodation	Accommodation Option
4	1111111111	First1	1	Last1	3	ELA		
5	2222222222	First2	2	Last2	3	ELA	Background Color	Black text on pink background
6	3333333333	First3	3	Last3	4	ELA		
7	1444444444	First4	4	Last4	6	ELA	Answer Masking	
8	5555555555	First5	5	Last5	7	Math		
9	6666666666	First6	6	Last6	8	Math	TTS	

Admin Reports

Admin users have access to reports before, during and after testing.

- Testing Status Details report

- Download from Tests/Testing Status Details
- Includes testing status based on user access

⌄	Session 1	⌄	Session 2	⌄
	N/A		N/A	
	N/A		N/A	
	N/A		N/A	
	N/A		N/A	

Export



	A	B	C	D	E	F	
1	Testing for 2020 Spring 3-8 ELA						
2	District QAI District (012345)						
3	QAI Elementary School (012345)						
4	First Name	MI	Last Name	NYSSIS ID	Session 1	Session 2	
5	First1	1	Last1	1111111111	Completed	In Progress	
6	First2	2	Last2	2222222222	Not Started	Completed	
7	First3	3	Last3	3333333333	Completed	Completed	
8	First4	4	Last4	1444444444	Absent	Not Started	
9	First5	5	Last5	5555555555	Medically Excused	Medically Excused	
10	First6	6	Last6	6666666666	Completed	Completed	



On Testing Day

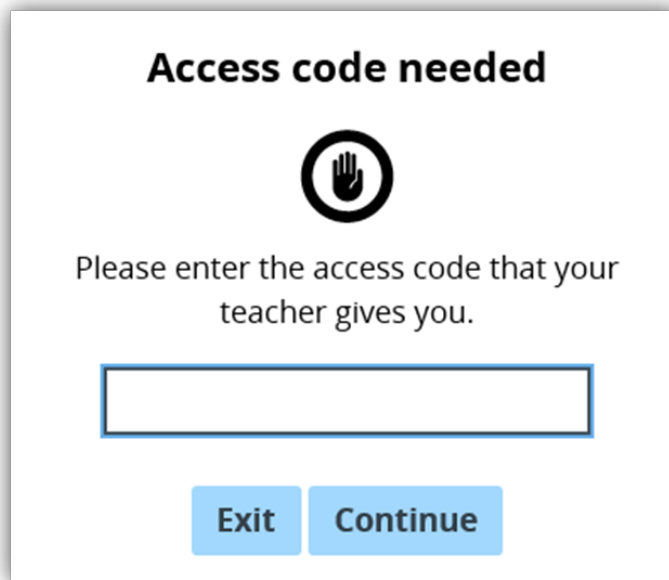
Teachers and/or Proctors will need the proper tools for a successful administration on computers:

- ✓ Student login tickets (credentials)
- ✓ Access code
- ✓ Proctor PIN
- ✓ Scratch paper
- ✓ Teacher directions
- ✓ Calculator
- ✓ Math reference sheet


More detailed information will be in the teacher's directions and webinars.

On Testing Day

The Access Code and Proctor PIN pop-up boxes look similar in the Nextera Test Delivery System but require different codes.



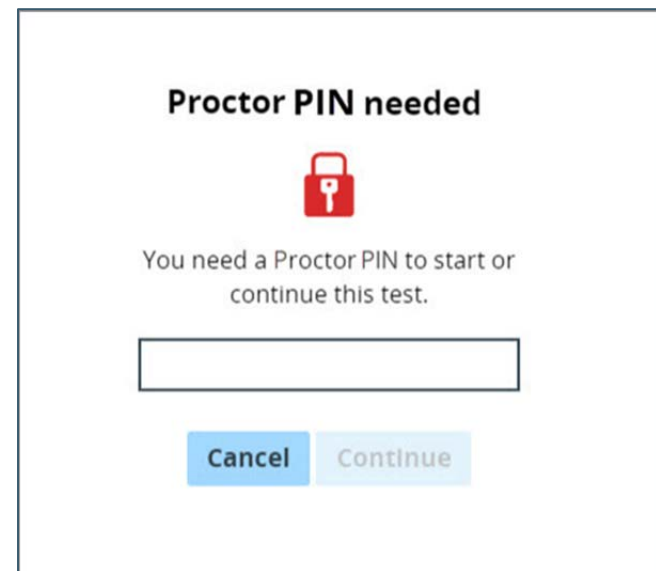
Access code needed




Please enter the access code that your teacher gives you.

Exit **Continue**

The Access Code is required every time a student logs into the test.



Proctor PIN needed



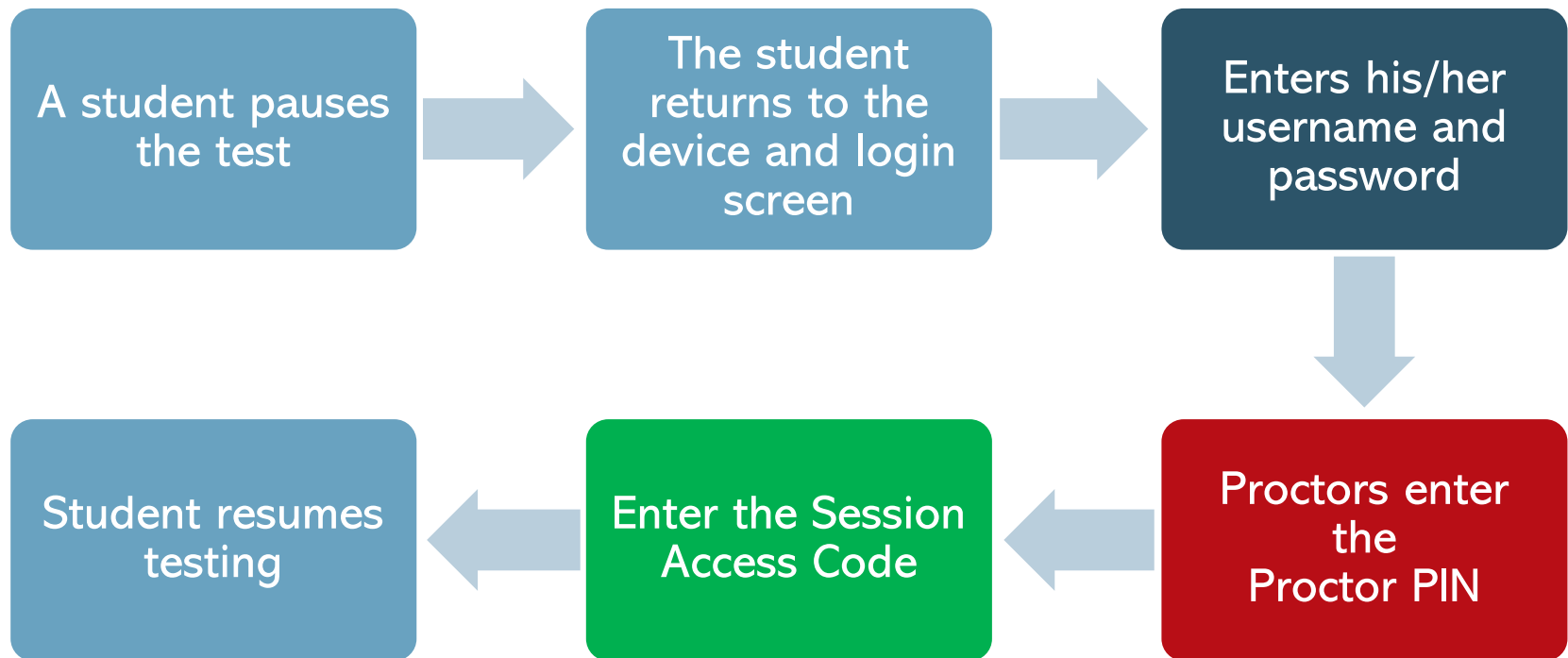
You need a Proctor PIN to start or continue this test.

Cancel **Continue**

The Proctor PIN is required when a student logs back into a previously started test.

Nextera[®] Test Delivery System

Pausing a Test



Proctor PIN

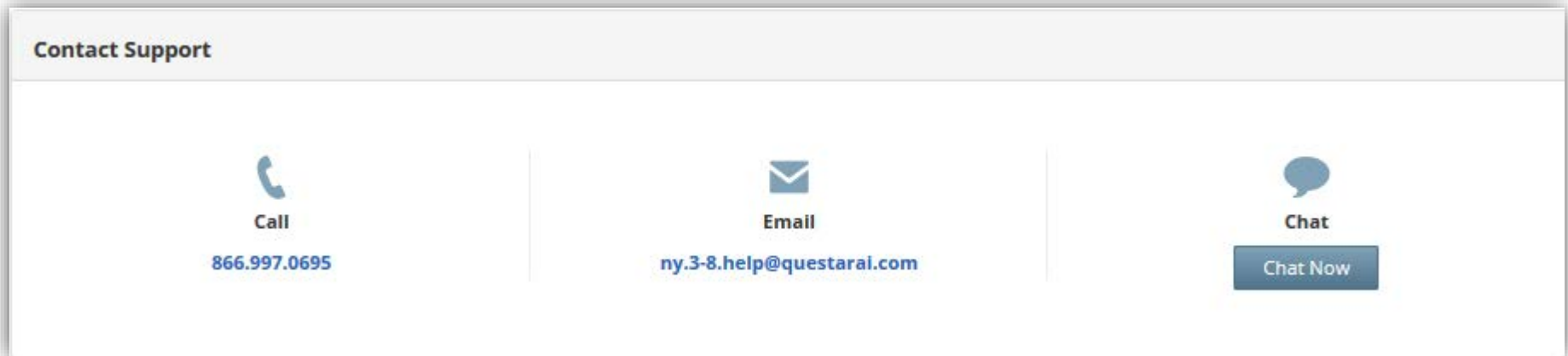
- Proctor PIN is required when a student needs to restart a paused test
- Located on the homepage of Nextera Admin for district and school level users
- There is a different Proctor PIN for each school
- The Proctor PIN is secure and should not be shared with students. Teachers/ Proctors should type the PIN on the students device.

School Information	
District:	QAI Training Test District (0000001)
District Test Coordinator	DTC FName LName
Schools:	
School:	Test Middle School (0000001-1)
Principal	PRN FName LName
Proctor PIN:	12345678
ELA Lead Scoring Entity:	QAI Training Test District (0000001)
Math Lead Scoring Entity:	Pending
School:	Test Elementary School (0000001-2)
	Create an Account
Proctor PIN:	VB2Y7WFB
ELA Lead Scoring Entity:	QAI Training Test District (0000001)
Math Lead Scoring Entity:	Pending

Help

Help

- Contact Customer Support from the Help tab
 - Utilize Chat for non-emergency questions.
- Review commonly asked questions
- Access support documentation: Manuals, Quick Reference Guides, Download Secure Browser
- System Scan



Part 3

- Best Practices & Tech Tips

Keyboarding Skills

Keyboarding, the ability to operate a keyboard efficiently while typing, is an important skill that has always been included in the NYS Learning Standards.

- The newly adopted [NYS Next Generation English Language Arts Learning Standards](#) include expectations for keyboarding instruction in the Production and Range of Writing section for all grades P-12 , offering an incremental year-by-year approach to developing effective keyboarding skills.

Grade(s)	Keyboarding Instruction Expectations in NYS Next Generation English Language Arts Learning Standards	Page
PreK	Students should begin to explore keyboards.	12
K	Students should explore keyboards.	18
1	Students should continue to explore keyboards.	25
2	Students should be introduced to keyboarding.	32
3 and 4	Students should receive instruction in keyboarding, with a focus on technique over speed.	39, 46
5 and 6	Students should continue to improve keyboarding skills, with a focus on increasing speed as well as accuracy.	53, 60
7, 8, 9/10	Students should continue to improve keyboarding skills to increase speed and accuracy.	68, 74, 83
11/12	Students should demonstrate proficient keyboarding skills.	90

Instructional Tools

The Question Sampler offers “empty” CR box samplers for both ELA and Math.

The screenshot shows the 'Equation Editor Sampler' interface for Grade 7 Math. At the top, it says 'Question 1'. Below the header, there is a 'Review & Submit' button. The main area contains the instruction: 'Use the space below to answer the question your teacher has provided you.' followed by 'Show your work.' Below this is a large text input area with a rich text editor toolbar above it. The toolbar includes icons for bold, italic, underline, strikethrough, text color, background color, bulleted list, numbered list, link, unlink, insert link, insert image, insert table, insert equation, insert fraction, insert square root, insert degree, insert pi, insert infinity, insert left arrow, insert right arrow, insert up arrow, insert down arrow, insert undo, insert redo, insert clear, insert help, insert fullscreen, insert print, insert share, insert download, insert upload, insert refresh, insert reset, insert zoom in, insert zoom out, insert zoom reset, insert zoom full, insert zoom auto, insert zoom best fit, insert zoom width, insert zoom height, insert zoom default, insert zoom none, insert zoom scroll, insert zoom touch, insert zoom wheel, insert zoom mouse, insert zoom keyboard, insert zoom touchpad, insert zoom trackball, insert zoom joystick, insert zoom game controller, insert zoom other. Below the text input area is an 'Answer' section with another rich text editor toolbar and a text input area. At the bottom, there is a navigation bar with icons for zoom, bookmark, note, and highlighter.

The screenshot shows the 'Review' interface. At the top, it says 'Review'. Below this, it says 'You have answered 2 of 5 questions. Click on a question number to go back to it.' Below this is a 'Submit test' button. Below the button, there is a summary bar showing 'unanswered(3)' in yellow, 'answered(2)' in white, 'bookmarked(2)' with a bookmark icon, and 'notes(1)' with a notepad icon. Below the summary bar are five question number buttons: 1 (white), 2 (yellow), 3 (white), 4 (yellow), and 5 (yellow). Each button has a small icon in the bottom left corner: a checkmark for 1, a pencil for 2, a bookmark for 3, a notepad for 4, and a notepad for 5.

Teachers can provide their own questions, and students can respond online in the Samplers.

The screenshot shows the 'ELA Response Box Sampler' interface for Grade 6 ELA. At the top, it says 'Question 1'. Below the header, there is a 'Review & Submit' button. The main area contains the instruction: 'Use the response box below to answer the question your teacher has provided you.' Below this is a large text input area. At the bottom, there is a navigation bar with icons for zoom, bookmark, note, highlighter, and line reader.



Command Center Model

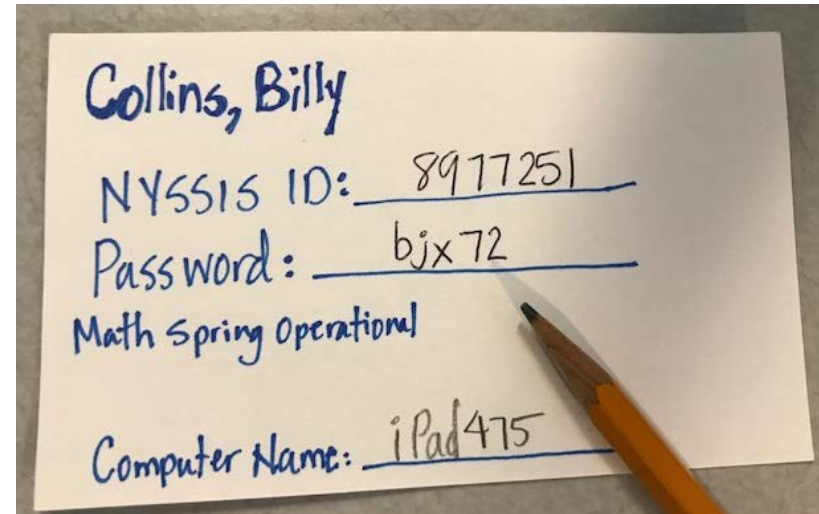
Consider using the “Command Center” Model for CBT administration:

- Principal and Test Coordinators centrally located, watching progress in Nextera Admin
- Technical Coordinators on-hand in the hallways
- Proctors actively proctoring student testing in the classroom/testing location

Student Login Tickets

Use Index Cards for Login Tickets.

- Have students write their computer name on the login ticket
- Proctors may use the back to indicate if a student is not testing
 - The student hands the login ticket back to the proctor when exiting the testing room



Tech Tips

- Disable Screen Savers
- Disable Notifications
- Double-Check Wireless Connections
- Limit Network Activity Like Streaming Videos
- Charge Testing Devices
- Have Extra Cords and Power Strips On-Hand
- Have Extra Testing Devices On-Hand
- Try to Reboot All Devices Before Operational CBT

Upcoming Trainings

- **February 10:** Statewide CBT Webinar
- **March 4-6:** Regional ScorePoint Training Sessions
- **March 9:** Statewide ScorePoint Webinar
- **March 3:** Proctor & Preparedness Webinar
- **April 29:** SAFT Proctor Training Webinar

CBT Contact Information

Schools with questions concerning the CBT should:

1. Contact your Regional Information Center/ District Level Support
2. For additional materials needed, please contact Questar Customer Support:

Email: NY.3-8.help@questarai.com

Phone: 1-866-997-0695

3. For policy support/questions, please contact NYSED:

CBTSupport@nysed.gov

<https://CBTSupport.nysed.gov>

Thank you!

