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| **Specific Focus** | **Task: Student Directions** | **Example** |
| **Step 1:** **Logging On** | * Turn on a Chromebook
* Do NOT log in
* Click **“Apps”** in the bottom left
* Select **AIRSecureTest**
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| * Click the link that says **“Click here to go to the Practice and Training Test Site”**
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| * Just click **“Sign in”** as a guest.
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| **Step 2:** **Sign in** | * Choose your grade level.
* Click “**Yes”** to start.
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| **Step 3:** **Test Choices** | * Click **Start ELA Grades 6-8 Training Test**.
* Continue sign in process and click the button to **Begin Test Now.**
* On the screen for **Choose Settings**, click **Select.**
* On the screen, **Is This Your Test?** scroll down and select, **Yes, Start My Test.**
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| **Step 4:****Sound Check** | Plug your headphones into the **“headphone icon”** of your computer station.Click the sound icon to **“hear”** the sound. If you hear the sound, click **“yes”** and if not, check to be sure your headphones are plugged into the correct location of your computer. * You can adjust the sound on the Chromebooks using the **volume keys on the upper right** part of the keyboard
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| **Step 5: Review Test Instructions & Help** | * In this section of the test, it is helpful to scroll through the information about the tools you will encounter within the testing interface.
* Here you will find an overview of the student testing site, tools, and test rules.
* After review, click the **Begin Test Now** button.
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| **Step 6:** **Select & Highlight Text** | * In the first passage, **click and hold** the touchpad at the end of a sentence.
* With another finger **drag/swipe** to the left and up to **select** the entire sentence.
* In the upper right corner click the three lines to bring up the menu.
* Using the touchpad, select **Highlight Selection.**
* You will now see the passage highlighted in yellow.
* To remove the highlighted passage click the three lines to bring up the menu then using the touchpad, select **Reset Highlighting.**

***\*Highlighting can be done on both the reading passage and on the questions.******\*\*If you leave the test segment or pause the test, any highlighting up until that point will not be retained.*** | Machine generated alternative text:  |
| **Step 7:** **Strikethrough** | * Locate a multiple choice question to use for the next practice.
* Using the touchpad with two fingers, **right-click** on the answer you want to mark.
* Then click the **Strikethrough** button that pops up. That answer will now show a line through it.
* To remove the **strikethrough, right-click** the answer and then click the **reset/undo strikethrough** button that pops up.

If you have specific learning accommodations, please ask your teacher for help on this screen. ***\*Used to mark off the answers you do not wish to choose for a particular question.******\*Using the strikethrough doesn’t mean you have chosen an answer for that question.******\*Strikethrough also does not mean you can’t choose that answer as a response.*** | Machine generated alternative text:  |
| **Step 8:****Stimulus Expansion** | * There may be times when you would prefer the text of the test question to be full screen.
* On your screen locate the double arrow button next to the context menu. This is the **Stimulus Expansion** button.
* Click the button once and your **text will expand** to cover the entire window.
* Click the button again, and it will return to cover the left half of the open window leaving the test question on the right half of the window.
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| **Step 9:****Reflection** | Now that you have completed the practice using the **highlighter & strikethrough** tools, **reflect** **and respond** to the following questions on this document or open a new Google Document and **SHARE** it with your teacher.  | 1. Describe two challenges or successes you encountered when using the **highlighter and/or strikethrough tools** on the practice test using a Chromebook.
2. Did you know you can also use these tools on the SBAC Math Assessment? Give an example of how you could use these tools on the SBAC Math assessment.
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|  | On a scale of 1-10 how you’re your comfort level with these tools? Emotes-face-smile icon**8-10** I feel comfortable with the tools but I could redo this lesson for additional practice.Emotes-face-plain icon**5-7** I am somewhat comfortable with these tools but could use additional practice. Emotes-face-uncertain icon**0-4** I am still not comfortable with these tools and need to complete the practice again.  | 1. If you gave yourself a rating of **8-10**, what can you do to help other students achieve the same score?
2. If you did not get give yourself a rating between **8-10,** what do you plan to do to improve your score?
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