

Slide 1. This presentation addresses considerations for remote testing.

Slide 2. First, understand that remote test administration and virtual test administration are not the same.

Remote test administration takes place somewhere other than a school campus but is still in-person between the test administrator and the student. Administering the assessment to a homebound student at their home is an example of remote test administration, but this is not the only scenario where remote test administration may be deemed necessary. Remote test administration is allowed pending district and state approval. Contact the local assessment coordinator to better understand district and state guidance on remote test administration.

Virtual test administration is not allowed for the Dynamic Learning Maps[®], or DLM[®], alternate assessment. Administering the assessment using Zoom, Google Meet, Microsoft Teams, or any other virtual method is not allowed due to security concerns, and the fact that students often require some accessibility supports that must be provided outside the assessment system.

Slide 3. Remote test administration follows the same parameters for test security and allowable practices as described in the Test Administration Manual for test administration under normal circumstances at school. Regardless of where the assessment is administered, test security must be maintained. This includes ensuring the testlet screen and content are accessible to the student and test administrator only and minimizing distractions. Do not share the student's Kite[®] Student Portal credentials with anyone, and do not discuss the testlet content or the student's performance with anyone.

Signed non-disclosure forms are not required for others who may be in the room during the remote test administration unless the district or state require such action.

Slide 4. Testlet Information Pages, commonly referred to as TIPs, are specific to each testlet. If planning to administer more than one testlet during a remote test administration session, be sure to consult the available TIPs to determine if materials will be needed for the testlets. Gather such materials before meeting with the student in case those materials are not available at the remote location.

However, remember that substituting materials is typically allowed unless indicated otherwise on the TIP. If the TIP is printed and brought to the remote test administration session, be sure it is securely destroyed, leaving nothing behind.

Slide 5. Also, ensure Student Portal is installed on the testing device and that internet connectivity will be available, secure, and stable at the remote location.

Slide 6. Test administration practices allowed and not allowed are described in the TEST ADMINISTRATION MANUAL and apply to remote test administration just as they do to test administration under typical circumstances. Again, districts and states may have additional guidance, so be sure to consult the local assessment coordinator about any district- or state-specific parameters regarding remote test administration.