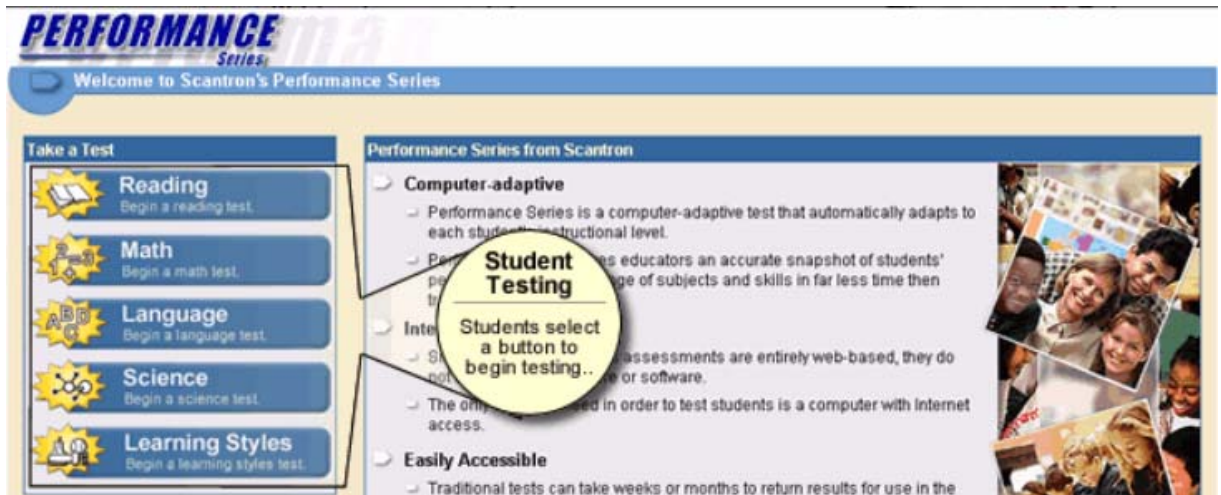


PERFORMANCE SERIES
TEST PROCTORING

Section 1: Login to Performance Series

1. Open an Internet browser, such as Windows Explorer.
2. Direct Students to <http://www.edperformance.com/> and have them click the subject area for the test that they are taking.




3. Instruct students to enter the School **Site ID** and click the  button.

Connecting Waters Charter School

Enter Site ID

Please enter the Site ID for your school. This number was assigned to your school in the signup process. Ask your test administrator for this number if you don't know it.

Site ID:




4. Instruct students to enter their **Student ID** and click the  button.


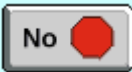
Connecting Waters Charter School

Enter Student ID

Please enter your student identification code. Ask your test administrator for this code if you don't know it.

Student ID:

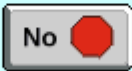



5. Instruct students to confirm their name and either click  to continue, or  to enter a different **Student ID**.

Connecting Waters Charter School

Confirm Your Name

Is your name
Reagan Matthew?

Section 2: Test Instructions

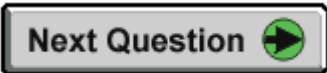
1. Once students log in to take a test, they will see the test instructions. Additional instructions may also be given at this time, and some proctors may choose to read the instructions aloud to students.

The screenshot shows a test interface for a student named Reagan Matthew. At the top, the name "Reagan Matthew" is displayed in white text on a blue background. Below this, the title "Math Test Instructions" is shown in white text on a black background. The main content area has a yellow background and contains the following text: "Dear Reagan, This is a Math test. This test will provide useful information about what you have learned. It is important that you do your best on this test. Please take your time and be sure to answer each question carefully, because you cannot return to a previously answered question. Graphics in this test are not to scale. Click the mouse on the answer you think is correct. Then click on the 'Next Question' button. If you do not have scratch paper or if you have a question please raise your hand." At the bottom of the yellow area, there are two buttons: a "Stop" button with a red octagonal stop sign icon, and a "Begin Test" button with a green right-pointing arrow icon.

2. Once students have finished reading/listening to the instructions, they may click

the  button.

3. Students will be presented a series of questions, and should choose an answer for

each item. Once they click the  button, they will see the next question. Because the test is a forward moving adaptive test, students may not go back and forth in the navigation of test questions.

Caleb has 120 pieces of candy. He wants to share the candy evenly with his three friends Logan, Connor, and Charles. How many pieces of candy will each of the four boys have?

- A. 40 pieces
- B. 20 pieces
- C. 60 pieces
- D. 30 pieces

Next Question 

Stop 

4. Reading passages in the Reading test are timed. For Reading passage items, students will have to scroll down to read the passage, and click

I Have Read the Story 


when they have finished reading the passage. It is important to let students know that the reading passage will remain available on the screen, even after click the button, so that they can use it to answer the reading passage questions. A **Reading Rate** is calculated based on the time it takes each student to acknowledge that they have finished reading each passage.

"Why is all of this food being prepared and brought here?" Nikki inquired of Cheyanne.

"This will be our first Feast of Thanks shared with the newcomers," Cheyanne explained.


Before long, the corn soup was ready, and the two carried the dish over to the large table and placed it amongst the many other dishes.

Just as they placed the corn soup on the table, Nikki and Cheyanne were being joined by Uncle Richard, Nikki's parents, and the rest of the family. They were all interested in finding out what amazing dishes would be served this Thanksgiving. Nikki was sure she would have much to discuss with Cheyanne over their holiday meal. Beyond that, she couldn't wait to begin painting what she was sure would be the most amazing replica of the first Thanksgiving feast.

I Have Read the Story 

5. If a student fails to choose an answer before clicking **Next Question**, he/she will be


prompted to choose an answer. The student can click the


Return to test 

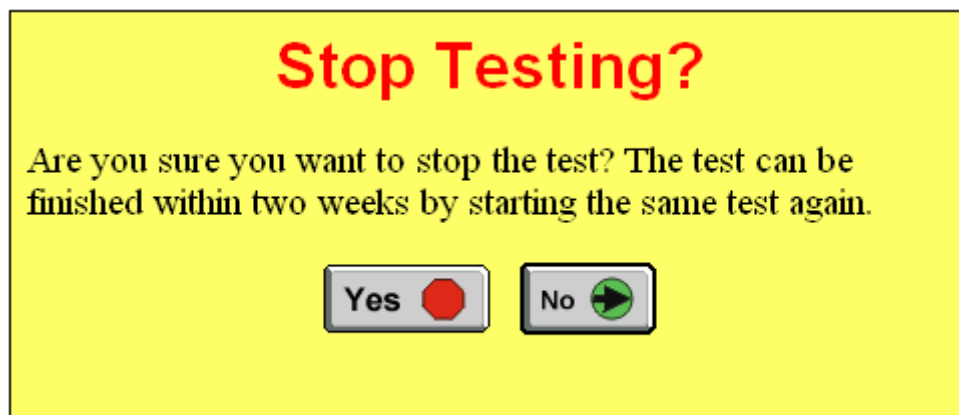
button to return to the same question and choose an answer before going to the next question.

No Answer

You need to answer the question. Choose one of the answers before clicking the "Next Question" button.

Return to test 

6. At any point during the test, a student may click the  button to pause the test, and will be asked to confirm the choice to stop testing.




7. If the student stops a test, he/she will have 2 weeks to finish the test before it is spoiled. When the student logs back in at a later time and choose a subject area for which there is an existing unfinished test, he/she will see the instructions to continue the test.

Reagan Matthew

Resume a Math Test

Dear Reagan,

You will be continuing a previously started Math test. This test will provide useful information about what you have learned. It is important that you do your best on this test. Please take your time and be sure to answer each question carefully, because you cannot return to a previously answered question. Graphics in this test are not to scale. Click the mouse on the answer you think is correct. Then click on the "Next Question" button. If you do not have scratch paper or if you have a question please raise your hand.

Stop  Begin Test 