



STAR360: Test Administration Instructions

ABOUT STAR360

STAR360 consists of two customized reading and one Math tests for students to take on a computer. As a student takes the assessment, the software selects items based on the student's responses. If the student answers the item correctly, the software increases the difficulty level of the next item. If the student answers incorrectly, the software lowers the difficulty level of the next item. By continually adjusting the difficulty of an item to what the student has shown s/he can or cannot do, the assessment is tailored to accurately measure each student's level of achievement.

WHICH TESTS SHOULD MY STUDENT TAKE?

Star Early Literacy should be completed by all students in grades K-1, non-readers of any grade and if specifically directed to complete by their teacher. It consists of 27 items and generally takes fewer than 15 minutes for the student to complete the assessment.

STAR Reading should be taken by all students in grades 2-12 unless directed by teacher to take STAR Early Literacy instead. It consists of 34 items and generally takes fewer than 30 minutes for the student to complete the assessment.

STAR Math should be taken by all students in grades K-12 unless a student in grades K-2 has been directed not to take it by their teacher. It consists of 34 items and takes approximately 20 minutes for the student to complete the assessment.

TEST SECURITY OVERVIEW

Security is a concern in any testing situation, and sound testing procedures are the hallmark of test security. When teachers, learning coaches and test administrators consistently follow the same procedures before, during, and after testing, they help ensure test results which are true representations of student achievement. **No assistance should be given to students as they answer questions, nor should they be allowed to view any material while taking the test.** STAR360 cannot accurately assess what the student can and cannot do and track the student's level of achievement if provided outside help.

PRIOR TO TESTING

- Schedule time (perhaps an hour per test) during the assigned testing window provided by school
- Be sure to cover or remove any materials around the testing area that might help students answer test items. No calculators or other devices are to be used during the test unless accommodations are required. An online calculator may be provided for some questions above a certain grade level by the program when appropriate.
- Be sure computer audio is set appropriately as some questions in the younger grades have audio. If accommodations require, the math audio may be turned on by the teacher.
- Ensure a quiet testing area during the test.
- Students may use as much pencil and note paper during the test as they wish. Be sure they have plenty.
- Be sure you have the web address, your student's username and password from your teacher
- Discuss with your student the importance of doing his/her best in order for their teachers to identify and address any educational needs.

DAY OF TESTING

- **IMPORTANT:** no assistance should be given to student while taking the test once the questions start. Students may only use paper and notepaper. No other materials are allowed unless accommodations are discussed with your teacher. Parents should not read questions, answers or prompt in any way. Difficulty of questions will be adjusted based on whether students get the questions correct or not.
- You may help your student log on and select the appropriate subject(s). You may also help them turn in the test, pause the test or restart the test. If a student needs to leave the room unexpectedly while taking a test, you can stop a test by selecting Stop Test in the upper-right corner of the screen. A prompt will ask if you want to resume the test later, stop the test, or cancel the action. A student has eight days to resume a test at the point where he or she left off (the student will see a different item, however).
 - STOP THE TEST option from prompt will cancel the test and it will start from beginning next time they start
 - RESUME THE TEST LATER option will save the test and student can resume later. If prompted for a password, type ORVA to resume
- Be sure no other programs are open on your computer, including other browsers or extra tabs.

AFTER TESTING

- Be sure to make time to meet with the teacher to discuss results, progress and possibly setting any new goals based on current test data.

INSTRUCTIONS THAT CAN BE READ ALOUD TO STUDENT PRIOR TO STARTING TEST

STAR MATH

“Today you will take a test called Star Math. You will answer the questions on your computer or a tablet, but you can work the problems out on note paper. There are 34 questions on the test, and it should take you somewhere between 20 and 30 minutes to answer all of the questions.

Some of the questions will be easy, while others will be more challenging. Don’t worry about how many questions you think you get right or how many you think you get wrong. Everyone will likely miss some of the questions. The main goal is for you to do the best you can.

Be sure to read each question and all of the answer choices carefully before selecting your answer. If you do not know the answer to a question, go ahead and choose what you think is the best answer.

Remember that once you have selected your answer, you will need to select NEXT to move on to the next question. You can change your answer choice before you select NEXT but not after. Once you move on to the next question you cannot go back.

If you see a picture of a clock at the top of the screen, time is almost up for that question. Choose your best answer and select NEXT to move on to the next question. If you do not choose an answer in time, you will see a message that says time is up for that question. The next question will appear in a few seconds.

You will see a message that tells you when you have finished the test. Select OK and let me know you are done. Your teacher will provide you will test results.”

(If students are in grade 7 or higher) For some of the algebra and geometry questions, there will be an on-screen calculator and an on-screen formula reference sheet that you can use to answer the questions.

(If students are taking the test using audio) Listen to the audio when a new question is presented to you. You will be able to pause, resume, or replay the audio if you need to.

STAR READING

“Today you will take a test called Star Reading. There are 34 questions on the test.

Some of the questions will be easy while others will be more challenging. Don’t worry about how many questions you think you get right, or how many you think you get wrong. Everyone will likely miss some of the questions. The main goal is for you to do the best you can.

Be sure to read each question and all of the answer choices carefully before selecting your answer. If you do not know the answer to a question, go ahead and choose what you think is the best answer.

Remember that once you have selected your answer, you will need to select Next to move on to the next question. You can change your answer choice before you select Next but not after. Once you move on to the next question you cannot go back.

If you see a picture of a clock at the top of the screen, time is almost up for that question. Choose your best answer and select Next to move on to the next question. If you do not choose an answer in time, you will see a message that says time is up for that question. The next question will appear in a few seconds.

You will see a message that tells you when you have finished the test. Select OK and let me know you are done. Your teacher will provide you will test results.”

STAR EARLY LITERACY

“Today you will take a test called Star Early Literacy. There are 27 questions on the test.

Some of the questions will be easy, while others will be more challenging. Don’t worry about how many questions you think you get right or how many you think you get wrong. Everyone will likely miss some of the questions. The main goal is for you to do the best you can.

If you do not know the answer to a question, go ahead and choose what you think is the best answer.

Remember that once you have selected your answer, you will need to select NEXT to move on to the next question. You can change your answer choice before you select NEXT but not after. Once you move on to the next question you cannot go back.

If you see a picture of a clock at the top of the screen, time is almost up for that question. Choose your best answer and select NEXT to move on to the next question. If you do not choose an answer in time, you will see a message that says time is up for that question. The next question will appear in a few seconds.

You will see a message that tells you when you have finished the test. Select OK and let me know you are done. Your teacher will provide you will test results.”