Scantron Testing
for our Distance Learners

Proctoring Performance Series Tests
Tips and Tricks for Testing at Home

Performance Series is adaptive, so the length of time required to administer the test varies based on the performance of each student. While there is no time limit for completing a Performance Series assessment, each subject test takes approximately 30 to 45 minutes and will contain 25 questions.

Inform students the test is designed for them to answer some questions correctly and some incorrectly. Students should be encouraged to try their best and should be reminded that this test is used to help their teachers help them in the classroom. Because the test is adaptive, each student will see a unique set of questions based on his or her own answer choices.

What is Help and What is Coaching?
Since Performance Series uses the student's own responses to determine the difficulty of subsequent questions, coaching will quickly get the student to a level at which he or she cannot answer successfully. The testing software is designed to adapt to the student's individual ability and target the specific instructional level of each student.

Avoid these types of interactions during the test session.
- Reminding students of the time.
- Helping students with words or problems that are too difficult for them.
- Helping students narrow their answer choices.
- Providing help with reading passages or question content.
- Hovering over the student as they test.

Before the Test
- Prepare a quiet area in the home for testing.
- Ensure the student has adequate scratch paper.
- A calculator, if requested by the instructor (Grades 7 & 8 only)
- Clear the cache and cookies on the student machine.
- Turn off all pop-up blockers.
- Turn off all screen savers.
- Make sure all other browser tabs are closed before you start to logon.

Note: *Depending on the home internet bandwidth and connectivity, you may have to limit others in the household who are using the internet at the same time as the Google Meet/testing session.*

After the Test
When the test is completed, students see a Congratulations message. Students will have the option to start another assessment at the select a test screen. If the student is done testing for the day, it is very important they log off officially, by clicking the LogOut link in the upper right corner of their screen.