



TestNav Remote Delivery - Student Guide

TestNav Remote Delivery Overview

Welcome! By testing, you're helping us make your school better and helping your teacher understand what you need to learn and grow. We're excited to find out what you learned this year! We want to help you be as successful as possible so this year, you'll take your online tests using **TestNav remote delivery**.

TestNav remote delivery lets you take your online test –from anywhere! There's no difference between taking a test using TestNav at school or taking a test using TestNav remote delivery from home. You answer questions the same way. It looks the same, and you have the same options and tools. Your teacher will help you prepare to take your test. They will explain all of it to you in detail.

How to Prepare for Your Test

Accommodations and Tools for Students

Do you remember the last time you used TestNav? Did your teacher give you any accommodations? Don't worry! Your teacher will work with you to make sure you receive the same ones.

When using TestNav remote delivery, you'll have the same tools in TestNav. Is this your first time using TestNav? Do you want to review how to use TestNav? Just tell your teacher before it's time to test. Your teacher will be happy to get you started or help you review how to use it.

How to Access TestNav Remote Delivery

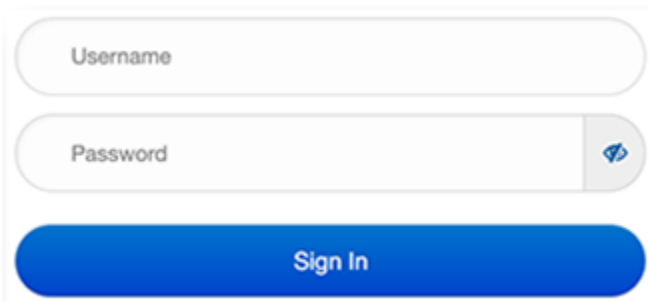
Your school and teacher will send you a TestNav web link before your test session, and they will also help you get there.

Signing In to TestNav Remote Delivery

You will need two things to sign in to TestNav remote delivery. First, you'll need a username. Second, you'll need a password.

Your teacher will give you both. If your teacher emails these to you, you should expect two emails. One email will have your username. The other email will have your password. Both emails are a secret. Don't share them with anyone, except your parent or guardian, and teacher.

The image below shows the page where you'll sign in to the test.



The image shows a sign-in form with two input fields: 'Username' and 'Password'. The 'Password' field has a small icon on the right side. Below the fields is a blue button labeled 'Sign In'.

Something New in TestNav

When you start your TestNav test, you will see something new. It's a small icon called a **Battery Indicator**. It tells you how long you have before your battery runs out. If your battery gets low, the Battery Indicator changes color, and you should let your teacher know. Don't worry. You'll be able to resume your test at the place you left off.

Security

We want the test to be fair and easy for you to use. Taking a test outside of school should be as easy as it is in your classroom. To make sure everyone has a fair advantage, keep in mind the following points:

- Your teacher may use video conferencing to
 - video chat with you,
 - audio chat with you,
 - and send you messages.This helps your teacher quickly answer your questions. Let your parents know if you are not comfortable with this.
- If TestNav runs slowly or poorly, tell your teacher. You may have too many programs running at once.

Before Testing

Here are some important things that must happen before you can start your test.

- Your teacher will tell you about the test. You'll learn what to expect.
- If you or your parents/guardians have any questions, ask.
- Your teacher will also:
 - Review your testing schedule and test materials
 - Explain how to get their attention and talk with them during your test
- Go over the *Parent/Guardian and Student Remote Testing Setup Guide* to make sure you are ready to test.
- Your teacher may ask you to participate in a pretest session. This helps you understand what to expect during your test.

- For this pretest, you should meet with your teacher using your normal online meeting platform (like Zoom). In this meeting, your teacher may read you the verbal directions for the test, or they may send you these directions in an email. Your teacher may also tell you more about the test. example, materials that you can use on the test, and those that you cannot use.
- Your teacher will remind you to not start your test early. You should only sign in or start your test at the scheduled time.

During Testing

It is important that you do these things before and during your test.

- If possible, keep your device or computer plugged in.
- Check your audio and video. Make sure they work correctly. Then, let your teacher know that you're ready to sign in.
- If you can't sign in, let your parent/guardian and teacher know. They will help you.
- If you don't see the right test after you sign in, let your teacher know.
- If your internet is too slow or giving you problems, let your teacher know. Your teacher and your parent/guardian will help you resume your test as soon as possible.
- While you test, your teacher may be watching you and your classmates test. This is to help all of you and to make sure everyone testing follows the rules.
- After you're done with your test, you should review and submit your answers.

After Testing

After you finish your test and submit your answers, there are still two things left to do.

- Follow up with your teacher if you need to resume testing later.
- If your teacher planned multiple days of testing, your teacher should tell you when the next testing time is scheduled. Make a note of the date and time!