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2020-21**

# **EL Civics Remote Assessment Procedures**

Presented by  
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# EL Civics Remote Assessment Procedures

- Identify procedures for administering EL Civics remote assessments.
- Gather ideas on how to present test questions during an EL Civics remote assessment.



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# Background

- Rancho Santiago Community College District: Santa Ana College & Santiago Canyon College
- Pilot project for EL Civics remote assessments
- COAAPs 7.7 (Safety), 17.4 (Family Problems), 22.6 (Recreation), 26.3 (Health), 40.4 (Citizenship Preparation), 46.8 (Nutrition), 48.1 (Online Communication)
- Oral and written assessments
- Zoom
- PowerPoint slides and Google Forms



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# Assessors/Proctors

Before you get started with EL Civics remote testing, take note of the following:

- The assessor can be the classroom instructor or an instructional assistant.
- All assessors are required to complete the Proctor Remote Testing Agreement (PRTA).
- The key requirement is that EL Civics remote testing is done in real time. Assessments cannot be given as homework.



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Student:  
Please show your ID and tell the  
assessor your date of birth



Use your phone  
camera or  
computer  
webcam to  
scan the room  
now.



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## Student Agreement

I agree:

- a. to be the only person in the room during the test
- b. NOT to get help from others
- c. NOT to use notes, dictionaries, or other devices to find answers
- d. to use my phone or computer camera to scan the room whenever the assessor asks me to.

If you agree, please say Yes.

## Student Agreement

Estoy de acuerdo:

- a. no usar la ayuda de otras personas
- b. ser la única persona en la sala de evaluación
- c. no usar las notas u otros dispositivos para encontrar respuestas
- d. desplazar mi teléfono o dispositivo por la habitación  
en cualquier momento solicitado por el asesor

Si acepta, por favor diga Yes.

## Sự thỏa thuận của sinh viên

Tôi đồng ý trong khi làm bài thi:

- a. Tôi không nhờ sự trợ giúp của người khác
- b. Tôi là người duy nhất trong phòng
- c. Tôi không sử dụng sổ ghi chú hoặc các thiết bị khác để tìm câu trả lời
- d. Tôi sẽ dùng điện thoại hoặc máy vi tính quét khắp phòng nếu giám khảo yêu cầu

Nếu bạn đồng ý, xin vui lòng nói 'đồng ý'



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# EL Civics 48.1 Online Communication

Beginning Low  
Remote assessment



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*What happens here matters.*





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## **Task 1 Assessment: Oral** **Identify online communication forms.**

Look at the picture.  
Say what it is.

### **Task 1 Assessment: Part B**

1.

@





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# EL Civics 26.3 Health

Remote Assessment  
Advanced



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## **Task 1 Assessment: Written** **Find Information on Low Cost** **Health Care**

You will look at flyers and write the information about the health care agencies in a chart.

### **Copy this on your paper:**

1.

Name:

Address:

Phone Number:

Hours:

Documentation Needed:

Services Provided:



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### 1. Look at the flyer and fill in the answers on your paper.

#### UCI Health Family Health Center Santa Ana

##### *Office Information*

800 N. Main St.

Santa Ana, CA 92701

Office Phone: 657-282-6355

##### *Hours*

Monday and Thursday —

7:30 a.m. to 7:30 p.m.

Tuesday, Wednesday and Friday —

7:30 a.m. to 6 p.m.

##### *Services*

Primary care, prenatal care, pediatrics, X-ray services



Required: Picture ID



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Hold up your answer sheet to your camera. The assessor will take a picture of your answers.



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# Google Forms

1a. What's the name? \*

**# 1**

**Disneyland**



Disneyland Drive  
Anaheim, CA 92802  
Phone: (714) 781-4636

<https://disneyland.disney.go.com>

**Hours:**

M-F 8:00-6:00

Sat 8:00-4:00

**Tickets:**

Adults: \$139

Children: \$132

Come and see:  
**Disneyland After Dark**

- 22.6 Recreation
- Intermediate Low
- Task 1: Find Information on Cultural and Recreational Activities
- Written assessment

Short answer text

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# EL Civics 40.4 Citizenship Preparation

Intermediate Low  
Remote Assessment



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Now write an email about **Freedom of Religion.**

- What does it mean?
- Give 3 examples
- Conclusion

You need to include:

The 2 email addresses
Subject
Greeting
Closing
Contact information





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# Assessor Feedback

- *Accessing the PPT and presenting in Zoom was very effective. The slides were easy for the students to see and the font an appropriate size.*
- *The administration of the assessment ranged from 8 minutes to 23 minutes. (BL)*
- *Allow the students to take a picture of the paper they wrote for the test and send the picture to the proctor. When I asked the student to show me the paper, I couldn't read it and therefore couldn't take a clear snapshot of it either. Also, it was very difficult for the student to properly line up the paper so I could even try to take a picture of it.*
- *Labeling and uploading and sending all the documents can take considerable time if someone is doing this for a whole class.*
- *Many of my students used a cell phone, which did not hinder the process. It went smoothly.*



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# Tips

- PowerPoint slides: font size; left justify content
- Students: use dark, medium-tip pens; use email for email tasks
- Training of assessors
- Written vs. oral tasks
- Include practice questions
- Practice using Google Forms
- Give clear instructions
- Instructional Assistants
- Growth mindset



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## Wrap up

- Please check the EL Civics Conference page on the CASAS website for information on the scheduled Zoom Forum Q & A.
- <https://www.casas.org/>



www.casas.org



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# Thank you for attending!

Presented by: Rita Van Dyke-Kao

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District

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<https://tinyurl.com/y3kcaf39> at the CASAS YouTube Channel



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