



Remote Testing Updates

4/20/2022

New CASAS Remote Testing Policy – Testing up to 15 Students at a Time

For the past year, CASAS has been piloting remote testing with more than 5 students at a time. We are pleased to announce that CASAS has updated our policy for testing multiple students at the same time remotely, effective immediately.

The guidelines for this new policy are:

Remote testing **more than 1** student at a time continues to be **limited to Approach 2 and 3** in which the student uses a Windows PC, a Chromebook with kiosk mode, or an iPad with secure guided access enabled.

Proctors who are **new to or who have limited experience** with eTests or remote testing should test **no more than 5 students** at a time in one remote test session.

Proctors who are experienced in remote testing may test up to 15 students at a time in one remote test session – but only if they are comfortable doing this.

- These proctors should have at least three months experience using remote testing Approach 2 or 3 with up to 5 students simultaneously, and a total of at least 30+ completed assessments during 10 different testing sessions.

The **Remote Testing Guidelines** for Approach 2 and 3 have been updated to reflect this new policy.

Remote Testing FAQ #41 has been revised to reflect this new policy.

9/23/2020

Paper Reading Level Indicator (RLI) Available

CASAS Reading Level Indicator (RLI) – Form 601R

The CASAS Reading Level Indicator (RLI) is available. The test forms come with a Test Administration Manual that explains how to administer and score the test. Please contact orders@casas.org for more information on how to order the paper version of the RLI.

8/19/2020

Online Reading Level Indicator Released

Online Reading Level Indicator (RLI) – Form 601R

The Online Reading Level Indicator is a new unsecured assessment that can be used for a variety of purposes. The RLI can be administered as an unproctored assessment on computers, tablets, and mobile phones. Detailed information about the purpose, uses, and test administration instructions for the RLI can be downloaded [here](#).

The RLI is offered free of charge only to TOPSpro Enterprise/eTests Online users. The RLI will be available on paper soon.

6/2/2020

Remote Testing Guidelines & Quick Start Guides Updated

Registering Remote Testing Stations

Stations should be registered using the Station Registration Code when tests are being administered remotely. Using the code simplifies the registration process and ensures that the correct stations are added to the test session. Due to the efficiency of this new registration process, the station registration process has been moved from Part A of the Test Administration Directions for remote testing to Part B. For a detailed explanation of how to use the Station Registration Code, please see the guide to [Registering Stations Remotely](#).

All Remote Testing Guidelines

Remote Test Taker Credentials

Information about setting up Remote Test Taker Credentials has been added to the Technical Requirements section of the guidelines. These credentials are an important back-up to registering with the Station Registration Code. It is important to have these credentials set up before meeting with a test taker. It may be necessary to work with your Data Manager to set up these credentials.

CASAS Remote Testing Guidelines, 1 to 1 or Multiple Test Takers with Windows 10 PCs v2.1

CASAS Remote Testing Guidelines, 1 to 1 or Multiple Test Takers with Chromebooks and iPads v2.0

Proctor Email Template – Preparation for Testing Invitation

The email template in Appendix A of the Remote Testing Guidelines has been revised. The email template is provided as a useful starting point for proctors and other personnel who initially interact with test takers who will be testing remotely.

All Remote Testing Guidelines

5/29/2020

On-site and Remote Testing Sessions

Agency staff can now select between two types of sessions when starting a test session: on-site session and remote session. Selecting "Start remote session" enables additional features that simplify the station registration process and increase security for remote testing.

eTests 3.0.78

Station Registration Code

CASAS has simplified the station registration process for remote testing. When a remote test session is started in eTests Online, a unique code is generated that proctors and students can use to register their stations. Once the code is entered on the Station Registration screen, the station is registered and automatically added to the test session for added convenience. Proctors can still register using credentials just as before if there is any problem with the code.

eTests 3.0.78

Enable Test

Only activated for remote tests, the Enable Test button appears on the Session Activity page when a station is added to a remote test session. Test takers will not be able to proceed to the test until the proctor clicks this button. This button will ensure that test takers do not begin testing until the proctor is ready.

eTests 3.0.78