

## **Details and Purpose Behind the Four Principle Changes**

1. Testing Sessions now have a validity date range (From/To) in place of a daily schedule. This means a proctor can start a testing session at any time or day between the From and To dates specified.

**EXPLANATION:** Scheduling valid periods for testing sessions was complex. It also was not possible to extend a testing session on demand when extenuating circumstances arose.

Consequently, testing sessions can now run indefinitely and be started/stopped and managed on demand as long as the session occurs between the From and To dates.

2. The Session Activity window now has an Intervene button. This button becomes active when a testing station is in use.

**EXPLANATION:** The Intervene button now allows the proctor to score, abort, or disconnect a test from the Session Activity window.

This is related to an even bigger change that now gives you full control of suspended tests. For example, if a test is disrupted by a power outage, the proctor can use the Intervene button to disconnect the test from that session. The student can then return to continue the test at a later time. The proctor can reconnect the student's test to an active session at that time.

*a.* Proctors can use the Intervene button to score, abort, or disconnect (i.e., suspend) a test-in-progress.

**EXPLANATION:** Proctors still have this ability at the student's workstation by using the Ctrl+E key command. However, for most proctors it will be more convenient to intervene from the Session Activity window.

*b.* A REQUEST status will display in the Session Activity window if a disruption occurred with the logged-on tester's last test.

**EXPLANATION:** When a student returns from a disrupted test and logs on to any open testing session, the eTests software will know there was an interruption in the student's last test. The proctor will then see a red REQUEST status in the Session Activity window that will prompt the proctor to reconnect the student to that testing session. It does not matter if the student started the test in another session.

3. You can now create a session to allow students to only practice taking reading, math, and listening tests.

**EXPLANATION:** This is a new option in the Testing Session configuration screen. When a session is created with "only Practice by Default," students still need to log in to eTests. However, instead of being directed to the usual test menu, students will see buttons for Practice tests only.



A Template Configuration tab was added to the Session Details screen. Please refer to training or <u>ET Help Documentation</u> on our website before using.
EXPLANATION: This will enable you to standardize testing session configurations. Since we are already in the middle of the current program year, most likely you will not implement this new feature until you begin planning for the next program year. Again, please be assured that you can continue using your existing Testing Sessions as they are already configured.

To learn how to use the new features, we invite you to join a <u>CASAS eTests® Online New Features -</u> <u>Testing Session Management</u> workshop for demonstration.