

## Steps to Use Practice with eTests

CASAS recommends using **Practice** with *eTests Online* to help introduce students to taking a web-based test before they begin testing. Practice gives students the opportunity to explore the testing interface, respond to test items, and navigate the screens. Students may repeat practice multiple times in the same sitting. Practice items are not subject to test security and teachers may use them with classroom instruction. Using a Practice only session eliminates the risk of students launching a progress test (pre or post). Practice is not for measuring basic skills. There is no cost for using Practice with *eTests Online*.



**Sample Test Items** are also available at [CASAS Home](#) > [Product Overviews](#) > [Curriculum Management & Instruction](#) > [Sample Test Items](#)

Template / Session Name > PRACTICE / Reading, Math, Listening

Step	Screen	Description
1.		<p><b>Suggested Verbal Script:</b></p> <ul style="list-style-type: none"> <li>• Before you begin testing, let's review how to take an online test.</li> <li>• On the <b>Test Menu</b> screen,             <ul style="list-style-type: none"> <li>○ Select the <b>Reading Practice</b> button.</li> </ul> </li> <li>• Look at the <b>Directions</b> as I read them.</li> </ul>
2.		<p><b>Cont. Script:</b></p> <p>On Reading Practice Items.              This practice has 6 items.              Directions.              Click on your answer.</p> <ol style="list-style-type: none"> <li>1. To skip an item, click the arrow before answering.</li> <li>2. You may review all items when you finish.</li> </ol> <p>Click the arrow to begin.</p> <ul style="list-style-type: none"> <li>• Now, use the <b>right-arrow</b> button at the bottom of your screen to continue.</li> </ul>

3.

**Suggested Verbal Script:** Look at the **Practice Item** displayed on your screen.

- 1 Along top-left of your screen is a **Toolbar** that displays information about you such as your **ID** and **Name**, the **Form** you are working on, and the **Time Remaining** to work on the **Form**.
  - Use the [**Push Pin** or **Arrow**] at top left to hide the **Toolbar** on your screen.
  - You can return the **Toolbar** at any time during testing by [moving your mouse to the top left and **Push the Pin** or use the **Arrow**].
- 2 Along top-right of your screen displays the test item **Number** you are working on and the total number of test items on the **Form**.
- 3 The left side of your screen displays an image or text.
- 4 The right side of your screen displays a **Question** or **Statement** about the image or text and possible **Answers**.
- 5 [For computer with mouse input] When the first test item displayed on the screen, you saw a message along the top. This message explained using the **Split Bar** to drag right to increase or left to decrease the display on the left side of your screen.
  - At bottom right of your screen, use the plus and minus icons to increase or decrease the display.
- 5 [For tablet with touchscreen input] At bottom of your screen, use the **plus** and **minus** icons to increase or decrease the displays.



ID: 005141987
Name: Susie S Student
Form: Practice READ
Time Remaining: 0:59:42

1

1 of 6 →
2

# DO NOT ENTER

**What does this sign mean?**

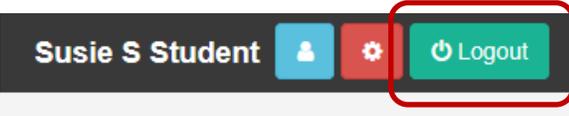
- Go in here.
- Go out here.
- Don't go in.
- Come back later.

3
4

5

+ -

Step	Screen	Description
4.		<p><b>Suggested Verbal Script:</b></p> <ul style="list-style-type: none"> <li>• Read the first <b>Practice Item</b> and then use the box at right of your screen to choose your answer.</li> <li>• What is the answer to the first practice item?</li> <li>• The answer is “Don’t go in.”</li> <li>• Did you mark “Don’t go in”? [Explain.]</li> </ul>
5.		<p><b>Cont. Script:</b></p> <ul style="list-style-type: none"> <li>• Use the <b>right-arrow</b> icon at top of the right screen and go to the next practice item.</li> </ul>
6.		<p><b>Cont. Script:</b></p> <ul style="list-style-type: none"> <li>• Let’s skip the next practice item without answering.             <ul style="list-style-type: none"> <li>○ To skip, use the <b>right-arrow</b> icon at top of the right screen.</li> </ul> </li> <li>• A pop-up message will ask if you want to skip.             <ul style="list-style-type: none"> <li>○ Answer <b>Yes</b>.</li> </ul> </li> <li>• Continue with remaining practice items by answering or skipping until you get to the <b>Review</b> screen.</li> </ul>
7.		<p><b>Cont. Script:</b></p> <ul style="list-style-type: none"> <li>• On the <b>Review</b> screen, you may review your answers and return to items you did not answer.             <ul style="list-style-type: none"> <li>○ Use any <b>number</b> button and return to an item.</li> </ul> </li> </ul>
8.		<p><b>Cont. Script:</b></p> <ul style="list-style-type: none"> <li>• After reviewing or answering an item,             <ul style="list-style-type: none"> <li>○ Use the <b>Review</b> button at top right of your screen to return to the Review page.</li> </ul> </li> </ul>

Step	Screen	Description
9.		<p><b>Suggested Verbal Script:</b></p> <ul style="list-style-type: none"> <li>• When you are finished with <b>Review</b>, <ul style="list-style-type: none"> <li>○ Use the <b>End Test</b> button.</li> </ul> </li> </ul>
10.	<p>The practice test ends here.</p> 	<p><b>Cont. Script:</b></p> <ul style="list-style-type: none"> <li>• Practice is now ended.</li> <li>• Use the <b>arrow</b> at bottom right and return to the <b>Test Menu</b> screen.</li> </ul>
11.		<p><b>Cont. Script:</b></p> <ul style="list-style-type: none"> <li>• We are finished with <b>Reading Practice</b>.</li> <li>• You may continue on your own with <b>Math</b> and <b>Listening Practice</b>.</li> <li>• When you are finished practicing with taking CASAS online tests, <ul style="list-style-type: none"> <li>○ Use the <b>Logout</b> button at top right on your screen to exit the application.</li> </ul> </li> </ul>
12.	<p><b>Cont. Script:</b></p> <p>You are now ready to begin testing. You should be able to finish each test in about one hour, but do not spend more than two or three minutes on one question. If you finish early, you may <b>Review</b> your answers.</p> <p>If you do not know the answer, that is OK, you do not have to enter an answer. Just go to the next test item. Do your own test; do not get help from others. No calculators, dictionaries, books or notes.</p> <p>When you are finished, or if you cannot answer any more test items, raise your hand and your proctor will assist you.</p> <p>Any questions?</p>	