

CASAS National News and Updates Webinar on Remote Testing

May 12 & 13, 2020

Presenters:

- Pat Rickard – President
- Linda Taylor – VP Assessment Development
- Richard Ackermann – Manager Software Development
- Janice Fera – National Technical Program Specialist

Agenda

- **Welcome**
- **Purpose of this webinar – informational, not a “training”**
- **Remote Testing Overview**
- **CASAS Approach to Remote Testing**
- **Going Remote!**
- **Next Steps**
- **Questions and Comments from the Field**

CASAS Remote Testing Overview

OCTAE Guidance on Remote Testing

- OCTAE’s April 17, 2020 (20-4) memo provides **testing flexibility** to states
- States may “allow local programs to **exempt students** enrolled in distance education programs **from pre- and post-testing** if a local program is unable to conduct testing due to the widespread effect of the COVID-19 pandemic...” (Q2)
- States must specify the time frame for COVID-19-related exemptions and **identify students who are exempted** from testing.
- OCTAE’s March 27, 2020 (20-3) memo, Q7 states that remote testing with NRS-approved tests must **follow test publisher guidelines** regarding:
 - Student identification
 - Test security
 - Remote proctor training

New TOPSpro Enterprise Field:

“Unable to Test due to Force Majeure”

- Released on April 15th in TE (Build 75)
- Documents students that are unable to be tested due to school closures or other reasons, as requested by OCTAE.
- Wait for guidance from your state before using this field.

Possible Assessment Scenarios During (and After) COVID-19 Pandemic

- Testing by appointment in test centers while practicing social distancing.
- Proctor administers tests from test center to test takers who are off site/at home.
- Proctor administers tests remotely to test takers who are off site/at home.

State Policy on Remote Testing

- Each state will decide to allow – or not allow – remote testing for NRS reporting purposes.
- Each state adult education office will inform their funded agencies if remote testing is allowed for NRS reporting purposes.
- Confirm with your state office if you can implement remote testing at your agency for NRS reporting purposes.

OCTAE Guidance on Remote Testing

- OCTAE met with all test publishers on April 9, 2020.
- CASAS met with OCTAE on Friday, April 17, 2020.
 - CASAS has permission to roll out remote testing.
 - OCTAE was “quite impressed” with our remote testing plan and timeline!
- CASAS conducted a webinar on Monday, April 20th for state directors and state-level staff to inform them about remote testing.

Remote Testing Benefits

- Provide **continuation of services**
 - **Post-test** to achieve MSGs
 - **Pretest** new students
 - baseline scores for NRS reporting
 - placement information to guide distance learning instruction
 - determine eligibility for workforce training
- Add flexibility by developing the capacity to offer multiple testing options, including testing distance learners.
- Make remote testing a regular and essential part of your program.
- Remote testing is the wave of the future for distance learning.

Remote Testing Challenges

- Proctor and student access to technology
 - Appropriate devices (smart phones too small to display test questions)
 - Internet bandwidth – competition with others in household
- Student test environment may lack:
 - Privacy
 - A quiet place to test without distractions
- New procedures to learn and implement with multi-step processes for both proctors and students
- Proctor training
- Test security
- Equity concerns

CASAS Approach to Remote Testing

- Researched 3rd party vendors and AI solutions
- Researched web conferencing platforms
- Talked to state directors and state-level staff
- Interviewed practitioners familiar with distance learning
- Weighed multiple factors:
 - Technology constraints for proctors and students
 - Test security
 - Ease of implementation
 - Urgency to start quickly

CASAS Approach to Remote Testing

Cost Considerations

- Selected **more affordable delivery mode**
 - Agency's proctors + affordable web conferencing
 - And not: Agency pays for 3rd party proctors (\$15 – \$20 per test taker)
- **Access to and cost of technology**
 - Offer several approaches, including ones using devices students may have.
 - Taking a CASAS pre- or post-test on a mobile phone is not allowed.
- **High staffing costs** due to limitation of test taker to proctor ratio.
 - Not possible to test large numbers at a time and still maintain test security.

CASAS Approach to Remote Testing

Test Security Measures

- Live proctoring
- Remote testing agreements for Agency, Proctor & Student (verbally)

Delivery

- **Certified eTests proctors** with **additional** remote testing training
- **Recording** of the test session is **not permitted**.
- CASAS remote testing is only for CASAS eTests, **not** paper tests.
- If not conducting remote testing following CASAS procedures, **a proctor must be physically present to administer CASAS tests.**

Multiple-Choice Tests for Remote Testing

- Reading GOALS for ABE/ASE
- Math GOALS for ABE/ASE

- Life and Work Reading for ESL
- Life and Work Listening 980 for ESL

- Any Appraisals

- For California EL Civics:
Government & History for Citizenship

CASAS Remote Testing Phases for Pre/Post-testing

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- | | |
|---|---|
| <p>Phase 1 Started
April 20th</p> | <ul style="list-style-type: none"> ● Clinical Tryouts and Initial Pilots <ul style="list-style-type: none"> ○ Zoom 1:1 (one proctor to one test taker) ○ For NRS-approved pre- and post-tests <ul style="list-style-type: none"> ● Reading and Math GOALS for ABE/ASE ● Life and Work Reading for ESL |
|---|---|

- | | |
|--|--|
| <p>Phase 2 Started
May 4th</p> | <ul style="list-style-type: none"> ● Pilot & roll out 1:1 Remote Control with Zoom and other platforms (e.g., GoToMeeting) ● Pilot & roll out proctoring with up to 5 test takers, including Chromebooks/iPads ● Added Life and Work Listening |
|--|--|

- | | |
|------------------------------------|---|
| <p>Phase 3 TBD</p> | <ul style="list-style-type: none"> ● Explore other options |
|------------------------------------|---|
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4 Approaches to Remote Testing

- **1:1 Remote Control**
- **1:1 or Multiple Test Takers** -- test takers on **Windows 10 PCs**
- **1:1 or Multiple Test Takers** -- test takers on **Chromebooks or iPads**
- **1:1** with test takers on **Chromebooks or iPads**

Each approach has unique:

- **Detailed, step-by-step, scripted directions** provided in the **CASAS Remote Testing Guidelines** document and in proctor training.
 - The *Remote Testing Guidelines* use Zoom as an example.
- Detailed technical requirements for proctors and test takers

New!



CASAS Remote Testing Guidelines

1:1 Remote Control

Version 2.0

CASAS Remote Testing Summary

	Approach Description	1:1	Multiple Test Takers	Registers eTests on whose device?	Proctor Devices	Test Taker Devices*	Web Platform**	Smartphone for Proctor Monitoring
1	1:1 Remote Control	Yes	No	Proctor	Windows 10 PC	iPad, Mac, PC, tablet*	Any with Remote Control & Screen Sharing	Optional
2	1:1 or Multiple Test Takers on Windows 10 PC	Yes	Yes	Test Taker	PC, Mac, iPad, Chromebook	Windows 10 PC	Any with Screen Sharing	Optional
3	1:1 or Multiple Test Takers on Chromebooks or iPads	Yes	Yes	Test Taker	PC, Mac, iPad, Chromebook	Chromebook in kiosk mode or iPad in guided access mode	Any with Screen Sharing	Yes
4	1:1 Oral Response on Chromebooks, iPads or tablets*	Yes	No	Proctor	Windows 10 PC	Chromebook, iPad, or tablet*	Any with Screen Sharing	Yes

* See *CASAS Remote Testing FAQs* for screen size requirements.

** Check web conferencing platform to ensure it has all required features for remote testing.

CASAS Approaches to Remote Testing

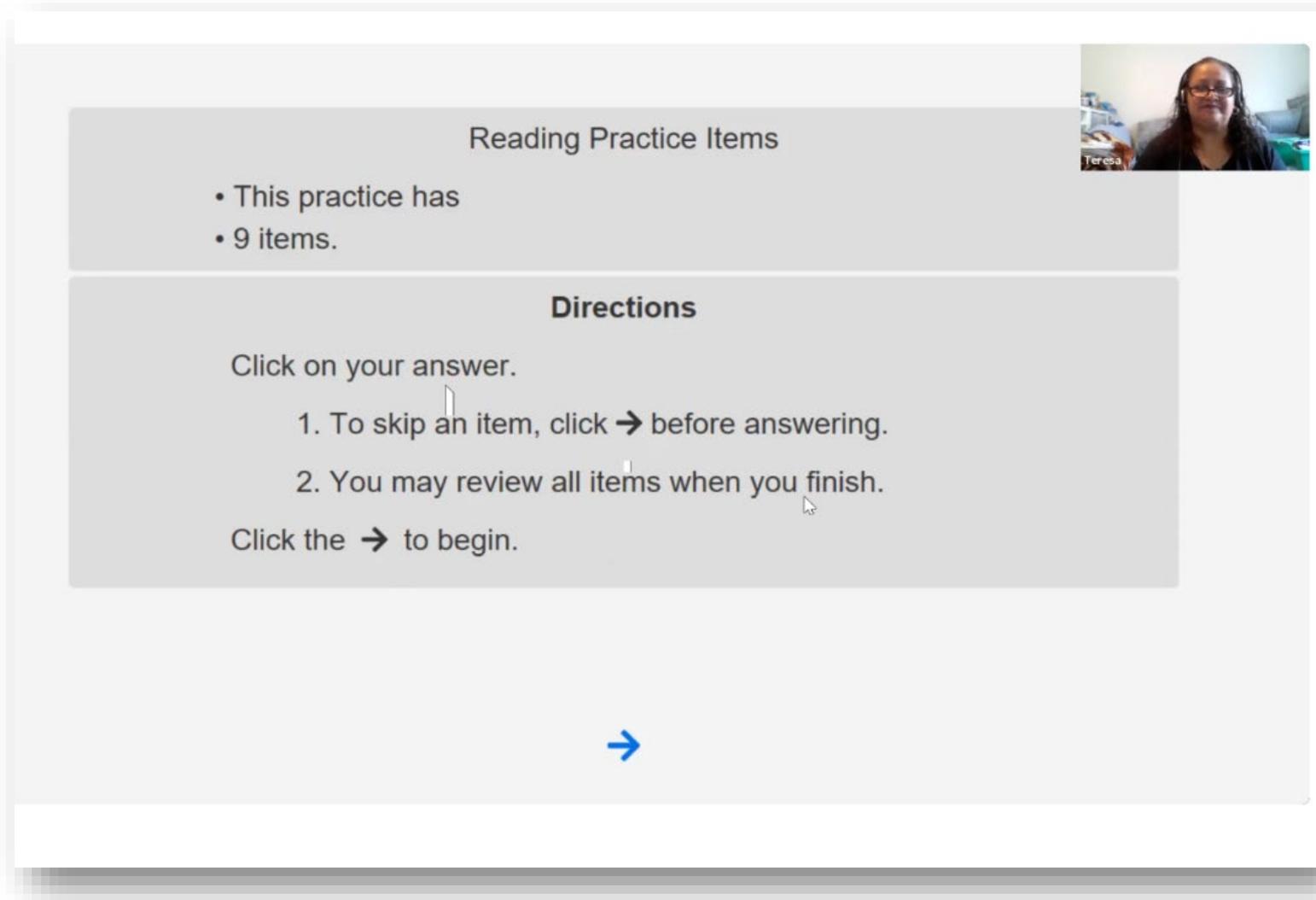
#1 - 1:1 Remote Control

- For test takers on PCs, Macs, iPads, or tablets
- Proctor must use [Windows 10 PC](#).
- Proctor's computer registered for testing and remotely shared with test taker using **remote control**.
- Test responses entered by test taker on own device.
- Proctor monitors via web conferencing platform using webcam.
- Reliable internet connection – 2 Mbps or faster

1:1 Remote Control

- Allows for a variety of test taker devices.
- Any web conferencing platform may be used that allows for **remote control**, in addition to “screen sharing”.
- Relatively easy to implement for proctor and test taker.

Example: Remote Control eTests 1:1 Using Zoom



Reading Practice Items

- This practice has
- 9 items.

Directions

Click on your answer.

1. To skip an item, click → before answering.
2. You may review all items when you finish.

Click the → to begin.

→

CASAS Approaches to Remote Testing

#2 - 1:1 or multiple test takers

- For test takers on PCs with Windows 10
- Test taker's computer registered for eTesting.
- Test responses entered by test taker on own device.
- Proctor can use PC, Mac, iPad, or Chromebook.
- Proctor monitors up to 5 test takers via any web conferencing platform using webcam
- Reliable internet connection – 2 Mbps or faster

Multiple Test Takers

- Proctor puts test takers in private breakout rooms to take the test.
- Proctor circulates to breakout rooms to monitor.
- Test takers can ask for assistance.
- More than one proctor, or a moderator and a proctor, can be used to make the process more secure and efficient.
- Test takers can simultaneously take more than one test form at a time (e.g., Reading GOALS, 903R and 905R).

CASAS Approaches to Remote Testing

#3 - 1:1 or multiple test takers on Chromebooks or iPads

- For test takers on Chromebooks in kiosk mode or iPads in guided access mode
- Test taker's device registered for eTesting.
- Test responses entered by test taker on own device.
- Proctor can use PC, Mac, iPad, or Chromebook.
- Proctor monitors up to 5 test takers via any web conferencing platform using webcam.
- Reliable internet connection – 2 Mbps or faster

CASAS Approaches to Remote Testing

#4 - 1:1 with oral responses on Chromebooks or iPads

- Proctor must use [Windows 10 PC](#).
- Proctor's computer registered for eTesting.
- Proctor's screen shared with test taker.
- Test taker tells the proctor the answer to select for each test question.
- Test taker can use PC, Mac, iPad, or tablet.
- Proctor monitors using any web conferencing platform via test taker's mobile phone.
- Easy to implement for proctor and test taker.

CASAS Remote Testing Summary

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* See *CASAS Remote Testing FAQs* for screen size requirements.

** Check web conferencing platform to ensure it has all required features for remote testing.

Agency Remote Testing Agreement

- Local agencies must already be set up to deliver CASAS eTests.
 - To transition to eTests, see the [Going Live Checklist](#).
- Local agencies must submit this form prior to testing remotely.
 - One per agency
- Covers all CASAS NRS-approved tests for Pre/Post Testing
 - For California Agencies: Also includes EL Civics assessments
- This signed agreement attests that the agency will adhere to all privacy, test security, technology, test environment, and test administration requirements in the *CASAS Remote Testing Guidelines*.

Proctor Remote Testing Agreement

- Proctors must agree to:
 - Follow all privacy, test security, technology, and test administration procedures and protocols in the *CASAS Remote Testing Guidelines*.
 - Document test takers' agreement not to take assistance from others.
- Covers all CASAS remote testing approaches.

Local agencies:

- are responsible for ensuring that their remote testing proctors are trained and are following remote testing protocols.
- should keep this on file with their Local Assessment Policy.

Going Remote!

1. Agency has already implemented CASAS eTests.
2. Read the Remote Testing Guidelines
3. Complete the Agency Remote Testing Agreement.
4. Each Proctor completes the Proctor Remote Testing Agreement. (Optional – Proctor Remote Testing Training)
5. Verify proctor equipment and experience requirements.

Going Remote!

6. Identify test takers who have required technology
7. Register testing station(s).
 - For 1:1 - register proctor's computer
 - For 1:1 or multiple test takers - register each test taker's computer
8. Review/select testing session templates and sessions.
9. Conduct trial remote testing runs with colleagues
10. Go Remote!

eTests Implementation



Going Remote! Checklist

1. Agency has already implemented CASAS eTests (see [Going Live! Checklist](#)).
2. Read the [CASAS Remote Testing Guidelines](#) for the approaches to be used.
3. Complete the [Agency Remote Testing Agreement](#), one per organization.
4. Complete [Proctor Remote Testing Agreement](#), one per proctor. Agree to adhere to protocols and requirements in the Remote Testing Guidelines (optional – Proctor [Remote Testing Training](#)).
5. Proctors meet the following experience and equipment requirements:
 - eTests Proctor Certification
 - Experience proctoring eTests in a lab/classroom (strongly recommended)
 - Appropriate device for selected approach (e.g., PC with Windows 10)
 - Webcam
 - Reliable internet connection – 2 Mbps or faster
 - Web conferencing platform installed which allows screen sharing (e.g., ZOOM or other platforms)
6. **Identify remote test takers** who have:
 - Reliable internet connection – 2 Mbps or faster
 - For 1:1 Remote Control – PC Windows 10, iPad, or Mac – with webcams
 - For 1:1 or multiple test takers – PCs Windows 10 only with webcams
 - For 1:1 or multiple test takers – Chromebook with smartphone replacing webcam (coming soon)

NOTE: Taking the test on a mobile phone is *not* allowed
7. **Register testing station(s)**.
 - For 1:1 - register proctor's computer
 - For 1:1 or multiple test takers - register each test taker's computer
8. Review/select eTests testing templates and sessions.
9. Conduct multiple **remote testing trial** runs with colleagues until comfortable with the CASAS eTests and web conferencing technologies.
10. **Go Remote!**

Test Preparation and Administration

Prior to Testing (on the day before or same day)

- Proctor (or moderator) meets with test taker to:
 - confirm technical requirements
 - verify test taker's identity
 - scan room
 - go over test procedures
 - answer questions to make the test taker comfortable with the process

On Testing Day

- Proctor connects with test taker to:
 - verify test taker's identity
 - scan room
 - administer test

Lessons Learned from Pilot Testing

“It worked for us!”

“It’s very helpful to **practice** with colleagues before testing students.”

- Proctors and students were **successful** with remote testing!
- The **web conferencing platform** must have the **features necessary** for CASAS remote testing.
- Pilot agencies discovered innovative ways to implement remote testing while following CASAS guidelines.

Next Steps

Next Steps

CASAS has created a **Remote Testing web page** at CASAS.org

- Remote Testing **Guidelines**
- **Agency Remote Testing Agreement**
- **Proctor Remote Testing Agreement**

- **Going Remote! Checklist**
- **Quick Reference Guide**

- Remote Testing **FAQs**

- Remote Testing **Training**

California Agencies: Visit the separate CA Remote Testing page at [casas.org](https://www.casas.org).

Next Steps

- **Recording of this webinar and the PPT** will all be posted in the What's New/News and Update Webinars section on the CASAS website.
- If you have **additional questions**, send them to remotetesting@casas.org
- Direct **technical questions** to techsupport@casas.org
- If your agency is interested in **participating in a pilot for remote testing** of Pre- and Post-testing contact remotetesting@casas.org

Questions and Comments from the Field

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Thank you for attending!

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