

## ECBM **Online** Quick Start Guide

### Online Benchmark Testing

CCSS Math, Vocabulary, CCSS Reading

See the CBD9 Assessment Schedule, found on the Curriculum Page, for specific tests by season.

### Procedure

1. The ECBM link is found in the student and staff resources tab on the school homepages.
2. Students login using their teacher's username on the student side. Most teacher usernames are the same as the district email username. However some K-1 teachers' usernames have been abbreviated to easier allow for K students to input the teacher username.
3. Students select their name. If a student's name is not found, the teacher can add the student's name by accessing the student tab while logged into the teacher account. Students should be added by selecting the students name from the master list found on the teacher/student setup tab. If the name is not found on the master list, the "create temporary record" function can be used. The student will need to log out and then back in to for the changes take effect.
4. Students select the appropriate test at the direction of the teacher.

### Other info

Students can use a scratch paper and pencil for the math test.

No calculators. However, follow an IEP if testing accommodations include the use of a calculator.

All students may use the headphones during math testing and/or the teacher may read math test questions.

The teacher should not read reading comprehension or vocabulary sections.

The 45 problem math test is designed to take 30-45 minutes. However, students can be given up to 1 hour. Giving students more than an hour is not recommended as the scoring is calibrated to one hour. The testing period can be broken up as the test auto-saves.

The reading comprehension and vocabulary tests are designed to take 30-45 minutes combined. However, students can be given 1 hour. Giving students more than an hour is not recommended as the scoring is calibrated to one hour.

Tests auto-save. If the computer crashes or is turned off, all information is automatically saved. When a student logs into a test, they can start where they left off.

For math testing, some test items will not show properly unless Internet Explorer is ran in compatibility mode. This is most obvious when problems include fractions. Grade levels whose CCSS include fractions should be especially aware of this. This includes grades 4, 5 and 6. In a best case scenario, demo this to students in class before testing.

Contact Chad or Peggy Thornton for help.