



CASE Assessments Online Benchmark Testing What to Expect for Teachers

General Information

MasteryConnect:

1. Works with your district to collect student data and setup accounts
2. Access *Mindful*, on the MasteryConnect website, the online professional development to help get you ready for online testing

TE21 and CASE Assessments:

1. creates the benchmark assessments,
2. assigns the benchmark assessments to the students, and
3. scores the benchmark assessment test and produces the TE21 Reports.

Teachers need to:

1. create trackers for all of your classes (class rosters);
2. provide students the test id from their tracker in MasteryConnect;
3. display the website information (www.masteryconnect.com/bubblesheet) to browse to and short instructions on how to find the test;
4. monitor student testing progress; and
5. assist students who may have questions about the online testing environment during the assessment.

Testing Tips

Here are a few tips to make the testing process go smoothly:

1. When the test is over, be sure that all students have submitted their responses and closed their browser window.
2. If a student loses connectivity, the responses submitted are saved in the system. Once internet connectivity returns, the student may return to their test using the test id provided by the teacher.
3. Math tests have additional "items" that are the instructions pages. These items are not counted when scoring the test, but are necessary for students to know which section of the test they are in currently. These instructions items only appear in math tests for grades 3 and higher. Students may type "ok" or "yes" in the boxes, though no response is needed on these items.
4. Please instruct students **not to click the back or refresh buttons** once they are logged into a test. This can cause issues with their test data.
5. If you have a large number of students in your building logging in, starting a test, or submitting a test at the same time, you may notice a slowdown in your connection due to bandwidth usage. Please be patient.
6. If you need technical or customer support, please call 801-736-0258 (option 2) or email support@masteryconnect.com. You may also use the MasteryConnect Help Center which can be found here: <http://help.masteryconnect.com>. Please note that you must be signed into your MasteryConnect account to access the MasteryConnect Help Center.

Reports

Your district/school administrators should receive your TE21 reports within 2 business days after the testing window closes and data has been pulled. The testing window will not be closed until all schools testing in your district have reported in as complete. The principal or district contact will be notified that the reports are ready via an email from Jonathan Isgett or Melissa Hofman. If you do not receive your reports within 2 business days, please request that an administrator call the TE21 office and request to speak with Jonathan.