



# Running Test Session

**Step 1.** Once you have created or located your testing session, click **Test Now**.

**Step 2.** Near the top of the screen, look for the **Session Name** and **Password**. Write or display this name and password on the whiteboard or screen for students to copy during sign-in. The password will be different each time you administer the test.

SESSION NAME	PASSWORD
DENNISTON-TEST	4383

**Step 3.** On the student Chromebooks, instruct the students to **NOT** login with the user name and password. Instead, they should click on the Apps icon at the bottom of the screen, and select **NWEA Secure Testing** from the options. Students will then enter the session name and session password and click the arrow to enter the test.

**Step 4.** On student testing devices, guide students to complete their prompts. **Note:** Spanish-speaking students can choose to see translated instructions.

**Step 5.** Once students complete their prompts, the proctor screen will indicate the student is ready to test. Click Confirm to allow students with "To Be Confirmed" status to begin testing. Confirm students every few seconds, as students are ready. You can also refresh the screen as often as needed to check if more students are ready to be confirmed.

<b>Action Needed</b>	Page updates every 60 seconds
To Be Confirmed: 0 Paused: 0	<input type="button" value="Confirm"/> <input type="button" value="Refresh Page"/>

**Step 6.** Students can then select Start Test.