



HISD | Student Assessment

MEASURING KNOWLEDGE. SUPPORTING GROWTH.

The Onliner

Photo: Wisdom High School student Dinora Najera recording a [how to video on disabling Google Chrome extensions for online testing](#).

April 2017

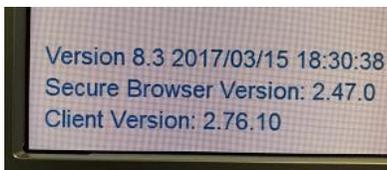
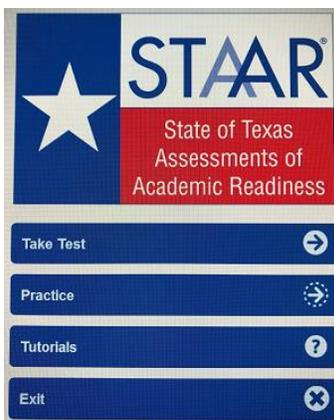
Spring STAAR Online Reminders

Dear Onliners, this checklist should help you have a stress-free online administration 😊.

- ❑ **Ensure devices have the current HISD Image.** For Windows, the login screen must be dark grey with device information on the upper right corner of the desktop. **Images installed since July 2016 are good to go.** For Macintosh, the HISD image must be 10.11.6 – El Capitan. Image 10.12 (Sierra) has known issues and is not supported at this time. Computers which have been upgraded to Sierra (10.12) must be reimaged to 10.11.6 for the STAAR app to work. File a Service Desk ticket if you need assistance re-imaging computers.

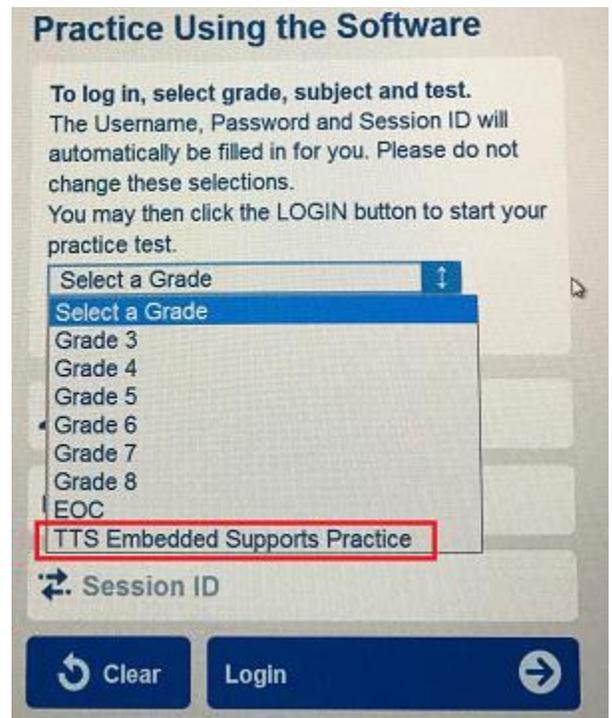


- ❑ **Install version 2.47 of the STAAR Secure Browser from Software Center.** This new version sports a “flame” icon 🔥 in Software Center. After installation, the program has a Texas Flag as its icon 🇺🇸. This version was also pushed to automatically install on all PowerUp devices. The start-up screen has four boxes and has the welcome addition of an exit button 😊. The version information



is located on the lower left of the startup screen.

- ❑ **Dress Rehearse with Accommodations.** Acclimate your students, staff, procedures, devices, and network to online testing by doing dress rehearsals. It is a good idea to dress rehearse with the STAAR program using the built in STAAR release practice tests. To practice with accommodations, select the A or L version of a STAAR release test. To practice the use of Text to Speech (TTS), you may take a short 5-question practice test titled “TTS Embedded Supports Practice”.



- ❑ **Have extra devices to swap for bad devices during online testing.** It is important to have enough devices to cover 10% of testers. Ensure the extra devices are deployed near the testing classrooms during dress rehearsals and testing days. Store the extra devices in carts, hallways, closets, or other nearby locations to save time.
- ❑ Call the **Network Operations Center (NOC) at (713) 556-8800 if the network is slow or there is a loss in connectivity.**

- Secure test tickets and **always double check “for the right student / the right test”**.
- Turn off all cell phones** during cell phone collection to minimize use of bandwidth.
- Face all screens toward the test administrator.**
- Place students who have laptops with low batteries along the walls or near wall plugs.**

- Before opening the STAAR Secure Browser, **ask students to A) close all applications, B) unmute sound and raise the volume all the way up, and C) disable Google Chrome extensions.** Click [on this link](#) to watch how to disable Chrome extensions (video courtesy of the student advisory team at Wisdom High School).



- Train your staff on basic computer and secure browser troubleshooting** (Close all applications, turn off the device and turn it back on, make sure the Wi-Fi is on, make sure sound is on and at full volume, disable Google Chrome extensions).
- Train your staff on the procedure on how to swap a malfunctioning device** (Example: If the device cannot be restored, then the teacher swaps the device for another device).

You may find additional Online STAAR support resources are at <http://www.houstonisd.org/Page/159479>

STAAR ALT 2 Reminders

The reminders below should help you navigate STAAR ALT 2 without much stress.



- When **creating a session**, make sure **the form number you select from the drop-down matches the form number of the paper documents** you received from the materials test Center.
- To enter student responses, you have two choices:
A) Entering the answer using test tickets via TestNav, or
B) Entering the answers in **Pearson Access Next via Students in Sessions**.

If using **Students in Sessions**, select the session from the session list on the left and then 1) Prepare Session, 2)

Start the Session, and 3) Click on the **Launch Test** link that will appear for each student after the PEIMS ID column in a new column labeled **Answer Input**.



You may find other STAAR ALT 2 resources at <http://www.houstonisd.org/Page/159640>

Grade 8 Technology Literacy Assessment (TLA) via Learning.com

Below are some helpful reminders for a stress-free TLA window.



- Login at <http://login.learning.com>
- Look up your campus coordinator login for Learning.com [at this link](#).
- The testing window is from Monday, April 17 to Friday, May 19. To better support you, **let us know which week you plan to test** by completing the form at this link <http://bit.ly/2nGMdme>.
- The required test is named the **TCEA Posttest 1617 – TA-TEKS Assessment**. Assign Part 1, Part 2, and the Survey. Parts 1 and 2 are required and both must be submitted by the student. The Survey is optional.
- Assign the required tests to your **math classes**.
- Ensure **not to test the same student twice** if he/she is in more than one Math class.
- For students who enroll in the middle of the testing window, please contact Student Assessment **to check if they have already been tested at another campus**.

You may find additional Grade 8 TLA support resources at <http://www.houstonisd.org/Page/159482>.

OnTrack will replace EdPlan in **June 2017** with the start of **Sumer School**.

After **May 31**, you can logon to OnTrack via Single-Sign-On [on the HUB](#) or at www.HoustonISD.org/OnTrack.

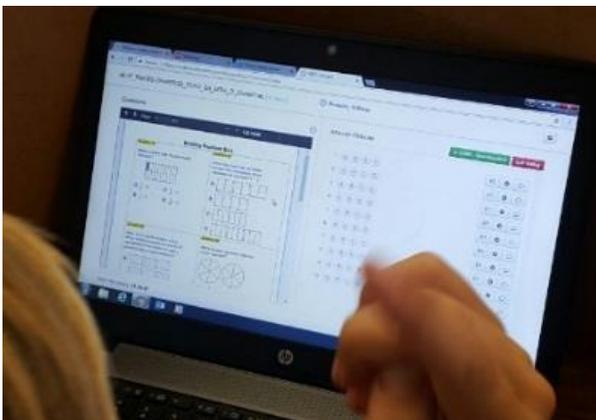
For **OnTrack training opportunities**, please check **OneSource** for course **468001 – OnTrack Campus TOT – Training of Trainer**. Campuses may send up to three persons to the summer TOT training. The three persons who attend the TOT training will then train teachers and staff at their campus. In turn, teachers will introduce OnTrack to the students. Teachers will have access to video resources to familiarize students with the platform. Additionally, online course work will be available for summer school formative assessment coordinators and teachers beginning in May.

For the **latest news and resources**, please go to www.HoustonISD.org/OnTrackInfo.

For **assistance**, please call the Service Desk at (713) 892-7378 or email ServiceDesk@HoustonISD.org.

Easy Posting of Online Quizzes and Assignments

A teacher may post an online assessment in OnTrack in just a few minutes. You may scan a handwritten assignment and save it as a PDF, or If using MS Word, save your file as a PDF. Then in OnTrack, create an Answer Key Online (AKO) and upload the PDF file to OnTrack. Voila! Students see the PDF and answer doc side-by-side in the same window in OnTrack! Here is the link to the video with step by step instructions: <http://bit.ly/CreateAKO>



OnTrack Built-In Help



OnTrack provides two ways to access built-in help:

- 1) via informational pop ups
- 2) via reference documents and videos.

Informational pop ups appear when your mouse rolls over the small **i** icons. Help documents and videos are accessible by clicking on the question mark **?** on the menu bar.

Students Like OnTrack

Red Elementary School is one the OnTrack early adopter campuses.



Students have been sharing their feedback and excitement via the eAssessment Student Advisory Team.

"I like OnTrack because when you are done with the test, it immediately shows your grades." Amy C, Grade 5

"With OnTrack you can just read the problem, get a scratch piece for paper and use that paper just to show your work." Xadan G., Grade 5

"I think OnTrack is more useful than doing tests on paper because it helps the environment a lot, cutting down on the use of paper." Melanie E., Grade 5

OnTrack Collaboration



The OnTrack launch is in two phases – a soft launch in June and a full launch in August. As these milestones grow near, campuses are beginning to collaborate and mentor each other with OnTrack. The excitement was palpable this month as Red and Herod Elementary Schools began collaborating for OnTrack readiness.