Quick Guide to Administering Smarter Balanced and NGSS Interim Assessments Remotely

The Smarter Balanced and NGSS Interim Assessments provide teachers with an additional resource that measures students' mastery of specific content and skills. Interim Assessments are administered on a computer using the same test delivery system as the Smarter Balanced and NGSS Summative assessments. Typically, students use the Cambium Assessment Secure Browser (formerly American Institutes for Research) to take Interim Assessments at school. Given that some students are learning at home through distance learning, the Connecticut State Department of Education will allow students to take Interim Assessments at home using the Cambium Secure Browser as had been required, the SecureTestBrowser iPad app, **or** Chrome or Firefox web browsers. This document describes how Test Administrators (TAs) can remotely administer the Interim Assessments and how students may access and participate in an Interim Assessments.

How Test Administrators Administer Interim Assessments Remotely

Test Administrators will administer Interim Assessments for students at home in the same way they would at their schools. (Note: If this is your first time administering an Interim Assessment, refer to the [How to Activate a Test Session: Smarter Balanced Interim Assessments](#) using the Test Administration site.) Test Administrators must communicate with students to provide a Session ID and provide support for students through the log in process, including helping them **securely** locate their State Assigned Student ID (SASID). *It is important that the SASID is communicated using a secure method, such as a classroom management system, as opposed to a non-secure method such as private text messages or emails.*

Test Administrators:

1. Using any web browser, navigate to [Connecticut's Test Administration login page](#) and log in using the same credentials used at school. Contact the District Test Administrator if login information is needed.

2. Select the test grade and subject to be administered. Students will be able to take Interim Assessments in the Cambium Secure Browser, SecureTestBrowser app, **or** Chrome or Firefox web browsers.

3. Start the test session and securely provide students the Session ID that is generated. This Session ID may be used by all students for the session, but when this session is closed a new Session ID will be required.

4. After students sign in and select the test they are going to take, approve them so that they may start testing.

5. After all students complete the test, stop the test session and log out.

How Students Take Interim Assessments Remotely

In the Table Below is the Required Software for Student Devices

If Student's Device is a:	The Student's Device Requires the Following Software:
Loaner device from school district with Cambium (formerly American Institutes for Research) Secure Browser already installed	Cambium Secure Browser (If the Cambium Secure Browser is already installed, these devices require no further setup.)
Personal device running Windows, Mac, or Linux	Chrome or Firefox web browser
Personal device running Chrome OS	Chrome web browser
Personal iPad	SecureTestBrowser app (You need to download this app from your iPad's App Store.)

Student Signing in to Take an Interim Assessment

Once students have the required software as outlined above, they are ready to sign in and take an Interim Assessment.

Students:

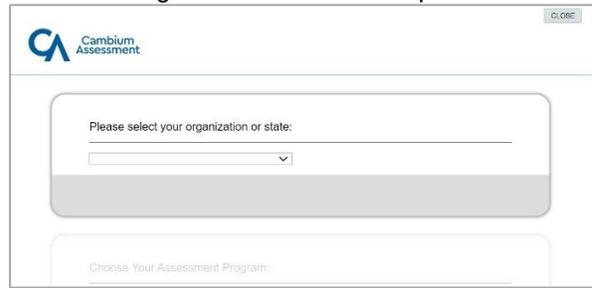1. Launch the required software on their testing device.

    If using the Cambium Secure Browser, the **Student Sign-In** page appears. Skip to Step 5.

    If using the SecureTestBrowser app, the **Mobile Launchpad** page appears. Skip to Step 3.

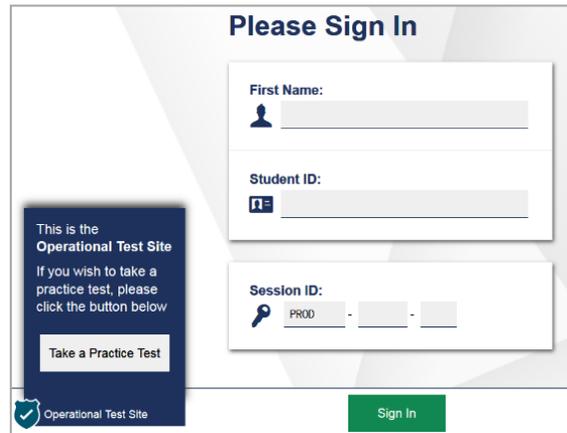   If using the Chrome or Firefox web browsers, continue to Step 2.

2. In the URL bar, enter http://mobile.tds.cambiumast.com/Launchpad/ and hit enter on your keyboard. The **Mobile Launchpad** page appears.

3. From the drop-down lists, select Connecticut and assessment program.

4. Select **OK**. The **Student Sign-In** page appears.

Figure 1. Mobile Launchpad

5. Enter the following information:

   a. In the *First Name* and *Student ID* fields, students enter first name and SASID. (Note: The student first name should match the name indicated in PSIS. Students should not use nicknames.)

   b. In the *Session ID* field, students enter the Session ID provided by their Test Administrator. This ID is created by Test Administrators when activating a test session.
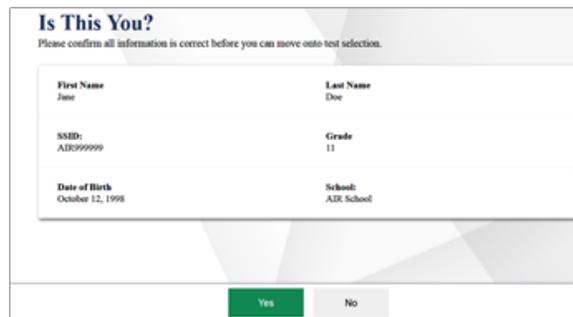
Figure 2. Student Sign-In Page

6. Students select **Sign In**. The **Is This You?** page appears.

7. If all the information on the **Is This You?** page is correct, select **Yes** to proceed. The **Your Tests** page appears.
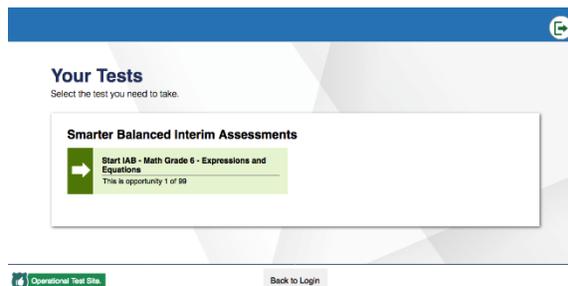
   If any of the information is incorrect, notify your Test Administrator before proceeding.
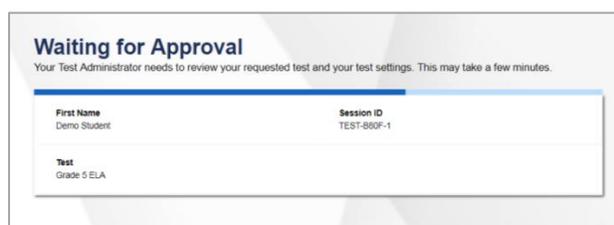
Figure 3. Is This You? Page

8. From the *Your Tests* page, select the Interim Assessment you will be taking.

Figure 4. Your Tests Page

9. The student's request is sent to the Test Administrator and the student is taken to the *Waiting for Approval* page. The Test Administrator must approve the student for testing before the student can proceed. Once the Test Administrator approves, the *Instructions and Help Page* appears.
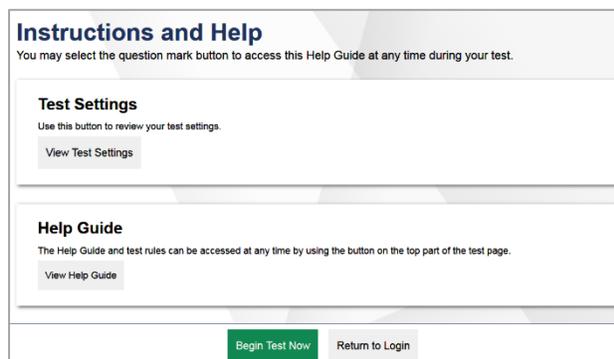
Figure 5. Waiting for Approval Page

10. To start the test, select **Begin Test Now**.

   Test questions will appear on the screen. Students can test normally as if they were in school. Test Administrators will be able to remotely monitor their progress throughout the test using the Test Administration site.

Figure 6. Instructions and Help Page

Other Resources:

- How to Activate a Test Session: Smarter Balanced Interim Assessments

- Embedded and Non-Embedded Designated Supports for English Learners

- Manually Entering Designated Supports and Accommodations

- Smarter Balanced Remote Learning Website

- Smarter Balanced: Interim Assessment Test Administration Manual