CELLA Online Locator Test

Florida Teacher User's Guide 2008 — 2009



Introduction

The CELLA Online Locator Test is being offered through AWSchoolTest to all school districts in Florida for use in conjunction with the mandated CELLA assessment program in the spring of 2009. It replaces the paper and pencil version of the CELLA Locator Test. The CELLA Online Locator Test provides an objective and efficient method to determine the most appropriate level of CELLA Reading and Writing to administer to each student. (Alternatively, where there is sufficient teacher knowledge of a student's English language skills, districts may use the state-approved rubric and professional teacher judgment to determine the appropriate level of CELLA Reading and Writing for individual students.) Administering the appropriate level of CELLA Reading and Writing to each student is essential to ensuring reliable scores that accurately capture student growth in these skill areas between CELLA test administrations.

The CELLA Online Locator Test uses the same test items and scoring criteria as the previous paper and pencil version of the Locator Test. However, there are two key differences:

1) The CELLA Online Locator Test is automatically and instantly scored by the secure online system as soon as each student completes a test. Hand-scoring and looking up results are no longer necessary.

2) School and district administrators, as well as teachers, have real-time access to both individual and group results from the CELLA Online Locator Test. Group reports can be generated at any time for a school, one or more grades, or one or more classrooms.

This Teacher User's Guide addresses tasks that a teacher is likely to perform in administering the CELLA Online Locator Test. This includes logging in to your teacher account at AWSchoolTest.com, assigning an online Locator Test to one or more student(s), each step in student online testing, and viewing student reports. Most information on how to use AWSchoolTest is embedded in the site's user-friendly web pages; screenshots of many of these web pages are included in this User's Guide. While training teachers in the use of the online system is handled by administrators, contact information is included for accessing AWSchoolTest's e-mail support staff to assist with any technology challenges.

The CELLA Online Locator Test is being provided at no cost to the state of Florida by AccountabilityWorks (AW) through AWSchoolTest. AWSchoolTest offers a range of online assessments and assessments, including Arithmetic Testing OnLine (ATOL) and an alternate form of the CELLA that may be used to inform decisions to place students into ESL/Bilingual programs. AW is a nonprofit organization dedicated to supporting states and school districts implementing high quality assessments and accountability systems. AW is not an advocacy group. AW managed the development of CELLA, working with ETS and five states, including Florida, Maryland, Michigan, Pennsylvania

and Tennessee. AW has remained involved with the implementation of CELLA in Florida, providing input and support to the state Department of Education and to ETS.

Technology Support from AWSchoolTest

<u>Teachers</u> with an account at AWSchoolTest can reach us between 9 AM and 5 PM (Eastern) via our standard e-mail technology support at support@awschooltest.com. We will make every effort to respond to you within 4 business hours. Support does not include training, which is provided by school or district administrators. If your support need is <u>urgent</u>, please request that an administrator with an account at AWSchoolTest contact us.

AWSchoolTest System Technology Requirements

AWSchoolTest is a secure web-based testing and reporting system that is designed to work with a range of computer hardware and operating systems. It is compatible with both Mac and Windows computers. The system has been tested with broadband internet access but may also work with some dial-up connections.

AWSchoolTest performs well with these browsers:

- Internet Explorer 6/7 and higher
- Safari 2.x and higher
- Firefox 2.x and higher
- Camino 1.x beta and higher

There have been problems with older versions of Firefox and Netscape, especially if computers are connected to the internet through a proxy server.

It is recommended that a district test accessing AWSchoolTest with a small number of users prior to widespread use.

A known issue exists with <u>printing</u> of report graphs using Mac computers that may result in distortion of the graphs; printing report tables, which are included with nearly every graph, are unaffected. There is no problem with viewing graphs and charts on a Mac, in either the screen shot or print only view page. The issue occurs when the file is actually printed. A work around exists that permits clean printing of report graphs on the Mac. The Grab Utility application, standard on recent Mac computers, may be used to make a screen copy of a graph and either directly printed from that application or may be pasted into a Word or Pages file and then printed.

Login To Teacher Account

Teachers can login to their accounts at www.awschooltest.com. Below is a screen image of the site's home page. In the Teacher/Admin Login Area on the left side of the page, click on "Login Here". Please do not click on the "Do not have an account?" section. All teachers administering the Online CELLA Locator Test will have account set up for them. If you don't know your account information, please check with your administrator.

- 1. Go to www.awschooltest.com
- 2. Click on Login Here



Login Screen

After clicking on the homepage Login Here area, you will access the login screen that requires you enter your username and password. Please enter the information. Also, remember to keep a copy of your username and password in a secure location.

(ř	SchoolTes	t.com				W	leicome Visitor Login Logout
Go To	Arithmetic Testing OnLine (ATOL)	English Language Assessment (CELLA)	Reading Assessment Tools	School Safety Assessment	Other Teacher Resources	About AWSchool Test	Assign A Test
	Teachers & School	Administrators login her	e:				
L	Jsername:						
1	Password:						
	Forgot your u	sername or password?					
If you a	are not currently a mem	ber of our site, please regist	er now!				
Bu	nave read and agreed to	o the <u>terms of service</u>					
Login	n						
		©AccountabilityWorks and Arithme Cop	tic Online™ 2008 All Rights R yright Statement Privacy Sta	eserved. CELLA is a 20 tement Terms of Servic	05 ©Educational Testin ce	g Service	

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My Class roster page

After login, each teacher starts on his or her own "My Class" roster page. It includes a list of all students in your class. Immediately above the "My Class" page title are links that allow for navigation within the nonpublic sections of the site, including: My Class, Enroll a Student, Former Students, Test Assignment History, Assign a Test, and School Summary Reports. The Test History link in each student row provides access to a historical record of the student's test results. The Edit link further to the right allows you to access and edit the student's account profile (e.g., their username and password).

V	SchoolTes	t.com					Login Logout	
Go To	Arithmetic Testing OnLine (ATOL)	English Language Assessment (CELLA)	Reading Assessment Tools	School Safety Assessment	Other Teacher Resources	About AWSchool Test	Assign A Test	
[My Class] [Enroll a Student] [Former Students] [Test Assignment History.] [Assign A Test] [School Summary Reports] Park High School								
My Cl	ass							
Weld	come to AWSc	hoolTest.com						
Belov inforr when go <u>he</u>	w is your class ros nation in a studen logged in. If you ere.	ster. It includes a curre t's account profile. Yo would like to edit you	ent list of your stud ou may also login a r teacher account	ents. You can a as any student profile, includin	access a studer to see exactly w ig change your	nt's Test History o vhat that student v password or e-ma	r Edit the vould see ail, please	
lf you	would like to logi	n as one of the stude	nts in your class, <u>c</u>	lick here.				
My Na My Use	me: Martin Ortiz ername: zzpkms1-mpc	1						
Studer	nts							
	Last Name	First Name	Stud	ent Username				
Nu		Diem	NuDiem610f			Test	History] [Edit]	
Poon		Francis	PoonF31416			Test	History] [Edit]	
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Individual Student Test History

This page, accessible from the My Class roster page, provides a quick summary of an individual student's performance on all completed tests. From this page you can also access a more detailed Test Report for each test administration as well as the Student Transcript report.

a W SchoolTes	st.com				Welcome z	zpkms1-mpo1 <u>Login</u> <u>Logout</u>		
Go To Arithmetic Testing OnLine (ATOL)	English Language Assessment (CELLA)	Reading Assessment Tools	School Safety Assessment	Other Teacher Resources	About AWSchool Test	Assign A Test		
[My Class] [Enroll a Student] [Former Students] [Test Assignment History] [Assign A Test] [School Summary Reports] Park High School								
My Class Individual Student Test Hist	ory							
Below is a list of all of the tr attained for each test. The p have passing scores. Such using the color brown. For For a comprehensive repor Full Name: Diem B Nu Username: NuDiem610f Current Age: 15 Grade: 10 Gender: Female Special Code: Tests Completed: 2 Tests Passed: 0 Tests Not Passed: 0 Tests With No Passing Sco	ests completed by this stud performance category result tests still have descriptions more information about a si t of the results for all tests of t of the results for all tests of	lent. The Performance co t is color coded to indica s of different levels of st pecific test's performanc completed by this studer	olumn provides th te whether the st udent achievemer e categories, see nt, click on "View	e "Performance C: udent passed or di it, which are displat that test's informa Student Transcript	ategory" result the stu Id not pass. Some test ayed as a Performance ation page. t" below.	dent is do not ∌ Category		
[View Student Transcript]								
	Test Name		Dat	te Test Time	Performance			
CELLA Locator Test - Form	A		Oct 13, 20	008 9:32 1:54	CELLA Level D	<u>Test</u> Report		
CELLA Locator Test - Form	А		Oct 9, 200	08 15:53 0:41	CELLA Level B	<u>Test</u> Report		
Green/red performance column in	dicates Passed/Not Passed, respe	ctively. Brown indicates test with	no passing score.					
	Cop Cop	tic Online™ 2008 All Rights Rea yright Statement Privacy State	served. CELLA is a 200 ment Terms of Servic	05 ©Educational Testing e	g Service			

Individual Student Test Report

The detailed individual Test Report for the Locator Test includes the student's raw score and the recommended CELLA Reading and Writing level. Note, AWSchoolTest will not recommend a higher CELLA level than is appropriate for the student's grade level (e.g., it will not recommend that a middle school student take Level D, even if the raw score would otherwise qualify him to do so).

(av	SchoolTes	t.com				Welcome z	zpkms1-mpo1 <u>Login</u> <u>Logout</u>
Go To	Arithmetic Testing OnLine (ATOL)	English Language Assessment (CELLA)	Reading Assessment Tools	School Safety Assessment	Other Teacher Resources	About AWSchool Test	Assign A Test
Use th approp The Pe the CE admini	e results of the Locator priate CELLA levels in <i>f</i> erformance Category iLLA Level to use in the stration. For more infor	to assign the most Reading and Writing. score below indicates e main test mation click <u>here</u> .	ELLA Comprehensive English Language Learning Assessment Control Test				
How T	To Read: The performance Date: Monday, Octobe	category characterizes or describe r 13, 2008 9:32 am	as the student score. The scor	e is a numerical value th	at corresponds to the s	tudent's performance on the	ə təst.
Test Stud Stud Date Grad Spec	Name: CELLA Locator ent Name: Diem B Nu ent Username: NuDie of Birth: 02/04/1993 e Level on Test Date: fer: F ial Code:	Test - Form A m610f 10					
Теас	her Name: Martin P Or	tiz					
Your	Score: 13						
Perfe	ormance Category: Cl	ELLA Level D					
						🖶 P	rint 🗙 Exit
	(AccountabilityWorks and Arithme Cop	tic Online™ 2008 All Rights R yright Statement Privacy Sta	eserved. CELLA is a 200 tement Terms of Servic	05 ©Educational Testing	Service	

School Summary Reports

Depending on settings selected by school or district administrators, teachers can access school summary reports that provide results for their entire class or student group. If you click on the School Summary Reports link at the top of the My Class roster page, you will be taken to the page below. Only two of these reports are applicable to the Locator Test.

First, select your school if prompted.

(ev	SchoolTes	t.com				Welcome 2	zzpkms1-mpo1 Login Logout
Go To	Arithmetic Testing OnLine (ATOL)	English Language Assessment (CELLA)	Reading Assessment Tools	School Safety Assessment	Other Teacher Resources	About AWSchool Test	Assign A Test
[My Cla Schoo You ha	DI Summary Report ve access privileges to lect a School	ts reports for 1 school(s). Selec	ct a school below to view	its reports.		Park Hig	gh School
	e	AccountabilityWorks and Arithme Cop	tic Online™ 2008 All Rights R yright Statement Privacy Sta	eserved. CELLA is a 20 tement Terms of Servic	05 ©Educational Testing œ	g Service	

There are two types of school summary reports: 1) Aggregate Reports provide summary results that do not include individual student data; 2) Student List Reports include individual student data. The image below is from the top half of the School Summary reports page. On bottom half of this page you will find the information you need to create a summary report.



Selecting a List Report

At the very bottom of the School Summary reports page, you will find the section titled, Student List Reports (see the image below). For the Locator Test, the most valuable type of school summary report that teachers can access will be a Student List Report. First, select the Locator Test from the drop down menu ("Select a test form...) and date range. Then click on the Select Reports button.



This will take you to the next page.

On this page you will select the specific type of student list report that you want created. For the CELLA Locator Test, select the second type of List Report: Performance Category Score, Points by Content Category. This will provide student-by-student results for raw score and recommended CELLA Reading and Writing level. (Since there are no content categories for the Locator test, that information will not be presented.)

ю То	Arithmetic Testing OnLine (ATOL)	English Language Assessment (CELLA)	Reading Assessment Tools	School Safety Assessment	Other Teacher Resources	About AWSchool Test	Assign Test
<u>Ay Cla</u>	ass) ol Summary Repor	ts				Park Hi	gh Sch
tuden	nt List Reports:						
eport electe tuden	t Date Tue: ed Test Form(s) CEL nt Grouping Tea	sday, December 2, 2008 LA Locator Test - Form A (2 chers: Ortiz, Martin P	2008/10/01 - 2008/10/10)			
Report Selecte Studen Select	t Date Tue: ed Test Form(s) CEL ht Grouping Tea a Report:	sday, December 2, 2008 .LA Locator Test - Form A (2 chers: Ortiz, Martin P	2008/10/01 - 2008/10/10)			
Report Selecte Select Select	t Date Tue ed Test Form(s) CEL nt Grouping Tea a Report: pints by Assessment Of reach student listed, disy reach student listed, disy	sday, December 2, 2008 LA Locator Test - Form A (2 chers: Ortiz, Martin P ojective bays points earned for the app . For more information about th	2008/10/01 - 2008/10/10 licable assessment objecti nis report and others, go to) ve. A summary row fo Information about Sci	r each assessment ol noolTest Reports	bjective indicates percent	of points
Report ielecte ituden ielect Po Foi ear	t Date Tue ed Test Form(s) CEL at Grouping Tea a Report: bints by Assessment OL r each student listed, disp med by all listed students erformance Category, S erformance Category, S	sday, December 2, 2008 LA Locator Test - Form A (2 chers: Ortiz, Martin P olgective olays points earned for the app . For more information about th Score, Points by Content Ca lays the number of points earn formation about this report and	2008/10/01 - 2008/10/10 licable assessment objecti his report and others, go to tegory ed by content category. A others, go to <u>Information a</u>) ve. A summary row fo Information about Sci summary row for eac bout SchoolTest Repu	r each assessment oi ioolTest Reports h content category ind orts	bjective indicates percent icates percent of points e	of points arned by all

Student List Report: Performance Category and Score

The column Performance provides the recommended CELLA level, while the column Score provides the raw score.

[My Class]	
School Summary Reports	Park High School
Student List Reports: Performance Category, Score, Points by Content Category For each student listed displays the number of points earned by content category. A summary row for each content category indicate earned by all listed students. For more information about this report and others, go to <u>Information about SchoolTest Reports</u>	s percent of points
Report Date Selected Test Form(s) Student Grouping Tuesday, November 25, 2008 CELLA Locator Test - Form A (2008/10/01 - 2008/10/10) Teachers: Ortiz, Martin P The system uses the stude level to determine which CELLA Level to recomm The level recommendation found in the Performan	lent's score and grade Reading and Writing nend for each student. on for each student is ce Column.
Performance Score Points Possible → - Percentage → - 1. Meng, Chaio B CELLA Level D 16 CELLA Level B 2. Nu, Diem B CELLA Level B Performance Category, Score, Points by Content Category	

Selecting an Aggregate Report

To obtain an Aggregate Report for the Locator Test, click on the first type of aggregate report (see below).

Then select the Locator Test ("Select a test form..."), the data range and your class.

Select this	Aggregate Reports
Report type	Aggregate Report Type: Aggregate Report Suing Student Scale Scores and Performance Categories Reports compare student group results of different testing sessions using tests that are scored on the same scale. Available reports: Average Scores and Percent within Performance Categories; Percent of Students Passing by Teacher; Average Score Gain Between Sessions. Aggregate Reports Using Content Categories or Assessment Objectives Reports provide student group information for each content category or assessment objective. Available reports: Content Category and Percent of Points by Test; Assessment Objective and Percent of Points by Test. Elect Test Form(s) and Date(s): Belect one to five test form(s) with date ranges. If the student group has completed the same test form more than once, the corresponding "date range" is equired; otherwise "date range" is optional. For accurate comparisons and valid gain score reports, tests must be selected in the order in which they were idministered with the oldest at the top, most recent at the botom.
6	Select a test form + - From mm/dd/yyyy To mm/dd/yyyy
6	Select a test form From mm/dd/yyyy To mm/dd/yyyy
6	Select a test form + - From mm/dd/yyyy To mm/dd/yyyy
6	Select a test form + - From mm/dd/yyyy To mm/dd/yyyy
6	Select a test form + - From mm/dd/yyyy To mm/dd/yyyy
S S C F	Select Student Grouping(s): select a student grouping to filter the information, either school-wide or by grade level or teacher. "School-wide" is not recommended for reports that address content categories or assessment objectives. You may select more than one grade level or teacher by holding the control key as you highlight each label. For more information about selecting report specifications and building reports others, go to Information about SchoolTest Reports
Click Here	By Grade A B C D By Teacher Dewey, Jane (Admin) - dj31416 Ortiz, Martin P - zzpkms1-mpo1 Sanchez, Maria M - zzpkms1-mmo1 Smith, Jane (Admin) - jsmithtjhs

After clicking "Select Reports", three choices will appear. The most relevant report for the CELLA Locator test is the first one: Average Scores and Percent within Performance Categories. After Making your selection, click View Report button.

	School Summary Reports
Select	Aggregate Reports:
this Report	Report Date Tuesday, December 2, 2008 Selected Test Form(s) CELLA Locator Test - Form A (2008/10/01 - 2008/10/10) Student Grouping Teachers: Ortiz, Martin P
Туре	Select a Report:
	Average Scores and Percent within Performance Categories Displays average scores and the percent of students within performance categories for selected student grouping(s) and test forms. For more information about this report and others, go to <u>Information about SchoolTest Reports</u>
	Percent of Students Passing by Teacher Reported by teacher, this chart displays the percent of students at or above a passing score (e.g., proficiency) for selected testing sessions. For more information about this report and others, go to <u>Information about SchoolTest Reports</u>
Click Here	Average Score Gain Between Sessions Displays the average gain or loss, per teacher, in scores between different testing sessions. For more information about this report and others, go to <u>Information about</u> <u>SchoolTest Reports</u>
	View Report Return

View Aggregate Report: Average Scores and Percent within Performance Categories

This report displays the number of students, the proportion of students scoring at each of the recommended levels and other information.



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Assign A Locator Test To A Student

Clicking on "Assign A Test" at the right end of the green navigation bar will bring up the main "Test Catalog" page. Click on the CELLA Locator Test name to assign it to one or more students.

V	SchoolTest	com				We	Icome dj31416 <u>Login</u> <u>Logout</u>
Go To	Arithmetic Testing OnLine (ATOL)	English Language Assessment (CELLA)	Reading Assessment Tools	School Safety Assessment	Other Teacher Resources	About AWSchool Test	Assign A Test
Test C To ass	Catalog ign a test to one or mo	re students, click on the	name of the test below.				
**		The Locator (Form J) The Locator Test cons determine the best CE Writing. The student of before taking this test.	ists of 18 questions that I LLA Levels to use in Rea completes two practice qu	help ding and uestions			\$1.95
*	ATOL C ATOL C OL	The ATOL Grade 3 t	est assesses students ore arithmetic skills.	in grade			\$3.95

Test Catalog: Test Assignment

Once the Locator Test has been selected, the page below allows you to designate the students in your class that should take the test. Note "Your Discount Price" is \$0.00 because there is no charge to Florida school districts.

(a v	SchoolTes	t.com				Welc	ome kmadigan <u>Login</u> <u>Logout</u>		
Go To	Arithmetic Testing OnLine (ATOL)	English Language Assessment (CELLA)	Reading Assessment Tools	School Safety Assessment	Other Teacher Resources	About AWSchool Test	Assign A Test		
Test C Test A Select	Test Catalog Test Assignment: CELLA Locator (Form J) Select one or more students below. Then click on the "Assign Test" button.								
The L Stude can bo will n of this buttor	The Locator Test determines the best CELLA form to use. Students typically require 20 minutes to complete this test. It can be administered individually or in a group. The test proctor will need to read directions to the students during the beginning of this test. If this is not the correct form, click on the back button to return to the test library.								
Assign	This Test								
Standa Your Di	rd Price: \$1.95 ea. scount Price: \$0.00 ea.	(admin)							
Select of Select m Gomez Ramire Roca, S	one or more students to ultiple students by holding ti z, Maria (MariaGomeztji ez, Juan (Juan.Ramirez, Sally (Sally.Roca, grade	o assign the test he Ctri key (Windows) or Comman hs, grade 9) grade 9) 9)	d key (Mac) while selecting w	ith the mouse.					
Assig	n Test								
	e	AccountabilityWorks and Arithmet Copy	ic Online™ 2008 All Rights R rright Statement Privacy Sta	eserved. CELLA is a 20 tement Terms of Servic	05 ©Educational Testing	g Service			

Test Assignment History

Accessible through the "Test Assignment History" link, this page provides a list of all the tests you have assigned to your students and when they were assigned. The "Details" column on the far right allows you to access more specific information.

V	Welcome zzpkms1-mpo1 Login Logout							
Go To	Arithmetic Testing OnLine (ATOL)	English Language Assessment (CELLA)	Reading Assessment Tools	School Safety Assessment	Other Teacher Resources	About Test	AWSchool	Assign A Test
My Cl (School My Cl Test A Below	ass) [Enroll a Student] [f ol Summary Reports] lass ssignment History is a list of all the tests	Former Students] [Test Assi	gnment History] [Assign ur students. The list is i	<u>A Test]</u> n chronological or	der, with the most	recently	Park Hi	gh School
ID		Order Type / Test		Date		Qty	Total	
117	Test: CELLA Locator Te	st (Form A)	Oct 13,	2008 10:06 am		1	\$0.00	Details
116	Test: CELLA Locator Te	st (Form A)	Oct 13,	2008 9:27 am		2	\$0.00	Details
114	Test: CELLA Locator Te	st (Form A)	Oct 9, 2	2008 3:34 pm		2	\$0.00	<u>Details</u>
	G	AccountabilityWorks and Arithme Cop	itic Online™ 2008 All Rights R lyright Statement Privacy Sta	eserved. CELLA is a 20 tement Terms of Servic	05 ©Educational Testing æ	g Service		

Test Assignment Details

On this page, you can determine which students have completed the CELLA Locator Test or still need to take it.

(av	Welcome zzpkms1-mpo1 Login Logout						
Go To	Arithmetic Testing OnLine (ATOL)	English Language Assessment (CELLA)	Reading Assessment Tools	School Safety Assessment	Other Teacher Resources	About AWSchool Test	Assign A Test
(My Cla (Schoo) My Cl Test As Below Test".	ass) [Enroll a Student] [al Summary Reports] lass ssignment Details are full details for this	Former Students] [Test Assi s test assignment. If the te	gnment History] [Assign st has not been taken b	<u>A Test]</u> y the student, you n	nay reassign this	Park Hi test by clicking on "F	gh School teassign
Test A Order Test: C Order Order Payme	ssignment ID Number Type: Test Assignment EELA Locator Test (Fo Total: \$0.00 Status: Paid ent Method: Cash, Che	:: 117 rm A) ick or Money Order					
#		Stude	ent		Price	Test Status	
1	Poon, Francis X (Poon	F31416)			\$0.00	Completed	
	Copyright Statement Privacy Statement Terms of Service						

Test Assignment Details: Reassigning A Test

If you have a student that no longer needs to take an assigned test or left the school, you can reassign the test from the same page. The far right column will offer the option to "Reassign Test" to another student.

My Class Test Assignment Details Below are full details for this test assignment. If the test has not been taken by the student, you may Test".	reassign this t	test by clicking or	n "Reassign
Order Type: Test Assignment Test: CEL A Locator (Form.)			
Order Total: \$0.00 Order Status: Paid			
Payment Method: Cash, Check or Money Order			
# Student	Price	Test Status	
1 Roca, Sally (Sally.Roca)	\$0.00	Not Taken	Reassign Test
Copyright Statement Privacy Statement Terms of Service			

Enroll a Student

Your students may have been uploaded to your account. If you need to add an individual student to your Class Roster, click on Enroll a Student link at the top of the page. Enter the required information and click Submit to add the student.

Welcome zzpkms1-mpo1 Login Logint						zpkms1-mpo1 Login Logout
Go To Arithmetic Testing OnLine (ATOL)	English Language Assessment (CELLA)	Reading Assessment Tools	School Safety Assessment	Other Teacher Resources	About AWSchool Test	Assign A Test
[My Class] [Enroll a Student] [School Summary Reports]	[Former Students] [Test Assi	gnment History] [Assign	A Test]			
My Class Add a Student To add a student to your cla "Submit" button.	ass roster, or to edit an exis	ting student profile, en	ter the appropriate	information in the	Park Hig fields below. Then cl	gh School
Student Username *						
First Name *						
Middle Name						
Last Name *						
Male	•					
01 - 01 - 1988 Grade *						
Special Code						
Submit	@AccountabilitAMada and A.3	His Opling TH 2002 All Diskler D	assauld OELLA is a 90	05 @Educational Testics	Service	
Copyright Statement Privacy Statement Terms of Service						

Student Testing Information

Teacher's should be aware of the screen views in the student test. Information about how to administer the test can be found in the Directions for Administration for the CELLA Online Locator Test. This section will focus on what the user will see and do. First, the student will access <u>www.awschooltest.com</u>



The student will log in on the left hand side of the home page using the student username and password given to him or her from the teacher.

Here is what the log in area looks like.



Once the student has clicked on the "Login Here" link, he or she will be taken to the page where he or she will enter the their username and password. Here is what the Login page looks like.

Login As a Student		
Student Username:		
Student Password:		
Login		

Once the student is logged in, he or she will get their Student Test Center page. This has a short Welcome and lists the tests a student needs to take and tests they have completed.

Welcome, Maria

Tests You Need to Take



Tests You've Completed

You have not completed any tests yet.



©AccountabilityWorks and Arithmetic Online™ 2008 All Rights Reserved. CELLA is a 2005 ©Educational Testing Service Copyright Statement | Privacy Statement | Terms of Service When the student selects a test that they need to take, they will be taken to direction screen. Since the teacher will be giving the directions, based on the DFA, this page is only provided for review.

Here is a sample

CELLA	Locator (Form J)				
	Welcome to the CELLA Locator Test				
Your tea When yo	acher will instruct you on what to do. ou see this sign from, wait for directions from your teacher before going to the next page.				
Directio question	ons: On this test, you will read five passages. After each passage, you will answer some questions. For each question, choose the best answer. The first passage and the two as about it are practice.				
Here are	e some things you should know:				
 Firs Eac Ren If y you left At t Test but Okay, ju Rememb 	st, you will read a passage. Then you will click the Continue button to begin answering the questions about the passage. th question will appear on its own page. The passage will be provided again with each question. member to click the Continue button after you answer a question. You must stop testing for a few minutes, click on the Exit button located at the bottom of each page. When you log back in, you will be returned to the place in the test where off. You can only exit the test once. the end of the test, you will have a chance to review your answers. You can even go back and change your answer. Once your review is complete, you need to click the Score ton in order to finalize your answers. ust a couple of more things. Check whether your current grade level is correct. If not, please select the correct grade by clicking on the up or down arrows. ber the first passage and the two questions about it are for practice. When you are ready to start—click the Begin Test button.				
Select 1	Your Grade				

Select Grade

Once the student selects the correct grade, he or she can click on begin test.

Here is the button image that the student will see.



The first passage is a Practice Passage. See the next few examples of practice items. The image below is what the Practice Passage looks like. The bar at the top of the page is part of the color-coding system that helps the teacher monitor student progress. Each passage has a different color bar. By glancing around the room at the top of the student's computer screens, the teacher can determine where each student is in the test.

CELLA Locator (Form J): Secti ————————————————————————————————————	on 1 - Practice Questions ssage, click on <i>Begin Section</i> below, and answer the two questions on the following pages.
	Sample Passage
	Although there are many different kinds of plants, all of them have two things in common. All plants make their own food. Line They do this by taking in air, sunlight, and s water. Also, all plants are rooted in one place. <u>They</u> don't move around the way animals do.
	Exit Begin Section

Note the Exit and the Begin Section buttons at the bottom of the passage. Each new passage will have these buttons.

Once the student has read the passage. They will click Begin Section (see image above). This will take him or her to the first question. There is only one question on each page. Plus, the passage will also appear on the page with the question. When answering questions related to the same passage, the Continue button will appear on the page (see image below). After the student has answered the question, he or she needs to click the continue button to go to the next page.

Note the exit button in the far left corner; these will appear on each page. The student is only allowed to exit the test once. Also, note the line number indicator in the margin of the passage. These line numbers are used as part of the questions.

Sample Passage

Although there are many different kinds of plants, all of them have two things in common. All plants make their own food. *Line* They do this by taking in air, sunlight, and

5 water. Also, all plants are rooted in one place. <u>They</u> don't move around the way animals do.



Exit

- 26 -

Here is an image of the question and answer buttons. Note that when the button is clicked it is filled in.

What is this passage mostly about?

- how to grow a house plant
- things that all plants have in common
- where the largest plants grow
- differences between plants and animals

Once the student has completed the test, he or she can review their answers. Here is the first image the student will see. The student needs to click on the Continue button to get to the page that lists the questions.

CELLA Locator: Review Responses
The next page shows a list of all the test questions. You can click on the pencil \swarrow for a question to review your answer. When you are finished checking your answers, be sure to click the <i>Score</i> button at the bottom of the review page.
- ·
Continue

Once the student clicks on the continue button, he or she will be taken to the question and answer page. Below is an example of what the student will see. Note the brief description of the questions; after the = sign is the answer the student selected. Also notice the yellow highlighting on the questions that the student didn't answer.

ck	on the	e 🎤 to add or edit a response	
ctio	on 1 -	- Practice Questions	Time Loft
	1	Samela A = thisse that all slasts have in common	Time Left
5	1	Sample A = mings that all plants have in common	unumed
	2	Locator Directions 2 = plants	unumed
ctio	on 2 -	- Baby Hippo	
	#	Question = Your Response	Time Left
2	1	Baby hippo 1 = hippos at the zoo	untimed
2	2	Baby hippo 2 = swimming	untimed
2	3	Baby hippo 3 = It is very big.	untimed
cti	n 3.	- Kitae	
CIN	#	Question = Your Response	Time Left
Þ	1	Kites: what is passage about = ways that people have used kites	untimed
2	2	Kites: first kite probably made = China	untimed
2	3	Kites: the word they = kites	untimed
2	4	Kites: fishing = wind	untimed
2	5	Kites: thermometers = tell how hot or cold the air is	untimed
ctio	on 4 -	- David	
	#	Question = Your Response	Time Left
	1	David: passage is about = cleaning a work of art	untimed
	2	David: first paragraph = The statue of <i>David</i> is very tall.	untimed
2	3	David: the meaning of it = the paper	untimed
2	4	David: Ms. Parnigoni = apply rice paper	untimed
2	5	David: the cleaner could be used = It is very gentle.	untimed
ctic	n 5 -	Microbes	
	#	Question = Your Response	Time Left
	1	Microbes: main topic = the importance of the microscope in medical research	untime
	2	Microbes: microbes killed = heat.	untime
	3	Microbes: Lister's discovery = (none)	untime
	4	Microbes: what Lister did = (none)	untime
	5	Microbes: the word sterilized = (none)	untim
	-		