

# Vermont Comprehensive Assessment Program (VTCAP)

## Practice Test User's Guide

**Spring 2023**

**English Language Arts and Mathematics**  
Grades 3–9

**Science**  
Grades 5, 8 & 11

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*Prepared by Cognia*



# Table of Contents

<b>Overview .....</b>	<b>1</b>
<b>About the Practice Tests .....</b>	<b>1</b>
<b>Security .....</b>	<b>1</b>
<b>Accessibility Features and Accommodations .....</b>	<b>1</b>
<b>Accessing the Practice Tests .....</b>	<b>2</b>
<b>Navigating through the Practice Test .....</b>	<b>4</b>
<b>Navigation &amp; Review .....</b>	<b>5</b>
<b>Score Report .....</b>	<b>8</b>

# Overview

## About the Practice Tests

Administering the practice tests is an important preparation step for administration staff, students, and guest users. The practice tests allow students and staff to become familiar with the format and types of questions they will see on the Vermont Comprehensive Assessment Program operational tests in English Language Arts, mathematics, and science. The computer-based practice tests contain test items that help familiarize students with the available tools and responding to different item types. Although, the practice test is not intended to be an indicator of success on the summative test, students will have access to score reports showing their scores and responses for machine-scored items, as well as any responses to items that would require teacher-scoring.

## Security

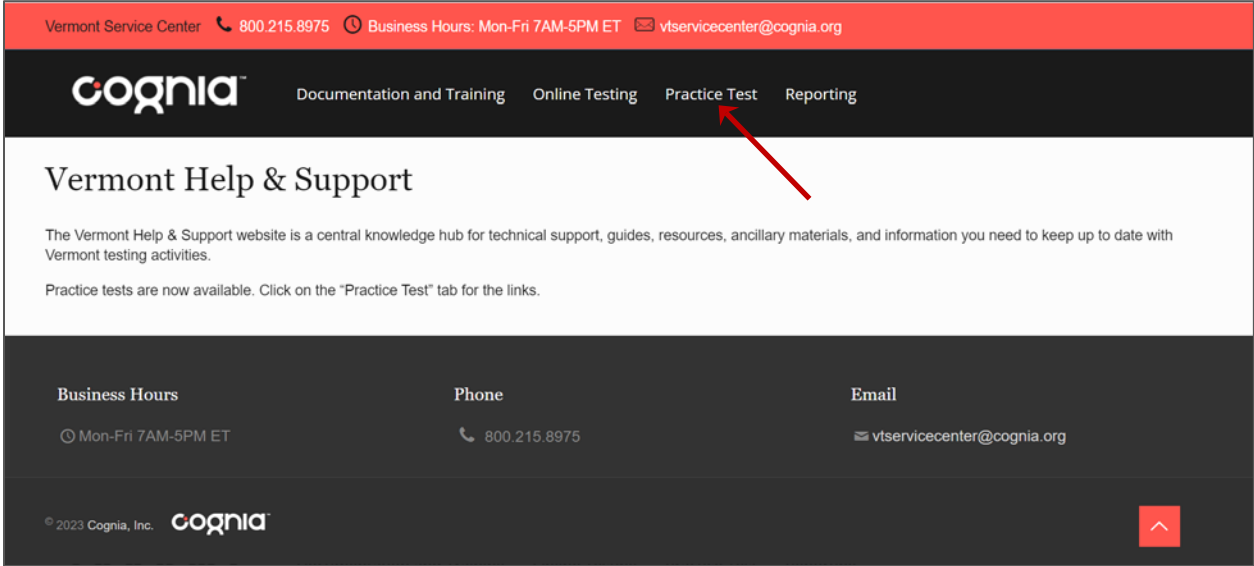
The practice tests are accessed using a web browser. Login IDs and passwords are not required. Users simply select the appropriate practice test link and the browser-based version of the testing platform will open. Test administrators may answer any questions the students have while they are working on the practice test. During the operational test, assistance will be limited to repeating directions and helping orient students to the test materials.

## Accessibility Features and Accommodations

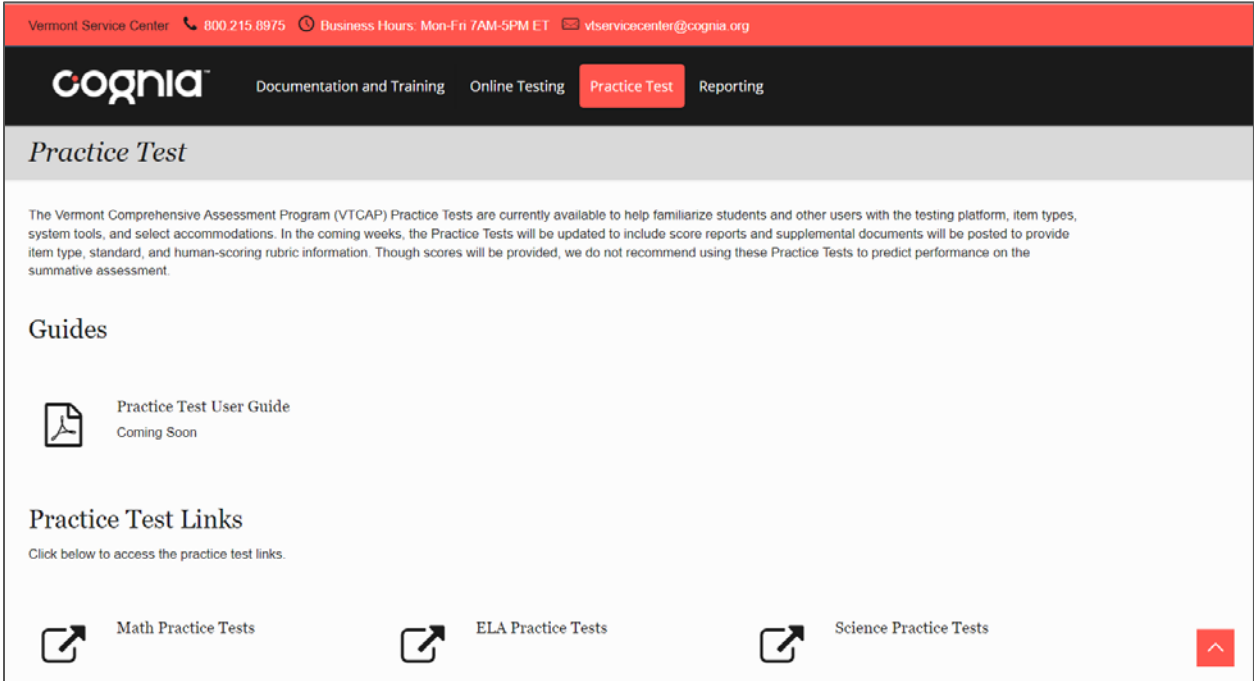
Accessibility features and accommodations to be provided on the operational tests, including Text-to-Speech and ASL videos, are provided on the practice tests. Calculators are provided on the mathematics test for items that allow calculator use.

# Accessing the Practice Tests

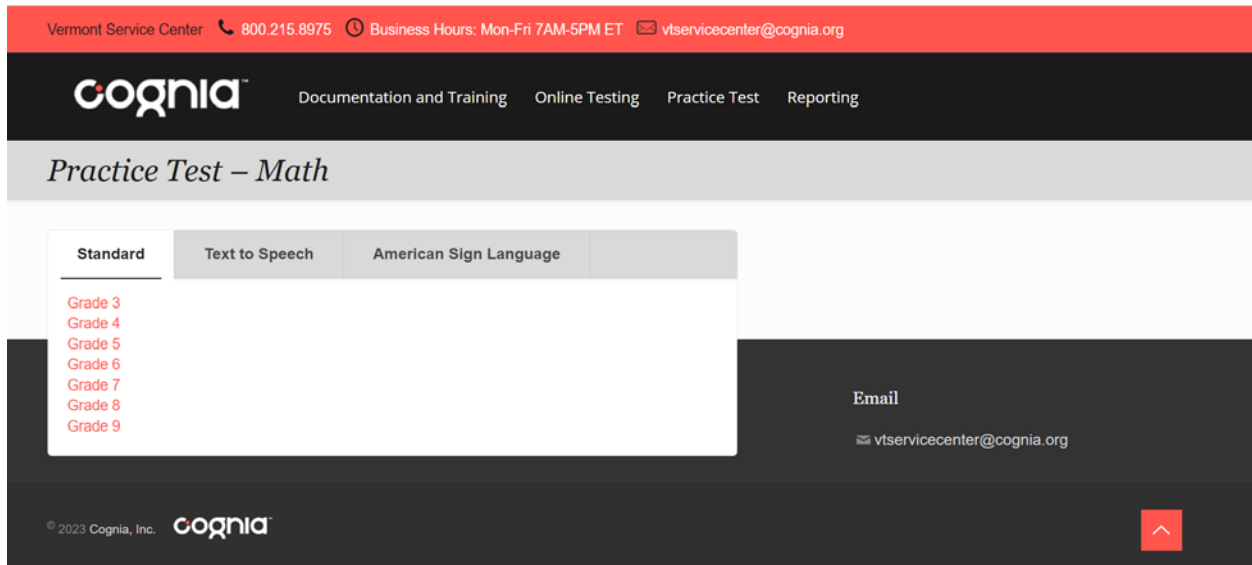
Navigate to the Vermont Comprehensive Assessment Program support site (<https://vermont.onlinehelp.cognia.org/>) and select Practice Test from the menu.



The Practice Test home page includes the Practice Test User Guide and the links by content area.

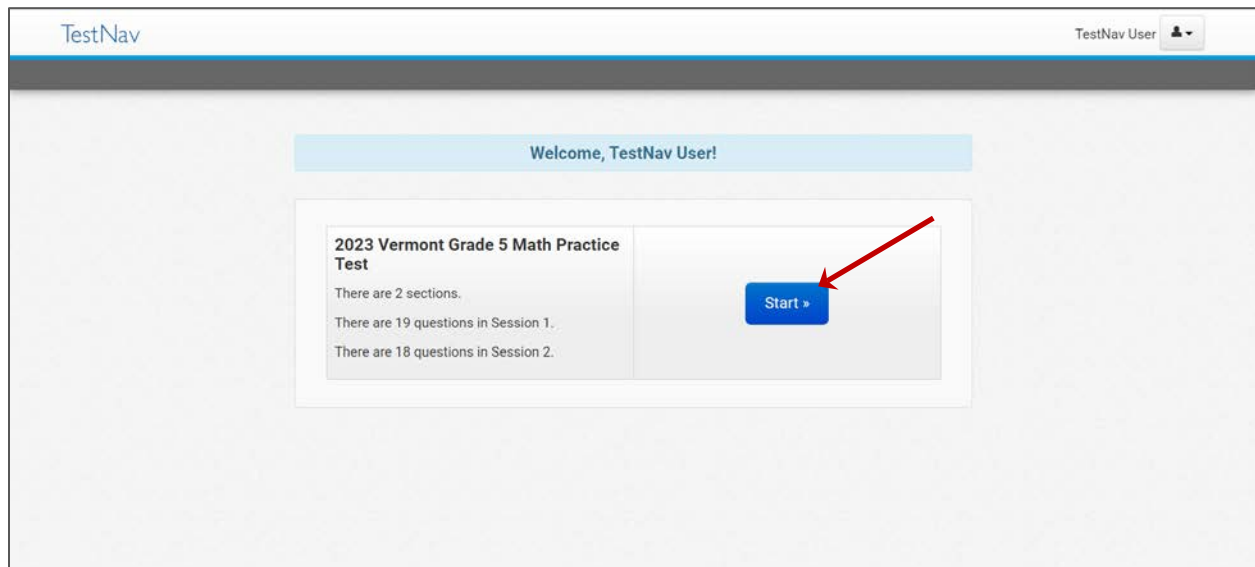


On the content area pages, the Practice Test links are organized by Standard, Text to Speech, and American Sign Language (ASL). The links are then organized by grade.



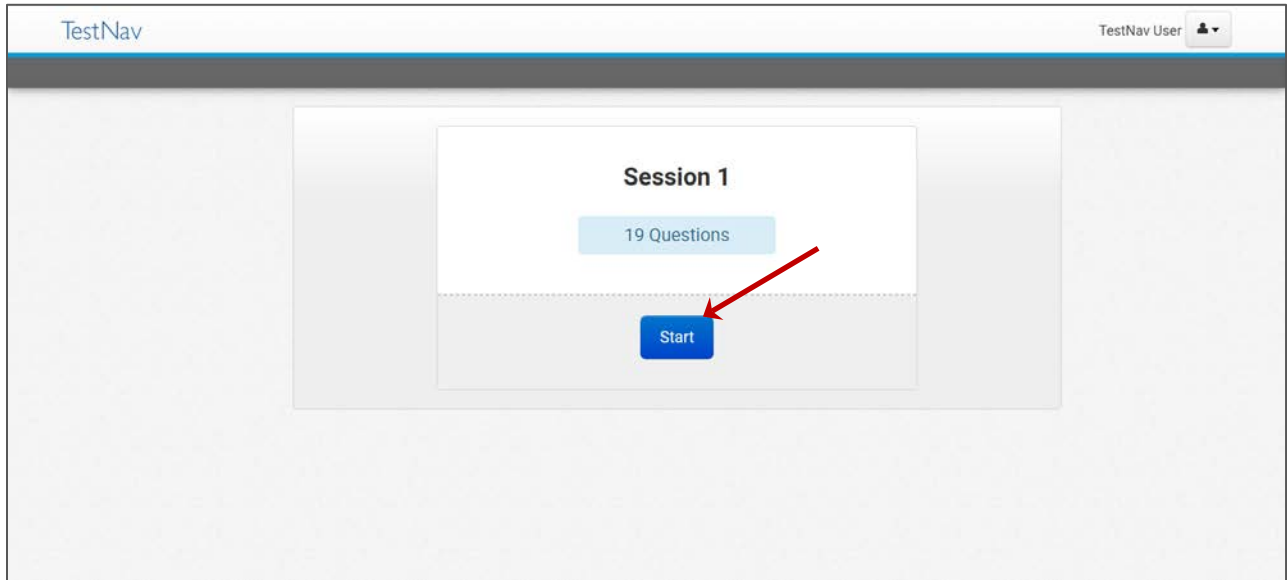
Once the appropriate practice test has been selected, it will open in the browser-based version of the testing platform. The page will say “Welcome, TestNav User!” and no username or password is required to access the Practice Test. This initial page will also include the name of the Practice Test (ex. “2023 Vermont Grade 5 Math Practice Test”), the number of Sessions, and the number of questions in each Session.

Click “Start” to begin Session 1 of the practice test.

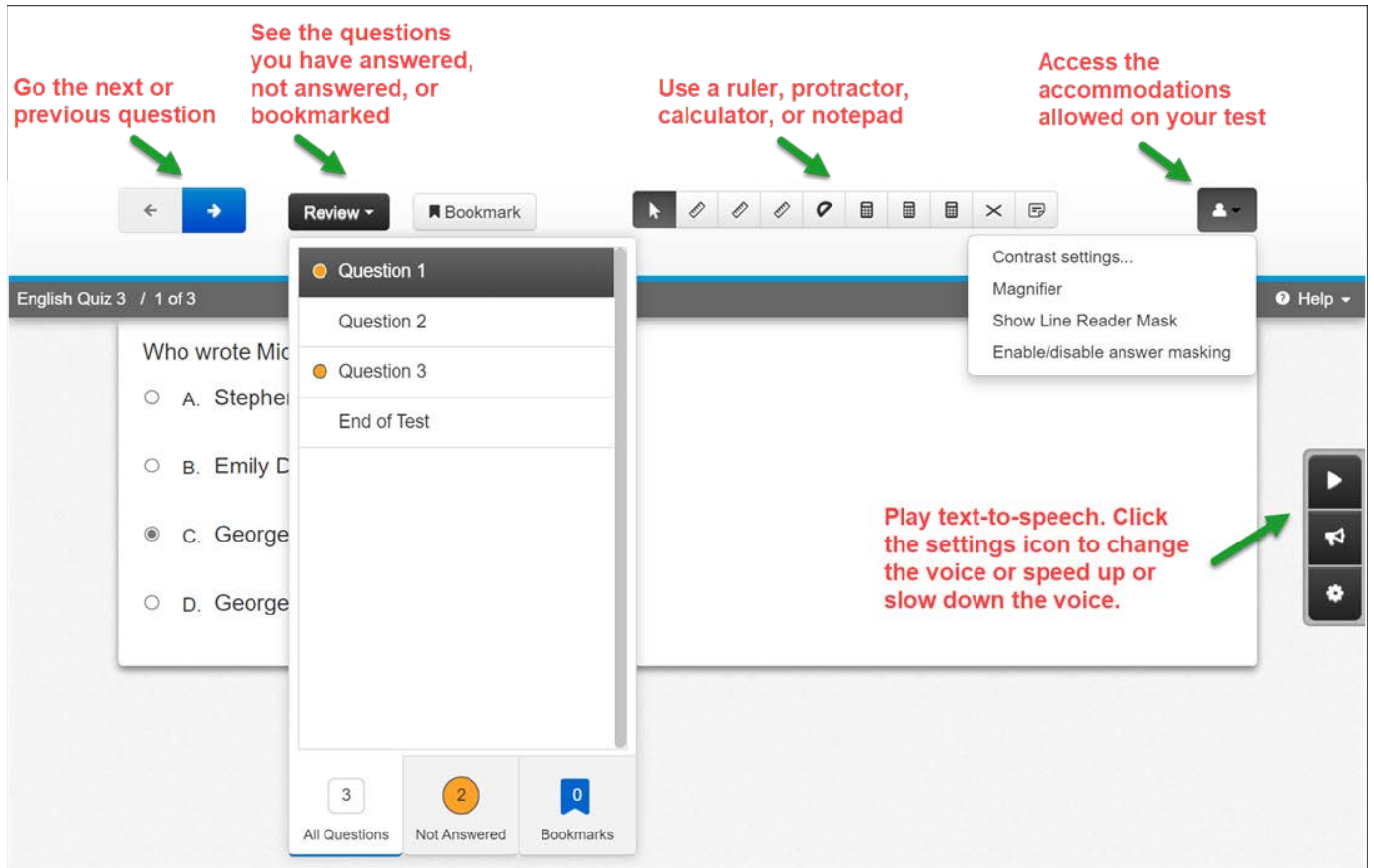


# Navigating through the Practice Test

On the Session 1 screen, click “Start” to begin the session.

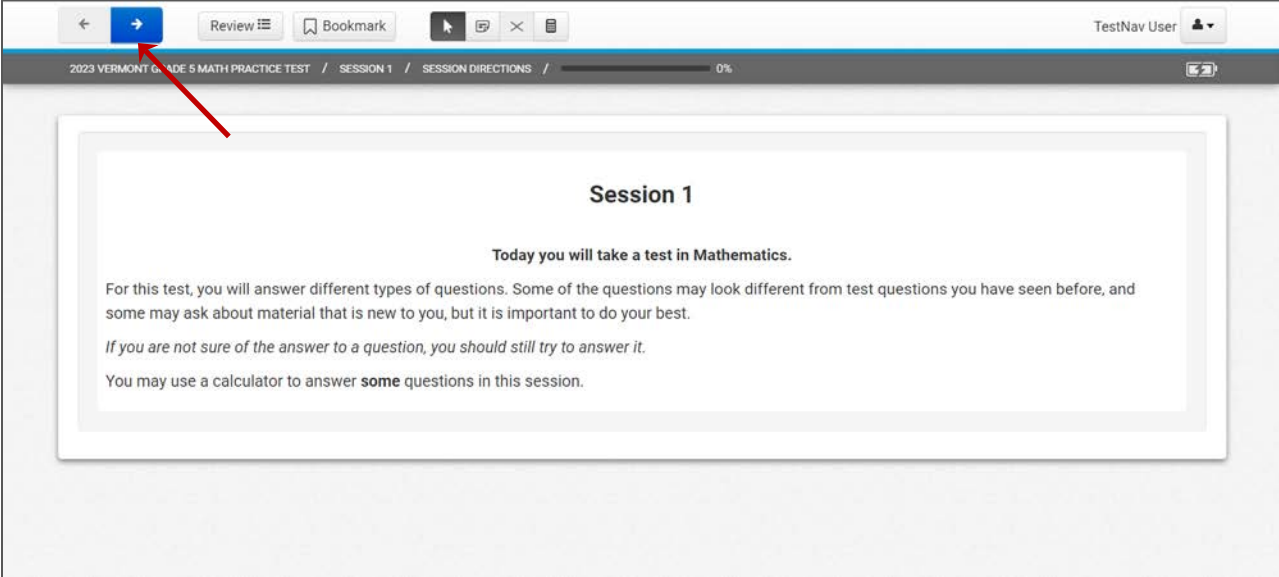


On the Session directions page, you will find the navigation tools, accessibility tools, and calculator (as applicable).

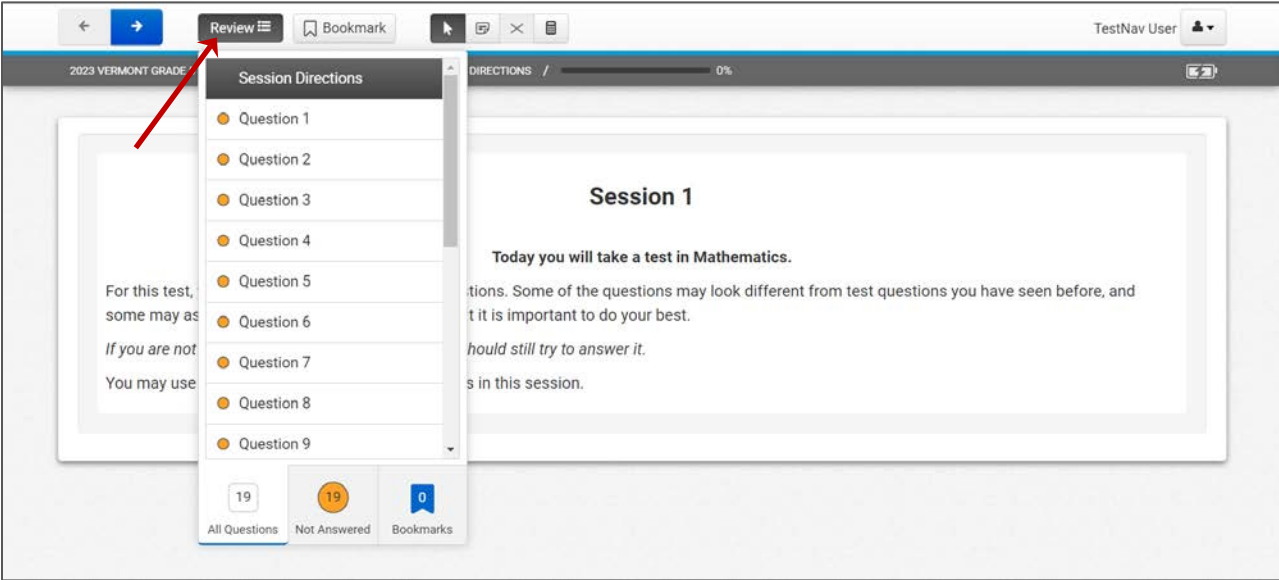


# Navigation & Review

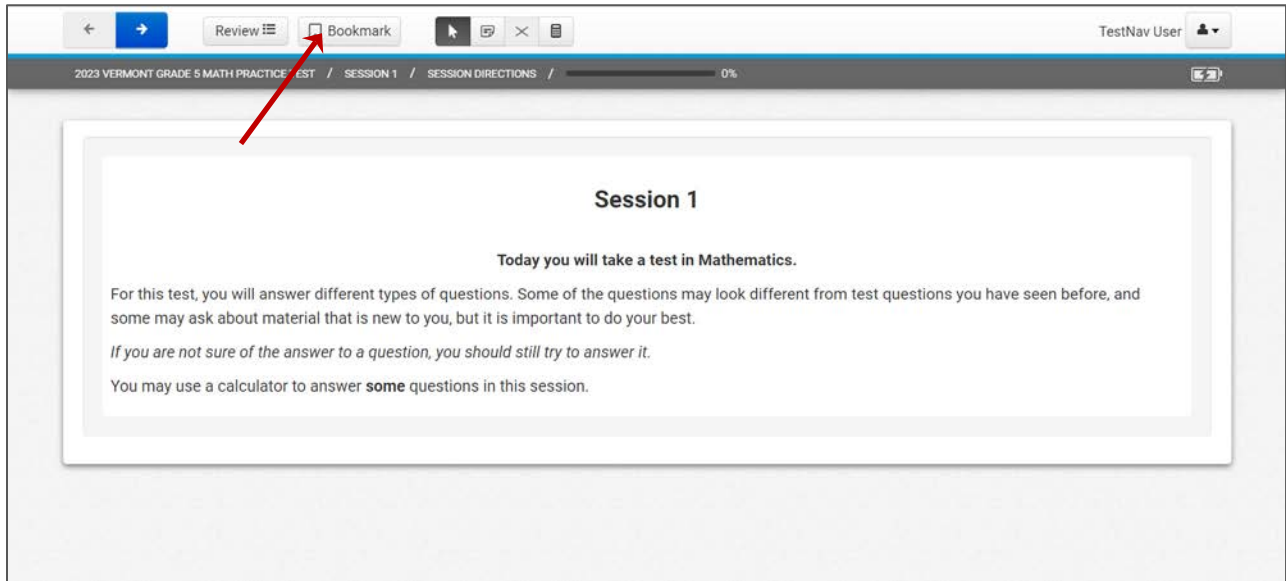
The Next and Previous buttons for moving through the practice test stimuli and items are found in the upper left of the screen.



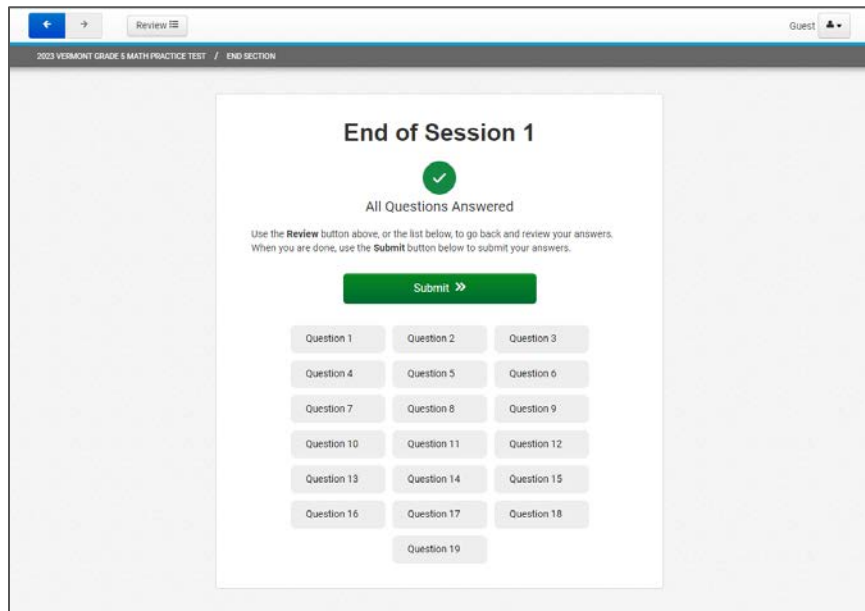
Review drop-down showing the practice tests questions with indicators for Not Answered and Bookmarks.



The Bookmark selection allows students to indicate items they may want to go back to.

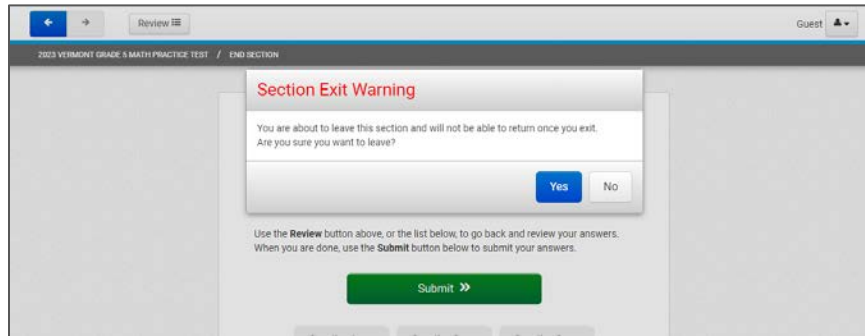


At the end of Session 1, the student will see the end of session review screen. Unless the student wants to go back and review a question, they click Submit.

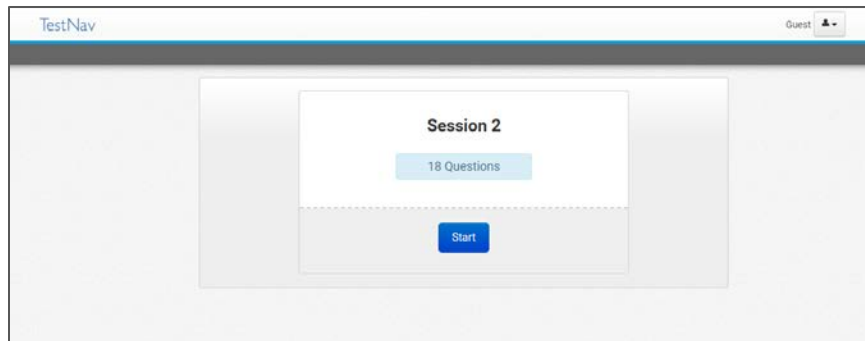




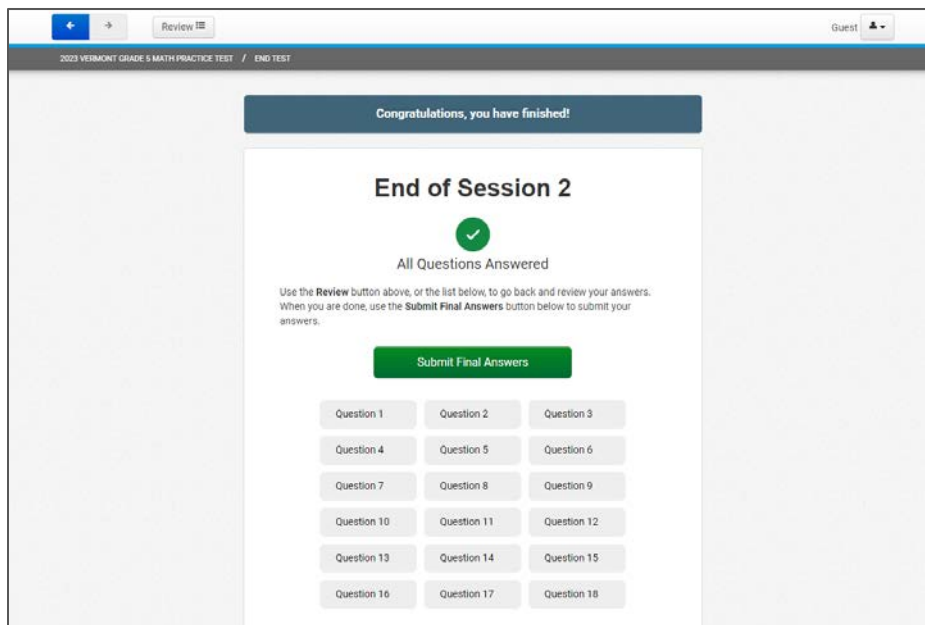
A Section Exit Warning message will appear. The student can click No to go back and review questions as needed or click Yes to complete the Session.



Session 2 will then open and the student can click Start to begin Session 2 of the practice test.



Once the student has completed Session 2, the Session review screen will appear. The student can go back to review questions as needed or click Submit Final Answers if done.



\*Please note, the science practice tests include three sessions. The Mathematics and ELA practice tests include two sessions.

# Score Report

Once the practice test is submitted, the score report will appear. The student's scores on the individual items will be included, along with items indicated that require teacher scoring.

TestNav Review Guest

Print this page

Do not close your browser or click on the **Sign out** button on this report until the Test Administrator is able to review your responses.

To review your responses, select **Review**, and then select the question needing review. To get to this report again, select the **Back** button.

**Guest**

Congratulations! You completed the test.

You scored **24** out of **48** points on the scored questions.

Points for teacher scored questions can be awarded to your score by your Test Administrator for the practice tests only, using the approved scoring rubric.

2023 Vermont Grade 5 Math Practice Test

Session 1		
Question Number	Student's Score	Maximum Score
Instructions	N/A	N/A
Question 1	1	1
Question 2	1	1
Question 3	1	1

Alignment documents with standards information and scoring rubrics can also be found on the content specific practice test pages.