

**WELCOME TO
STATEWIDE ASSESSMENT
OFFICE HOURS**

WE WILL BEGIN SHORTLY

*Please mute yourself
and turn off your video*

Agenda & Format

- Updates and reminders
- Follow-up from last week
- Questions from you (or in chat)
- [The slides and a recording will be shared.](#)
- Tuesdays, 3-4pm ET through April 30

UPDATES AND REMINDERS

FERPA Reminder

- Do not put student information in the chat
- When student information will be needed, please call the Vermont Service Center
 - 1-800-215-8975
 - Monday-Friday, 7:00am to 5:00pm ET

Statewide Test Progress

NEW
84968

SUBMITTED
76158



Assurances

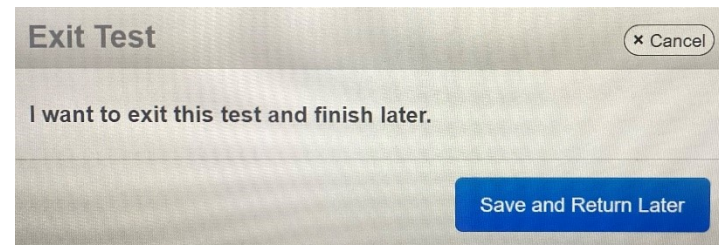
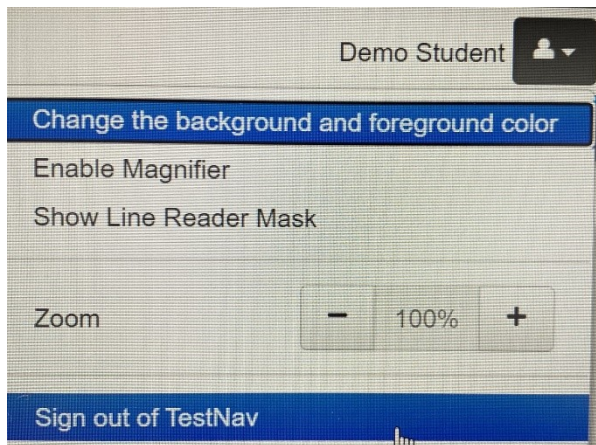
	AOE	District test administrator (DA)	School test coordinator (SC)	Test proctors
BEFORE TESTING	Provide DA training	Attend DA training Provide SC training	Attend SC training Provide proctor training	Attend proctor training Sign NDA
DURING TESTING	School visits			
AFTER TESTING		<u>Appropriate Assessments and Accommodations Certification</u>	<u>Proper Test Administration Certification</u> *	

*One per school.

FOLLOW-UP FROM LAST WEEK

Exiting the Essay

- If a student is unable to complete the writing prompt in the scheduled test session, they can exit the test and their progress will be saved.
- From the essay page, click the profile icon in the top right, then select Sign out of TestNav.
- A dialog box will display, click Save and Return Later.



QUESTIONS?