



# **Badger Exam Practice Test Quick-Start Guide**

## **Badger Exam 3-8: A Smarter Balanced Assessment**

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## Badger Exam Practice Test Quick-Start Guide

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## Table of Contents

|  |           |
|--|-----------|
| <b>ABOUT THIS GUIDE.....</b>   | <b>4</b>  |
| GUIDE CONTENT.....   | 4         |
| OTHER RESOURCES.....   | 4         |
| TROUBLESHOOTING .....  | 4         |
| <b>SECTION I: ABOUT THE BADGER EXAM PRACTICE TEST.....</b>                     | <b>5</b>  |
| AVAILABILITY.....  | 5         |
| USES.....  | 5         |
| <b>SECTION II: ACCESS .....</b>  | <b>6</b>  |
| TECHNOLOGY REQUIREMENTS.....   | 6         |
| ACCESSING THE BADGER EXAM PRACTICE TEST.....                                   | 6         |
| <i>Through the public website .....</i>  | <i>6</i>  |
| <i>Through the secure browser .....</i>  | <i>9</i>  |
| <b>SECTION III: TESTING STUDENTS WITH ASSISTIVE TECHNOLOGY DEVICES.....</b>    | <b>11</b> |
| ASSISTIVE TECHNOLOGY, BADGER EXAM 3-8, SECURE BROWSER .....                    | 11        |
| INSTALL THE ASSISTIVE TECHNOLOGY, BADGER 3-8, SECURE BROWSER ON A DEVICE ..... | 12        |

## About this Guide

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This user guide provides quick-start instructions about how to access and navigate through the Badger Exam Practice Test as well as important information about the functionality of the Badger Exam Practice Test.



System functionality and screen displays may operate or appear differently due to different browser and operating system capabilities. The recommended website screen resolution is 1280 x 1024. Data displayed on website pages shown in this manual are for demonstration purposes only and may not reflect valid data.

### Guide Content

This quick-start guide provides information about the Badger Exam Practice Test for test administrators and students in a series of three sections, as follows.

- **Section I: About the Badger Exam Practice Test** – provides an overview of the purpose and functionality of the Badger Exam Practice Test.
- **Section II: Access** – explains how students and other users can access a Badger Exam Practice Test, including the required system and browser requirements.
- **Section III: Assistive Technology Secure Browser** – provides information regarding supported browsers for using assistive technology.

### Other Resources

Other documents related to the Badger Exam, including the Badger Exam Practice Test, are available through the DPI website. (<http://oea.dpi.wi.gov/assessment/Smarter>)

Students should view the *Universal Tools Student Tutorial* module to acquaint themselves with the online, universal tools (e.g., calculators, expandable text) available. This module should be shown to students in a classroom/group setting if possible.

### Troubleshooting

If you need assistance using the Badger Exam Practice Test, please contact the Badger Exam Help Desk team by phone at 1-844-711-6493 or by e-mail at [badgerexamhelpdesk@ets.org](mailto:badgerexamhelpdesk@ets.org).

## Section I: About the Badger Exam Practice Test

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The Badger Exam Practice Test site provides opportunities for administrators, students, and guest users to become familiar with the online testing environment before taking an actual online assessment. In preparation for the Badger Exam and to expose students to the testing interface in English Language Arts (ELA) and mathematics, it is **highly recommended** that all students participate in the Badger Exam Practice Test. The table below summarizes the content and variability of the Badger Exam Practice Test.

**Table 1: Summary of the Badger Exam Practice Test**

|               | Badger Exam Practice Test   |
|---------------|---|
| Purpose       | <ul style="list-style-type: none"> <li>Exposure to the software and interface features that mimics the testing engine for the Badger Exam</li> <li>Will include universal tools, designated supports, and accommodations</li> </ul> |
| Grade level   | <ul style="list-style-type: none"> <li>2 assessments at the following grade spans:                             <ul style="list-style-type: none"> <li>3-5</li> <li>6-8</li> </ul> </li> </ul>                                       |
| Type of Items | <ul style="list-style-type: none"> <li>Approximately 14 items per grade band (7 in ELA and 7 in Mathematics)</li> <li>Includes 1 ELA PT and 1 mathematics PT per grade band</li> </ul>  |

### Availability

The Badger Exam Practice Test is currently available through the [DPI website](#) and will allow users to select which embedded accessibilities (designated supports and accommodations) features they would like to explore.

Please see the [Smarter Balanced Usability, Accessibility, and Accommodations Guidelines](#) for a list of embedded accessibility features that are available to users.

### Uses

- Teachers, parents, and other stakeholders see what the exam looks like and interact with the item types and tools.
- Students become familiar with navigating the Badger Exam, the item types, the tools and accessibility features and their locations, and the device to be used for testing.
- Validate infrastructure.
  - Using the secure browser, have an entire class or group of classes take the Badger Exam Practice Test at the same time
- Test assistive technology.
  - If using assistive technologies other than Jaws or Voice – Over, it is recommended that schools evaluate the functionality of the technology using the Badger Exam Practice Test through a secure browser. See Section III for additional information.

Note: Students requiring any assistive technology devices can only test with devices using the Assistive Technology Secure Browser on Windows or Macintosh operating systems.

Note: The Badger Exam Practice Test is not intended to be used as a predictor of success on future assessments. These tests provide a small sample of item types that may appear on the Badger Exam.

## Section II: Access

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### Technology Requirements

For specific information on technology and system requirements, please see the [Technology Coordinator Manual](#) and the [System Requirements](#) documents located on the DPI website. The Badger Exam Practice Test can be accessed through Safari, Firefox, or Chrome browsers. The Badger Exam practice test should not be taken through Internet Explorer. Windows users may access the Badger Exam Practice Test using the secure browser.

Table 2 below lists the additional technology requirements for taking the Badger Exam Practice Test.

**Table 2: Additional Technology Requirements**

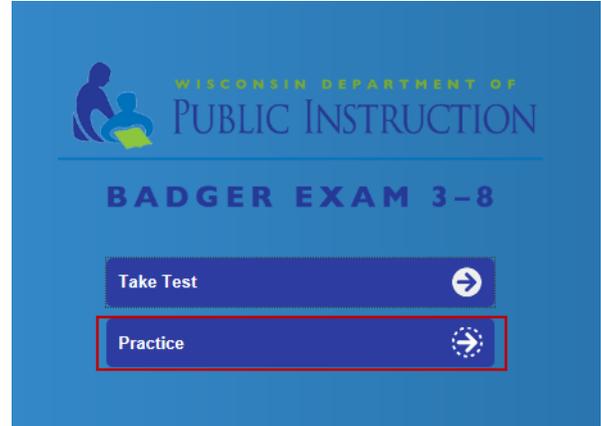
|                              |  |
|------------------------------|--|
| <b>Headphones/ Earphones</b> | <p>Required for all students ELA</p> <p>Required for ELA and mathematics students receiving text-to-speech and/or audio glossaries</p> <p>* Provided by student, school, or district</p> |
| <b>Keyboard</b>              | A physical keyboard is required to avoid consuming screen space.   |
| <b>Pointing Device</b>       | Mouse, touch screen, touchpad, or other pointing device  |

### Accessing the Badger Exam Practice Test

#### Through the public website

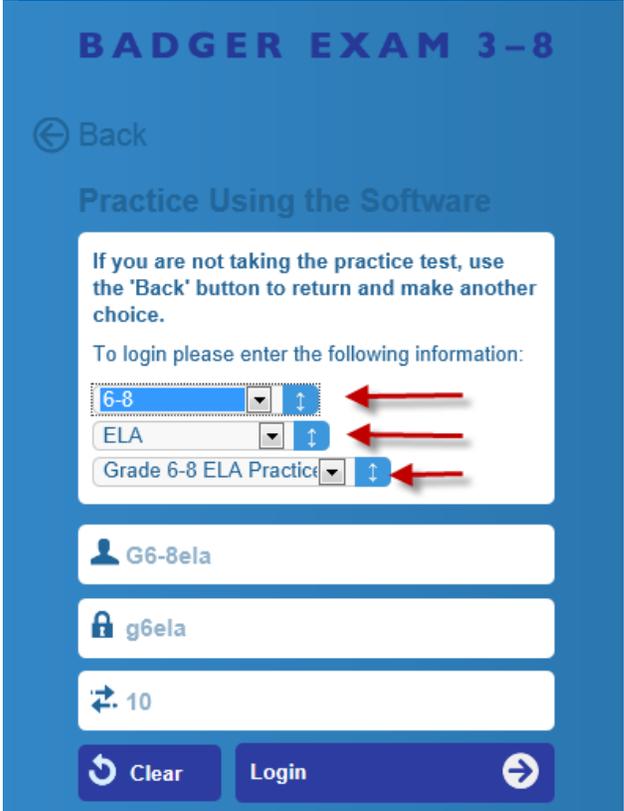
The Badger Exam Practice Test Site is available to the public. All users will need to follow the steps below to access the Badger Exam Practice Test through the public website.

1. Open the latest versions of Google Chrome, Mozilla Firefox, or Apple Safari.
2. Navigate to the DPI website <http://oea.dpi.wi.gov/assessment/Smarter> and find the link to the Badger Exam Practice Test.
3. Click the link to the Badger Exam Practice Test portal.
4. Click [Practice].



5. Select the grade band, content area, and form you want to practice from the drop-down lists. This will pre-populate the username, password, and session ID information and determine which Badger Exam Practice Test you access. **Be sure the student does not enter or change anything in the 3 login credential boxes.**
6. Click [Login].

NOTE: if any data is inadvertently entered into the lower 3 login boxes, deleting or clearing out the data will not allow login to the test. The web-link should be clicked on again to restart the process and the grade or have the student click the “back” button and make the grade, content, and test selections again.



7. Choose your test settings.

Please see the [Smarter Balanced Usability, Accessibility, and Accommodations Guidelines](#) for a description of embedded accessibility features that are available to users.

**Check your settings**

Choose your settings for the test as needed.

On-Screen Test Directions - Language: English ↓

Strikethrough:

Masking: Masking Not Available ↓

American Sign Language: Off ↓

Color Contrast: Default Colors ↓

Word List: English Glossary ↓

Expandable Passages: Expandable Passages On ↓

8. You will be prompted to verify that the audio settings work.

- a. Click the play button shaped like a triangle to listen to the sample audio.
- b. You can adjust the volume of the voice on the screen. Select [Audio] in the top right-hand corner of the screen for the audio settings to appear.
- c. If the audio is clear, click [Next].

**Check your volume**

Listen to the audio and adjust your volume as needed.



Note: Audio for the text-to-speech setting can be accessed only when accessing the practice test through the secure browser.

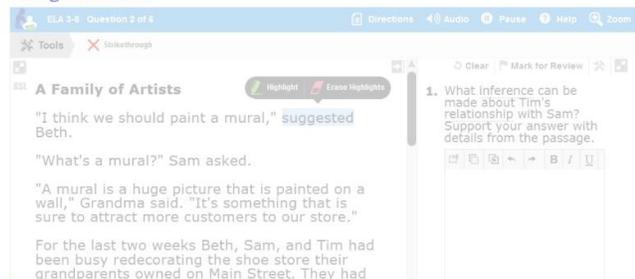
9. The Overview of the Student Test Directions page is next. This page gives useful information on test rules, navigation tools, and answering tools. Review the information on this page by scrolling through the entire page, and then click [Next] at the bottom of the screen. The first page of the Badger Exam Practice Test will automatically appear.

**Overview of the Student Test Directions**

Read these directions and then click Next at the bottom of the page.

**How to Use some of the Test Tools**

**Navigation Tools**

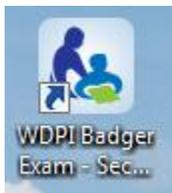


### Through the secure browser

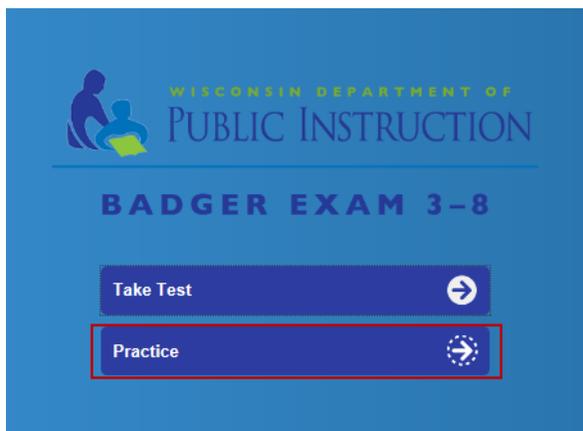
Though it is not required, the Badger Exam Practice Test can also be accessed through the secure browser. For students requiring Text-to-Speech or wanting to take the refreshable Braille version of the practice test, these tests must be taken through a secure browser. More information on this can be found in Section III of this document.

For steps on how to load a secure browser onto a device, please see the [Technology Coordinator Manual](#).

1. Close all applications.
2. Open the secure browser on the device.



3. Select [Practice].



4. Like accessing the Badger Exam Practice Test through the public site, users will access the Badger Exam Practice Test through the secure browser without having to enter usernames and passwords. Students should be instructed NOT to put anything into the login credentials area.

Select the grade band, content area, and form you want to practice from the drop-down lists. This will pre-populate the username, password, and session ID information and determine which Badger Exam Practice Test you access.

5. Click [Login].

6. Choose your test settings.

Please see the [Smarter Balanced Usability, Accessibility, and Accommodations Guidelines](#) for a description of embedded accessibility features that are available to users.

### Check your settings

Choose your settings for the test as needed.

On-Screen Test Directions - Language: English ↑

Strikethrough:

Masking: Masking Not Available ↑

American Sign Language: Off ↑

Color Contrast: Default Colors ↑

Word List: English Glossary ↑

Expandable Passages: Expandable Passages On ↑

7. You will be prompted to verify that the audio settings work. This step appears for all tests.

- a. Click the play button shaped like a triangle to listen to the sample audio.
- b. You can adjust the volume of the voice on the screen. Select [Audio] in the top right-hand corner of the screen for the audio settings to appear.

### Check your volume

Listen to the audio and adjust your volume as needed.



- c. If the audio is clear, click [Next].

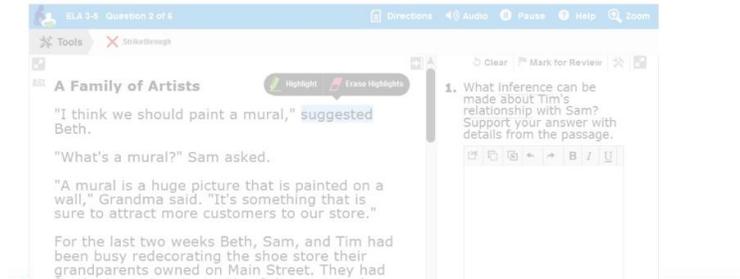
8. The Overview of the Student Test Directions page is next. This page gives useful information on test rules, navigation tools, and answering tools. Review the information on this page by scrolling through the entire page, and then click [Next] at the bottom of the screen. The first page of the Badger Exam Practice Test will automatically appear.

**Overview of the Student Test Directions**

Read these directions and then click **Next** at the bottom of the page.

**How to Use some of the Test Tools**

**Navigation Tools**



## Section III: Testing Students with Assistive Technology Devices

### Assistive Technology, Badger Exam 3-8, Secure Browser

If a student’s IEP or 504 indicates a need for approved accessibility resource that requires assistive software and device to take the Badger Exam, there are steps to take to ensure that the student has all of the resources available to take the Badger Exam Practice Test in a fair and accurate manner and that the system interacts correctly with this resources.

Other assistive technologies (besides Jaws and Voice-Over) may be used but aren’t certified and thus may not work as intended with the Badger Exam and secure browser. It is recommended that schools test and verify the functionality of the technology using the Badger Exam Badger Exam Practice Test prior to administration of the Badger Exam and understand the risk of using assistive devices not supported.

Students requiring any assistive technology devices can only test with computers using Windows or Macintosh operating systems and the Assistive Technology, Badger 3-8, Secure Browser.

*NOTE: Braille students requiring an embosser cannot take the practice test with an assistive device due to the requirement to utilize Print on Demand, which is not available for the practice test.*

### **Install the Assistive Technology, Badger 3-8, Secure Browser on a device**

Students requiring assistive devices will need to have a different secure browser installed. The District and School Technology Coordinators are responsible for installing the correct browsers on the devices used for testing at a school.

On the TOMS Dashboard, the link to which can be found on the [DPI website](#), users will see options to download secure browsers to each device used for testing. Select the browser named “**Assistive Technology, Badger Exam 3-8, Secure Browser**” to download it to the device.

This browser currently can be used in conjunction with the Windows operating system. By March 9, 2015, this browser will be available for download for the Macintosh operating system. The Assistive Technology Secure Browser cannot be downloaded to tablets.

Users can install both the Badger Exam 3-8 Secure Browser and the Assistive Technology, Badger Exam 3-8, Secure Browser on the same device. If a student who requires accessibility resources attempts to take the Badger Exam on a computer with only the standard secure browser installed, the browser will block the use of additional assistive technology.