

Teacher Instructions: Assisting students with Online Testing in Illuminate

****Prior to the administration of any assessment, it is recommended that students know how to log into their student portal in Illuminate.****

1. Instruct the students to log into their chromebook or laptop using their school assigned email and password.

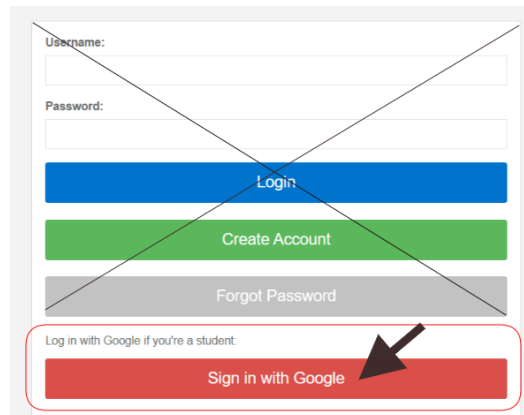
2. Instruct students to select the “Illuminate for Students” tab, or



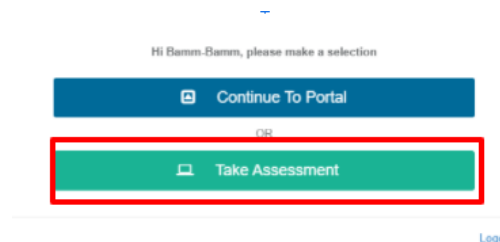
- Students can enter the following URL to log into Illuminate:
ccresa.illuminatehc.com/login
- Most districts have the Illuminate Education portal link on their home page

3. Instruct students to click on the red **Sign in with Google** tab

- *(Do not enter a username or password--student is already logged in through their previously entered email and password)*
- This is the screen that the student will see when they log into their portal:

A screenshot of the Illuminate login interface. It features a "Username:" field, a "Password:" field, and three buttons: "Login" (blue), "Create Account" (green), and "Forgot Password" (grey). Below these is a red button labeled "Sign in with Google" with the text "Log in with Google if you're a student:" above it. A red box highlights the "Sign in with Google" button, and a black arrow points to it. A large 'X' is drawn over the entire login form area.

5. Instruct students to select “**Take Assessment**”

A screenshot of the assessment selection screen. It shows a message "Hi Bamm-Bamm, please make a selection" at the top. Below are two buttons: "Continue To Portal" (blue) and "Take Assessment" (green). The "Take Assessment" button is highlighted with a red rectangular box. A "Logout" link is visible at the bottom right.

6. Instruct the students to select the correct assessment.

7. **Remind the student that they should only pick one answer for each question.**

8. Students will navigate through the assessment, selecting “**Finish Assessment**” when done.

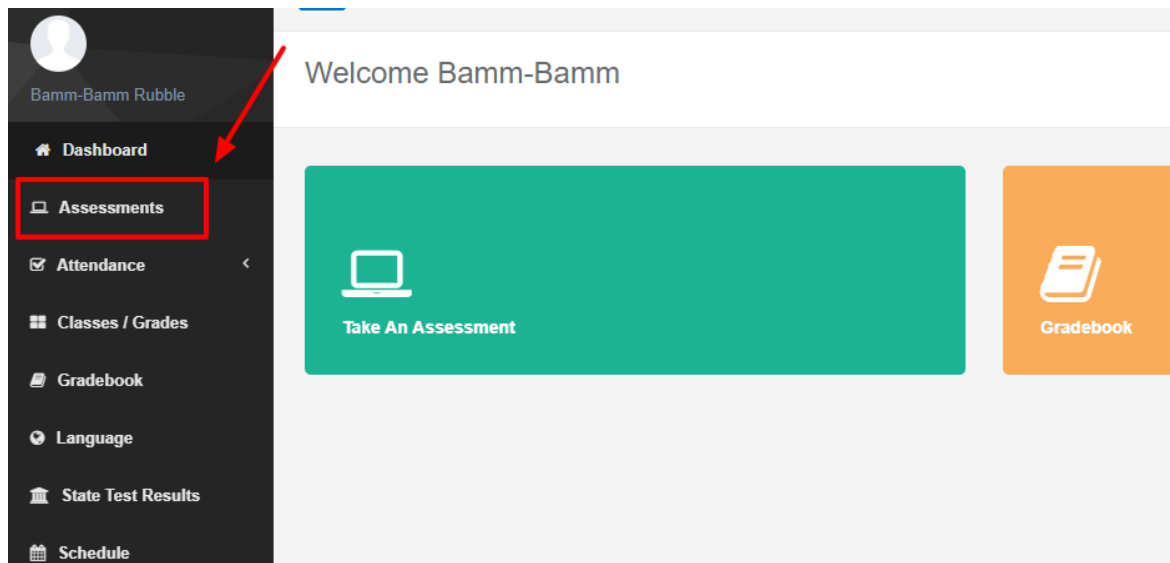
Troubleshooting Tips:

1. Student is unable to log into their student portal:

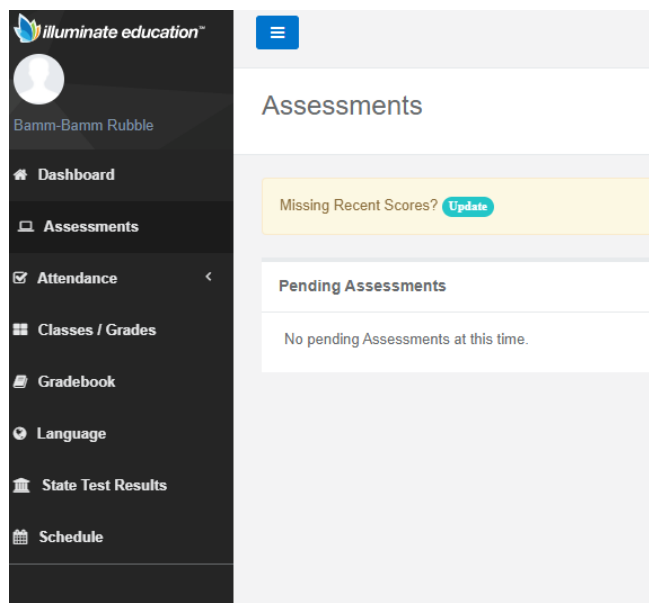
- Contact your local district help desk, Denise Palmer (dpalmer@ccresa.org) or Allison Rogers at aremington@ccresa.org
(This is why it's really helpful for students to make sure they can log in prior to the day of the assessment)

2. If the student is in their student portal but do NOT see their assessment:

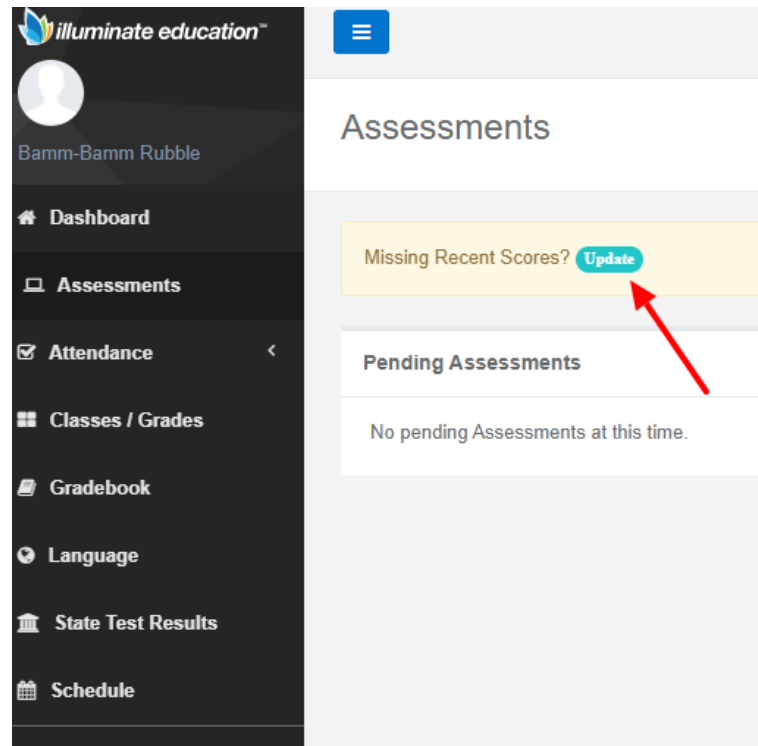
- Direct students to select the **Assessments** tab on the left side of the screen:



- The following screen will populate:



- Instruct the student to click the green “Update” button.



- The assessment should appear in the “**Pending Assessments**” section.
- Have the student select and complete the assessment.
- If the student still does not see the assessment, please contact Denise Palmer at dpalmer@ccresa.org or Allison Rogers at aremington@ccresa.org and we will reset their student portal or set up a [Quick Code](#) for the student to take the test.