

Logging in to the Practice/Training Test

*Computers must have the necessary hardware/software requirements and JAWS configurations prior to using the practice test

Practice/Training Test Options

1. Practice Test using TA Login and SSID- Requires TA computer and student computer. Allows TA to check accessibility settings and emboss questions
2. Practice Test using TA Login and Guest User- Requires TA computer and student computer. Allows TA to emboss questions.
3. Training Test- Requires student computer only. No embossing capabilities.

Option 1: Practice Test using TA Login and SSID

Requires TA computer and student computer. Allows TA to check accessibility settings and emboss questions

Student Computer		TA (Test Administrator) Computer
1		Open a Browser (Firefox, Chrome, Explorer, Safari, etc.)
2		Go to www.caaspp.org
3		Select Practice and Training Tests
4		Select Test Administrator and Test Examiner Practice and Training Site
5		Logon with email address and password
6		Click secure login
7		Select “allow pop-ups for ...” location may vary depending on the browser you are using
8		Press F5 to refresh or press refresh button on menu bar
9		Expand practice test choice by clicking plus [+] sign, then continue expanding to select appropriate tests
10		Click “start practice session”
11		A session ID will show in the top right corner “TRAIN-XXXX-XX”

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12	Close all programs	
13	Start JAWS / ZoomText/ Fusion and adjust necessary settings	
14	Open secure browser	
15	Click to go to “Practice and Training Test Site”	
16	Uncheck “Guest User” check box	
17	Type using SSID and name.	
18	Uncheck “Guest Session” check box	
19	Type the <u>Practice Session ID</u> from TA computer	
20	Click sign-in	
21	Confirm student and click “Yes”	
22	Select test	
23		Click approval box and see page for Braille Users or Large Print Users.

Option 2: Practice Test using TA Login and Guest User

Requires TA computer and student computer. Allows TA to emboss questions.

Student Computer		TA (Test Administrator) Computer
1		Open Firefox Browser
2		Go to www.caaspp.org
3		Select Practice and Training Tests
4		Select Test Administrator and Test Examiner Practice and Training Site
5		Logon with email address and password
6		Click secure login
7		Select “allow pop-ups for ...” location may vary depending on the browser you are using
8		Press F5 to refresh or press refresh button on menu bar
9		Expand practice test choice by clicking plus [+] sign, then continue expanding to select appropriate tests
10		Click “start practice session”
11		A session ID will show in the top right corner “TRAIN-XXXX-X”
12	Start JAWS / ZoomText/ Fusion and adjust necessary settings	
13	Open secure browser	
14	Click to go to “Practice and Training Test Site”	
15	Click “Guest Session” toggle button	
16	Type the <u>Practice Session ID</u> from TA computer	
17	Click sign-in	
18	Select grade for practice	
19	Click “Yes”	
20	Select test	
21		Click approval box and see page for Braille Users or Large Print Users.

Training Test

Requires student computer only. No embossing capabilities.

Student Computer		TA (Test Administrator) Computer
1.	Start JAWS / ZoomText/ Fusion and adjust necessary settings	
2.	Open secure browser	
3.	Click to go to "Practice and Training Test Site"	
4.	Click sign-in	
5.	Select grade for practice	
6.	Click "Yes"	
7.	Select test	