# CollegeBoard

2021 - 2022 Digital SAT® Suite of Assessments
Setup and Testing Room Procedures for EL Students - Math Only

For Test Coordinators:

Before a student can start testing with this support, you must modify their Test Settings in TIDE. The following attributes should be modified for each student.

1. **Accommodations** = State Allowed Accommodations
2. **English Learner (EL) Supports** = YES
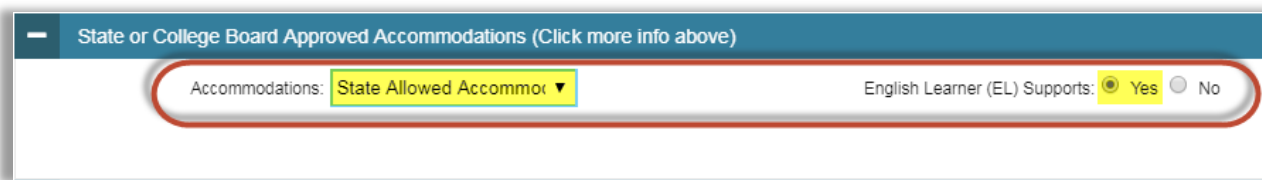
For **students testing with standard time**: You must apply time and one-half to the math sections before you can save these test settings. However, follow the instructions in Step 9 to ensure the student tests for only the standard time.
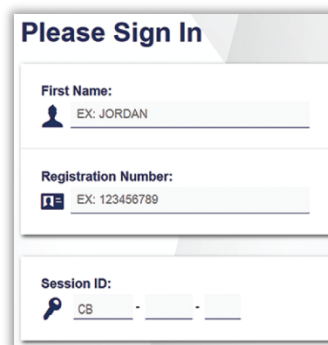
For Proctors:

To administer the digital assessments for the State-Allowed Accommodation "**EL Students with the Math only**", please follow the steps below.

1. **Check that the CB Secure Browser is open** on all student devices. If not, instruct students to launch the Secure Browser (or "Secure Test Browser" on Chromebooks and iPads).
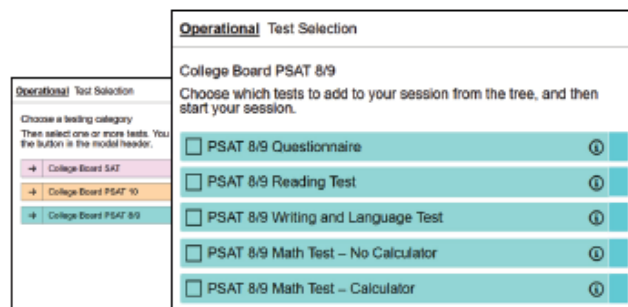
   Inform students that they will have to enter the Reading and Writing & Language tests but will not answer any test questions.

   Upon the student's entry to each test section, you will immediately end these sections from the TA Interface, following the steps prescribed below.

2. **On your proctor device,** navigate to the digital testing portal at **digitaltesting.collegeboard.org** and select the option to log in to the TA Interface.

   a) Once you are signed in, click the plus sign to expand the test sections for the applicable assessment.

   b) Click the checkbox next to the **Reading Test**.

   c) Click **Start Operational Session**.

3. **Select the Session Attributes**

a) Open the **Timing/Scheduling Tools**.

b) Select the appropriate timing for each test section (e.g., Standard Time) from the drop-down menu.

Note: For the Reading Test and the Writing and Language Test, the timing attribute must match the student's timing accommodation, if applicable. Please check with your test coordinator if you do not know if the student is testing with alternative timing or break configurations.
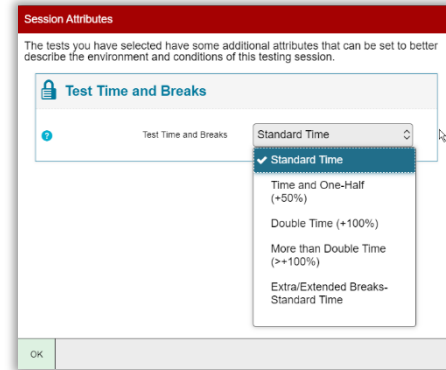
4. Post the Session ID for the student(s) and ask them to sign into the secure browser with the information from their test ticket.
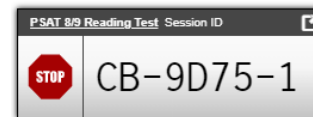
5. **Admit Students (First Approval)**

After student(s) sign in and reach the Waiting for Approval screen, admit all students to the session.

a) Click the **Approvals** button on the TA Interface.

b) Click the **Admit Students** button.

c) Click **Yes** to confirm.
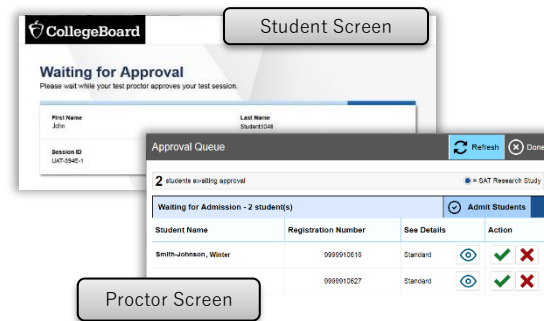
6. **Start Test (Second Approval)**

Students will see another Waiting for Approval screen. Now you should Start the test section.

a) Click the **Approvals** button on the TA Interface.

b) Click the **Start Test** button.

c) Click **Yes** to confirm
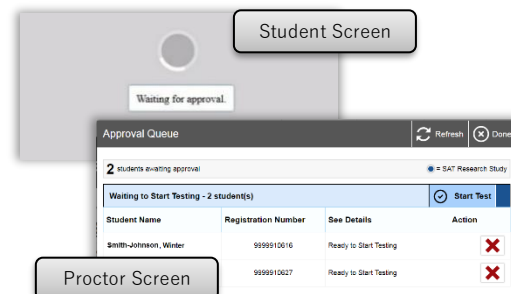
7. After all student(s) have been approved and appear in the student list, you must immediately stop the test.

a) Click the **STOP** button to end the test session. All students in the session will be exited from the test.

Note: If any student is not immediately exited from the test, ask them to advance to the next test question.
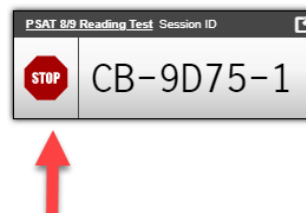
8. **Repeat Steps 2 - 7 for the Writing and Language Section.**

9. Now you are ready to administer the **Math No–Calculator Test** and **Math–Calculator Test**.

Please now turn to your assigned manual and follow the scripts for the timing required for your students. Start at **Section 3: Math Test – No Calculator**. For testing with standard time, click STOP to end the session after standard timing has elapsed. Dismiss the student(s) after completion of the math sections.

For additional guidance contact the College Board School Day Customer Service

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