



# Indiana Department of Education

Dr. Katie Jenner, Secretary of Education

## Practice Test Guidance

Schools must use these guidelines to administer practice tests to students prior to operational testing. The purpose of practice tests is to familiarize students with the testing experience, including logging into the online system, using tools and features, interacting with different item types, and working with any assigned accommodations and/or designated supports.

Test Administrators (TAs) (or Proctors for College Board assessments) must follow the scripted directions included in the appropriate test administration manual when administering a practice test. For Cambium assessments, students must participate in a practice test for a given content area prior to the corresponding operational test (e.g., a student completes the practice test for mathematics before beginning the operational test for mathematics). The practice test for each paper assessment is embedded at the front of the paper test document. Students participating in regular print, large print, or braille ILEARN or IREAD paper assessments must complete the practice test included within the secure materials five days prior to the operational assessment. Upon completion of the practice test, the materials must be securely stored until the operational assessment. TAs must ensure that students do not proceed past the practice assessment. If a student accesses the operational assessment in error, the TA must notify the CTC. The CTC must submit a testing irregularity report to IDOE for review and guidance. The practice test for I AM is embedded in the operational assessment. Students and TAs will not have access to the I AM practice until the testing window opens.

Only licensed TAs may administer Cambium Assessment, Inc. (CAI) practice tests to students. School personnel serving as TAs must complete the CAI TA Certification Course. Only TAs who have completed the TA Certification Course and are identified in the Test Information Distribution Engine (TIDE) can initiate online test sessions. A separate TA Certification Course is required for I AM, and another course is available for ILEARN and IREAD assessments.

Schools that provide full time remote/virtual instruction for their entire school population will have remote proctoring test administration available for the ILEARN Checkpoints. A separate Remote Proctoring TA Certification Course is required for TAs to administer the practice tests remotely. Students participating in IREAD Summer Retest are not required to participate in the practice test prior to participation if they participated in the practice test in the spring. Additional information on CAI practice tests can be found on the [Indiana Assessment Portal](#).

WIDA Screener and ACCESS online practice tests can be accessed via a [public webpage](#); thus, completion of WIDA training is not required to administer WIDA practice tests. Practice test items are also presented at the beginning of each operational domain test.

The [Official SAT Practice](#) is available through Khan Academy. Students with existing SAT or PSAT/NMSQT scores can connect to their College Board account to get practice tests and lessons tailored to their previous performance. Students without scores can take diagnostic tests to determine areas of emphasis in the practice. The student readiness check is required for students to complete one to two weeks before SAT School Day testing and includes a test preview or optional full-length practice test. View additional information [here](#).



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Contact the Indiana Department of Education's (IDOE's) [Office of Student Assessment](#) with any questions