



Welcome!

The training will begin shortly





U.S. Department of the Interior
Bureau of Indian Education

BIE Science Benchmark – STCs, TAs

September 27, 2024



Housekeeping



All participants should remain on mute with their video off.



Post all questions to the chat. Questions will be addressed at each section break.



Please add your name, email, and school to the chat.



This training will be recorded.



The recording will be posted to the Help & Support page, <https://bie.onlinehelp.cognia.org/training>.



Welcome & Introductions

Bureau of Indian Education (BIE)

Aurelia Shorty, Education Program Specialist,
Project Manager for Science

Carmelia Becenti, Chief Academic Officer

Donald Griffin, Section 504 Program Coordinator,
Project Manager for MSAA

Cognia

Mara Allaire, Program Manager

Sarah McCain, IT Project
Manager II

eMetric



AARTI JAGTAP, PROJECT
MANAGER III



KAELEE HARPER, SENIOR
SUPPORT CENTER MANAGER



Bureau of Indian Education Science Assessment

Fall 2024 STC & TA Training

Aarti Jagtap, eMetric
Kaelee Harper, eMetric

Agenda

- Benchmark Assessments Overview
- Key Dates
- Overview of system and testing process
- School Test Coordinator tasks (STC)
 - Managing students and accommodations
- Test Administrator (Teacher) or STC tasks
 - Creating classes
 - Creating test sessions
 - Monitoring and completing testing
 - Scoring tests
 - Viewing results
- Students
 - Tools and accommodations
 - Launching the testing kiosk application and logging in
 - Navigating through the test and turning-in the test
 - Technology considerations
- Additional training resources
- Questions



Science Benchmark Overview

Overview



Three grade levels – elementary school, middle school, high school

Elementary School: grade 4, grade 5
Middle School: grades 6-8
High School: grades 9-12



8 forms per grade level

Each form covers different content/standards

For available forms indicating their content topic/focus, and tested Performance Expectations (PEs), visit <https://bie.onlinehelp.cognia.org/benchmark-administration/> on the BIE Science Help & Support site



12–14 items per form

10–12 selected response
2 open-ended response



Aligned to Next Generation Science Standards (NGSS)



Administer based on curriculum and pacing

Format

Available through
eMetric Portal

- <https://bie.cognia.org/>

Online

- Students assess in kiosk or browser

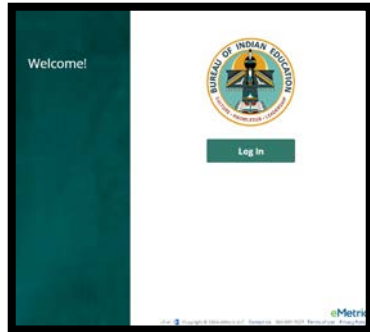
Paper

- PDFs available for download from portal STC's administration home page, <https://bie.Cognia.org>

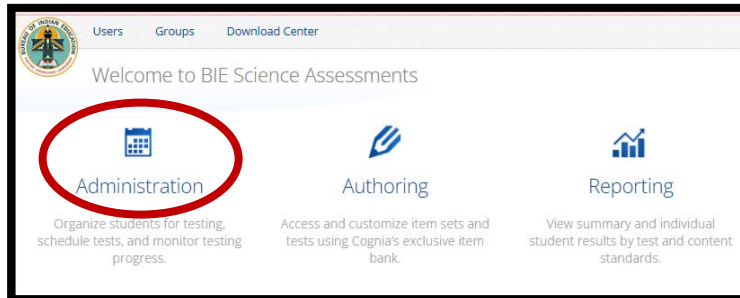
Downloading the PBT forms from the Portal



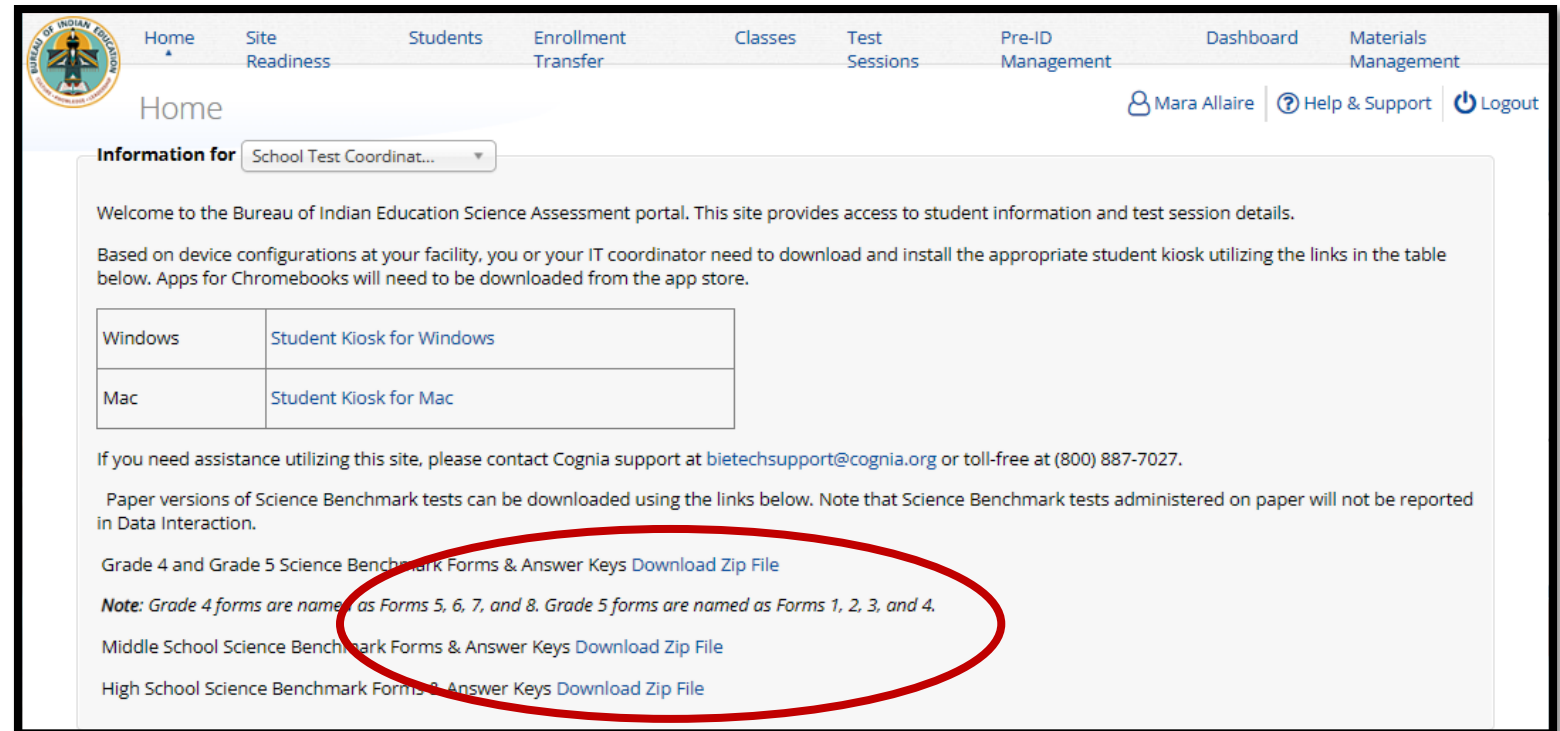
- Log in to the Portal



- From the Homepage, select the Administration icon



- There you will see the links for downloading the paper-based test forms by grade level
- You must download G5, Grade 4 forms are named as Grade 5, Forms 5,6,7,8...Middle School and High School tests separately



Elementary School (Grades 4, 5)

- Benchmark_Science_Gr05_Form 1
- Benchmark_Science_Gr05_Form 1_AnswerKey
- Benchmark_Science_Gr05_Form 2
- Benchmark_Science_Gr05_Form 2_AnswerKey
- Benchmark_Science_Gr05_Form 3
- Benchmark_Science_Gr05_Form 3_AnswerKey
- Benchmark_Science_Gr05_Form 4
- Benchmark_Science_Gr05_Form 4_AnswerKey
- Benchmark_Science_Gr05_Form 5
- Benchmark_Science_Gr05_Form 5_AnswerKey
- Benchmark_Science_Gr05_Form 6
- Benchmark_Science_Gr05_Form 6_AnswerKey
- Benchmark_Science_Gr05_Form 7
- Benchmark_Science_Gr05_Form 7_AnswerKey
- Benchmark_Science_Gr05_Form 8
- Benchmark_Science_Gr05_Form 8_AnswerKey

Middle School (Grades 6-8)

- Benchmark_Science_MS_Form 1
- Benchmark_Science_MS_Form 1_AnswerKey
- Benchmark_Science_MS_Form 2
- Benchmark_Science_MS_Form 2_AnswerKey
- Benchmark_Science_MS_Form 3
- Benchmark_Science_MS_Form 3_AnswerKey
- Benchmark_Science_MS_Form 4
- Benchmark_Science_MS_Form 4_AnswerKey
- Benchmark_Science_MS_Form 5
- Benchmark_Science_MS_Form 5_AnswerKey
- Benchmark_Science_MS_Form 6
- Benchmark_Science_MS_Form 6_AnswerKey
- Benchmark_Science_MS_Form 7
- Benchmark_Science_MS_Form 7_AnswerKey
- Benchmark_Science_MS_Form 8
- Benchmark_Science_MS_Form 8_AnswerKey

High School (Grades 9-12)

- Benchmark_Science_HS_Form 1
- Benchmark_Science_HS_Form 1_AnswerKey
- Benchmark_Science_HS_Form 2
- Benchmark_Science_HS_Form 2_AnswerKey
- Benchmark_Science_HS_Form 3
- Benchmark_Science_HS_Form 3_AnswerKey
- Benchmark_Science_HS_Form 4
- Benchmark_Science_HS_Form 4_AnswerKey
- Benchmark_Science_HS_Form 5
- Benchmark_Science_HS_Form 5_AnswerKey
- Benchmark_Science_HS_Form 6
- Benchmark_Science_HS_Form 6_AnswerKey
- Benchmark_Science_HS_Form 7
- Benchmark_Science_HS_Form 7_AnswerKey
- Benchmark_Science_HS_Form 8
- Benchmark_Science_HS_Form 8_AnswerKey

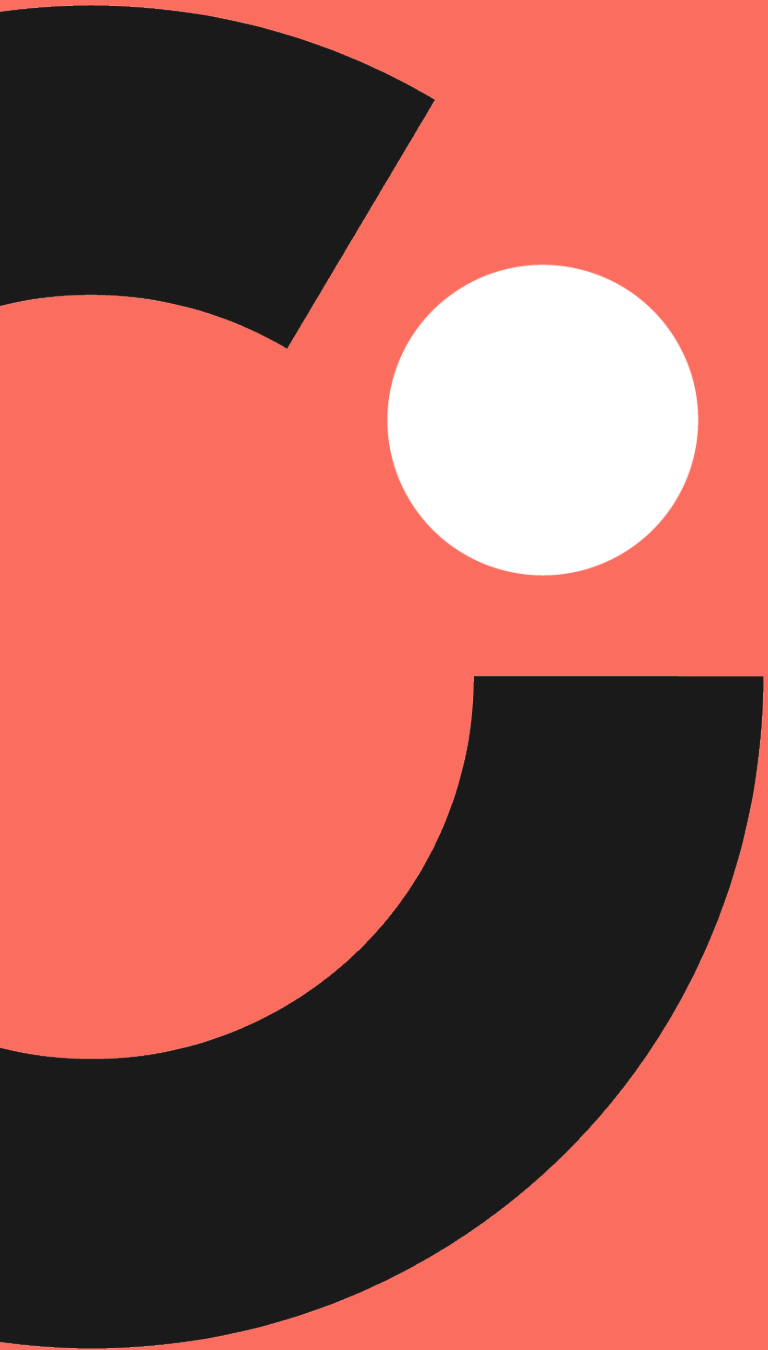


Science Benchmark Key Dates

Key Dates

Test Preparation Key Dates

Practice test live (summative)	All year
Student Roster Upload by BIE (only 5 th , 8 th , 11 th grade students, field can manually add off –grade students as desired)	August 21, 2024
Portal Open & Kiosks available for download	Sep 9, 2024
Tests available for scheduling in Portal	Sep 23, 2024
Science Benchmark Test window opens	Sep 23, 2024
Online Test Registration Window (after second pre-ID upload for summative)	Dec 9, 2024-Jan 14, 2025
Science Benchmark Test window closes	Mar 7, 2025



Science Benchmark Overview of System and Testing Process

Benchmark Assessment

- Same portal used for spring BIE Summative Science assessment administration (<https://bie.cognia.org>)
- Portal provides access to Cognia assessments reporting (MSAA and GenEd Science)
- You will use the same account that was used for Spring BIE Summative Science
- Same student records will be used for Benchmark and Spring BIE Summative Science

Summative	Benchmark
School Test Coordinators (STC) manage testing	Teachers (TA) can manage testing using TA account
Students must use kiosk to access test	Students can access tests using a web browser or kiosk
Session access codes and proctor passwords are used	Session access codes and proctor passwords are NOT used
Machine or professionally scored tests with later reporting	Teachers score human scored (open-ended) items and receive near-real-time results

BIE Science Assessment Online System

Online System

Administration and Reporting Portal

<https://bie.cognia.org>

Test Delivery
Student Test Interface

Users

Reporting

Administration

Kiosk

Browser

Site
Setup

Students

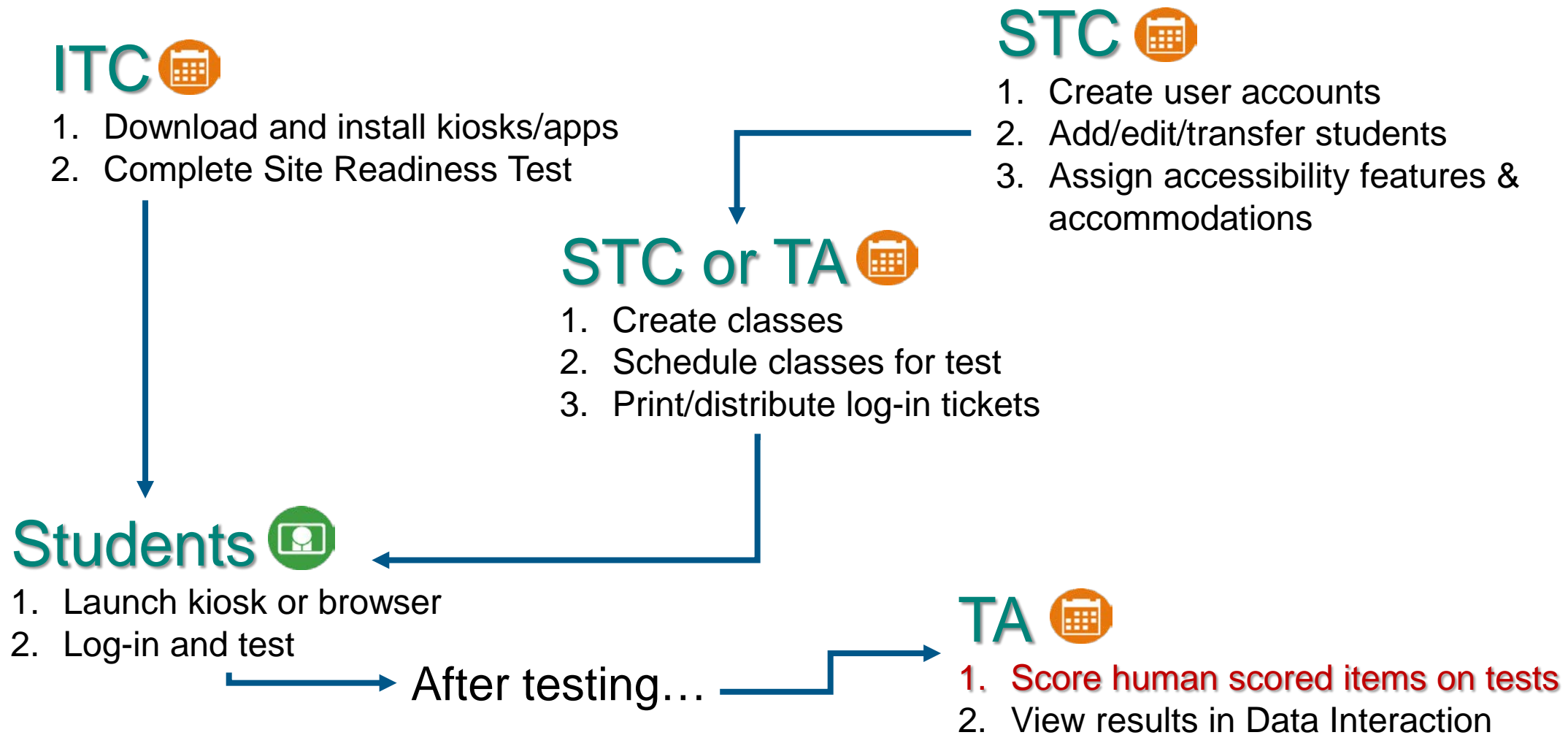
Enrollment
Transfer

Classes

Test
Sessions

Scoring

Test Preparation Process





Access

- <http://bie.cognia.org>
- Open all year, previous accounts can be used this year
- If you are a new School Test Coordinator, please contact BIE. Upon account creation, a welcome email will be sent from the portal.
 - STCs will create all new portal user accounts
 - Usernames must be unique
 - Your email address controls your account
 - New users will receive two automated emails, one with username and one with temporary password from bietechsupport@cognia.org
- When an account is deactivated or reactivated, the user will receive an email
- **STCs should periodically audit and deactivate used accounts**


User Role	Responsibilities
School Test Coordinator (STC)	<ul style="list-style-type: none">• Manage Users (add, edit, or deactivate)• Access proctor password• Edit student information & assign student accommodations• Create, edit, and delete classes• Schedule test sessions & print logins• Manage & monitor test sessions• Assign test report code• Prepare IT network for student testing if there is no IT Coordinator
IT Coordinator (ITC)	<ul style="list-style-type: none">• Prepare IT network for student testing• Conduct Site Readiness testing
Test Administrator (TA)	<ul style="list-style-type: none">• Create classes• Create test sessions• View their students and test sessions• Print student login tickets for their test sessions• Manage & monitor test sessions• Assign test report codes• Score human scored items for Benchmark tests• View Benchmark results in Data Interaction
Report Access Only (RAO)	<ul style="list-style-type: none">• View Reports

Test Administrator Permissions

- A TA can add any student in their school to their class
- A TA can only view the student record for any student in one of their classes
 - A TA cannot edit the student record
- A TA can view, edit or delete any class to which they have been designated the TA
- A TA can schedule their class to any program that that have access to
 - Programs: BIE Science Benchmark, BIE Science Assessment
- A TA can view, edit or delete a test session if they are the TA for the class in the test session *and* they have access to the program (BIE Science Benchmark and/or BIE Science Assessment)
- Only a TA can Score the human-scored items
- A TA can view Benchmark test results in Reporting for any class they are assigned to



Program Access

 [Users](#) [Jobs](#) [New User](#) [Help & Support](#) [Logout](#)

Create New User

[Save User](#) [Cancel](#)

Username*

First Name*

Last Name*

Email*

Phone Number

Fax Number

Address

Roles & Organizations

New User has the following role:

New User belongs to the following organizations:

[Click here to select organization\(s\).](#)

New User has access to the following programs:

[Click here to select program\(s\).](#)

Portal Log-in



Portal URL: <https://bie.cognia.org/>

Welcome!

Bureau of Indian Education Science Assessment



Log In

eMetric

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Portal Main Page (STC View)



1 2

Users

3 4 5

New User Help & Support Logout

Bureau of Indian Education Science Assessment Portal
BIE

6 7

Administration Reporting

Organize students for testing, schedule tests, and monitor testing progress.

View summary and individual student results by test and content standards.


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Icon	Description
1	BIE logo returns to portal home page
2	Access User Management
3	View & Edit user profile
4	Access the BIE Help & Support Site
5	Logout of the portal
6	Access Administration Component
7	Access Reporting



Portal Main Page (TA view)



1  Bureau of Indian Education Science Assessment Portal
BIE

2 William 3 Help & Support 4 Logout

5 Administration
Organize students for testing, schedule tests, and monitor testing progress.

6 Reporting
View summary and individual student results by test and content standards.

7 Scoring
Score student responses to open-ended items using the distributed scoring interface.

TA Only!

Icon	Description
1	BIE logo returns to portal home page
2	View & Edit user profile
3	Access the BIE Help & Support Site
4	Logout of the portal
5	Access Administration Component
6	Access Reporting
7	Access Scoring – <i>TA user role ONLY!</i>



User Management



The screenshot shows the 'Users' management page. At the top left is the Bureau of Indian Education logo. The page title is 'Users'. On the right, there are links for 'CyberPass1 STC', 'Help & Support', and 'Logout'. Below the title, there are two buttons: 'Create New User' (marked with a green circle 1) and 'Import Users' (marked with a green circle 2). To the right of these buttons is a checkbox for 'Show Deactivated Accounts' (marked with a green circle 2) and a filter section (marked with a green circle 3) containing two dropdown menus: 'Choose an Organization' and 'Choose a Role'. Below this is a table with columns: 'First Name', 'Last Name', 'Email', 'Username', and 'Role'. The table contains five rows of user data. To the right of the table, there are edit and delete icons for each row, with a green circle 4 highlighting the first row's icons.

First Name	Last Name	Email	Username	Role
DemoTest	Admin	demoTA@emetric.net	CyberPass1_TA	Test Administrator
DemoTest	Admin	DemoTestAdmin@emetric.net	CyberPass1_TestAdmin	Test Administrator
Technology	Coordinator 1	CyberPassITC@emetric.net	CyberPass1_ITC	IT Coordinator
CyberPass1	STC	CyberPassSTC@emetric.net	CyberPass1_STC	School Test Coordinator
Teacher	TestAdmin	CyberPassTeacher@emetric.net	CyberPass1_Teacher	Test Administrator


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Icon	Description
1	Add new user accounts one by one or by file upload
2	User management table changes to deactivated user accounts
3	Filter the user management table by school or role
4	Edit or deactivate a user account



User Management



 Users CyberPass1 STC Help & Support Logout

Users

2 user(s) selected 1 Deactivate 2 Export Users 3 Cancel Show Deactivated Accounts Filter:

First Name	Last Name	Email	Username	Role	
• DemoTest	Admin	demoTA@emetric.net	CyberPass1_TA	Test Administrator	
• DemoTest	Admin	DemoTestAdmin@emetric.net	CyberPass1_TestAdmin	Test Administrator	
Technology	Coodinator 1	CyberPassITC@emetric.net	CyberPass1_ITC	IT Coordinator	
CyberPass1	STC	CyberPassSTC@emetric.net	CyberPass1_STC	School Test Coordinator	
Teacher	TestAdmin	CyberPassTeacher@emetric.net	CyberPass1_Teacher	Test Administrator	


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Icon	Description
1	Deactivate selected user accounts in bulk
2	Export selected user accounts
3	Cancel clears the selection of the highlighted user account



Create New User



 Users CyberPass1 STC Help & Support Logout

Create New User

Save User Cancel

1 Username*

1 First Name*

Last Name*

Email*

Phone Number

Fax Number

Address

2 Roles & Organizations

New User has the following role:

3 New User belongs to the following organizations:

[Click here to select organization\(s\).](#)

4 New User has access to the following programs:

[Click here to select program\(s\).](#)

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Step	Description
1	Populate the required information for the user account; username, first & last name, and valid email address.
2	Select the role for the user account from the drop-down.
3	Select the school for the user account.
4	The program for the user account is set by default to BIE Science Benchmark and BIE Science Assessment.
5	Click Save User, this action creates the user account and emails account information to new user.

Import Users



Users CyberPass1 STC Help & Support Logout

Upload Users

Action: Add New Users (3)
Choose An Action
Add New Users
Update Existing Users

1 Download Template

Please attach only csv files that adhere to the layout specified by the template.

4 Choose File User Upload... Pass_BIE.csv

5 Upload

Program 1 = BIE Science Assessment
Program 3 = BIE Science Benchmark

	A	B	C	D	E	F	G	H	I	J	K
1	Username	Fname	Lname	Email	Role	Org	Program	Phone	Fax	Address	
2	MJones1	Mark	Jones	mjones1@emetric.net	ITC	BOS-SCHCC1	1				
3	JBryant1	Jessica	Bryant	jbyrant1@emetric.net	TA	BOS-SCHCC1	1 3				
4	TStine1	Trevor	Stine	tstine1@emetric.net	TA	BOS-SCHCC1	1 3				
5	BDavis1	Belinda	Davis	bdavis1@emetric.net	TCA	BOS-SCHCC1	1 3				
6	CSmith1	Charles	Smith	smitchell1@emetric.net	STC	BOS-SCHCC1	1 3				
7											
8											
9											
10											
11											

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Step	Description
1	Download the User Upload template.
2	Populate the upload template with valid values, the first six fields are required, and the file limit is 30 users.
3	Select the action, add new users or update existing users.
4	Choose the user upload file from your device.
5	Click Upload, you will receive immediate results on accounts created and if any records have errors.

Portal Main Page (STC View)



Users

 [New User](#)

 [Help & Support](#)

 [Logout](#)

Bureau of Indian Education Science Assessment Portal

BIE



Administration

Organize students for testing, schedule tests, and monitor testing progress.



Reporting

View summary and individual student results by test and content standards.

Administration Component (STC view)



Home

Welcome to the Bureau of Indian Education Science Assessment portal. This site provides access to student information and test session details.

Based on device configurations at your facility, you or your IT coordinator need to download and install the appropriate student kiosk utilizing the links in the table below. Apps for Chromebooks will need to be downloaded from the app store.

Windows	Student Kiosk for Windows
Mac	Student Kiosk for Mac

If you need assistance utilizing this site, please contact Cognia support at biotechsupport@cognia.org or toll-free at (800) 887-7027.

Paper versions of Science Benchmark tests can be downloaded using the links below. Note that Science Benchmark tests administered on paper will not be reported in Data Interaction.

Grade 4 and Grade 5 Science Benchmark Forms & Answer Keys [Download Zip File](#)

Note: Grade 4 forms are named as Forms 5, 6, 7, and 8. Grade 5 forms are named as Forms 1, 2, 3, and 4.

Middle School Science Benchmark Forms & Answer Keys [Download Zip File](#)

High School Science Benchmark Forms & Answer Keys [Download Zip File](#)

Proctor password for

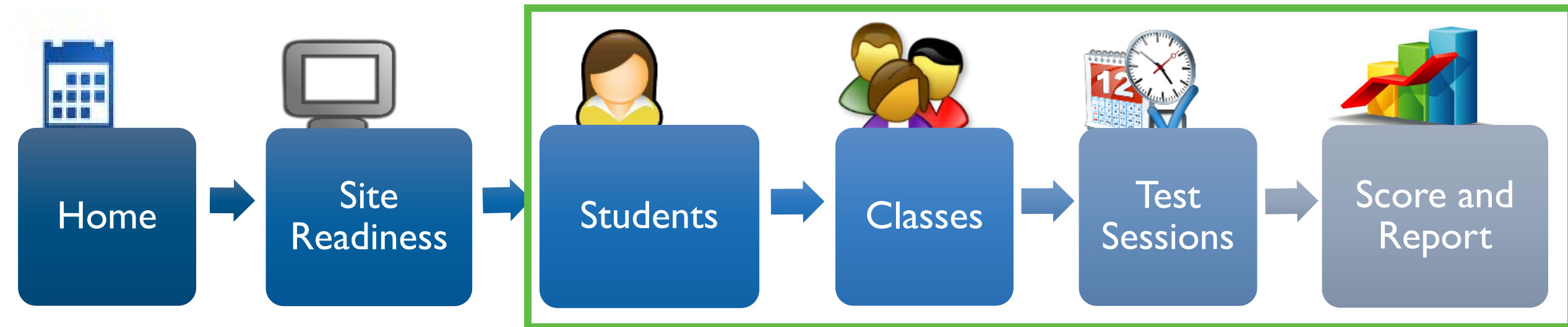
Site Readiness login for

Username: WSR-CCD-SCHCC1
Password: CCD-SCHCC1

Icon	Description
1	BIE logo returns to portal home page
2	Test Administration Menus
3	Windows and Mac Kiosk Application Installers
4	Science Benchmark paper test downloads
5	Proctor Password Log-in
6	Site Readiness Log-in



Administration Workflow



STC: update roster and student information, assign accommodations and accessibility features

STC or TA: make Benchmark classes and test sessions

TA: score tests
STC and TA: view reports



Managing Students



- BIE roster loaded August 21, 2024
 - Grades 5, 8 and 11 only
 - Add students in other middle school or high school grades manually
- View your current students in the student's tab
- Update rosters
 - STCs may request student transfer for students enrolled in other schools at any time
 - STCs may unenroll students from school at any time
 - STCs can add student individually at any time
- Check/update individual student records
 - Demographic data
 - Add/remove accommodations and access to accessibility features



Managing Students: Tips & Update



▪ **Tips:**

- State Student ID = NASIS ID
- In student's tab: Download roster in csv at any time by selecting "Export Roster" under the "Exports" drop down (contains name, NASIS ID and Grade)
- Can't add student? They may be enrolled in different school – initiate transfer request
- Cognia Customer Care desk can assist with student transfers



NEW!

- **This year BIE will be doing a second supplemental student import closer to the summative admin window to add any missing students in Grades 5, 8, & 11.**
- **Following this second student upload to the Portal, schools will have a window (12/9/24-1/14/25) to review student rosters and identify their paper testers (test mode in student profile).**

Managing Students

[Home](#)[Site Readiness](#)[Students](#)[Enrollment Transfer](#)[Classes](#)[Test Sessions](#)[Dashboard](#)[Materials Management](#)[Aarti Jagtap](#)[Help & Support](#)[Logout](#)

Home

Welcome to the Bureau of Indian Education Science Assessment portal. This site provides access to student information and test session details.

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Middle School Science Benchmark Forms & Answer Keys [Download Zip File](#)

High School Science Benchmark Forms & Answer Keys [Download Zip File](#)

Managing Students



Students in Yellowstone Middle School

1

YellowStone Middle School (YellowStone District)

Choose a Content Area

6

7

Add Student

Upload Accommodations

8

Exports

Export Accommodations
Export Roster

2

3

4

5

9

Last Name	First Name	Middle Initial	NASIS ID	Grade	3	4	5	9
FourSixtyone	Student		100000461	8	View Classes	View Test Sessions	Enrollment Info	Edit
FourSixtytwo	Student		100000462	8	View Classes	View Test Sessions	Enrollment Info	Edit
FourSixtythree	Student		100000463	8	View Classes	View Test Sessions	Enrollment Info	Edit
FourSixtyfour	Student		100000464	8	View Classes	View Test Sessions	Enrollment Info	Edit
FourSixtyfive	Student		100000465	8	View Classes	View Test Sessions	Enrollment Info	Edit
FourSixtysix	Student		100000466	8	View Classes	View Test Sessions	Enrollment Info	Edit
FourSixtyseven	Student		100000467	8	View Classes	View Test Sessions	Enrollment Info	Edit
FourSixtyeight	Student		100000468	8	View Classes	View Test Sessions	Enrollment Info	Edit
FourSixtynine	Student		100000469	8	View Classes	View Test Sessions	Enrollment Info	Edit
FourSeventy	Student		100000470	8	View Classes	View Test Sessions	Enrollment Info	Edit

Icon	Description
1	school selector
2	search and sort
3	view classes
4	view test sessions
5	unenroll student
6	add new student
7	bulk upload accommodations
8	export list of students
9	edit a student record



Unenroll Student



Students in Yellowstone Middle School

YellowStone Middle School (YellowStone District)

Choose a Content Area

[Add Student](#) [Upload Accommodations](#)

Exports ▾

[Export Accommodations](#)
[Export Roster](#)

Last Name	First Name	Middle Initial	NASIS ID	Grade				
FourSixtyone	Student		100000461	8	View Classes	View Test Sessions	Enrollment Info	Edit
FourSixtytwo	Student		100000462	8	View Classes	View Test Sessions	Enrollment Info	Edit
FourSixtythree	Student		100000463	8	View Classes	View Test Sessions	Enrollment Info	Edit
FourSixtyfour	Student		100000464	8	View Classes	View Test Sessions	Enrollment Info	Edit
FourSixtyfive	Student		100000465	8	View Classes	View Test Sessions	Enrollment Info	Edit
FourSixtysix	Student		100000466	8	View Classes	View Test Sessions	Enrollment Info	Edit
FourSixtyseven	Student		100000467	8	View Classes	View Test Sessions	Enrollment Info	Edit
FourSixtyeight	Student		100000468	8	View Classes	View Test Sessions	Enrollment Info	Edit
FourSixtynine	Student		100000469	8	View Classes	View Test Sessions	Enrollment Info	Edit
FourSeventy	Student		100000470	8	View Classes	View Test Sessions	Enrollment Info	Edit

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|<

Prev

Page 7 of 10

Next

>|

10 per page

Unenroll Student

[Home](#)[Site Readiness](#)[Students](#)[Enrollment Transfer](#)[Classes](#)[Test Sessions](#)[Dashboard](#)[Materials Management](#)

Student has been unenrolled from Yellowstone Middle School.

[New User](#)[Help & Support](#)[Logout](#)

Enrollment Information for FourSix

District	School	Grade	Enrollment Status
YellowStone District	YellowStone Middle School	8	Not Enrolled

[Enroll](#)[« Back](#)

Unenroll Student

[Home](#)[Site Readiness](#)[Students](#)[Enrollment Transfer](#)[Classes](#)[Test Sessions](#)[Dashboard](#)[Materials Management](#)

Student has been unenrolled from Yellowstone Middle School.

[New User](#)[Help & Support](#)[Logout](#)

Enrollment Information for FourSix

District	School	Grade	Enrollment Status
YellowStone District	YellowStone Middle School	8	Not Enrolled

[Enroll](#)[« Back](#)

Student Transfer Request



- Request to move student from another school into your school
- Approve or reject requests to move students out of your school
 - Receive notification of requests by e-mail and in portal
- If a student is unenrolled, the help desk will approve the requests
- Test sessions do not transfer with the student!



Student Transfer Request



Enrollment Transfer

Cyber Valley School 1-SCHCV1 (Cyber Valley District-C... All

Request Transfer

Status:
Pending
Canceled
Approved
Rejected

Approvals Requests

Your requests

Request ID	NASIS ID	First Name	Last Name	Requesting Organization	Assigned Organization	Request Date	Status	
9	100000328	Student	ThreeTwentyeight	Cyber Pass School 1-SCHCP1	Cyber Valley School 1-SCHCV1	02/03/2022 4:10:13 PM	Pending	View Details <input type="button" value="Approve"/> <input type="button" value="Reject"/>
8	100000329	Student	ThreeTwenty-nine	Cyber Falls School 1-SCHCF1	Cyber Valley School 1-SCHCV1	02/03/2022 4:03:11 PM	Rejected	View Details
7	000000005	Student	Five	Cyber City School 3-SCHCC3	Cyber Valley School 1-SCHCV1	01/19/2022 7:58:00 AM	Approved	View Details
5	983476295	Nikita	Pass	Cyber City School 1-SCHCC1	Cyber Valley School 1-SCHCV1	01/05/2022 3:56:26 PM	Approved	View Details
3	983476294	Nikita	Pass	Cyber City School 1-SCHCC1	Cyber Valley School 1-SCHCV1	12/29/2021 10:17:10 AM	Approved	View Details

Showing 1 - 5 of 5

Requests sent to you from other organizations



Student Transfer Request



Enrollment Transfer

Cyber Valley School 1-SCHCV1 (Cyber Valley District-C...

All

Request Transfer

Approvals Requests

Request ID	NASIS ID	First Name	Last Name	Requesting Organization	Assigned Organization	Request Date	Status	
9	100000328	Student	ThreeTwentyeight	Cyber Pass School 1-SCHCP1	Cyber Valley School 1-SCHCV1	02/03/2022 4:10:13 PM	Pending	View Details Approve Reject
8	100000329	Student	ThreeTwenty-nine	Cyber Falls School 1-SCHCF1	Cyber Valley School 1-SCHCV1	02/03/2022 4:03:11 PM	Rejected	View Details
7	000000005	Student	Five	Cyber City School 3-SCHCC3	Cyber Valley School 1-SCHCV1	01/19/2022 7:58:00 AM	Approved	View Details
5	983476295	Nikita	Pass	Cyber City School 1-SCHCC1	Cyber Valley School 1-SCHCV1	01/05/2022 3:56:26 PM	Approved	View Details
3	983476294	Nikita	Pass	Cyber City School 1-SCHCC1	Cyber Valley School 1-SCHCV1	12/29/2021 10:17:10 AM	Approved	View Details

Transfer request details of Student ThreeTwentyeight (100000328)

Request Details:

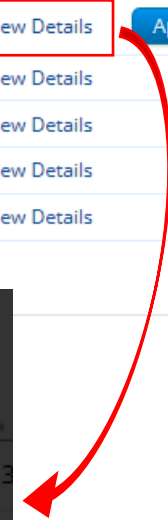
Requested By: John Smith (JSmithSTC)

Date: 02/03/2022 4:10:13 PM

Notes: This student just transferred in. If they have already started the Science test please let me know what sessions they have already finished.



Test sessions do not transfer with the student!



Student Transfer Request

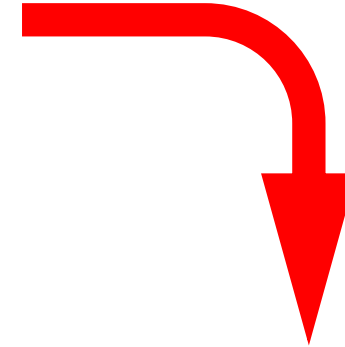


Request Enrollment Transfer X

State Student ID: *

Last Name: *

Date of Birth (MM/DD/YYYY): *



Request Enrollment Transfer X

State Student ID: *

Last Name: *

Date of Birth (MM/DD/YYYY): *

Student found. Select organization information below:

Student will be transferred from:

Select the school in which you want to transfer the student: Student Ninetynine (100000099)

Notes: (Optional)



Student Transfer Request



Enrollment request - requestor's view

Cyber City Sch1 (Cyber City) Pending Request Transfer

Approvals Requests

Request ID	State Student ID	First Name	Last Name	Requesting Organization	Assigned Organization	Request Date	Status
8	100000099	Student	Ninety-nine	Cyber City Sch1	Cyber Falls Sch2	11/19/2019 1:43:00 PM	Pending View Details Cancel

Showing 1 - 1 of 1

Enrollment request - receiver's view

Cyber Falls Sch2 (Cyber Falls) Pending Request Transfer

Approvals Requests

Request ID	State Student ID	First Name	Last Name	Requesting Organization	Assigned Organization	Request Date	Status
8	100000099	Student	Ninety-nine	Cyber City Sch1	Cyber Falls Sch2	11/19/2019 1:43:00 PM	Pending View Details Approve Reject

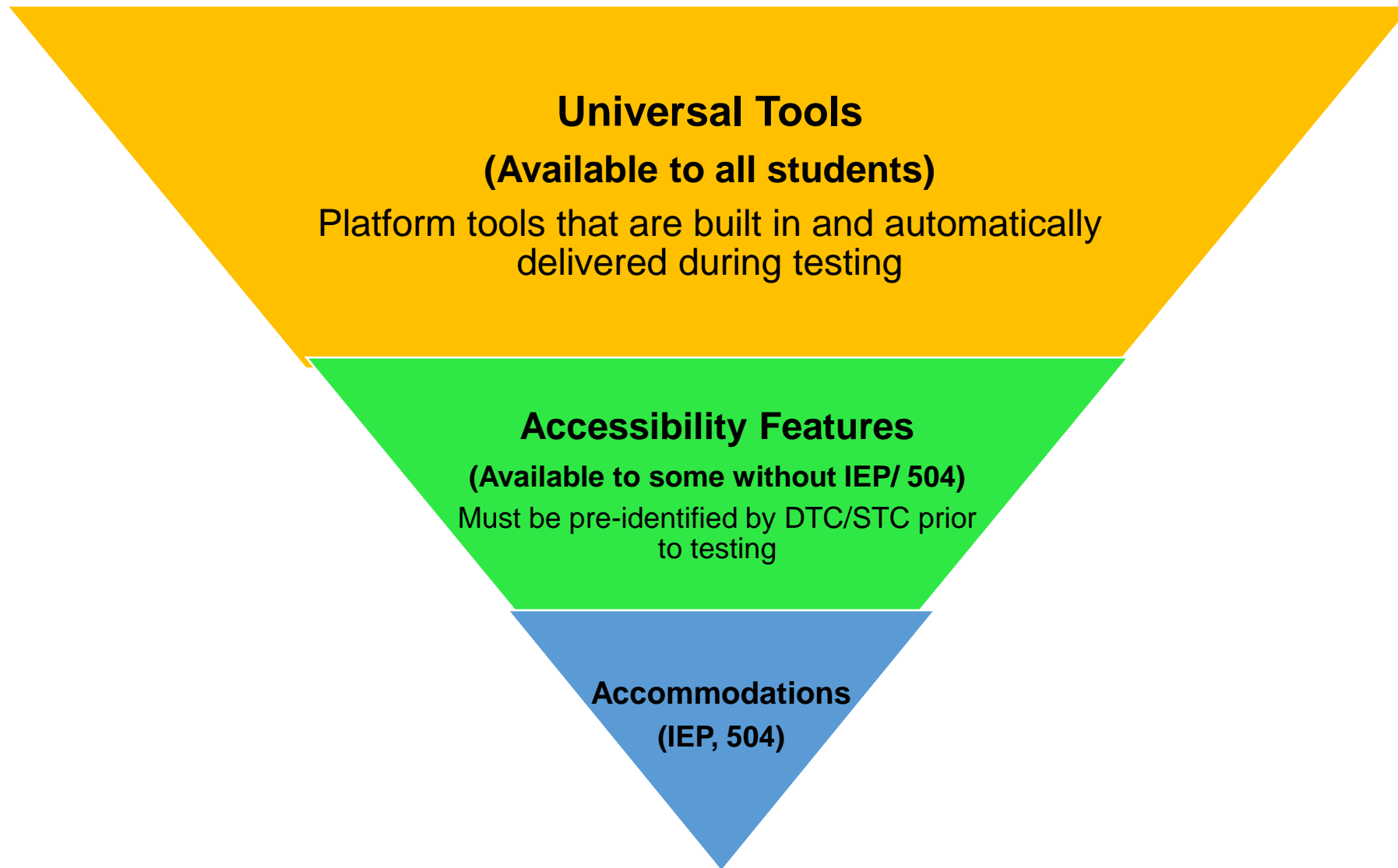
Showing 1 - 1 of 1





- Check/edit accommodations
 - Accommodations not included in BIE roster upload
 - Edit student accommodations individually or...
 - Use *Upload Accommodations* to edit accommodations on multiple student records at one time
 - Note: will not be available during testing administration hours (7am-9pm)
 - You can use the *Export Accommodations* button to download list of all students and their currently assigned accommodations, edit that file and re-upload it using the *Upload Accommodations* menu





Accessibility Features, and Accommodations



Student Information | Accommodations | Classes

Accessibility Feature
Delivered by the Test Platform

- Color Contrast ⓘ

Accessibility Feature
Delivered Externally

- Headphones/Noise Buffer ⓘ
- Read Aloud to Self ⓘ
- Alternative Setting ⓘ

Accommodation (IEP/504)
Delivered by the Test Platform

- Science TTS English ⓘ
- Word Prediction (Embedded) ⓘ
- Allow Accessibility Mode Testing ⓘ

Accommodation (IEP/504)
Delivered Externally

- Assistive Technology Device Presentation ⓘ
- Assistive Technology Device Responses ⓘ
- Braille Notetaker ⓘ
- Braille Writer ⓘ
- Commercial Word-To-Word Dictionary ⓘ
- Customized Dual Language Glossary ⓘ
- Directions in Native Language ⓘ
- Human Reader ⓘ
- Human Scribe ⓘ
- Human Signer ⓘ
- Picture Dictionary ⓘ
- Speech-to-Text ⓘ
- Tactile Graphics ⓘ
- Word Prediction ⓘ
- Pocket Word-To-Word Translator ⓘ
- Extended Time ⓘ
- Small Group ⓘ

Save Cancel

Student will be assigned a TTS-specific form

Student can use CoWriter© word-prediction; an additional file must download which may delay loading test by a minute

Windows only! Proctor must enter proctor password when student logs in to test.



See the “Testing with Third Party Assistive Technology” guide for more information on using the test interface with screen readers, speech-to-text, text-to-speech and other assistive technologies.

Student Accommodations



Upload Accommodations for Students in Yellowstone Middle School

Select a file to be uploaded

 [Download Template](#)

No file chosen

Creating Classes



- Groups of one or more students who will take a test
- Create grade-level classes
 - Maximum number of student allowed in a class: 100
 - Class can be deleted if it has not been scheduled for a test
 - If test session scheduled and no student has logged in, delete test session, then class
- Students can be assigned to more than one class
- If any student needs to retake the test, you must either:
 - Create a new class and put the student(s) in that class and schedule that class for a test in a new test session, or...
 - Create a Test Subgroup (Benchmark Only!)



Creating Classes



- STCs or TAs (Teachers) can create classes
- Each class must have a TA assigned to the class
- STCs can create classes and assign any TA
- STCs can view or edit any class in their school
- TAs can only assign themselves as TA for the classes they create
- TAs can only view the classes if they are assigned as TA
- TAs can put any student in the school in their class
- Once a student is assigned to the TA's class the TA can view the student record but cannot edit it.



Creating Classes



Home Site Readiness Students Enrollment Transfer **Classes** Test Sessions Dashboard Materials Management [New User](#) [Help & Support](#) [Logout](#)

Science Classes in Yellowstone Middle School

YellowStone Middle School (YellowStone District)

Science

Create Grade Level Class

Upload Classes

Class	Teacher	Grade	Student Count	
Demo II, Teacher II-Period 3 Science-(Grade -8)	Demo II, Teacher II	8	5	View Edit Delete
Kinnison, William-Benchmark Class-(Grade -8)	Demo, Teacher	8	4	View Edit Delete

Showing 1 - 2 of 2

Creating Classes



Home Site Readiness Students Enrollment Transfer **Classes** Test Sessions Dashboard Materials Management Bureau School Help & Support Logout

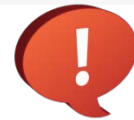
Add New Science Class in Cyber Valley School 1-SCHCV1

Class Information

1 Class Name:

2 Teacher: Grade:

3



TA name and grade will automatically be added to the class name!

4 Search for Students

Grade: Class:

Show only students that are not assigned to a class

Showing students in : Cyber Valley School 1-SCHCV1

Last Name, First Name (NASIS ID)

5

Sort By:

- ThreeSixteen, Student (100000316)
- ThreeSeventeen, Student (100000317)
- ThreeEighteen, Student (100000318)
- ThreeNineteen, Student (100000319)
- ThreeTwenty, Student (100000320)
- ThreeTwentyone, Student (100000321)
- ThreeTwentytwo, Student (100000322)
- ThreeTwentythree, Student (100000323)
- ThreeTwentyfour, Student (100000324)
- ThreeTwentyfive, Student (100000325)

6

Students in Period 4:

- ThreeSix, Student (100000306)
- ThreeSeven, Student (100000307)
- ThreeEight, Student (100000308)
- ThreeNine, Student (100000309)
- ThreeTen, Student (100000310)
- ThreeEleven, Student (100000311)
- ThreeTwelve, Student (100000312)
- ThreeThirteen, Student (100000313)
- ThreeFourteen, Student (100000314)
- ThreeFifteen, Student (100000315)

Add »

« Remove

7

Icon	Description
1	class name
2	TA name
3	grade
4	search/filter
5	students in school
6	students in class
7	save class



Creating Classes



Science Classes in Yellowstone Middle School

YellowStone Middle School (YellowStone District) Science

[Create Grade Level Class](#) [Upload Classes](#)

Class	Teacher	Grade	Student Count	
Demo II, Teacher II-Period 3 Science-(Grade -8)	Demo II, Teacher II	8	5	View Edit Delete
Kinnison, William-Benchmark Class-(Grade -8)	Demo, Teacher	8	4	View Edit Delete

Showing 1 - 2 of 2



Creating Classes



Upload Classes to Yellowstone Middle School

Select a file to be uploaded

[Download Template](#) [View Class Data Definitions Info](#)

No file chosen

	A	B	C	D	E	F
1	ClassName	ContentArea	ClassType	Grade/CourseCode	NASIS ID	TeacherUserName
2	Period 6	Science	grade	05	100000401	BIE-TA2
3	Period 6	Science	grade	05	100000402	BIE-TA2
4	Period 6	Science	grade	05	100000403	BIE-TA2
5	Period 6	Science	grade	05	100000404	BIE-TA2
6	Period 6	Science	grade	05	100000405	BIE-TA2
7	Period 6	Science	grade	05	100000406	BIE-TA2
8	Period 6	Science	grade	05	100000407	BIE-TA2
9	Period 6	Science	grade	05	100000408	BIE-TA2
10	Period 6	Science	grade	05	100000409	BIE-TA2
11	Period 7	Science	grade	08	100000560	BIE-TA2
12	Period 7	Science	grade	08	100000561	BIE-TA2
13	Period 7	Science	grade	08	100000562	BIE-TA2
14	Period 7	Science	grade	08	100000563	BIE-TA2
15	Period 7	Science	grade	08	100000564	BIE-TA2
16	Period 7	Science	grade	08	100000565	BIE-TA2
17	Period 7	Science	grade	08	100000566	BIE-TA2
18	Period 7	Science	grade	08	100000567	BIE-TA2
19	Period 7	Science	grade	08	100000568	BIE-TA2
20						

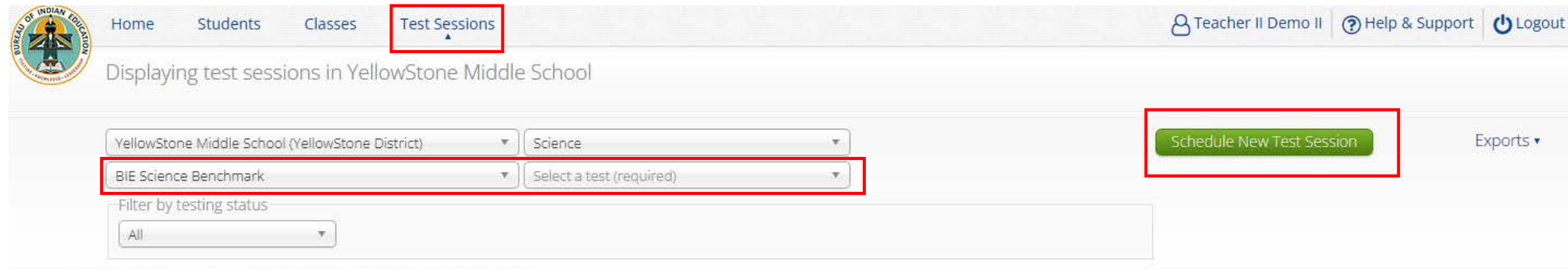


Save as csv file type

Grade/course code must have leading zero 0 - make field type "text"



Scheduling Test Sessions




The screenshot shows the 'Test Sessions' page in a web application. At the top left is the Bureau of Indian Education logo. The navigation menu includes 'Home', 'Students', 'Classes', and 'Test Sessions' (which is highlighted with a red box). On the top right, there are links for 'Teacher II Demo II', 'Help & Support', and 'Logout'. The main heading reads 'Displaying test sessions in Yellowstone Middle School'. Below this are several filters: a dropdown for 'YellowStone Middle School (YellowStone District)', a dropdown for 'Science', a dropdown for 'BIE Science Benchmark' (highlighted with a red box), and a dropdown for 'Select a test (required)' (also highlighted with a red box). To the right of these filters is a green button labeled 'Schedule New Test Session' (highlighted with a red box) and an 'Exports' dropdown. Below the filters is a 'Filter by testing status' section with a dropdown set to 'All'.

There are no test sessions scheduled that match the selected criteria.



Scheduling Test Sessions



 Home Students Classes Test Sessions Teacher II Demo II Help & Support Logout

Schedule Test Session

2 forms selected. Please select class(es) to proceed with scheduling.

Content Area: Science Program: BIE Science Benchmark

1 Test: Demo Test 2 MS

Schedule test session for: Classes

Search for Classes
YellowStone Middle School (YellowStone District)

2 Classes: Demo II, Teacher II-Period 3 Science-(Grade -8)

3 Start Date: 08/22/2022 End Date: 05/31/2023 Time Zone: Mountain

4

Icon	Description
1	Test
2	Class
3	Test Window
4	Save the test session



- Class must be same grade level as test
- Grade 5 forms are named: Form 1, 2, 3, 4
- For Grade 4, please use the PBT forms that are downloadable
- Middle School (Grade 6, 7, 8)
- High School (Grade 9, 10, 11, 12)
- If class has already been scheduled for a test, it cannot be scheduled again and will not show up in the classes list
- Test window cannot be edited

Scheduling Test Sessions



- STCs or TAs (Teachers) can create test sessions
- TA's must have access to the Benchmark program in their user profile to schedule classes for the Benchmark assessment
- STCs can create test sessions for any TA
- STCs can view or edit any test sessions in their school
- TAs can only create test sessions for their classes
- TAs can only view or edit test sessions for their classes



Managing Test Sessions



Home Students Classes Test Sessions Teacher II Demo II Help & Support Logout

Displaying test sessions for Demo Test 2 MS in Yellowstone Middle School

YellowStone Middle School (YellowStone District) Science
BIE Science Benchmark Demo Test 2 MS
Filter by testing status: All

Schedule New Test Session Exports

School	Class	Testing Status	Created Date	Created By	
YellowStone Middle School	Demo II, Teacher II-Period 3 Science-(Grade -8)	In Progress	8/22/2022 12:26:43 PM	Teacher II Demo II	View Details/Student Logins Delete

Showing 1 - 1 of 1

*Created date is in Mountain Standard Time.

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Managing Test Sessions



Test Sessions

< Back

District: Yellowstone District
Administration: BIE Summative Science
Teacher: Demo II, Teacher II
Class: Demo II, Teacher II-Period 3 Science-(Grade -8)
Test Name: Demo Test 2 MS
Testing Window: 08/22/2022 to 05/31/2023

School : Yellowstone Middle School
Content Area: Science

Test is in progress. It ends on **05/31/2023**. Students may log in and take the test using their username and password shown below.

Icon	Description
1	Test session information
2	Test window status
3	Students in test session
4	Student Test Status (Not started, In Progress, Finished)

Export Logins for Selected Students Invalidate

<input type="checkbox"/>	Last Name	First Name	Username	Password	Form Name	Date/Time Created	Test Report Code	Status	Date/Time Started	Date/Time Completed
<input type="checkbox"/>	FourSixtyfive	Student	100000465	ABEEE337	Demo Form 1	08/22/2022 12:26:43 PM	+	Session 1:Not Started		Invalidate
<input type="checkbox"/>	FourSixtyfour	Student	100000464	EAA9D5A8	Demo Form 1	08/22/2022 12:26:43 PM	+	Session 1:Not Started		Invalidate
<input type="checkbox"/>	FourSixtyone	Student	100000461	5FFEDC43	Demo Form 1	08/22/2022 12:26:43 PM	+	Session 1:Not Started		Invalidate
<input type="checkbox"/>	FourSixtythree	Student	100000463	799E83EA	Demo Form 1 TTS	08/22/2022 12:53:12 PM	+	Session 1:Not Started		Invalidate
<input type="checkbox"/>	FourSixtytwo	Student	100000462	66FDD23E	Demo Form 1	08/22/2022 12:26:43 PM	+	Session 1:Not Started		Invalidate

Showing 1 - 5 of 5

Managing Test Sessions



Test Sessions

« Back

District: Yellowstone District
Administration: BIE Summative Science
Teacher: Demo II, Teacher II
Class: Demo II, Teacher II-Period 3 Science-(Grade -8)
Test Name: Demo Test 2 MS
Testing Window: 08/22/2022 to 05/31/2023

School : Yellowstone Middle School
Content Area: Science

Test is in progress. It ends on **05/31/2023**. Students may log in and take the test using their username and password shown below.

Export Logins for Selected Students

Invalidate

<input type="checkbox"/>	Last Name	First Name	Username	Password	Form Name	Date/Time Created	Test Report Code	Status	Date/Time Started	Date/Time Completed
<input type="checkbox"/>	FourSixtyfive	Student	100000465	ABEEE337	Demo Form 1	08/22/2022 12:26:43 PM	+	Session 1:Not Started		Invalidate
<input type="checkbox"/>	FourSixtyfour	Student	100000464	EAA9D5A8	Demo Form 1	08/22/2022 12:26:43 PM	+	Session 1:Not Started		Invalidate
<input type="checkbox"/>	FourSixtyone	Student	100000461	5FFEDC43	Demo Form 1	08/22/2022 12:26:43 PM	+	Session 1:Not Started		Invalidate
<input type="checkbox"/>	FourSixtythree	Student	100000463	799E83EA	Demo Form 1 TTS	08/22/2022 12:53:12 PM	+	Session 1:Not Started		Invalidate
<input type="checkbox"/>	FourSixtytwo	Student	100000462	66FDD23E	Demo Form 1	08/22/2022 12:26:43 PM	+	Session 1:Not Started		Invalidate

Showing 1 - 5 of 5

Export Logins

Select a format of the export:

PDF CSV

Select the number of logins to be printed:

1 login per page

Export

Cancel

Managing Test Sessions



Teacher Name: Demo II, Teacher II
Class Name: Demo II, Teacher II-Period 3 Science-(Grade -8)
Test Name: Demo Test 2 MS
Testing Window: 8/22/2022 to 5/31/2023

Student Name	Date of Birth	Username	Password	Accommodations
FourSixtyfive, Student	1/9/1999	100000465	ABEEE337	
FourSixtyfour, Student	1/8/1999	100000464	EAA9D5A8	Read Aloud to Self,Color Contrast
FourSixtyone, Student	1/5/1999	100000461	5FFEDC43	
FourSixtythree, Student T	1/7/1999	100000463	799E83EA	Science TTS English
FourSixtytwo, Student	1/6/1999	100000462	66FDD23E	




Logging in to a Test



1. Launch web browser (or Kiosk)
2. Navigate to <https://bie.cognia.org/student>
3. Login using the username and password from the student test ticket


Tester 3
bie.cognia.org/student/login


BIE SCIENCE ASSESSMENT
STUDENT SIGN IN

Username

Password

Sign In

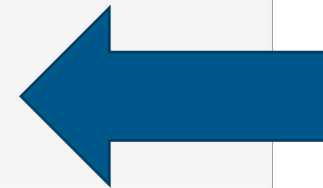
 Access the Practice Test

Copyright © 2022 eMetric LLC
Shell: v3.24.1.5 #8d65643c prd

Onesixty, Student
DOB:3/17/1999
Demo Test G8

Username: 100000160

Password: 6B57EECA





Monitoring Testing

- Check student test status for tests “not started” or “in progress”
 - If test is “not started” or “in progress”, student can log in and finish it anytime during test window if they have log-in information unless the test has been invalidated
 - Once test in “finished”, student cannot log in to test
- The teacher (TA) can re-open any test that was inadvertently turned-in
- Use the “Export Test Status” download under “Exports” on the Test Session screen to download a list of student test sessions and their status
- Use the “Export Students Not Scheduled” download under “Exports” on the Test Session screen to download a list of students not scheduled for a test



Home Students Classes Test Sessions

Teacher II Demo II Help & Support Logout

Displaying test sessions for Demo Test 2 MS in Yellowstone Middle School

YellowStone Middle School (YellowStone District) Science

BIE Science Benchmark Demo Test 2 MS

Schedule New Test Session

Exports ▾

Export Test Status

Export Students Not Scheduled

Filter by testing status

All

School	Class	Testing Status	Created Date	Created By	
YellowStone Middle School	Demo II, Teacher II-Period 3 Science-(Grade -8)	In Progress	8/22/2022 12:26:43 PM	Teacher II Demo II	View Details/Student Logins Delete

Showing 1 - 1 of 1

*Created date is in Mountain Standard Time.

Test Report Codes



- For students who cannot complete the test, invalidate using two-step process:
 - Enter a test report code
 - Select “invalidate” for each test session to prevent the student from logging in
- **Test invalidation: not reported in Benchmark science reports**
- **Test report code assigned: student will be listed in report with NO SCORE**
- Student not started or in progress: will not be reported unless they have test report code assigned in which case they will be reported with no score



Test Report Codes/Re-activating test



Test Sessions

« Back

District: Yellowstone District **School :** Yellowstone Middle School
Administration: BIE Summative Science **Content Area:** Science
Teacher: Demo II, Teacher II
Class: Demo II, Teacher II-Period 3 Science-(Grade -8)
Test Name: Demo Test 4 MS
Testing Window: 09/14/2022 to 05/27/2023

Test is in progress. It ends on 05/27/2023. Students may log in and take the test using their username and password shown below.

Icon	Description
1	Click on "Reactivate" to re-open the session; the student can then log in and access the session
2	Click on the "+" to add a test report code
3	Click on the "Invalidate" to invalidate the session
Note	Only STCs can re-validate (i.e., undo) an invalidated session

Export Logins for Selected Students

Invalidate

<input type="checkbox"/>	Last Name	First Name	Username	Password	Form Name	Date/Time Created	Test Report Code	Status	Date/Time Started	Date/Time Completed
<input type="checkbox"/>	FourSixtyone	Student	100000461	32C847D2	Demo Form 1	09/14/2022 8:22:37 AM	+	Session 1:Finished (Reactivate)	9/14/2022 8:23:28 AM	9/14/2022 8:23:34 AM
<input type="checkbox"/>	FourSixtytwo	Student	100000462	E94637CD	Demo Form 1	09/14/2022 8:22:37 AM	+	Session 1:Finished (Reactivate)	9/14/2022 8:24:02 AM	9/14/2022 8:24:08 AM
<input type="checkbox"/>	FourSixtythree	Student	100000463	63F7727C	Demo Form 1 TTS	09/14/2022 8:22:37 AM	+	Session 1:Finished (Reactivate)	9/14/2022 8:24:30 AM	9/14/2022 8:24:34 AM
<input type="checkbox"/>	FourSixtyfour	Student	100000464	8DA25FDB	Demo Form 1	09/14/2022 8:22:37 AM	+	Session 1:Finished (Reactivate)	9/14/2022 8:24:53 AM	9/14/2022 8:25:00 AM
<input type="checkbox"/>	FourSixtyfive	Student	100000465	5E6CA7BB	Demo Form 1	09/14/2022 8:22:37 AM	+	Session 1:Not Started		

Showing 1 - 5 of 5



Test Report Codes



Test Sessions

« Back

District: Yellowstone District **School :** Yellowstone M
Administration: BIE Summative Science **Content Area:** Science
Teacher: Demo II, Teacher II
Class: Demo II, Teacher II-Period 3 Science-(Grade -8)
Test Name: Demo Test 2 MS
Testing Window: 08/22/2022 to 05/31/2023

Test is in progress. It ends on **05/31/2023**. Students may log in and take the test using their username and password shown below.

Displaying codes for QA PT Student Benjamin in QA PT Science Test

Test Report Codes (Clear)

- Withdrew Before Test Completion
- Non-Allowed Modification
- Medical Emergency
- Other Non-Completion
- Test Irregularities
- Absent
- Participating in MSAA

Close

Export Logins for Selected Students Invalidate

<input type="checkbox"/>	Last Name	First Name	Username	Password	Form Name	Date/Time Created	Test Report Code	Status	Date/Time Started	Date/Time Completed	
<input type="checkbox"/>	FourSixtyone	Student	100000461	5FFEDC43	Demo Form 1	08/22/2022 12:26:43 PM	+	Session 1:Finished	8/22/2022 1:23:17 PM	8/22/2022 1:23:46 PM	Invalidate
<input type="checkbox"/>	FourSixtytwo	Student	100000462	66FDD23E	Demo Form 1	08/22/2022 12:26:43 PM	+	Session 1:Finished	8/22/2022 1:24:07 PM	8/22/2022 1:24:38 PM	Invalidate
<input type="checkbox"/>	FourSixtythree	Student	100000463	799E83EA	Demo Form 1 TTS	08/22/2022 12:53:12 PM	+	Session 1:Finished	8/22/2022 1:25:01 PM	8/22/2022 1:25:33 PM	Invalidate
<input type="checkbox"/>	FourSixtyfour	Student	100000464	EAA9D5A8	Demo Form 1	08/22/2022 12:26:43 PM	+	Session 1:Finished	8/22/2022 1:25:59 PM	8/22/2022 1:26:29 PM	Invalidate
<input type="checkbox"/>	FourSixtyfive	Student	100000465	ABEEE337	Demo Form 1	08/22/2022 12:26:43 PM	06	Session 1:In Progress	8/22/2022 1:26:47 PM		Invalidated

Showing 1 - 5 of 5

Scoring the Test



 William

 Help & Support

 Logout

Bureau of Indian Education Science Assessment Portal
BIE



Administration

Organize students for testing, schedule tests, and monitor testing progress.



Reporting

View summary and individual student results by test and content standards.



Scoring

Score student responses to open-ended items using the distributed scoring interface.

Scoring the Test



Ready For Scoring

Scored Responses

Teacher II Demo II

Help & Support

Logout

1

2

3

4

Program:

Test Name:

Class:

Human scored item(s)

Last Name	First Name	Test Status	Date/Time Completed	Form Name	Item
FourSixtyfive	Student	Invalid		Demo Form 1	INV
FourSixtyfour	Student	Finished	8/22/2022 1:26:29 PM	Demo Form 1	Score
FourSixtyone	Student	Finished	8/22/2022 1:23:46 PM	Demo Form 1	Score
FourSixtythree	Student	Finished	8/22/2022 1:25:33 PM	Demo Form 1 TTS	Score
FourSixtytwo	Student	Finished	8/22/2022 1:24:38 PM	Demo Form 1	Score

1 of 1 10 1 - 5 of 5

*Note: The test times are reported in Mountain Standard Time.

Submit Scores for Reporting

Icon	Description
1	Tests ready to score
2	Select the test and class
3	Each response to score is listed in this table
4	When all items have been scored, submit them from scoring here

Scoring the Test



Ready For Scoring

Scored Responses

Teacher II Demo II

Help & Support

Logout

1

Double click to edit content.

2

Test 1 test 1 test 1 test 1.

3

Student Name: Student
FourSixtyone
Class Name: Period 3 Science
Test Name: Demo Test 2 MS
Item Id: 30054127
Item Name: Demo 4 RTR
Item Sequence: 4

4

Score: Choose a Score

Scoring Guide:

Human
Scoring
MaxScore: 2

Award 2 points if student
describes x and y.

Award 1 point if student
describes only x or y.

5

Submit & Exit

Print

6

Item Stimulus/Stem

Icon	Description
1	Prompt
2	Student response
3	Student and item information
4	Score menu <ul style="list-style-type: none">- Drop down to choose points- Cognia score guide
5	Submit score or print copy of student response
6	View item as student would see it in the test

Scoring the Test



Ready For Scoring

Scored Responses

Teacher II Demo II Help & Support Logout

Program: BIE Science Benchmark

Test Name: Demo Test 2 MS

Class: Demo II, Teacher II-Period 3 Science-(Grade -8)

Last Name	First Name	Test Status	Date/Time Completed	Form Name	Item 30054127
FourSixtyfive	Student	Invalid		Demo Form 1	INV
FourSixtyfour	Student	Finished	8/22/2022 1:26:29 PM	Demo Form 1	1
FourSixtyone	Student	Finished	8/22/2022 1:23:46 PM	Demo Form 1	2
FourSixtythree	Student	Finished	8/22/2022 1:25:33 PM	Demo Form 1 TTS	2
FourSixtytwo	Student	Finished	8/22/2022 1:24:38 PM	Demo Form 1	1

1 of 1 10 1 - 5 of 5

*Note: The test times are reported in Mountain Standard Time.

Submit Scores for Reporting

Viewing Scores in Reporting



William

Help & Support

Logout

Bureau of Indian Education Science Assessment Portal
BIE



Administration

Organize students for testing, schedule tests, and monitor testing progress.



Reporting

View summary and individual student results by test and content standards.



Scoring

Score student responses to open-ended items using the distributed scoring interface.

Wait 10-15 Minutes!

Benchmark Reporting



Back to BIE Science Assessment Portal

1 Program: Benchmark Assessment

Last Name Please enter at least 4 characters

2 Report: Student List

Admin: 2022-2023

Subject: Science

Organization: YellowStone Middle School

3 Search within YellowStone Middle School
YellowStone Middle School

4 Tests:
Demo Test 2 MS (08/18/2022 - 05/31/2023)

Get Report

Icon	Description
1	Program
2	Report type: <ul style="list-style-type: none">Student ListData Analysis
3	School
4	Test

Benchmark Reporting (STC View)

1. Student's total points earned in test
2. Maximum number of points in test
3. Student's percent correct for test
4. Each MC item in the test with student's response
5. Open ended item and points awarded

[← Back to BIE Science Assessment Portal](#)

Student List: Benchmark Assessment, Cyber City District-CCD, 2024-2025, Science, QA PT 8-12-24 Test (08/12/2024 - 08/13/2024)



Last Name	First Name	Total Score			Items																	
		Score	Max	%	Item 1	Item 2	Item 3	Item 4	Item 5	Item 6	Item 7	Item 8	Item 9	Item 10	Item 11	Item 12	Item 13	Item 14	Item 15	Item 16	Item 17	Item 18
Augusttweyfor	QAPTone	3	28	11	0	0		B	0	0		0		0		1	C	B	D		0	0
Augusttweyfor	QAPTone	3	28	11	1	0		B	0	0		0		0		0	A	D	A		0	0

1 2 3

5

4



Benchmark Reporting (STC View)

Switch between Roster (“Student List”) and ISR



Aarti Jagtap

[Back to BIE Science Assessment Portal](#)

Student List: Benchmark Assessment, Cyber Falls District-CFD, 2022-2023, Science, QA Test MS BNCHMRK (09/14/2022 - 09/16/2022)

Drill To Selection: Students whose Last Name is Eighty, First Name is Student



Last Name	First Name	Total Score			Items												
		Score	Max	%	Item 1	Item 2	Item 3	Item 4	Item 5	Item 6	Item 7	Item 8	Item 9	Item 10	Item 11	Item 12	Item 13
Eighty	Student	2	21	10	A	C		A	A	E	B	B	B	B/A			

1 - **Select** student’s last name to view Individual Student Report (ISR)

2 - **Click** on *Score* for data summary options

3 – **Hover** over *Item* for item standards. **Click** on *Item* to see the summary statistics (response analysis) and item preview.

4 - **Select** item response (*letters in color*) to view item and student’s response. The color of the response is determined as follows: black = correct response, red = incorrect response, pink = partially correct response.

Benchmark Reporting



Aarti Jagtap ▾

[← Back to BIE Science Assessment Portal](#)

Individual Student Report: Benchmark Assessment, Cyber Falls District-CFD, 2022-2023, Science, QA Test
MS BNCHMRK (09/14/2022 - 09/16/2022)



Eighty, Student

Student ID: 100000080

District Name: Cyber Falls District-CFD

School Name: Cyber Falls School 3-SCHCF3

Date of Birth: 01/24/1999

Student Grade: Grade 08

Standards	Score Earned / Possible Points	
Science :	2 / 21	<div style="width: 10%;"><div style="background-color: #0070C0; height: 10px;"></div></div> 10%

Benchmark Reporting



Aarti Jagtap

[Back to BIE Science Assessment Portal](#)

Options Save Download Roster Student

Student List: Benchmark Assessment, Cyber Falls District-CFD, 2022-2023, Science, QA Test MS BNCHMRK (09/14/2022 - 09/16/2022)

Last Name	First Name	Total Score			Item 1	Item 2	Item 3
		Score	Max	%			
Eighty	Student	2	21	10	A	C	

Fields Scores Filter Search

General Information Select All / Reset

District Name District Number School Name School Number Class Name

Form Name

Student Information Select All / Reset

Middle Initial Student ID Date of Birth Student Grade

Demographics Select All / Reset

Gender LEP Special Education

Groups Per Page: 20

Cancel Update

Benchmark Reporting



Aarti Jagtap

[Back to BIE Science Assessment Portal](#)

Student List: Benchmark Assessment, Cyber Falls District-CFD, 2022-2023, Science, QA Test MS BNCHMRK (09/14/2022 - 09/16/2022)



Last Name	First Name	Total Score			Item 1	Item 2	Item 3
		Score	Max	%			
Eighty	Student	2	21	10	A	C	

Fields **Scores** Filter Search

Overall Scores Select All / Reset

Total Score

Items Select All / Reset

Item 1 Item 2 Item 3 Item 4 Item 5 Item 6 Item 7 Item 8

Item 9 Item 10 Item 11 Item 12 Item 13

Standards Select All / Reset

Science

Groups Per Page: 20 Cancel Update

Benchmark Reporting



[Back to BIE Science Assessment Portal](#)

Summary Statistics: Benchmark Assessment, Yellowstone Middle School, 2022-2023, Science, Demo Test 2 MS (08/18/2022 - 05/31/2023)

[Help](#) [Recent](#)

[New User](#) ▼

[Options](#) [Save](#) [Download](#) [Summarize](#) [Distribute](#) [Plot](#)

Total Score

Class Name	Population	Valid N	Mean	S.D.	Minimum	Maximum
Demo II, Teacher II-Period 3 Science-(Grade -8)	5	4	4.0	1.2	3	5
Kinnison, William-Benchmark Class-(Grade -8)	3	3	2.3	0.6	2	3

Drill To Student List > Student List
Individual Student Report

Benchmark Reporting



Help Recent

Emetric Admin

[← Back to BIE Science Assessment Portal](#)

Frequency Distribution: Benchmark Assessment, Yellowstone District, 2022-2023, Science, Demo Test 2 MS (08/18/2022 - 05/31/2023)

Options Save Download Summarize **Distribute** Plot

Total Score

	Total Score	Frequency	Cum. Frequency	Percent	Cum. Percent		%	
2022-2023, Science (0 - 5)	2	3	3	30.0	30.0	0	20	40
	3	3	6	30.0	60.0			
	5	4	10	40.0	100.0			
						0	20	40



Benchmark Reporting



U.S. Department of the Interior
Bureau of Indian Education

Help Recent

New User

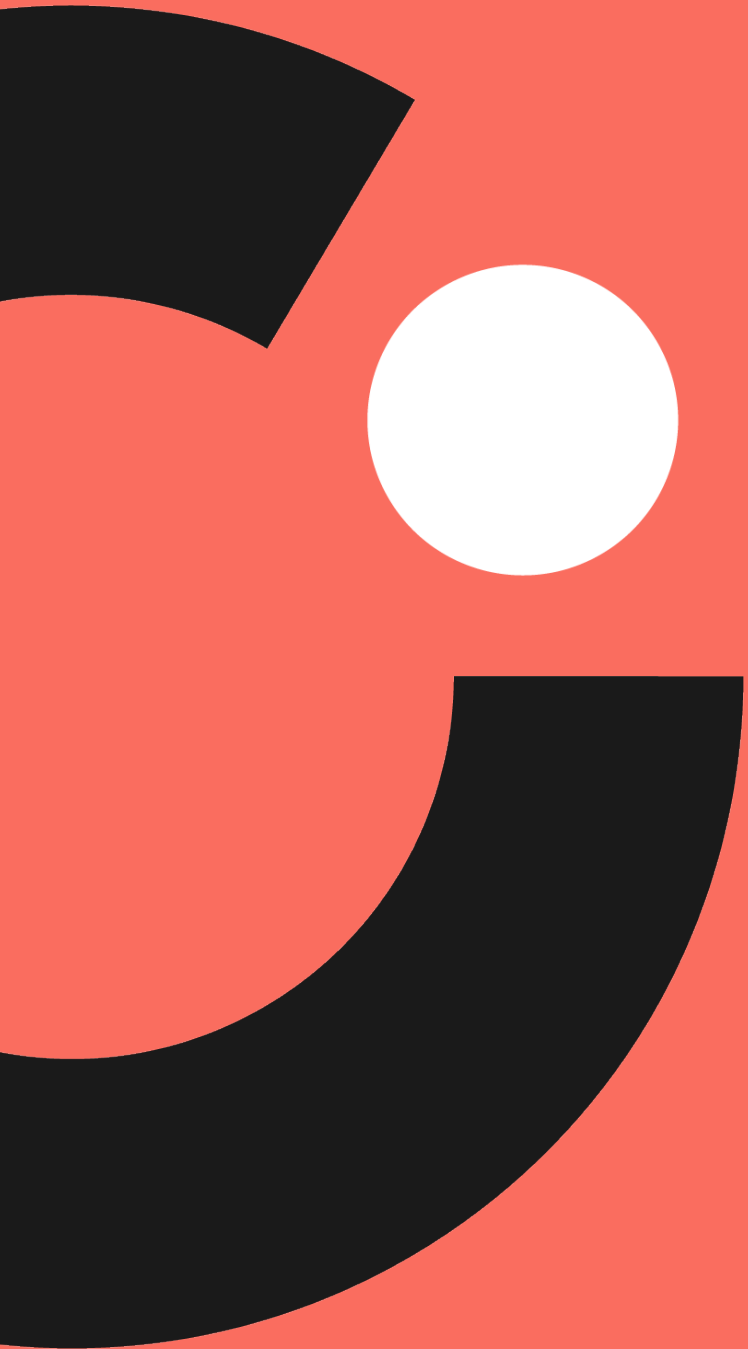
[Back to BIE Science Assessment Portal](#)

Student List: Benchmark Assessment, Yellowstone Middle School, 2022-2023, Science, Demo Test 2 MS (08/18/2022 - 05/31/2023)

Options Save Download Roster Student

Last Name	First Name	Total Score			Standards		
		Score	Max	%	SCI.K-2.STSE.1		
					Score	Max	%
FourSixtyfive	Student		5			1	
FourSixtyfour	Student	3	5	60	0	1	0.0
FourSixtyone	Student	5	5	100	1	1	100.0
FourSixtythree	Student	5	5	100	1	1	100.0
FourSixtytwo	Student	3	5	60	0	1	0.0





Using Benchmark Student Results

Using Benchmark Data

➤ Supporting Instruction

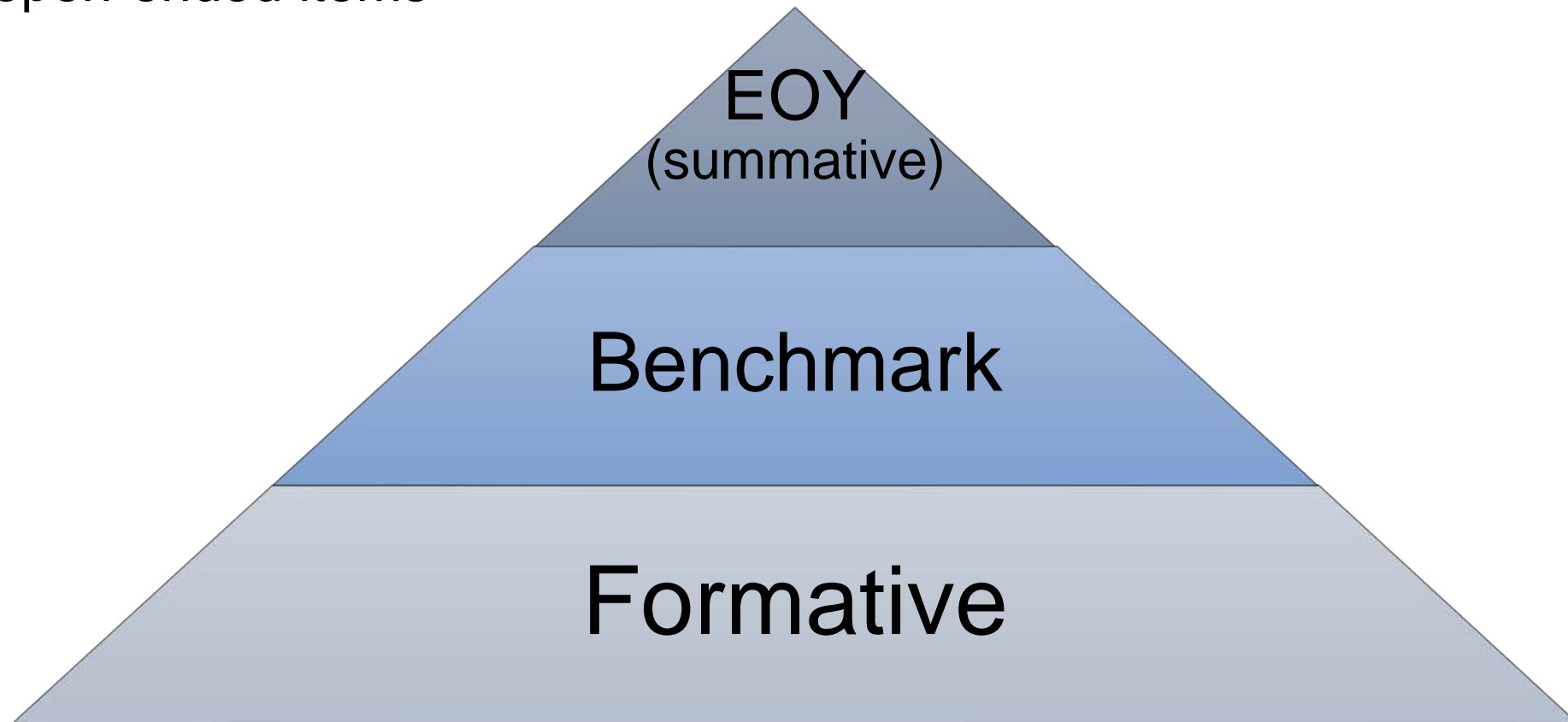
- How does performance on this assessment compare to performance on classroom assessments?
- Look at means, range of scores – overall level of understanding for the class? for specific students?
- Look at performance across the assessed standards – patterns in SEPs, DCIs, CCCs?
- Particular items that most students got right, most students got wrong – patterns in item type, complexity, standard?

➤ Are there core ideas and practices that I want to emphasize and/or incorporate in my next unit of instruction to support mastery?



Using Benchmark Data

- Coherence Value with Summative Assessment
 - Monitor performance on application of learned content
 - Familiarity with item types on the summative assessment – clusters, open-ended items





Rescoring

Rescoring

- You can score student(s) who did not finish after submitting a test for scoring
- You can change a student score
- You can retest a sub-set of a class's students



➤ **Retesting, rescoring ONLY applies to benchmark assessments**

Rescoring

Ready For Scoring | **Scored Responses** | Teacher II Demo II | Help & Support | Logout

Program: BIE Science Benchmark

Test Name: Demo Test 2 MS

Class: Demo II, Teacher II-Period 3 Science-(Grade -8)

Last Name	First Name	Test Status	Date/Time Completed	Form Name	Item
					30054127
FourSixtyfive					INV
FourSixtyfour					1
FourSixtyone					2
FourSixtythree					2
FourSixtytwo					1

1 - 5 of 5

*Note: The test

Update Score?

This student's score for this response has already been submitted for reporting. Are you sure you want to update this score?

Yes, I am sure | No

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Re-testing in Student Groups

The screenshot displays the 'Test Sessions' page in the eMetric system. The header includes navigation links for Home, Students, Classes, and Test Sessions, along with user information for 'Teacher II Demo II' and links for Help & Support and Logout. The main content area shows filters for School (YellowStone Middle School (YellowStone District)), Class (Science), Benchmark (BIE Science Benchmark), and Test (Demo Test 2 MS). A 'Filter by testing status' dropdown is set to 'All'. A green 'Schedule New Test Session' button is highlighted with a red border. Below the filters is a table with columns for School, Class, Testing Status, Created Date, and Created By. The table contains one entry for 'YellowStone Middle School' with a status of 'In Progress' and a creation date of '8/22/2022 12:26:43 PM'. A 'View Details/Student Logins' link is provided for this entry. The page also includes a pagination indicator 'Showing 1 - 1 of 1' and a note '*Created date is in Mountain Standard Time.' The footer contains version information 'v3.25.0' and copyright details for 2022 eMetric LLC, along with links for Contact Us, 800-887-7027, Terms of Use, and Privacy Policy.

Home Students Classes Test Sessions

Teacher II Demo II Help & Support Logout

Displaying test sessions for Demo Test 2 MS in Yellowstone Middle School

YellowStone Middle School (YellowStone District) Science

BIE Science Benchmark Demo Test 2 MS

Filter by testing status

All

Schedule New Test Session Exports


School	Class	Testing Status	Created Date	Created By	
YellowStone Middle School	Demo II, Teacher II-Period 3 Science-(Grade -8)	In Progress	8/22/2022 12:26:43 PM	Teacher II Demo II	View Details/Student Logins

Showing 1 - 1 of 1

*Created date is in Mountain Standard Time.

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Re-testing with Student Subgroups

 [Home](#) [Students](#) [Classes](#) [Test Sessions](#) Teacher II Demo II [Help & Support](#) [Logout](#)

Schedule Test Session

2 forms selected. Please select class(es) to proceed with scheduling.

Content Area: Program:

Test:

Schedule test session for:


- Classes
- Students

Classes:

Start Date: End Date: Time Zone:

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Re-testing with Student Subgroups

 [Home](#) [Students](#) [Classes](#) [Test Sessions](#) [Teacher II Demo II](#) [Help & Support](#) [Logout](#)

Schedule Test Session

Please select class(es)/student(s).

Content Area: Program:

Test:

Schedule test session for:

Search for Students

Class:

Showing students in Class: Demo II, Teacher II-Period 3 Science-(Grade -8)

Last Name, First Name (NASIS ID)

Sort By:

FourSixtyfive, Student (100000465)
FourSixtyfour, Student (100000464)
FourSixtyone, Student (100000461)
FourSixtythree, Student (100000463)
FourSixtytwo, Student (100000462)

Students in :

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Re-testing with Student Subgroups

Home Students Classes Test Sessions Teacher II Demo II Help & Support Logout

Displaying test sessions for Demo Test 2 MS in YellowStone Middle School (YellowStone District)

Successfully scheduled 2 Students to take Demo Test 2 MS test across forms

YellowStone Middle School (YellowStone District) Science
BIE Science Benchmark Demo Test 2 MS

Schedule New Test Session Exports

Filter by testing status: All

School	Class	Testing Status	Created Date	Created By	
YellowStone Middle School	Demo II, Teacher II-Period 3 Science-(Grade -8)	In Progress	8/22/2022 12:26:43 PM	Teacher II Demo II	View Details/Student Logins
YellowStone Middle School	Demo II, Teacher I-Subgroup-rh4hfy-(Grade -8)	In Progress	8/24/2022 7:57:35 AM	Teacher II Demo II	View Details/Student Logins Delete

Showing 1 - 2 of 2

*Created date is in Mountain Standard Time.

Re-testing with Student Subgroups

« Back

District: Yellowstone District **School :** Yellowstone Middle School
Administration: BIE Summative Science **Content Area:** Science
Teacher: Demo II, Teacher II
Class: Demo II, Teacher II-Subgroup-rh4hfy-(Grade -8)
Test Name: Demo Test 2 MS
Testing Window: 08/24/2022 to 05/31/2023

Test is in progress. It ends on **05/31/2023**. Students may log in and take the test using their username and password shown below.

Export Logins for Selected Students Invalidate

<input type="checkbox"/>	Last Name	First Name	Username	Password	Form Name	Date/Time Created	Test Report Code	Status	Date/Time Started	Date/Time Completed
<input type="checkbox"/>	FourSixtyfour	Student	100000464	3ABEFA65	Demo Form 1	08/24/2022 7:57:35 AM	+	Session 1:Not Started		Invalidate
<input type="checkbox"/>	FourSixtytwo	Student	100000462	43252622	Demo Form 1	08/24/2022 7:57:35 AM	+	Session 1:Not Started		Invalidate

Showing 1 - 2 of 2

Scoring Student Subgroups



Ready For Scoring

Scored Responses

Teacher II Demo II

Help & Support

Logout

Program: BIE Science Benchmark

Test Name: Demo Test 2 MS

Class: Demo II, Teacher II-Subgroup-rh4hfy-(Grade -8)

Last Name	First Name	Test Status	Date/Time Completed	Form Name	Item
FourSixtyfour	Student	Finished	8/24/2022 8:17:08 AM	Demo Form 1	30054127 Score
FourSixtytwo	Student	Finished	8/24/2022 8:16:30 AM	Demo Form 1	Score

1 of 1 10 1 - 2 of 2

*Note: The test times are reported in Mountain Standard Time.

Submit Scores for Reporting

Benchmark Reporting



Help Recent

New User

Back to BIE Science Assessment Portal

Student List: Benchmark Assessment, Yellowstone Middle School, 2022-2023, Science, Demo Test 2 MS (08/18/2022 - 05/31/2023)

Options Save Download Roster Student

Last Name	First Name	Class Name	Total Score		
			Score	Max	%
FourSixtyfive	Student	Demo II, Teacher II-Period 3 Science-(Grade -8)		5	
FourSixtyfour	Student	Demo II, Teacher II-Period 3 Science-(Grade -8)	3	5	60
FourSixtyone	Student	Demo II, Teacher II-Period 3 Science-(Grade -8)	5	5	100
FourSixtythree	Student	Demo II, Teacher II-Period 3 Science-(Grade -8)	5	5	100
FourSixtytwo	Student	Demo II, Teacher II-Period 3 Science-(Grade -8)	3	5	60
FourSixtyfour	Student	Demo II, Teacher II-Subgroup-rh4hfy-(Grade -8)	5	5	100
FourSixtytwo	Student	Demo II, Teacher II-Subgroup-rh4hfy-(Grade -8)	5	5	100
FourTwenty	Student	Demo, Teacher-Period 5 AP-(Grade -7)	2	5	40
FourFifty	Student	Kinnison, William-Benchmark Class-(Grade -8)	2	5	40
FourFiftyone	Student	Kinnison, William-Benchmark Class-(Grade -8)	2	5	40
FourFiftytwo	Student	Kinnison, William-Benchmark Class-(Grade -8)	3	5	60

- To view test group only:
1. Click on *Score*
 2. *Summarize by*
 3. *Class Name*
 4. Click on number in Population column
 5. Select *Drill to Roster, Student List*

Questions?



Student Test Interface

BIE Science Assessment





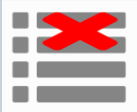
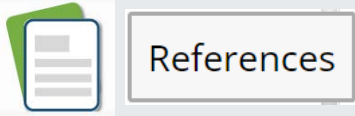
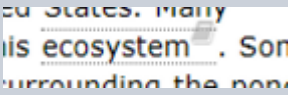


BIE Science Assessment Student Test Interface: Student Test Delivery System



Universal Tools



Name	Tool Icon
Sketch Tool (not available for constructed response items)	
Text Highlighter	
Note Pad	
Line Reader	
Answer Eliminator	
Reference Sheet	
Pop-up Glossary	



Universal Tools




Name	Tool Icon
Zoom View (magnifier)	
Bookmark	
Expand Passage	
Answer Masking	
Custom Masking	
Reverse Contrast	



Accessibility Features



- Must be pre-identified before testing, but student does not need a legal plan to have accessibility features assigned to them for testing



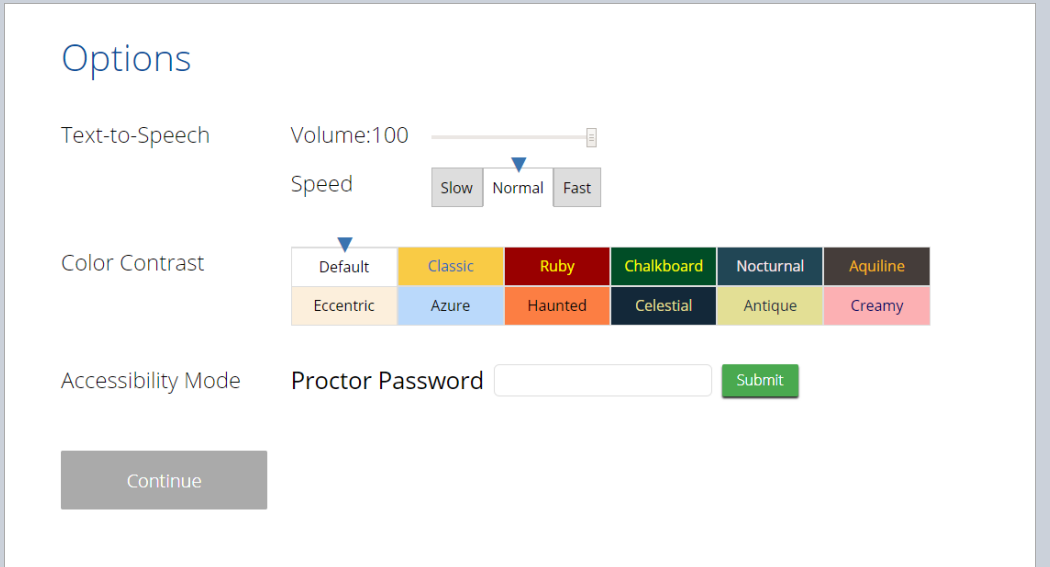
Name	Tool Icon
Color Contrast	



Accommodations



- Must be pre-identified before testing and be apart of the students 504/IEP plan

Name	Tool Icon
Science Text-to-Speech	
Word Prediction (embedded)	
Allow Accessibility Mode Testing	




Logging in to a Test



1. Launch web browser (or Kiosk)
2. Navigate to <https://bie.cognia.org/student>
3. Login using the username and password from the student test ticket


Tester 3
bie.cognia.org/student/login


BIE SCIENCE ASSESSMENT
STUDENT SIGN IN

Username

Password

Sign In

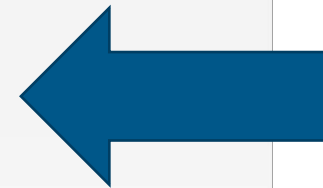
 Access the Practice Test

Copyright © 2022 eMetric LLC
Shell: v3.24.1.5 #8d65643c prd

Onesixty, Student
DOB:3/17/1999
Demo Test G8

Username: 100000160

Password: 6B57EECA



Logging in to a Test



Not Student OneSixty? [Exit](#)

Hello, Student OneSixty

100000160 State Student ID	3/17/1999 Date of Birth	Female Gender
Cyber Pass School 1- SCHCP1 School Name	DemoTest Admin Teacher	08 Grade

The following tests have been scheduled for you:

Demo Test G8

[Session 1](#)

[Session 2](#)



Logging in to a Test



Options

Text-to-Speech

Volume:100 

Speed

Slow Normal Fast

Color Contrast

Default Classic Ruby Chalkboard Nocturnal Aquiline

Eccentric Azure Haunted Celestial Antique Creamy





Word Prediction Emb Enabled

Continue



Logging in to a Test



Text-to-Speech:    

Preview Form Gr5 BIE Practice Session 1 Directions

Welcome to the Bureau of Indian Education (BIE) Science assessment practice test!

This is Session 1. You should complete all items in this session.


Use the navigation buttons to move to the next question or to go back to the previous question in each session.

Each question will have specific directions explaining how to answer. For some questions, you may need to choose more than one correct answer.

Some questions will require you to type a response and will be followed by a text box. Type your answer in the text box.

For some questions, important information will be shown on the left side of the screen. Be sure to read all the information before you answer the questions on the right side of the screen. You may need to use the scroll bar to see all the information.

Select Continue to begin.







Question **6** ★

Screen Zoom: 🔍

Text-to-Speech: 🔊

Read the information. Then answer the questions that follow. →

Investigating Gas Production

In class, a teacher demonstrates a chemical reaction by mixing vinegar and baking soda to produce bubbles of gas. **Eliana** wonders whether mixing other substances could also produce a gas. She decides to test different combinations of sugar, water, vinegar, and baking soda.

Some properties of these substances are shown in the table.

Properties of Substances

Substance	Color	Solid or Liquid	Attracted to a Magnet	Conducts Electricity
Sugar	White	Solid	No	No
Water	Clear	Liquid	No	Yes
Vinegar	Clear	Liquid	No	Yes
Baking soda	White	Solid	No	No

Investigation 1

Eliana mixes a small amount of each liquid and solid in a bowl and observes whether bubbles of gas are produced. Her observations are shown in the table.

Investigation 1 Observations

Liquid Used	Solid Used	
Water	Sugar	
Water	Baking soda	No

This question has two parts. Be sure to answer both parts of the question.

Part a

Based on the properties in the table, how can Eliana tell whether a substance is water or sugar?

Hide All

- A The substance is sugar if the substance is a solid and conducts electricity.
- B ~~The substance is sugar if the substance is clear and is not attracted to a magnet.~~
- C The substance is water if the substance is white and does not conduct electricity.
- D ~~The substance is water if the substance is liquid and is not attracted to a magnet.~~

Part b

Based on the observations from investigation 1, how can Eliana tell whether a substance is water or vinegar?

Show All

- A
- B The substance is vinegar if gas is produced after sugar is added.
- C The substance is water if gas is produced after baking soda is added.

You can type notes here.....

Last Saved: 2-7-2022 9:7:36 AM

Clear Pause/Exit Back Next Finish

Test Navigation



Question **1** ▼ ☆

Screen Zoom: 🔍

Text-to-Speech: 🔊

⚙️

Do you want to pause your test or exit your test?

Pause the test to temporarily log out. Exit the test to log out and close the testing application.

Pause Test Exit Test Cancel

Clear **Pause/Exit** Back Next Finish

A large, thick red arrow originates from the right side of the screen and points towards the 'Pause/Exit' button in the bottom navigation bar.



Your test is **paused**.

To resume testing, enter your password and click the Resume button.
To exit the test and close the testing application, click the Exit button.
When the timer reaches 00:00, your test will exit on its own.

44:48

Password:

Resume


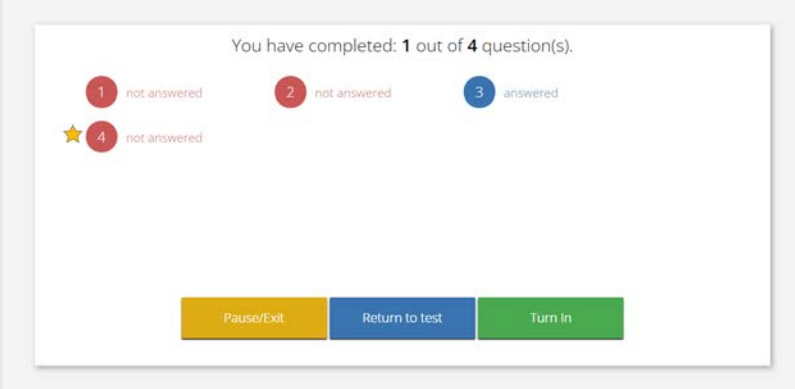

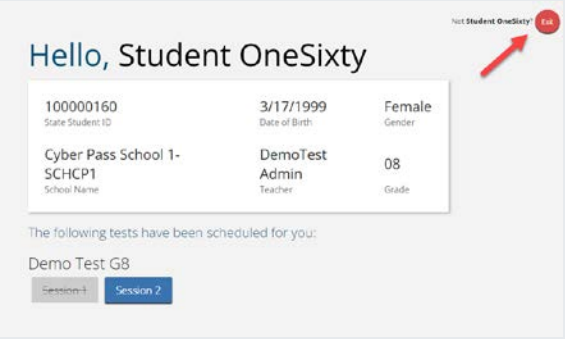
Exit Test



Pause and
inactivity timeout is
45 min

Test Turn In



Steps	Button to Click
On the last item, students click Finish.	 A horizontal row of five rounded rectangular buttons. From left to right: 'Clear' (blue), 'Pause/Exit' (yellow), 'Back' (blue), 'Next' (grey), and 'Finish' (green).
On the test review screen, students click Turn In.	 A screenshot of a test review screen. At the top, it says 'You have completed: 1 out of 4 question(s)'. Below this are four items: '1 not answered', '2 not answered', '3 answered', and '4 not answered' (with a star icon). At the bottom, there are three buttons: 'Pause/Exit' (yellow), 'Return to test' (blue), and 'Turn In' (green).
Below the confirmation question, students click Turn In.	<p data-bbox="1378 815 2219 858">There are unanswered questions. Are you sure you want to turn in your test?</p>  A white dialog box with a thin border. It contains the text 'There are unanswered questions. Are you sure you want to turn in your test?' and two buttons at the bottom: 'Turn In' (green) and 'Cancel' (blue).
Student returns to profile page and may select the next section or click Exit to exit the kiosk.	 A screenshot of a student profile page. It says 'Hello, Student OneSixty' at the top. Below is a table with student information: State Student ID (100000160), Date of Birth (3/17/1999), Gender (Female), School Name (Cyber Pass School 1-SCHCP1), Teacher (DemoTest Admin), and Grade (08). Below the table, it says 'The following tests have been scheduled for you:' followed by 'Demo Test G8' and two buttons: 'Session 1' and 'Session 2'. In the top right corner, there is a red 'Exit' button with a red arrow pointing to it.





Important Reminders

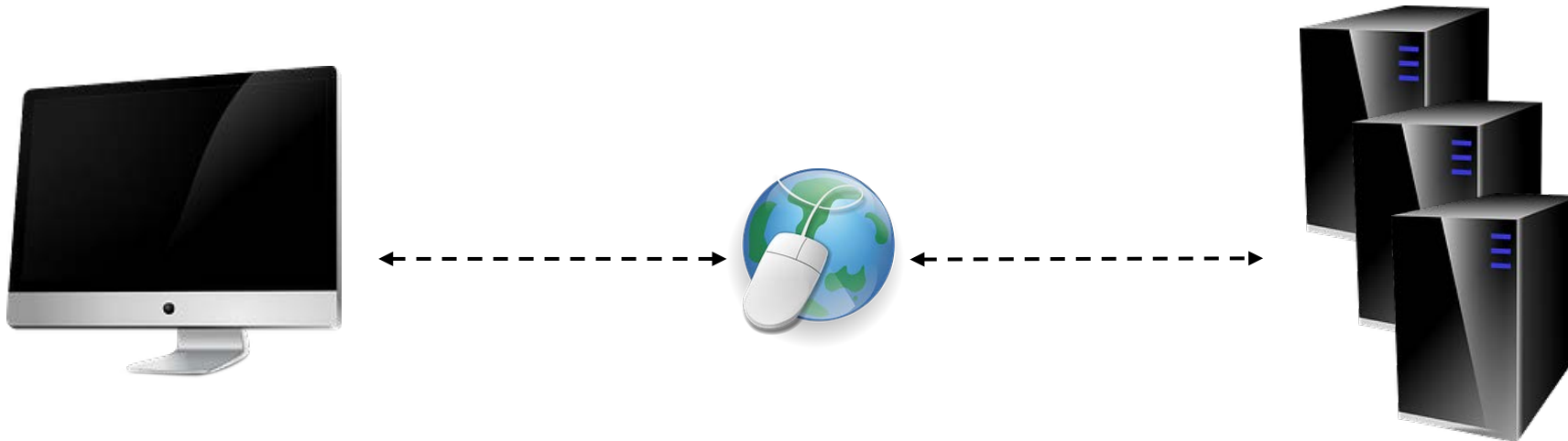
- The BIE Science Benchmark Assessment can be taken with a browser or by using the kiosk
- Students testing on devices that do not meet the Student Workstation Specifications are likely to encounter performance-related issues during testing.
- Technology Guidelines may be updated throughout the test administration window as new operating systems are released and tested.
- Do not update your test device OS until the Technology Guidelines have been updated.



Browser Requirements



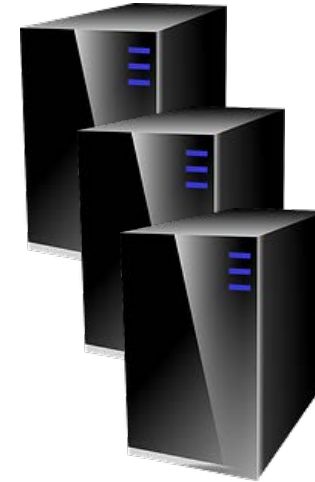
- Do not use browser in private or incognito mode
- Do not delete browsing history or browser cache



Browser & Kiosk Requirements (network)



Beginning of Test:
1. Authenticate login
2. Download test content



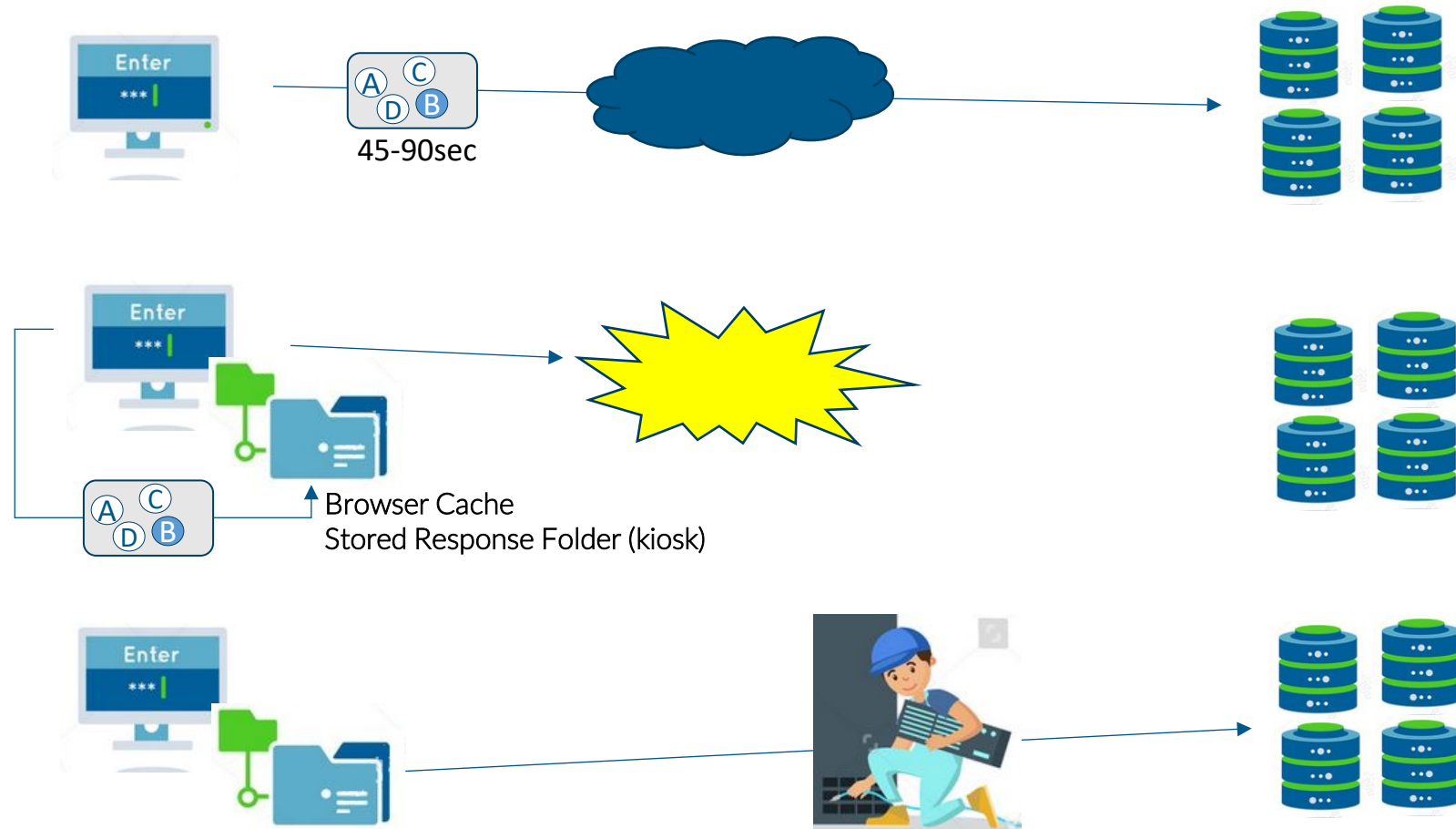
End of Test:
1. Submit responses for scoring



Browser & Kiosk Test Integrity



What happens if a student loses network connection in the middle of a test?



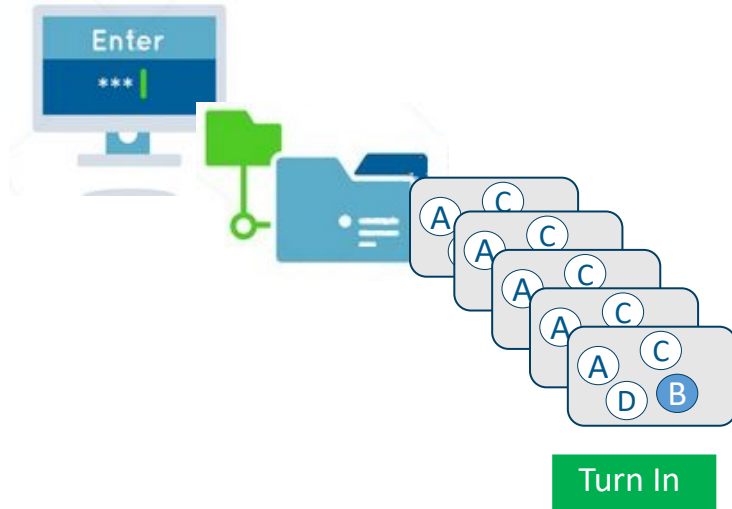
Browser & Kiosk Test Integrity



What if a student finishes a test but has no network connection?

Please raise your hand and notify your proctor.

A connection to the network could not be established. Your test has been saved offline.



Proctor, this student's test responses have been stored locally on this device. When network connection is restored, you must re-launch the kiosk or mobile app from this device in order to send the stored responses to the servers, or you can also try to send responses by clicking "Send Responses" button.

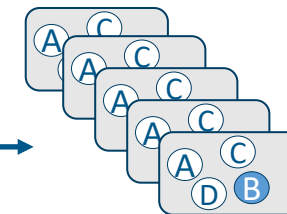
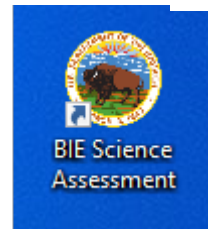
Send Responses

Do not move the student to a different device.

If you have any questions, please contact technical support immediately.

I have read this statement and understand that I must follow these directions or the student's responses may not be sent to the server and scored.

Accept and Exit Test





Loss of Network Connectivity Procedure Summary

- If a student loses network connectivity in the middle of a test:
 - Keep testing on that device
 - Test content and responses are stored securely on the test device, either in the browser cache or the stored response folder
 - Responses will be sent when network is restored
- If student finishes and is ready to turn in test prior to network being restored:
 - Allow student to turn in test
 - Student will see offline message, acknowledge offline message and exit
 - Student will be taken back to login page or receive no internet connection message
 - Restore network
 - Return to that exact device and relaunch the browser or relaunch the kiosk
 - (student can log-in to confirm session is done (session button will be greyed out))
- If you are unsure of the status of the student responses, call the help desk





1. Use a web browser

Best option for:

Practice testing with browser or on devices that do not have a testing kiosk installed

Note: all accommodations except allow accessibility mode and screen zoom are available

- To access the practice test in web browser:
 1. Launch Browser
 2. Go to <https://biepracticetest.cognia.org>
 3. Use the drop-down menu to select the practice test and click the “Go” button

2. Use a student kiosk

Best option for:

Realistic practice testing in secure kiosk

Note: all accommodations except allow accessibility mode are available

- To access the practice test in kiosk:
 1. Launch BIE Science Kiosk
 2. Click on the “Access Practice Test” link
 3. Use the drop-down menu to select the practice test and click the “Go” button



iTester 3 x +

← → ↻ bie.cognia.org/student/login Guest


BIE SCIENCE ASSESSMENT

STUDENT SIGN IN

Username

Password

Sign In

 [Access the Practice Test](#)

Copyright © 2022 eMetric LLC
Shell: v3.24.1.5 #8d65643c prd





Help Guides

- Quick Starts: Creating Classes, Scheduling Tests, Printing Logins, Student Interface
- Browser Testing User Guide
- Kiosk Installation Guide
- Portal User Guide
- Kiosk User Guide
- Testing with Third Party Accessibility Software
- Tutorial Videos
 - <https://bie.onlinehelp.cognia.org/>
 - *Example: BIE Data Interaction Reporting Basics*

Support Desk

- Call-in Information Sheet



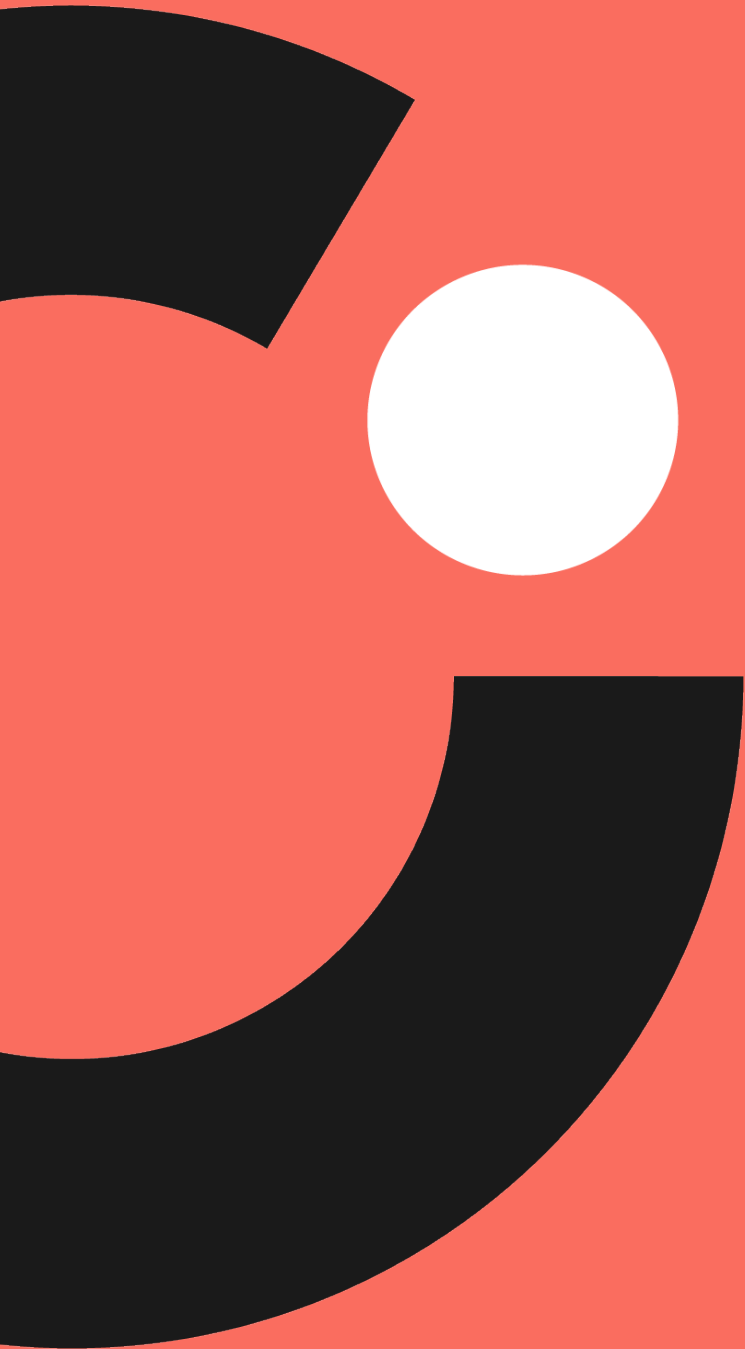
Remember



- Deactivate unused accounts
- Students can take the BIE Science Benchmark using a Browser
- Kiosks do need to be downloaded and apps installed
- Check student demographics and add accommodations
- Make sure network management tools don't delete stored response folder
- Communicate with Proctors/Test Administrators
 - Are there limits to number of students who should log in simultaneously?
 - Do they know the procedure for recovering stored responses?
 - Do they have basic information required by the support center if they call in?
- Ensure students have TTS accommodation/form BEFORE they log in to the test

Questions?





Cognia Help & Support Page

Help & Support Site General Education Science Page



A page specifically dedicated to BIE Science Summative Assessment

<https://bie.onlinehelp.cognia.org/science/>



Key Dates

High level important dates for 2024-25SY



Testing Accommodations

Paper based testing braille, large print, & human reader kits special instructions sheets

Online based testing universal tools, accessibility features & accommodations chart



Practice Tests

Paper (PBT)

Online (CBT)



Online System Tutorials

Quick video tutorials explaining specific tasks



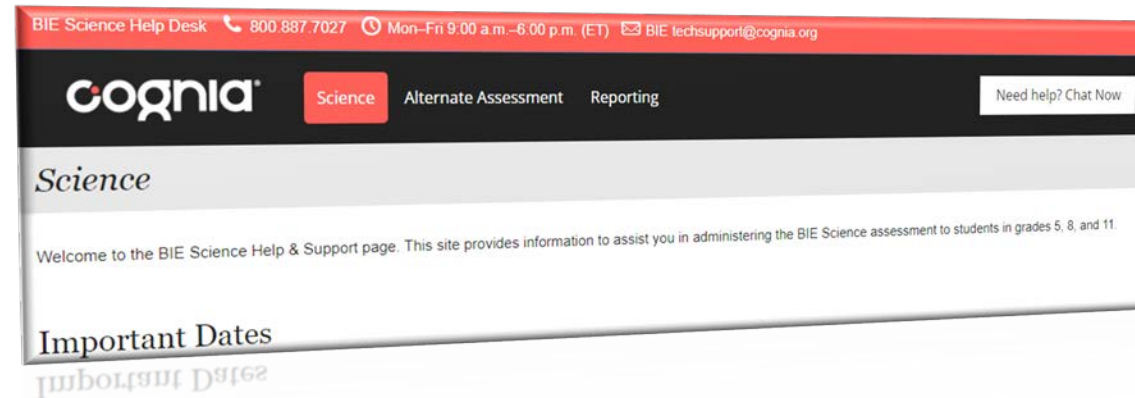
Resources

Manuals, Online User Guides, Quickstart Guides, Technical Report, Reporting Resources, Forms, Score Interpretation Guides, etc.



Training

Webinars Recordings and Slides



Help & Support Site Science Benchmark Page



A page specifically dedicated to Science Benchmark Administration
<https://bie.onlinehelp.cognia.org/benchmark-administration/>



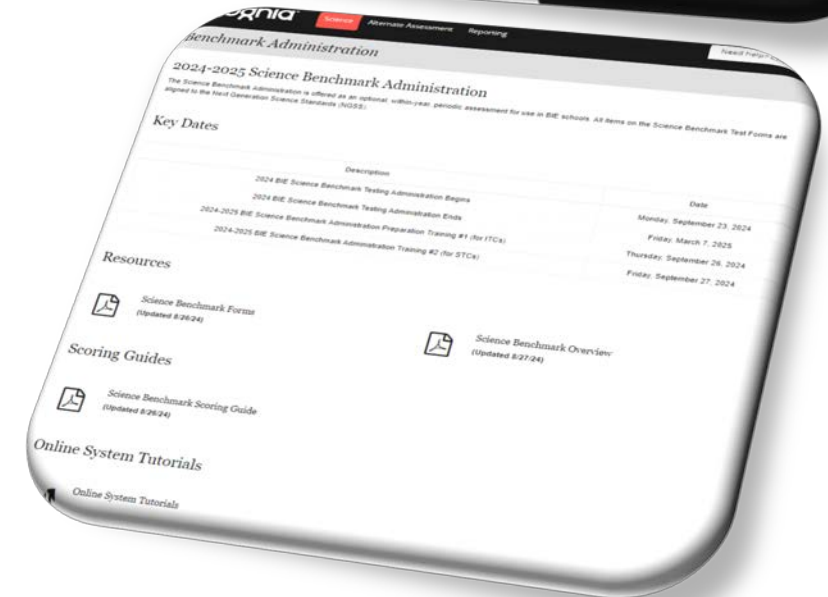
Key Dates



Scoring Guides



Online System Tutorials



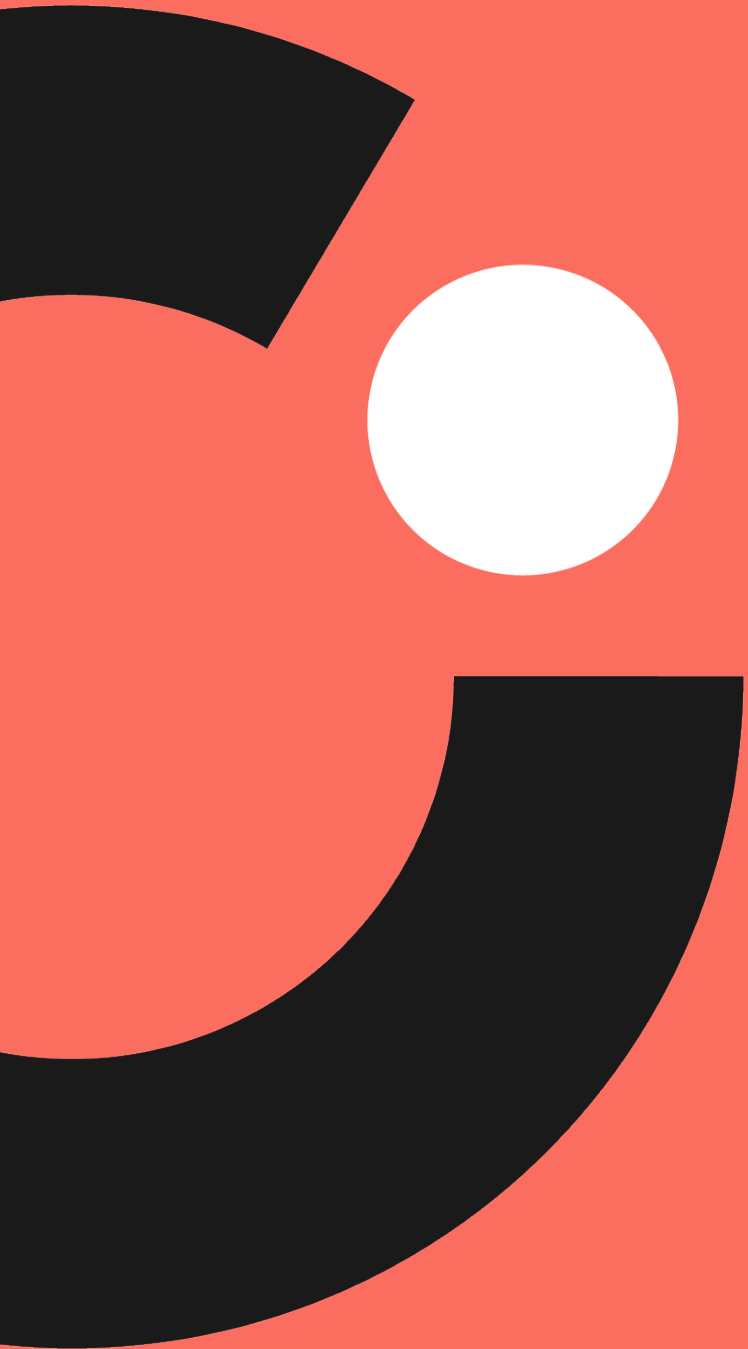
BIE Science Help Desk

Hours

- Monday–Friday from 9:00 a.m.–6:00 p.m. (ET)

Contact information

- Phone: 800-887-7027
- Email: BIETechSupport@cognia.org
- [Live Chat Link](#) (available from the Help & Support site)



Thank you!

Knowledge is Opportunity



Cognia is a global nonprofit that has the knowledge to help schools improve outcomes for all learners.

