



# Bureau of Indian Education Science Assessment

Spring 2026 Portal and Kiosk Training

# Agenda

- Key Dates
- Overview of system and testing process
- Portal Access
- Administration Workflow
  - IT Coordinator User Activities
    - Download and install kiosks/apps
    - Conduct site readiness
  - STC and TA User Activities
    - Managing students and accommodations
    - Creating classes
    - Creating test sessions
    - Monitoring and completing testing
  - Student Testing Platform
    - 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



# Key Dates

## Test Preparation Key Dates

Practice tests live	All year
Portal opens & kiosks available for download	September 8, 2025
Science Benchmark administration window	September 22, 2025 – March 6, 2026
Student Registration Window (online & paper)	December 8, 2025 – January 16, 2026
Tests available for scheduling in Portal	March 2, 2026
Science Summative test administration window	March 9 – April 17, 2026
STC Post-test data clean up window in portal	April 20 – 22, 2026



# The BIE Science Assessment Portal

- Single portal (<https://bie.cognia.org>) used for
  - *Science Summative assessment*
  - *Science Benchmark assessments (optional)*
  - *Access to Science Summative and Benchmark reports*
- Two student uploads: one at Benchmark start, another in December 2025 before Summative online registration

Summative	Benchmark (Formative)
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 are used	Session access codes are NOT used
Machine or professionally scored tests with later reporting	Teachers score human scored items and receive near-real-time results

# BIE Science Assessment Online System

## Online System

Administration and Reporting Portal

<https://bie.cognia.org>

Student Testing Platform

Users

Reporting

Administration

Kiosks/Apps

Browser

Site  
Setup

Students

Enrollment  
Transfer

Classes

Test  
Sessions

Scoring



# Test Preparation Process

## ITC

1. Download and install kiosks/apps
2. Complete Site Readiness Test

## STC

1. Create user accounts
2. Add/edit/transfer students
3. Assign accessibility features & accommodations

## STC/TA

1. Create classes
2. Schedule classes for test
3. Print/distribute log-in tickets

## Students

1. Launch kiosk or browser
2. Log-in and test

*After testing...*

## STC

1. Update test report codes and student records as needed
2. View results in Data Interaction (later this year)





- <http://bie.cognia.org>
- Open all year, previous accounts can be used this year
- For new School Test Coordinators (STCs), accounts will be created by BIE (Aurelia Shorty will create accounts for STCs).
  - STCs will create all new portal user accounts
  - Usernames must be unique
  - Your email address controls your account
  - New users will receive one automated email containing your username and a link to access the portal site and set your password from [support@emetric.net](mailto:support@emetric.net)
- When an account is deactivated or reactivated, the user will receive an email
- STCs should periodically audit and deactivate user accounts that are no longer applicable



User Role	Responsibilities
<b>School Test Coordinator (STC)</b>	<ul style="list-style-type: none"><li>• Manage Users (add, edit, or deactivate)</li><li>• Access proctor password</li><li>• Edit student information &amp; assign student accommodations</li><li>• Create, edit, and delete classes</li><li>• Schedule test sessions &amp; print logins</li><li>• Manage &amp; monitor test sessions</li><li>• Assign test report code</li><li>• Prepare IT network for student testing if there is no IT Coordinator</li></ul>
<b>IT Coordinator (ITC)</b>	<ul style="list-style-type: none"><li>• Prepare IT network for student testing</li><li>• Conduct Site Readiness testing</li></ul>
<b>Test Administrator (TA)</b> Note: TA must have access to the BIE Science program to work on Summative assessments	<ul style="list-style-type: none"><li>• Create classes</li><li>• Create test sessions</li><li>• View their students and test sessions</li><li>• Print student login tickets for their test sessions</li><li>• Manage &amp; monitor test sessions</li><li>• Assign test report codes</li></ul>
<b>Report Access Only (RAO)</b>	<ul style="list-style-type: none"><li>• View Reports</li></ul>




# Test Administrator (TA) 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 they 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 in Benchmark assessments
- 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\*

New

Last Name\*

User

Email\*

Phone Number

Fax Number

Address

Roles & Organizations

New User has the following role:

No roles selected. Click here to choose role(s).

New User belongs to the following organizations:

No organizations selected. Click here to choose organization(s).

Click here to select organization(s).

New User has access to the following programs:

BIE Science Benchmark

BIE Science Assessment

Click here to select program(s).

<https://bie-rel.emetric.net/Home/Dashboard#> v3.25.0 Copyright © 2022 eMetric LLC [Contact Us](#) 800-887-7027 [Terms of Use](#) [Privacy Policy](#)

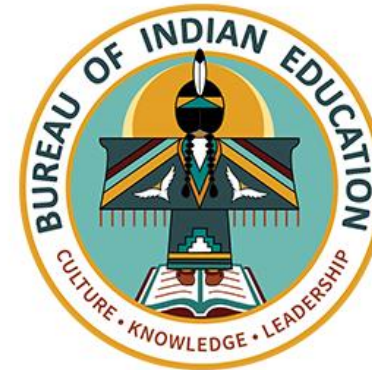
# Portal Log-in



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

New User

4

Help & Support


5

Logout

Bureau of Indian Education Science Assessment Portal

BIE


6



Administration

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

7



Reporting

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!*

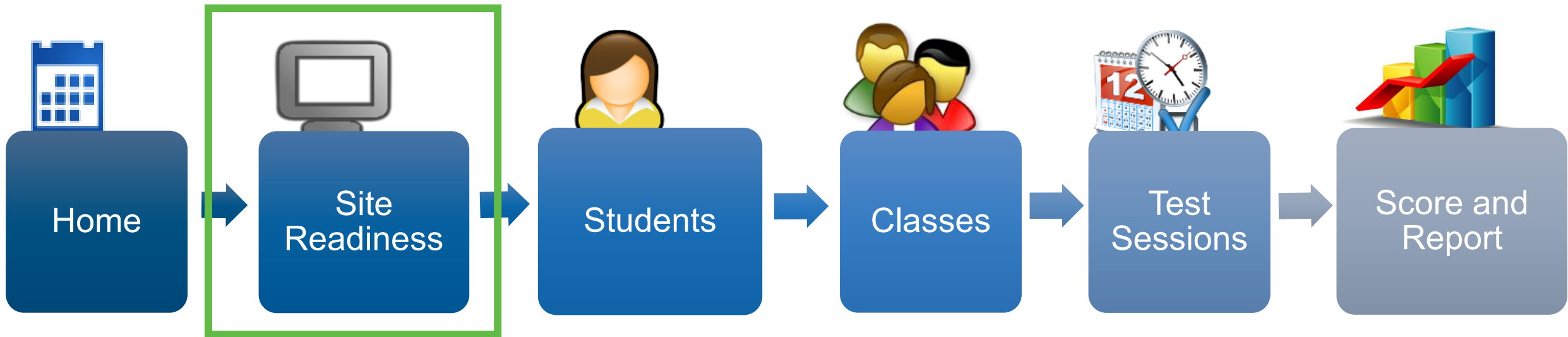
Icon	Description
1	BIE logo returns to portal home page
2	View & Edit user profile
3	Access the BIE Help & Support Site
4	Logout of the portal
5	Access Administration Component
6	Access Reporting
7	Access Scoring – <i>TA user role for Benchmark program ONLY!</i>

# Administration Workflow

IT Coordinator User Activities



# Administration Workflow



**ITC:** install kiosk,  
perform site  
readiness, and certify  
site as ready for  
testing



# Site Technology Preparation



- Windows Kiosk
  - Available to download in the Portal on August 18, 2025
- Mac Kiosk
  - Available to download in the Portal on August 18, 2025
- Chromebook App
  - Available in the Chrome Webstore
  - BIE Science Assessment
  - Add to Google Admin through App Store
  - Chrome App will update upon launch of the kiosk





# Site Technology Preparation



## System Requirements – All hardware

<b>Connectivity</b>	Student devices must be able to connect to the internet via wired or wireless networks.
<b>Screen Size</b>	9.7” screen size or larger/ “10-inch class” tablets or larger
<b>Screen Resolution</b>	1024 x 768 or larger
<b>Headphones/Earphones/Ear Buds</b>	Headphones/earphones/ear buds are required for students who have a text-to-speech accessibility feature

## Browser Requirements (Portal & Practice Tests)

Chrome™ 138 or newer  
Firefox® 140 or newer  
Microsoft Edge™ 138 or newer  
Safari® 18.5 or newer





## Student Device Requirements Desktop & Laptop

<b>CPU</b>	1.3 GHz
<b>Memory</b>	2 GB (4 GB is strongly recommended for best performance)
<b>Input Device</b>	Keyboard (wired or wireless)/Bluetooth mouse or touchpad
<b>Windows®</b>	11 (23H2; 24H2)
<b>macOS®</b>	14.7, 15.5, 26 <sup>a</sup> (64-bit only)

## Chromebook Specific Requirements

<b>Chromebook™ notebook computer*</b>	<p>Chrome OS™ LTS 132+</p> <p>Chrome OS™ Stable Channel 138+</p> <p><small>*Google releases new versions to the stable channel every four weeks and new versions to the Long-term Support (LTS) channel every six months. eMetric strongly recommends the use of the LTS channel. Devices on the LTS channel continue to receive frequent security fixes. See <a href="https://support.google.com/chrome/a/answer/11333726">https://support.google.com/chrome/a/answer/11333726</a> for additional information..</small></p>
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Updated August 14<sup>th</sup>, 2025. Check the Cognia help and support site for the recent updates.





## Important Reminders

- The BIE Science Assessment must be taken using the BIE Science Assessment Kiosk
- Students testing on devices that do not meet the Student Workstation Specifications are likely to encounter performance-related issues during testing.
- Do not update your test device OS until the Technology Guidelines have been updated.





## 1. Review the Kiosk Installation Guide

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

## 2. Download & Install Kiosks

- Download Windows or Mac kiosks from BIE Science Assessment Portal
- Download Chrome app from appropriate app store

## 3. Conduct Site Readiness Testing

- Run both tests on each device configuration

## 4. Certify Site

- Certify your site as “Ready for Testing” in the Portal



# Site Readiness



The screenshot shows the 'Site Readiness' page of the BIE Science Assessment portal. The page has a header with a logo, navigation links (Home, Site Readiness), and user options (Technology Coordinator 1, Help & Support, Logout). The main content area includes a welcome message, instructions for downloading student kiosks, a table of links for Windows and Mac, contact information for Cognia support, and a login section with a dropdown menu for school selection and fields for username and password. The footer contains version information, copyright, and links for contact, terms of use, and privacy policy.

Home Site Readiness

Technology Coordinator 1 Help & Support Logout

## Home

Welcome to the BIE Science Assessment portal. This site provides access to student information and test session details.

Based on device configurations at your facility, 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	<a href="#">Student Kiosk for Windows</a>
Mac	<a href="#">Student Kiosk for Mac</a>

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

**Site Readiness login for** Cyber Pass School 1-SCHCP1 (Cyber Pass District-CP...)

Username: WSR-CPD-SCHCP1  
Password: CPD-SCHCP1

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Icon	Description
1	Site Readiness tab allows users to view devices that have been tested for site readiness and Site Certification information.
2	Kiosk installers for Mac and Windows devices are available here.
3	Site Readiness login credentials are available for each school.

# Site Readiness



## BIE SCIENCE ASSESSMENT

### STUDENT SIGN IN

Username

Password

Sign In



[Access the Practice Test](#)

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Carrier: v3.51.1 #4cfc7dc #180

Shell: v3.54.2 #4069159df prd

[Clear Cache](#)

Exit



Not SiteReadiness User? [Exit](#)

## Hello, SiteReadiness User

43-558

State Student ID

3/2/1998

Date of Birth

Gender

Cyber Pass School 1-SCHCP1

School Name

Teacher

1

Grade

The following tests have been scheduled for you:

1

System Set-Up Test

[Check System Set-Up](#)

2

Student Interface Test

[Check Student Interface](#)



## System Set-Up Test

Screen Resolution: 1920x1080

Host:bie.cognia.org

Operating System:window 19.0.0

### ① Connection Capacity Test Results: 2171 Simultaneous Test Downloads

Your download speed is **144.78 Mbps**. [?](#)

Based upon the current calculated download speed between your testing device and the data center, a maximum of **2171** students may simultaneously log-in and download the test. If you plan to test more than **2171** students during the same period of time, divide them into groups of no more than **2171** students and stagger the groups' test log-in by 1-2 minutes.

### ② Connectivity Check passed.

All connectivity checks passed.

### ③ Screen resolution passed.

Current screen resolution is at least 1024x768.

### ④ Text-to-Speech check passed.

**Test Finished.**

Return

You've completed the System Set-Up Test. Please click the Return button to go back to the main selection page. Take the Student Interface Test in order to complete site readiness testing on this device.





Not SiteReadiness User? [Exit](#)

## Hello, SiteReadiness User

43-558

State Student ID

3/2/1998

Date of Birth

Gender

Cyber Pass School 1-SCHCP1

School Name

Teacher

1

Grade

The following tests have been scheduled for you:

### System Set-Up Test

[Check System Set-Up](#)

### Student Interface Test


[Check Student Interface](#)



**Student Interface Test must be completed to log complete site readiness results in the portal.**

# Site Readiness





Home

Site Readiness

Technology Coordinator 1

Help & Support

Logout

## Home

Welcome to the BIE Science Assessment portal. This site provides access to student information and test session details.

Based on device configurations at your facility, 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	<a href="#">Student Kiosk for Windows</a>
Mac	<a href="#">Student Kiosk for Mac</a>

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

**Site Readiness login for** Cyber Pass School 1-SCHCP1 (Cyber Pass District-CP...

Username: WSR-CPD-SCHCP1


Password: CPD-SCHCP1

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# Site Readiness



Home   Site ReadinessTechnology Coordinator   Help & Support   Logout

Site Readiness in Cyber Pass School 1-SCHCP1

Cyber Pass School 1-SCHCP1 (Cyber Pass District-CPD) 1

School 	Number of Devices Tested 	Date and Time 	Certified By 
Cyber Pass School 1-SCHCP1	2		<span>2</span> View Details

Showing 1 - 1 of 1

\*Date and time is in Mountain Standard Time.

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Step	Description
1	Select the organization.
2	Click View Details to view the devices at the school.

# Site Readiness

[Home](#)[Site Readiness](#)

Technology Coordinator

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

## Site Readiness Details

Cyber Pass School 1-SCHCP1 (Cyber Pass District-CPD)

Device Name 🔍	OS 🔍	Screen Size 🔍	Date and Time 🔍
DESKTOP-7EB3FNI	window 19.0.0	1119x879	12/4/2025 3:54:15 PM
Mozilla/5.0 (X11; CrOS x86_64 14150.87.0) AppleWebKit/537.36 (KHTML, like Gecko) Chrome/94.0.4606.124 Safari/537.36 iTester_ChromeKioskWebView chromestorageenabled	Chrome OS:94.0.4606.124 14150.87.0	1366x768	1/18/2022 1:31:10 PM

Showing 1 - 2 of 2

## Site Certification

I certify that Site Readiness tests have been performed on the above machines and any noted issues have been resolved.


[Certify Site Readiness](#)

\*Date and time is in Mountain Standard Time

[« Back](#)

# Site Readiness





[Home](#) [Site Readiness](#)

[Technology Coordinator](#) [Help & Support](#) [Logout](#)

Site Readiness in Cyber Pass School 1-SCHCP1

Cyber Pass School 1-SCHCP1 (Cyber Pass District-CPD) ▼

<a href="#">School</a> 🔍	<a href="#">Number of Devices Tested</a> 🔍	<a href="#">Date and Time</a> 🔍	<a href="#">Certified By</a> 🔍	
Cyber Pass School 1-SCHCP1	2	12/4/2025 3:54:15 PM	CyberPass1_ITC	<a href="#">View Details</a>

Showing 1 - 1 of 1

\*Date and time is in Mountain Standard Time.

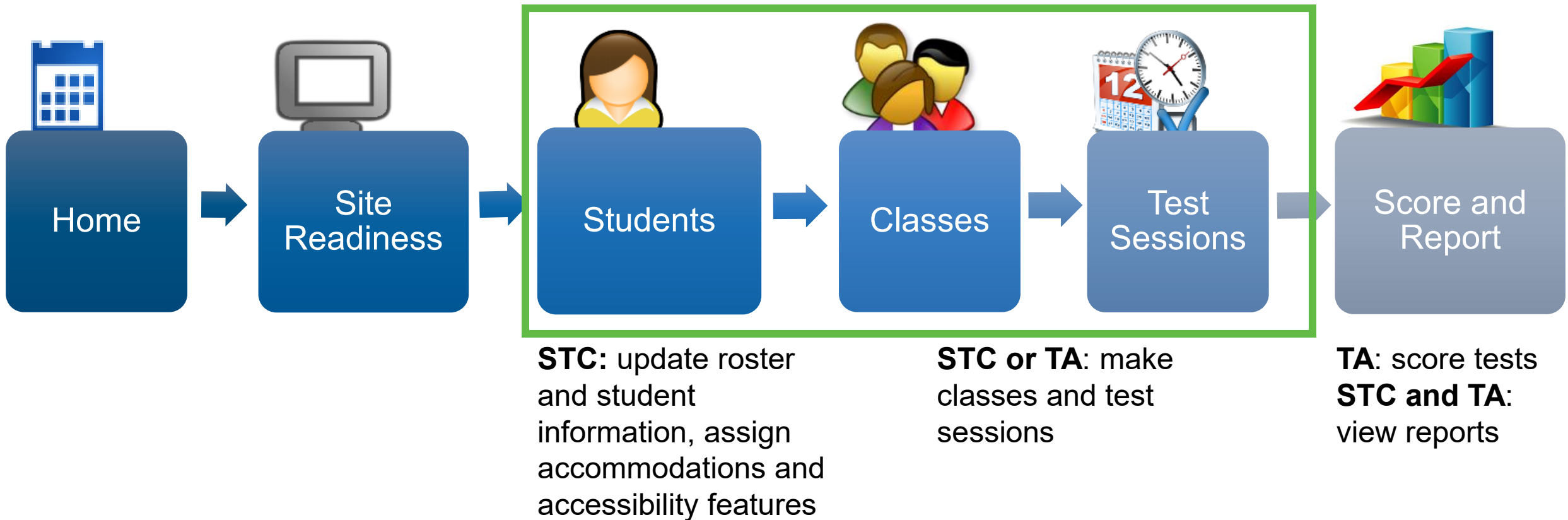
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# Administration Workflow

STC and TA User Activities

# Administration Workflow



# Managing Students



- BIE first student import: September 18, 2025.
  - Grades 5, 8 and 11 only
- View your current student roster in the Student 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
- Tips:
  - State Student ID = NASIS ID
  - On Students 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





# Managing Students



- BIE performed a second supplemental student import in early December 2025 to add any missing students in Grades 5, 8, & 11.
- Following this second student upload to the Portal, **schools will have a window (12/8/25-1/16/26) to review student rosters and identify their paper testers.**
- Update the “Test Mode” field on the *Students Information* tab in the BIE Portal.

Test Mode: \*

Full Academic Year:

Save Cancel

Online Only

Paper Only

Online Only

Both

Braille

Large Print

Material:	Portal Update:
Paper Based Test (Standard Paper Test Form)	Edit <u>Student Information</u> tab by choosing <u>Paper Only</u> for Test Mode value and click <u>Save</u> . Test Mode: * Paper Only
Large Print (Accommodated Paper Test Form)	Edit <u>Student Information</u> tab by choosing <u>Large Print</u> for Test Mode value and click <u>Save</u> . Test Mode: * Large Print
Braille (Accommodated Paper Test Form)	Edit <u>Student Information</u> tab by choosing <u>Braille</u> for Test Mode value and click <u>Save</u> . Test Mode: * Braille
Human Reader (Accommodated Paper Test Form)	Edit <u>Student Information</u> tab by choosing <u>Paper Only</u> for Test Mode value and click <u>Save</u> . Additionally, you will need to identify (by selecting) <u>Human Reader</u> option under the student's <u>Accommodations</u> tab (requires IEP/504) and click <u>Save</u> . Test Mode: * Paper Only

AND

Student Information Accommodations

Accommodation (IEP/504)

- Assistive Technology Device Presentation
- Assistive Technology Device Responses
- Braille Braille
- Braille Writer
- Customized Word-to-Word Dictionary
- Customized Dual Language Glossary
- Directions in Native Language
- Human Reader
- Human Scribe

# 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 transfer request
- Test sessions do not transfer with the student!





- Check/edit accommodations
  - Accommodations are **not** included in BIE roster upload
  - Edit student accommodations individually or...
  - Use *Upload Accommodations* to edit accommodations on multiple student records at one time
  - 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
  - View the training video, available in the Help & Support site, <https://bie.onlinehelp.cognia.org/resources/>, for step-by-step instructions





## **Universal Tools**

**(Available to all students)**

Platforms tools that are built in and automatically delivered during testing

## **Accessibility Features**

**(Available to some without IEP/ 504)**

Must be pre-identified by DTC/STC prior to testing

## **Accommodations**

**(IEP, 504)**






- Add, edit, enroll, and unenroll students
- Student transfer requests
- Student accommodations



# 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: 90
  - 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:
  - Create a new class and put the student(s) in that class and schedule that class for a test in a new test session



# 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.





- Create, edit, delete classes
- Bulk upload classes





# Scheduling Test Sessions



- Schedule a test session (assign class to test)
  - Select test
    - Spring 2026 tests will be available for scheduling in the portal from **March 2, 2026**
    - Ensure you select BIE Science Assessment program
  - Select class to schedule for that test
    - Class must be same grade level as test and must not be previously scheduled for the test
  - Save the test session
  - Go to the Test Session Details page to:
    - Review students in the test session
    - Get session access codes (must be provided to the student to log into specific test session)
    - Check student forms (*students with TTS accommodation should have TTS form*)
    - Print test tickets with students' usernames and passwords
    - Monitor test status
  - Student test tickets:
    - Can be downloaded as pdf or csv file
    - pdf can be printed with 1, 8 or 27 log-ins per page
    - pdf has cover sheet listing students and accommodation/accessibility feature assignments
  - Note:
    - Students do not have to test at the same time
    - Log-ins can be used at anytime during the test window as long as the student has not turned in the test

Test window is Monday – Friday, 5am – 8pm MST – times are displayed in Mountain time!  
(6am – 9pm CST, 7am – 10pm EST, 4am – 7pm PST)



# Scheduling Test Sessions



- STCs or TAs (Teachers) can create test sessions from March 2, 2026, for scheduling the Spring 2026 tests
- TA's must have access to the program in their user profile to schedule classes for an assessment in that program
- 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





- Schedule Test Sessions
- Manage and Monitor Test Sessions
- Test Status Reports



# Completing Testing



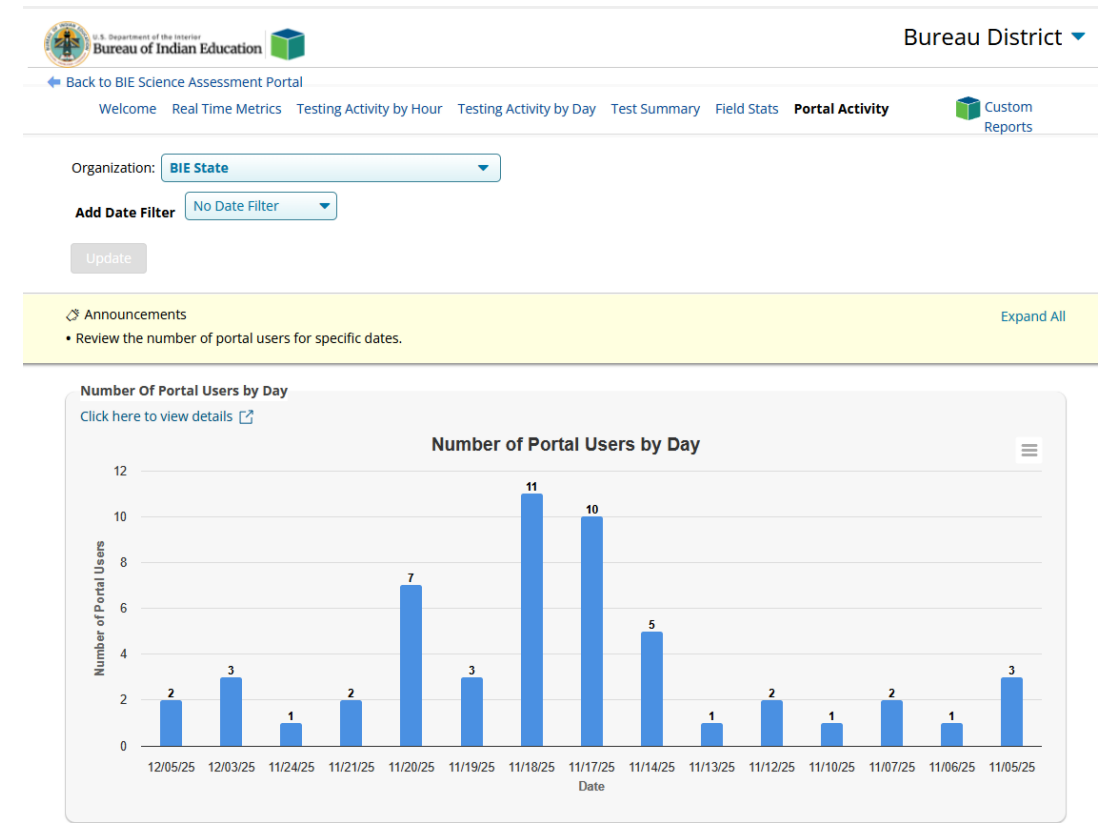
- Check student test status for tests “Not Started” or “In Progress”
- Use the “Export Test Status”, “Export Test Status for All Tests”, and “Export Students Not Scheduled” to help check students
- Enter Test Report code/invalidations as needed
- No other actions are needed to “close” testing
- Following the completion of the test administration window, there will be a three-day “data clean-up” period when changes can be made to student demographics and test report codes/invalidations.
  - April 20 – 22, 2026 (Monday – Wednesday)
- After this window, students and test sessions will still show up in the portal but any further changes will not be reflected in reporting
- In June, all students, test session data and tests will be removed from the portal



# Dashboard



- Dashboard will be available at the start of testing
- Live data available, will display near real-time statistics
- Not to be used for accountability statistics
- Statistics are by school
- Statistics include
  - Number of tests scheduled
  - Number of tests in progress
  - Number of tests finished
  - Tests started by hour
  - Tests started by day
  - Operating systems used by testers





- Dashboard



# Materials Management



- Order additional paper test materials from Cognia
- Access to this menu and training on how to use it will be released later when the additional materials window opens

The screenshot shows the 'Materials Management' section of a web application. The top navigation bar includes links for Home, Site Readiness, Students, Enrollment Transfer, Classes, Test Scheduling, Student Registration, Dashboard, and Materials Management (which is circled in red). On the right side of the navigation bar, there are links for Bureau District, Help & Support, and Log Out. The main content area is titled 'Shipment History in Cyber City School 1-SCHCC1'. Below the title, there are two dropdown menus: the first is set to 'Cyber City School 1-SCHCC1 (Cyber City District-CC...' and the second is labeled 'Administration: Choose an administra...'. Below these menus, a message states: 'There is no data available based on the selected criteria.'

# Administration Workflow

Student Testing Platform





# BIE Science Assessment









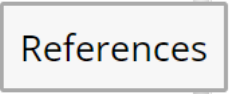
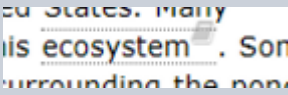


## BIE Science Assessment Student Testing Platform



# 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/Item	
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 English	Text-to-Speech:    												
Word Prediction (Embedded)	  												
Allow Accessibility Mode Testing	<div><h3>Options</h3><p>Text-to-Speech      Volume:100 </p><p>Speed      <span>Slow</span> <span>Normal</span> <span>Fast</span></p><p>Color Contrast</p><table><tr><td>Default</td><td>Classic</td><td>Ruby</td><td>Chalkboard</td><td>Nocturnal</td><td>Aquiline</td></tr><tr><td>Eccentric</td><td>Azure</td><td>Haunted</td><td>Celestial</td><td>Antique</td><td>Creamy</td></tr></table><p>Accessibility Mode      Proctor Password <input type="text"/> <span>Submit</span></p><p><span>Continue</span></p></div>	Default	Classic	Ruby	Chalkboard	Nocturnal	Aquiline	Eccentric	Azure	Haunted	Celestial	Antique	Creamy
Default	Classic	Ruby	Chalkboard	Nocturnal	Aquiline								
Eccentric	Azure	Haunted	Celestial	Antique	Creamy								



# Logging in to a Test





1. Launch Kiosk
2. Login using the username and password from the student test ticket

  
**BIE SCIENCE ASSESSMENT**  
STUDENT SIGN IN


Username

Password

 Sign In

 [Access the Practice Test](#)

Copyright © 2025 eMetric LLC  
Carrier: v3.51.1 #4cfc7dc #180  
Shell: v3.54.2 #4069159df\_prd  
[Clear Cache](#)

 Exit

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

Username: 100000160

Password: 6B57EECA

# Logging in to a Test



Not Student OneSixty? [Exit](#)

## Hello, Student

100000160  
State Student ID

Cyber Pass School 1-  
SCHCP1  
School Name

The following tests have been assigned to you:

Demo Test G8

[Session 1](#) [Session 2](#)

Not Student OneSixty? [Exit](#)

## Hello, Student OneSixty

100000160  
State Student ID

Cyber Pass School 1-  
SCHCP1  
School Name

District: Grand Canyon District  
Administration: 2016-2017  
Class: Teacher, Role-Demo Class-Science-(Grade -HS)  
Test Name: Demo Test 1  
Testing Window: 07/25/2018 to 08/11/2018

School : Grand Canyon High School  
Content Area: Science

Test is in progress. It ends on 08/11/2018. Students may log in and take the test using their username and password shown below.

Session Sequence	Session Name	Access Code
1	Session 1	8301294403
2	Session 2	3376567156
3	Session 3	7908604116

[« Back to Test Sessions](#)

Session Access Code:  [Submit](#) [Cancel](#)

# Logging in to a Test



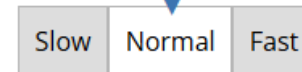
## Options

Text-to-Speech

Volume:100



Speed



Color Contrast







Continue



# Logging in to a Test



Text-to-Speech:   

Student OneSixty 

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.

Continue

# Test Navigation



Question **6** ★

Screen Zoom:

Text-to-Speech:

Student OneSixty

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.

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.

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

ClearPause/ExitBackNextFinish

# Test Navigation



Question **1** ▼ ☆

Screen Zoom: 🔍

Text-to-Speech: 🔊 ▶ ⚙️

Student OneSixty ●

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

abc 📏 🖨️ 🎧 🎨 📝 📄 📅

Clear

Pause/Exit

Back

Next

Finish



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


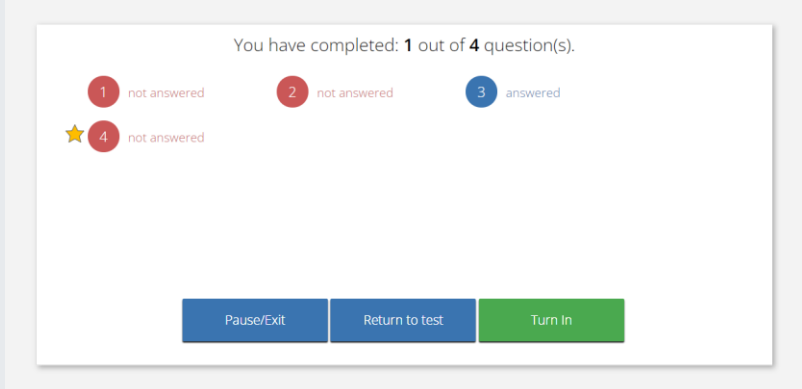
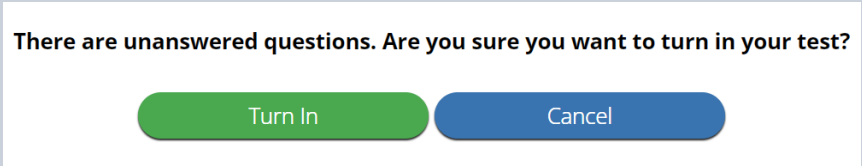
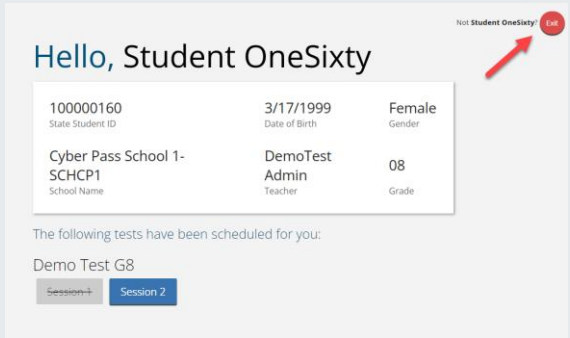


**Pause and inactivity  
timeout is 45 mins.**



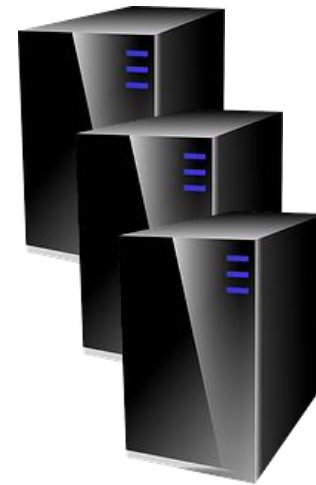
# Test Turn In



Steps	Button to Click
On the last item, students click Finish.	
On the test review screen, students click Turn In.	
Below the confirmation question, students click Turn In.	
Student returns to profile page and may select the next section or click Exit to exit the kiosk.	



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



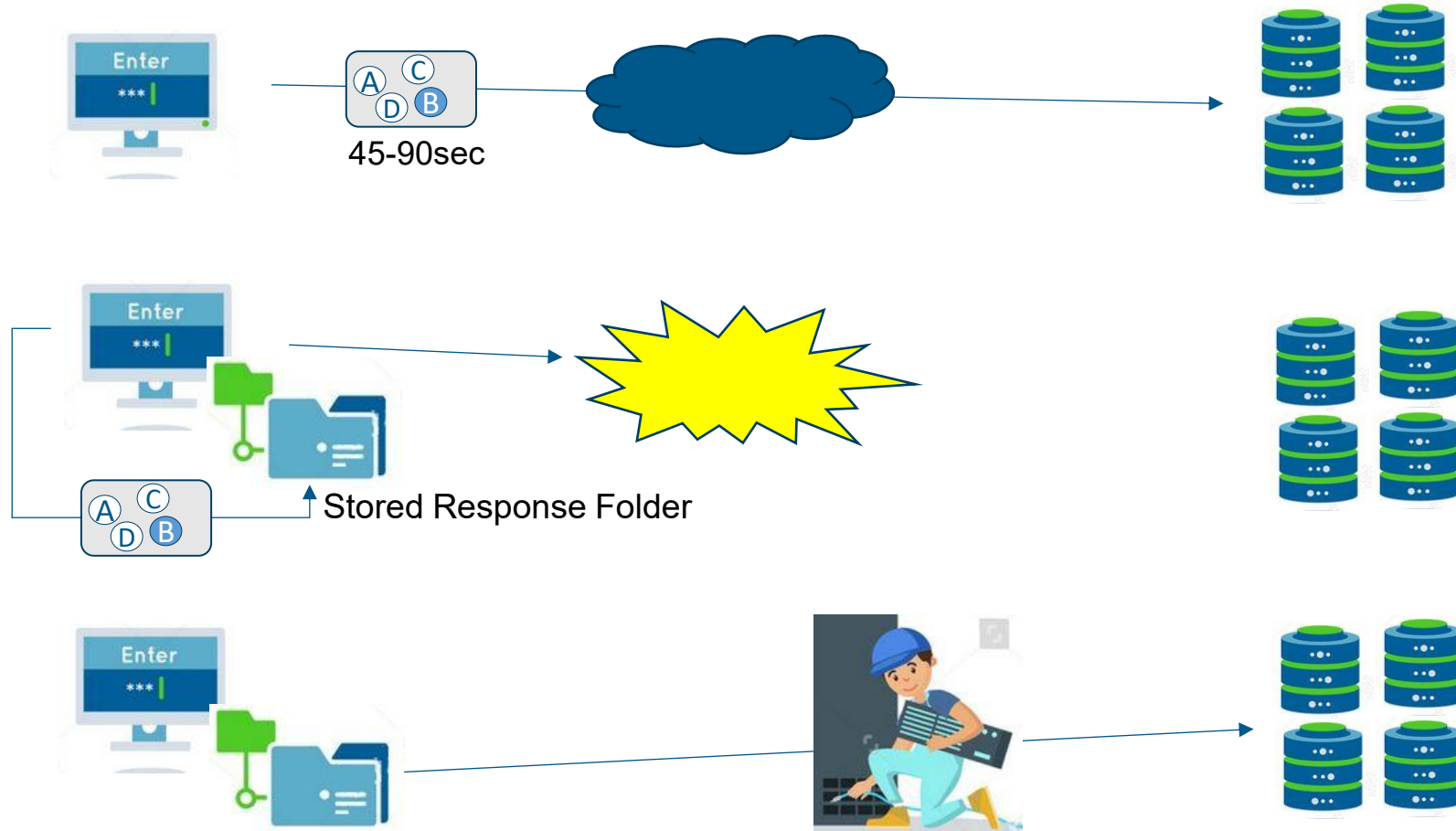
End of Test:  
1. Submit responses for  
scoring



# Kiosk Test Integrity



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



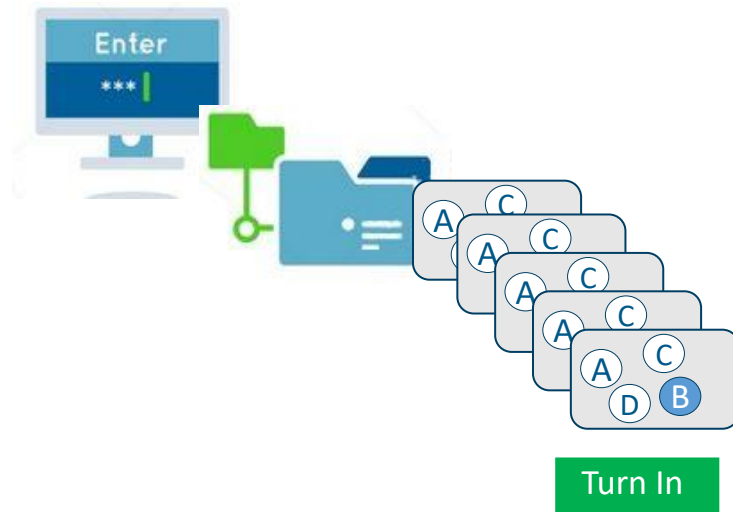
# Kiosk Test Integrity



***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.

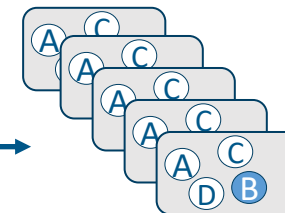
**Send Responses**

**Do not move the student to a different device.**

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

Proctor Password

**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. Via 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. Via 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



## BIE SCIENCE ASSESSMENT

### STUDENT SIGN IN

Username

Password

Sign In



Access the Practice Test

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Carrier: v3.51.1 #4cfc7dc #180

Shell: v3.54.2 #4069159df prd

[Clear Cache](#)

Exit



- Practice Tests



# New Features (Portal) for 2025-2026



- Pre-ID Management tab renamed to Student Registration
- Test Sessions tab renamed to Test Scheduling
- Display student's session progress metrics such as number of items visited, answered, not answered along with a visual progress bar for portal users (DTC/STC/TA)
- Allow exporting student logins in bulk by school
- User Import Enhancement: Add a data definitions layout to the UI
- Enhancements to new user email and account creation workflow
- Transfer test sessions when a student is transferred (coming soon)



# New Features (Kiosk) for 2025-2026



- Accessibility updates: Contrast enhancements in the student testing interface (for example, change Pause/Exit button color from yellow to blue)
- The Color Contrast names will be updated to be reflective of the color options
- Provide inactivity timeout warning for students
- Four different color options in the Highlighter tool.
- Item expansion feature when paired with a stimulus.
- Student's name will be displayed to the top right corner of the item and directions pages within a test.
- Help feature enabled for practice tests.





## Help Guides

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

## Support Desk

- Call-in Information Sheet



# Remember

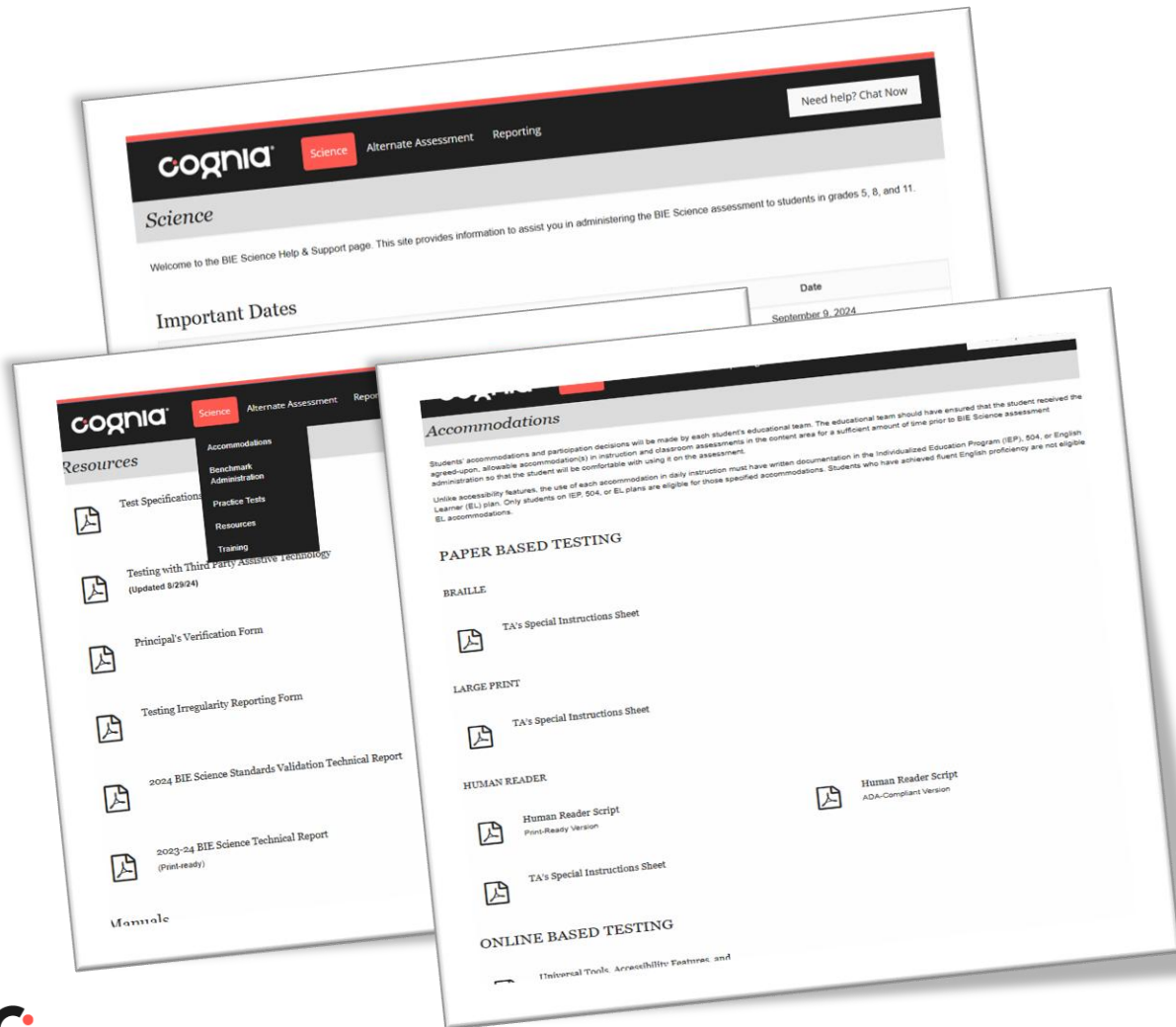


- Deactivate unused accounts
- Kiosks do need to be downloaded, and apps installed – ***last year's kiosks will not work***
- Check student demographics and add accommodations
- Ensure students have TTS accommodation/form BEFORE they log in to the test
- Make sure network management tools don't delete 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?





# Help & Support Site Science Assessments



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

Resources will be posted throughout the year

- Key dates
- Manuals
- Accommodations
- Training videos
- Practice tests
  - Access to CBT practice test and answer documents
  - Downloadable PDFs of the PBT practice test
- Reporting resources

# 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](mailto:BIETechSupport@cognia.org)
- [Chat](#) (accessible from the BIE Science Help & Support site)

# Questions?





Thank you!