

New York State Teaching Program

**2022 Grade 7
Mathematic
Field Te**

**Teacher' Direc ion for
Computer-Ba ed Field Te ing
Ma 16 June 3, 2022**

**Grade 7
2022**

THE UNIVERSITY OF THE STATE OF NEW YORK

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It is important to read all of Step One Field and the pertinent grade-level information in Step Six prior to administering the field test.

Field test content, Hidden login code, Session Access Code, and Proctor PIN must be kept secure. You are not to distribute the field test or photocopy the Hidden login code, as the security of the field test could be breached. However, school personnel may make photocopies of this *Teacher's Directions* if additional copies are needed.

Introduction

The New York State Education Department (NYSED) is pleased to announce that the 2022-23 School Year will begin on Tuesday, September 7, 2022. The State Education Department (SED) is pleased to announce that the 2022-23 School Year will begin on Tuesday, September 7, 2022. The State Education Department (SED) is pleased to announce that the 2022-23 School Year will begin on Tuesday, September 7, 2022.

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For more information, please visit the SED website at <https://www.p12.nysed.gov>. The State Education Department (SED) is pleased to announce that the 2022-23 School Year will begin on Tuesday, September 7, 2022. The State Education Department (SED) is pleased to announce that the 2022-23 School Year will begin on Tuesday, September 7, 2022.

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IMPORTANT DATES

Monday - August 22, 2022	Monday - August 22, 2022
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*Note: The 2022-23 School Year will begin on Tuesday, September 7, 2022. The State Education Department (SED) is pleased to announce that the 2022-23 School Year will begin on Tuesday, September 7, 2022. The State Education Department (SED) is pleased to announce that the 2022-23 School Year will begin on Tuesday, September 7, 2022.

Teacher and administrator who engage in inappropriate conduct in the performance of their duties shall be subject to disciplinary action in accordance with Section 3020 and 3020-a of the Education Law or to action against their certification pursuant to Part 83 of the Regulations of the Commissioner of Education.

STEP ONE

Check Your Computer-Based Field Test Materials

The materials are organized into folders and subfolders. The folders are organized into subfolders.



Subfolder (S... 15...)
 D N...
 D...
 S... A... C... (S... 17... S... A... C...)
 P... PIN (S... T... C...)



S...
 T... (N...)
 Note: S...
 N... 2... (G... 7...)
 R... S... G... 7...
 S... (G...)
 Note: G... not...



T 2022 G... 7 M... C... -B... F... T... S...
 A... (Y...)



S... DC C... 64.328 8... 18 (TEM...)

D

P
W
Review screen
Submit Test.
P

Note: T
R

STEP TWO

Plan Your Computer-Based Field Testing Schedule

Timeline: May 16–June 3, 2022.

Students will be notified of the testing schedule and will receive instructions on how to access the test.

Read the **2022 Grade 7 Teacher's Directions for Computer-Based Field Testing** in its entirety prior to administering the test.

Resources: *2022 Grade 7 Mathematics Computer-Based Field Test*

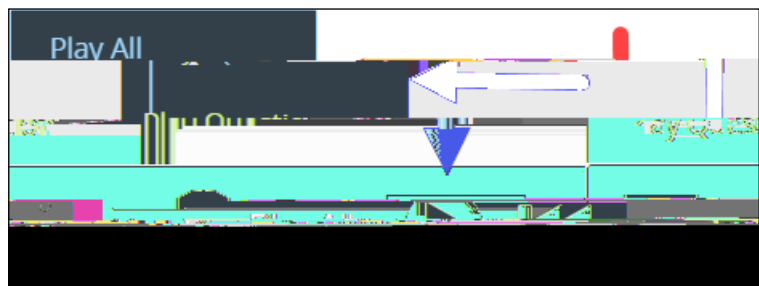
Parents will be notified of the testing schedule and will receive instructions on how to access the test.

IEP 504 P O S E _____
(// . 12. / / /
-2018. A m

Read Aloud (by human): F 2022 G 7 M F T R A (m)
T R A (m) m
IEP 504 P

Text-to-Speech (TTS): F 2022 G 7 M F T R A (TTS)
TTS m
TTS

1. P A
2. P Q
3. S O



P : F G 7, TTS
mm TTS
mm TTS

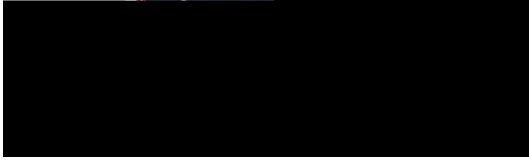


Play All

Play All

Play Question

Play Question



G.a 7

S₁ G 7

use of a scientific calculator. G

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T N T D S
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Select Accommodations

Student Name First Last _____ Content Area Math

The student is currently testing via JdVoice. Like to unlock the test? [Unlock](#)

Line Testing Accommodations Classroom Accommodations




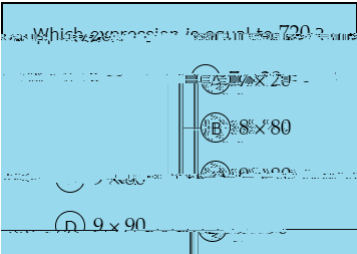

Zoom _____ Background Color _____

Background Color This setting changes the color of the background and text

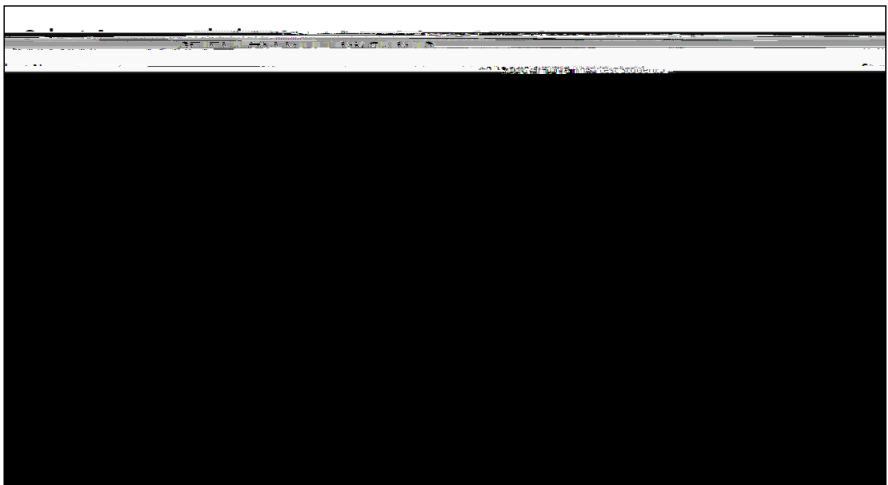
Headphones are recommended.

U IEP 504 P
 T L
 N A S (N A)
 P S T C I A
 N A

Header	

	<p>Text-to-Speech (online only) is an embedded accommodation that reads all student directions, passages, questions, and the answer choices for multiple-choice questions through the device's speaker. Because of this, headsets are recommended when using this accommodation.</p>  <p>When using this accommodation, ensure the volume on the student's device is on, unmuted, and adjusted prior to launching the secure browser.</p>
	<p>The Background Color option is an embedded accommodation that allows the color of the background to be changed.</p>  <p>The following color options are available:</p> <ul style="list-style-type: none"> Black-on-pink Black-on-blue Black-on-green Black-on-yellow
	<p>Read Aloud (by human) is a combination of an online- and human-delivered accommodation. A human reads the test, in its entirety, to the student from a paper test, and the student enters the responses on the computer, except where otherwise indicated within the student's IEP or 504 Plan.</p>

A N T D S IEP 504 P . T
P S T C A



A N T D S O M P M

Appendix F: General Features and Tools of the Nextera™ Test Delivery System

STEP THREE

Prepare Your Computer-Based Field Testing Room

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Appendix B.

N Y S

STEP FOUR Prepare Your Students

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Appendix A.

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Q S B
Q S (//) F
P T
Appendix A.

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T

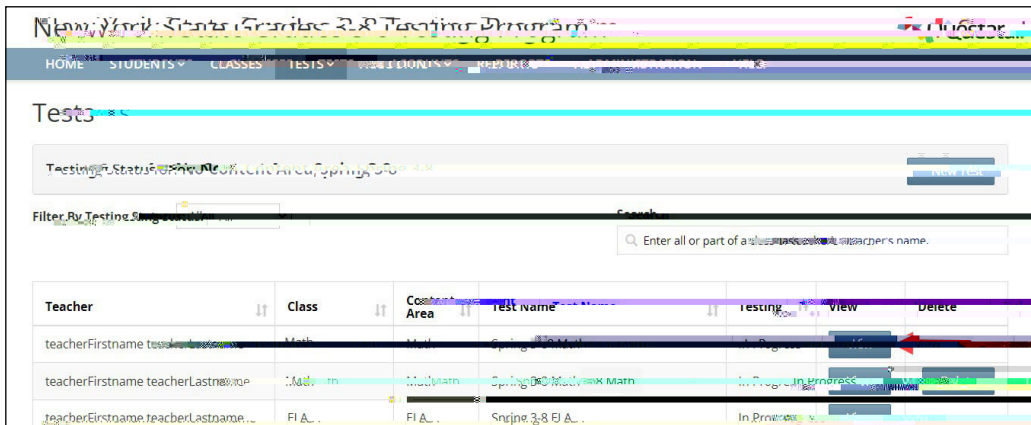
STEP FIVE

Prepare Computer-Based Field Testing Materials

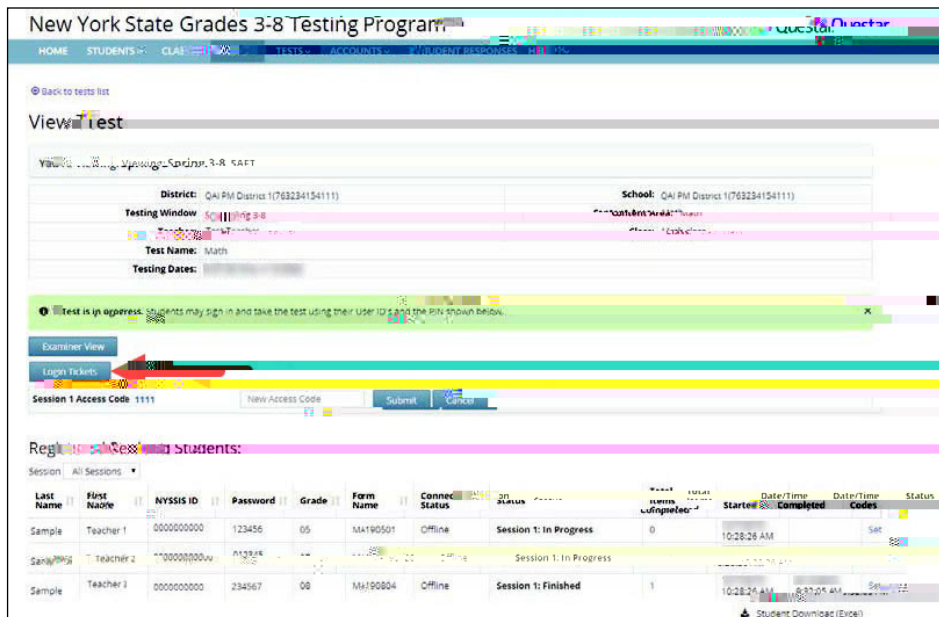
• ▽ ◀ ▶ •

S
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(CBT)
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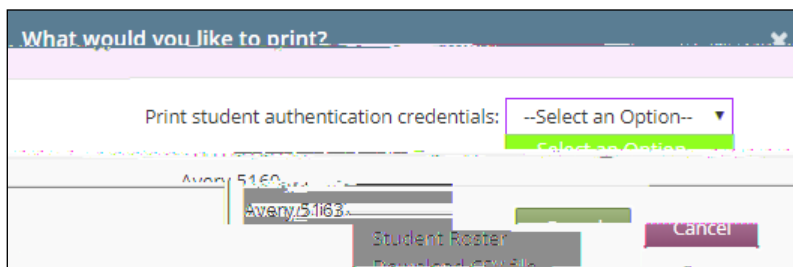
3. S View



4. S Login Tickets.



5. S applicable form.



3. S View

Navigation: HOME | STUDENTS | CLASSES | TESTS | ACCOUNTS | STUDENT RESPONSES | HELP

Section: Tests

Filter By: Testing Status

Teacher	Class	Cost Area	Test Name	Testing	View	Delete
teacherFirstname teacherLastname...	Math	Math	Spring 2020 Math	In Progress		
teacherFirstname teacherLastname...	Math	Math	Spring 2020 Math	In Progress		
teacherFirstname teacherLastname...	FI A...	FI A...	Spring 2020 FI A...	In Progress		

4. T Session Access Code

Navigation: HOME | STUDENTS | CLASSES | TESTS | ACCOUNTS | STUDENT RESPONSES | HELP

Section: View Test

You're Viewing: Spring 2020 Math

District: QAI PM District 1(763234154111) | School: QAI PM District 1(763234154111)

Testing Window: Spring 2020 Math | Class: Math class

Teacher: Test Teacher

Test Name: Math

Testing Dates: [Dates]

Test is in progress. Students can login and take the test using their user ID's and the ID's shown below.

Examiner View

Session Access Code: 1111

Registered Students:

Last Name	First Name	NYSSIS ID	Password	Grade	Room Name	Connection Status	Session Status	Tests Completed	Date/Time Started	Date/Time Ended	Status
Sample	Teacher 1	0000000000	123456	05	MA190501	Offline	Session 1: In Progress	0	10:28:26 AM		Set
Sample	Teacher 2	0000000000	123456	05	MA190502	Offline	Session 1: In Progress	1	10:28:26 AM		Set
Sample	Teacher 3	0000000000	234567	05	MA190503	Offline	Session 1: In Progress	1	10:28:26 AM		Set

Student Download (Excel)

STEP SIX

Administer the 2022 Grade 7 Mathematics Computer-Based Field Test

SAY
not

SAY You cannot have any personal communications device, other than the device on which you are taking the test, including a cell phone, with you during this test or during any breaks, such as a restroom visit. Such devices include, but are not limited to:

Cell phones

iPods and MP3 players

iPads, tablets, and other eReaders

Laptops, notebooks, or any other personal computing devices

Cameras, other photographic equipment, and scanning devices

Wearable devices/smart wearables, including smart watches and health wearables with a display

Headphones, headsets, or in-ear headphones such as earbuds, and

Any other device capable of recording audio, photographic, or video content, or capable of viewing or playing back such content, or sending/receiving text, audio, or video messages

If you brought any of these items to the building today, and have not already stored it in your locker or turned it over to me, a test monitor, or school official, you must give it to me now. You may not keep your cell phone or any of these items with you, or near you, including in your pockets, backpack, desk, etc. Is there anyone who needs to give me any of these items now?

This is your last opportunity to do so before the test begins.

SAY Today, you will be taking the 2022 Grade 7 Mathematics Field Test. You must type your answers in the online test.

You may use the ruler, protractor, calculator, and mathematics reference sheet provided in the online test to help you solve some of the problems on the test. You also have a printed copy of the mathematics reference sheet, which is the same as what is available in the online test.

SAY You may use this scratch paper to help you solve the questions on the test. You must record your final answer for each test question in the online test. Anything that you write on the scratch paper will not count toward your final score. This scratch paper must be returned to me after you complete your test. If you need additional scratch paper while you are taking the test, please raise your hand.

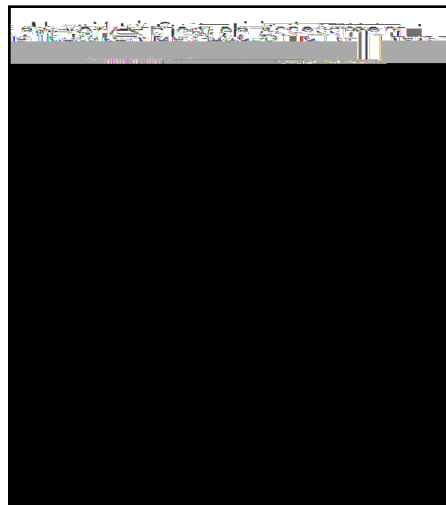
SAY On your computer screen, locate the pinwheel or the icon titled “Questar Secure Browser.”

Double-click this icon and the online test will launch.

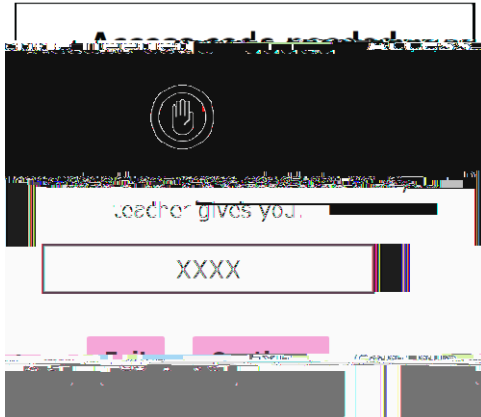
Once the program has opened, you will see the “Sign in” page.

Do not enter anything until you have been instructed to do so.

Please raise your hand if you do not see the “Sign in” page.



SAY



SAY Once you finish your test, you should check your work. To review your test before submitting it, select the “Review” button. It will help you to see if you have answered all the questions. You can go back to a question by clicking on the question number. Then select “Review” again to return to the Review screen. When you have reviewed your test and are ready to submit it, please raise your hand. Before you select the “Submit” button, I will check the Review screen with you to confirm that you have answered all of the test questions.

After we have checked the Review screen together and you are ready to submit your test, select “Submit test.” A message asking “Are you sure that you want to submit your test?” will appear. If you are ready, then select “Submit test.”

Does anyone have questions before we begin?

p

SAY Enter the *Session Access Code*: [*say the Session Access Code*] and then select “Continue.”

You should now see a screen that says “Wait to start.” Are there any questions before we continue?

p

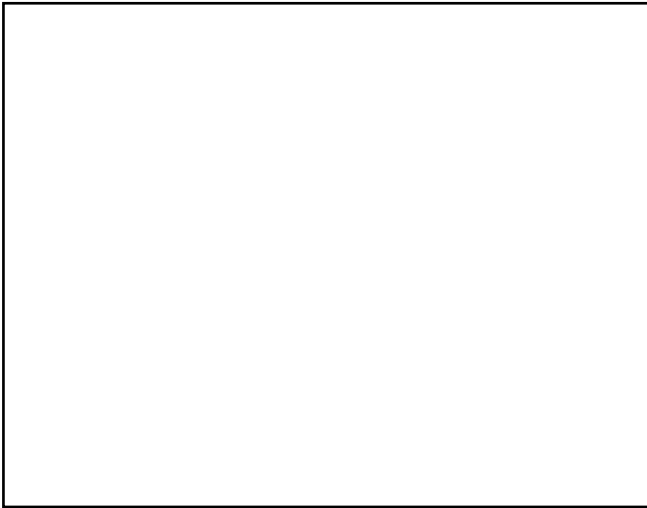


SAY Please select "Start test."

SAY The possession or use of any communications device, other than the device on which you are taking the test, is strictly prohibited when taking this examination.

Does anyone have any questions?

p



SAY Here are some suggestions to help you do your best:

Read each question carefully and think about the answer before writing your

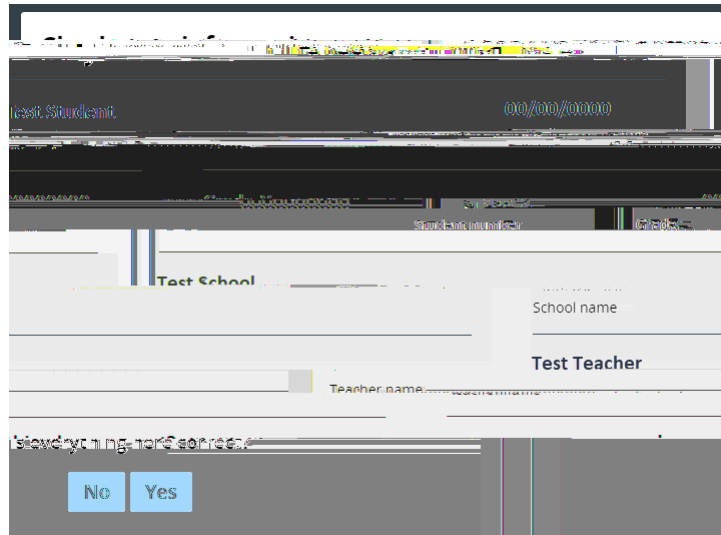
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Appendices

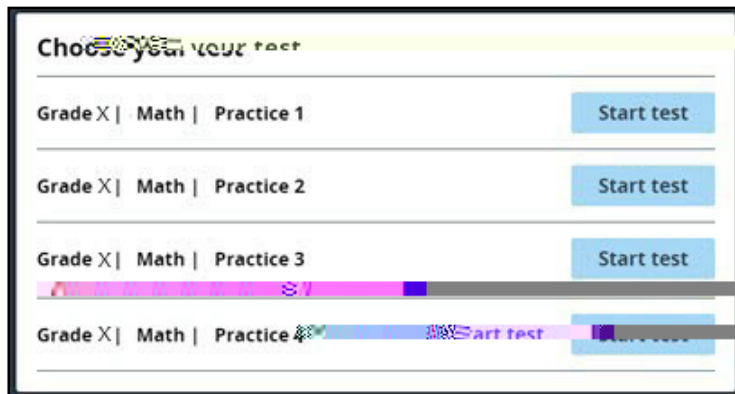
Appendix A: New York State Practice Tests

S m e e i m x i j e i e e i m e e e m
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B F i T e e e N x T D i S m 2022 G 3 8 M e e e C m e -

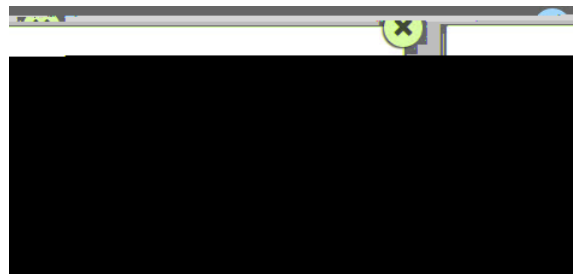
S T Yes.



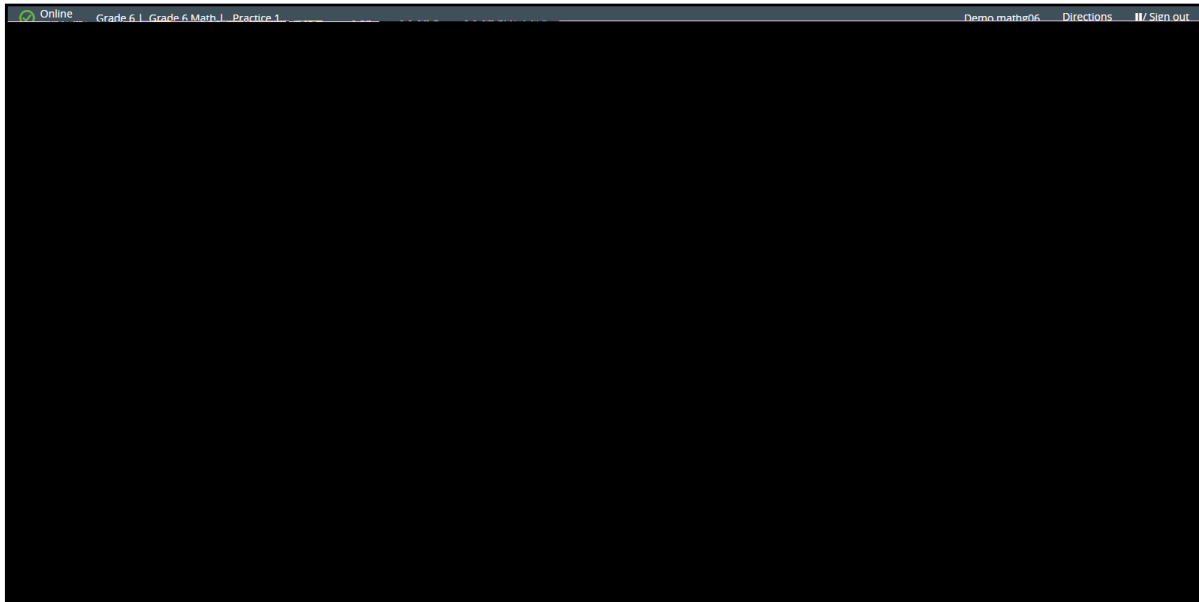
T Start test



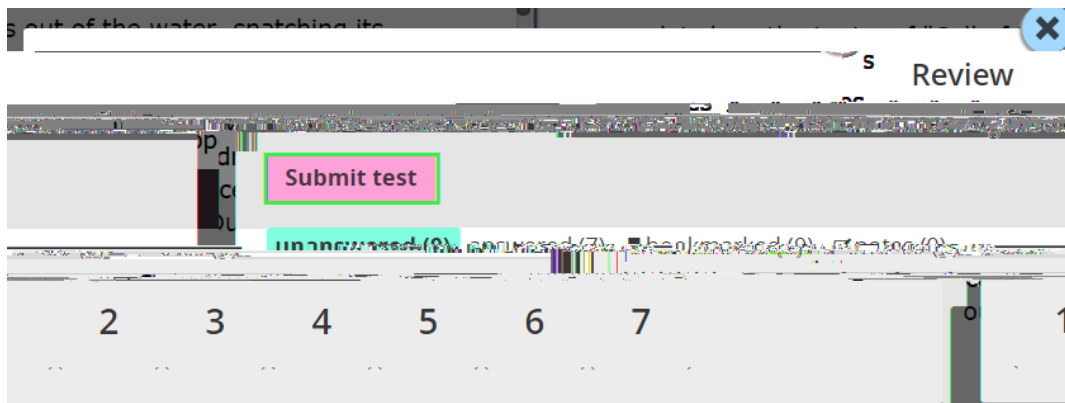
T D S P T S N T



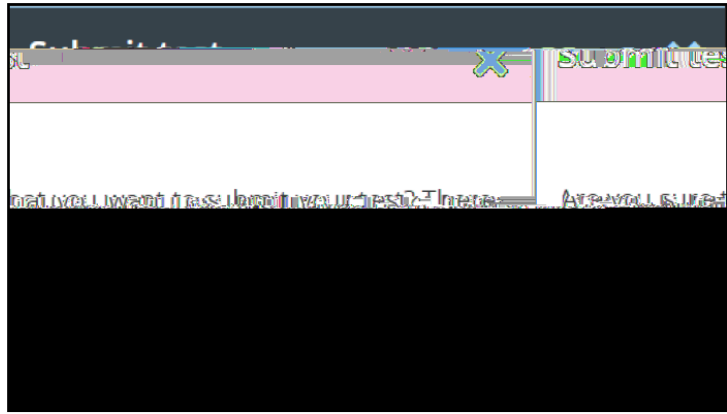
Practice Test
Review.



Submit test.



Submit test. T Cancel



Sign out Take Another Test.



Help HELP

Math Secure Browser Practice Test Logins		
Math Grade Level	User Name	Password
a 3	main_03	a 11
a 4	main_04	a 11
a 5	main_05	a 11
a 6	main_06	a 11
a 7	main_07	a 11
a 8	main_08	a 11

Appendix B: Suggestions for Creating a Secure Computer-Based Field Testing Environment

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M

(... M)

Appendix D: Sign In/Sign Out

Overview

The following information is provided for the user to sign in and sign out of the system.

Sign In

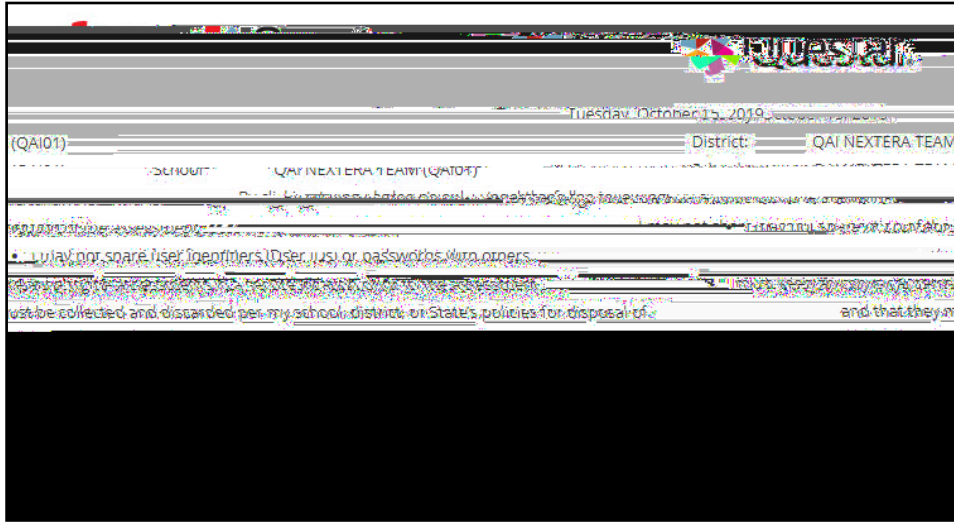
The user must enter the following information to sign in to the system:

- 1. User ID
- 2. Password
- 3. Sign In. I

The user must also enter the following information:

1. Enter the User ID, Password, and Sign In. I. The user ID must be 8-9 characters long and contain only letters and numbers.
2. The password must be 8-12 characters long and contain at least one uppercase letter, one lowercase letter, one number, and one special character.
3. The Sign In. I must be a valid email address.

4. F I L I C M I S I C M I I Agree. check box I' I I



Sign Out

T Sign Out N A m i , Sign Out m I . Y I N A m i m m I



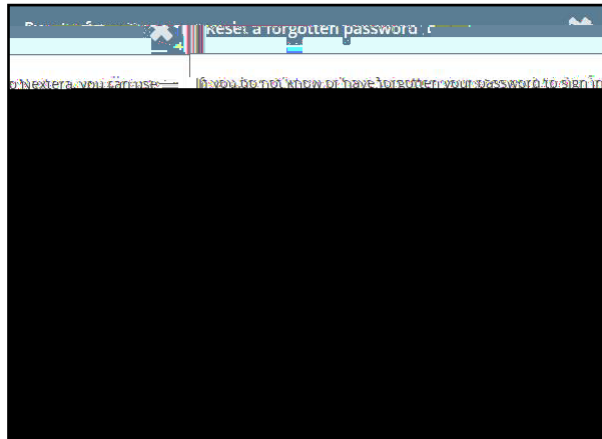
Forgot Your Password?

User ID: _____ New Password: _____ Retype Password: _____ Submit.

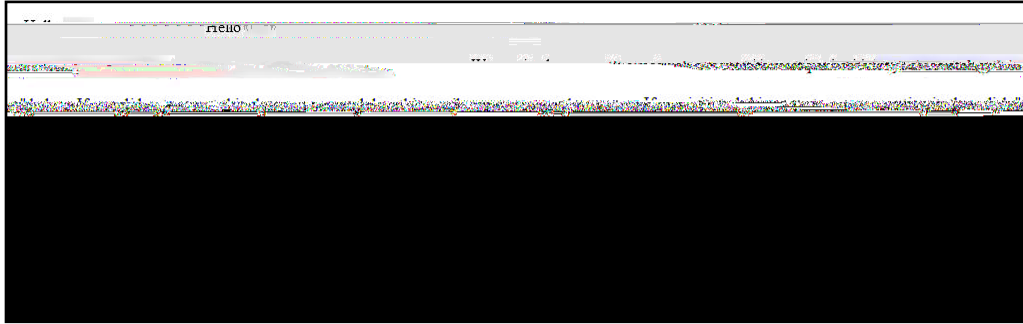
Forgot your password?



Submit.



Yes



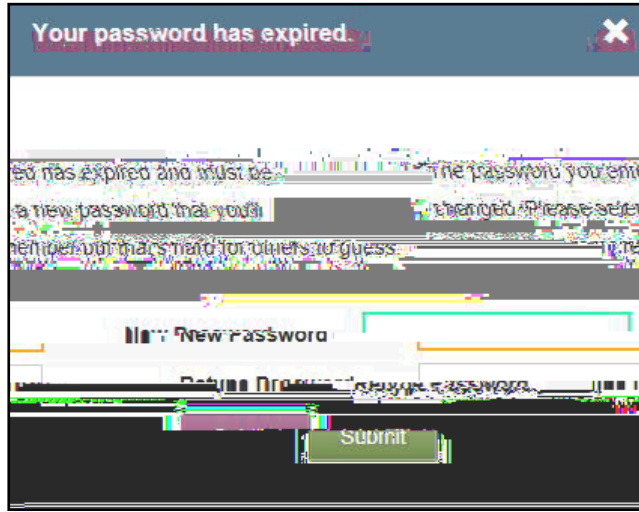
Go to this Internet Site



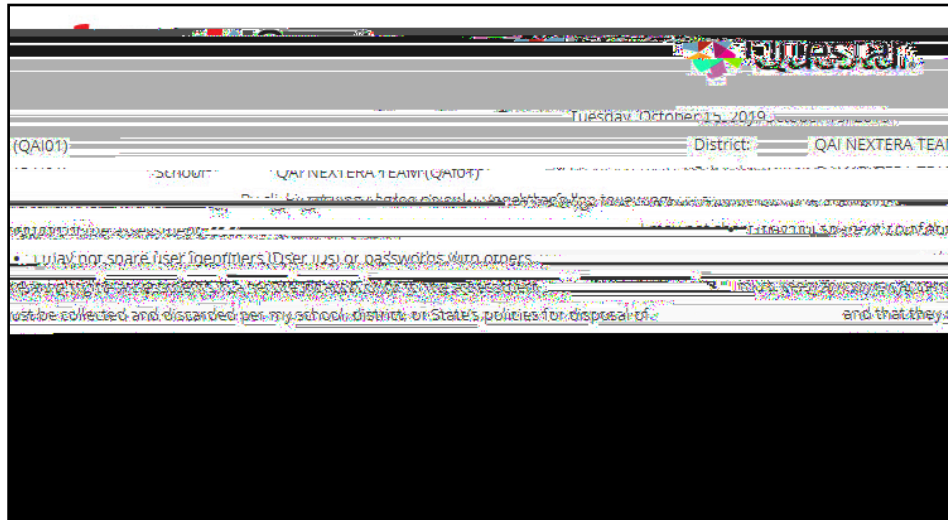
User ID Password Sign In.



Submit. New Password Retype Password



I Agree. check box



Appendix E: Roles, Responsibilities, and Permissions in Nextera™ Administration System for Computer-Based Testing

The information in this appendix is for informational purposes only and does not constitute a contract. For more information, contact your Nextera administrator.

Regional Information Coordinator (RIC)

Provides information to the District Test Coordinator (DTC) regarding the status of the testing program in the region. The RIC is responsible for monitoring the testing program and providing reports to the DTC. The RIC also provides information to the State Information Coordinator (SIC) regarding the status of the testing program in the region.

District Test Coordinator (DTC)

Manages the testing program in the district. The DTC is responsible for monitoring the testing program and providing reports to the RIC. The DTC also provides information to the SIC regarding the status of the testing program in the district. The DTC is responsible for ensuring that the testing program is implemented correctly and that the results are accurate. The DTC also provides information to the State Information Coordinator (SIC) regarding the status of the testing program in the district. The DTC is responsible for ensuring that the testing program is implemented correctly and that the results are accurate.

Appendix F: General Features and Tools of

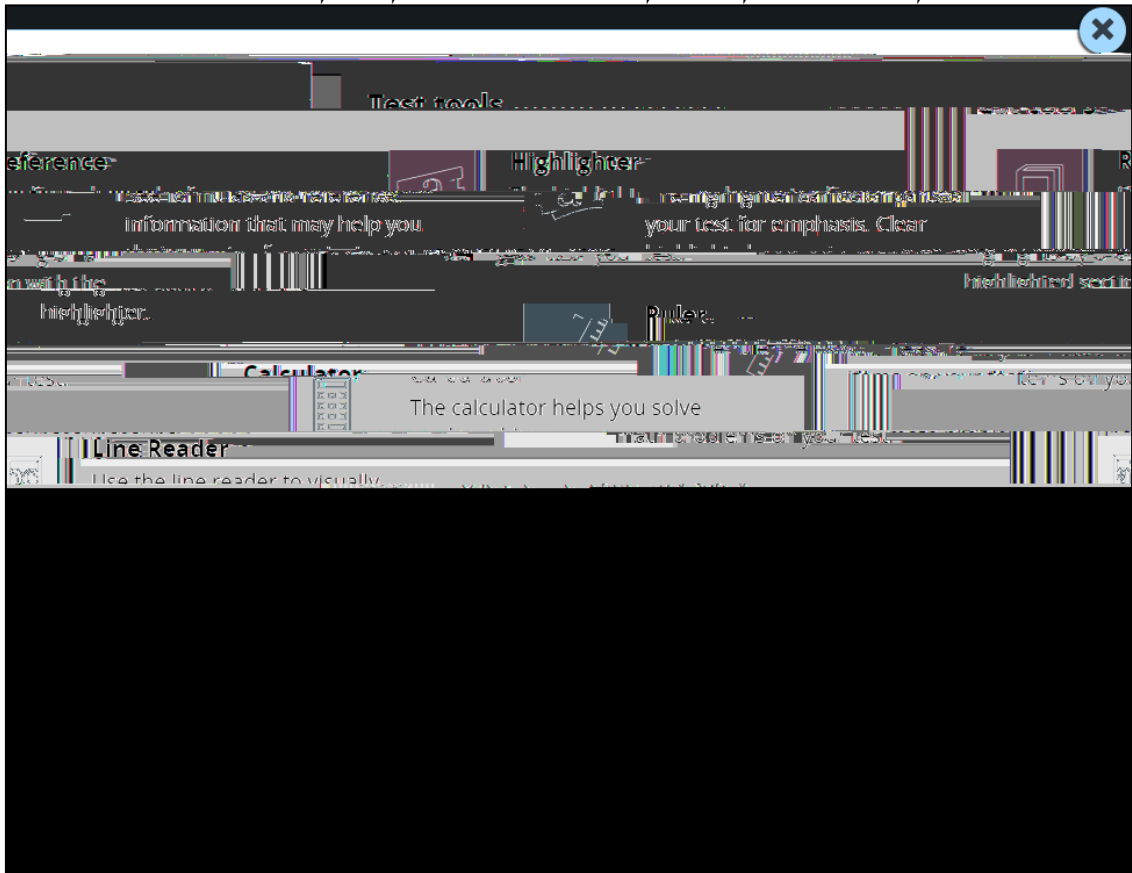
T Online/Offline Indicator

866-997-0695. S Q C m S

General Tools

A
D J S m.P

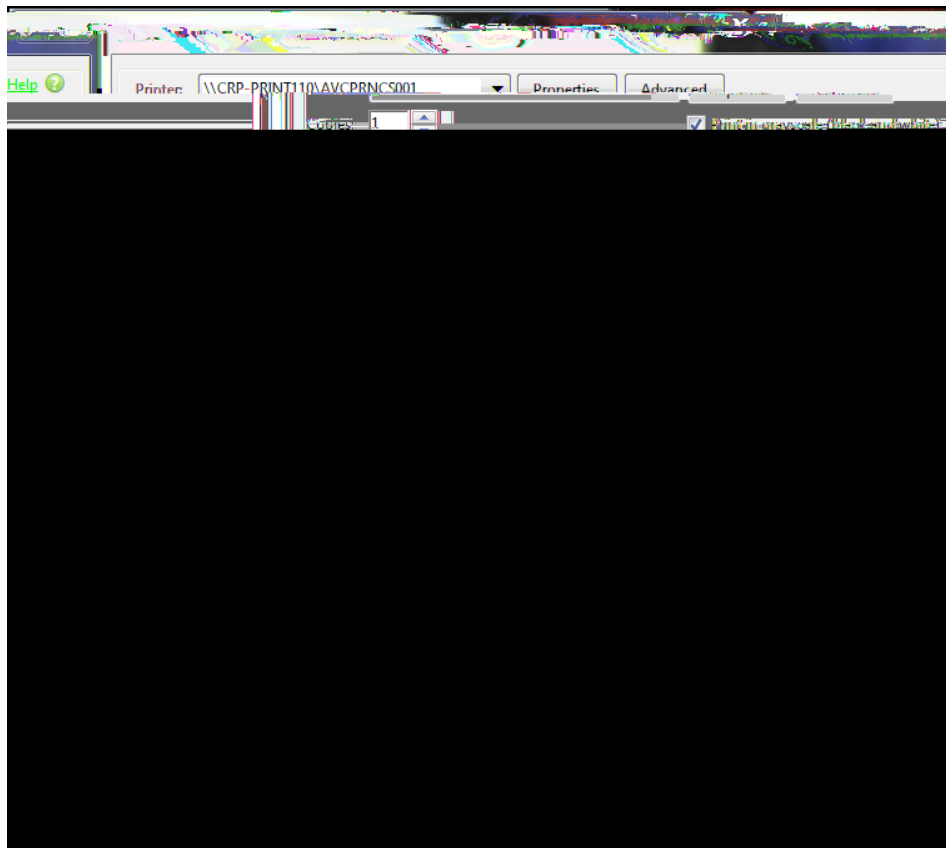
T
 Z m S
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 B m S
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 N (N) S
 N P
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T
 R S S T D S m F G 5 8
 N T D S m F G 5 8
 R R : A R N R m
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Appendix G: Troubleshooting

1. S
2. F
3. F >
4. C C m S : 100%
5. B 8.5 x 11
6. C P



I m, xli . . . A m
I m, S T C . T S T C
Q C m S
C m I EXL
L I m DO NOT m

2022 Grade 7 Mathematics Field Tests



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