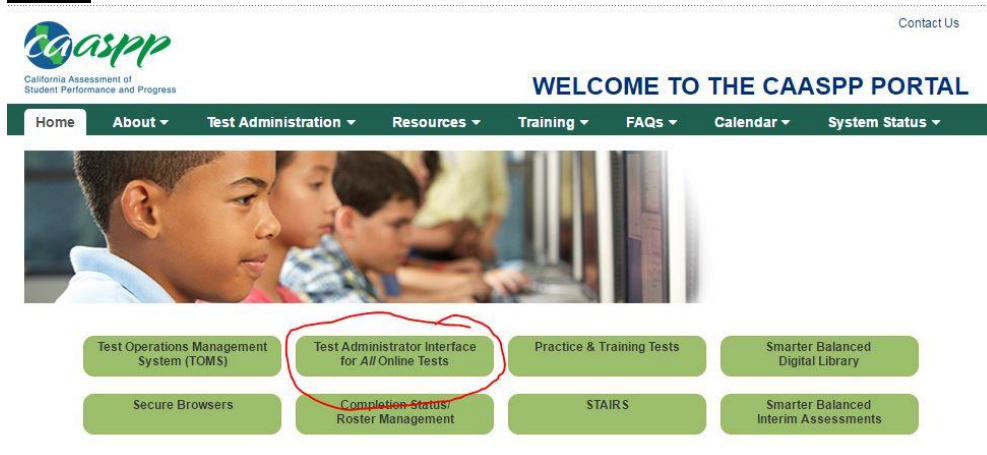


How to administer the CAASPP Interims

Step 1: Go to www.caaspp.org

Step 2: Select “Test Administration Interface for All Online Tests



Step 3: Select

“Smarter Balanced Interim Assessments”

“Interim Assessment Blocks”

“Mathematics”

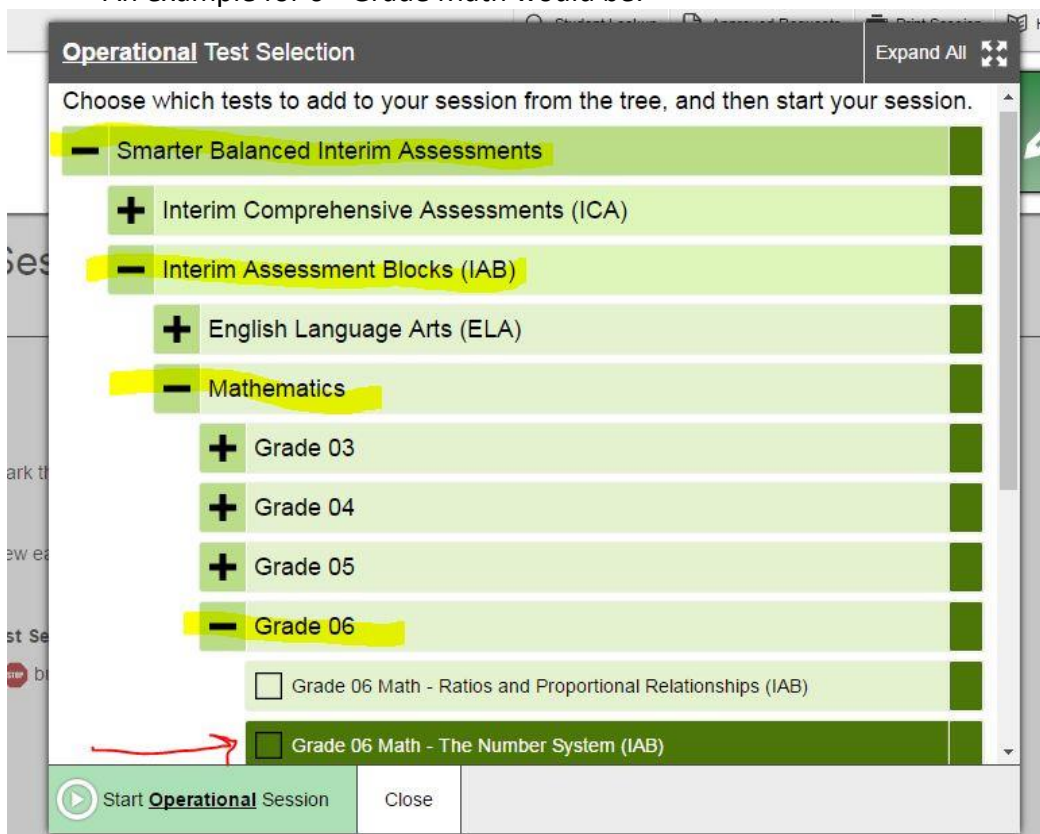
“Your Grade Level”

Select the interim assessment for your subject and grade level

For more information you can look at the blueprints here:

https://gallery.mailchimp.com/180c5db840df3e34c7063101f/files/Math_IAB_Blueprint_final.pdf

An example for 6th Grade Math would be:



Step 4: Select “Start Operational Session”

The screenshot shows the CAASPP Operational Test Session interface. At the top left is the CAASPP logo with the text "California Assessment of Student Performance and Progress". At the top right, there is a header area containing the text "Operational Session ID" above a red "STOP" button and the session ID "CA-EB69-68". To the right of this are two buttons: "Select Tests" and "Approvals - 0". Below the header, the main heading is "Students in your **Operational** Test Session". Underneath this heading is a summary bar showing "0 students awaiting approval", "0 print requests", and "0 active tests". The "Instructions" section follows, containing three numbered steps:

- 1 Start Session**
Press the **Select Tests** button, mark the checkboxes for the tests you wish to include, and then press the **Start Session** button.
- 2 Approve Students**
Press the **Approvals** button, review each student's test details, and then press the **✓** button.
- 3 Monitor Progress**
Monitor the **Students in your Test Session** table. You can use the button to view print requests and the button to pause students' tests.
To stop a test session, press the button next to the Session ID.

Step 5: The screen is just like the regular CAASPP tests, you have already selected the test so the students will put in the session code in the secure CAASPP browser on the Chromebooks.