

Parent Instructions for Galileo K12 Benchmark Testing from Home

- **Preparing to test**

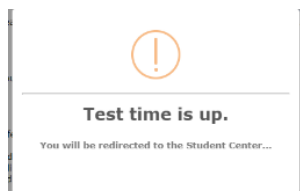
- Students will need an internet connected device to test.
- Have your student(s) watch a quick 5 minute video on how to interact with various types of items at <https://imaginelearning.wistia.com/medias/v0gqmcisjw> the day before or just prior to testing.

- **Testing**

- **Timing**

- Elementary School – up to 1 hour
- Middle/High School – up to 90 minutes.

NOTE: Tests will have a timer that logs the student out and locks their test when the timer expires.



- **Logging in**

- Go to D11.org using a CHROME browser
- Select **Students** from the top of the page




- Click the Galileo K-12 icon
- Students will use their D11 **short username** and password which they were given to login to their District device.




- **Selecting the test**

- On the top left side of the page the student should select the class that is scheduled for the assessment.
 - SchoolName_ALL_Grade#
- The available tests will be listed on the Take Test page. Click on the yellow arrow next to the test title to select the test. If you do not see a test to take contact your teacher.

- **Instructions for Testing – Please read these directions to your student or have them read them prior to beginning the test.**

- “When you have completed an item click the green arrow  at the top of the page to save your answer. Your response will be saved, and you will be taken to the next question. After you have gone through the assessment, you will be brought to the “Review your Answers” page. This page will display a list of the test items and will indicate which items have been answered, left unanswered and which items have been flagged to be review. You may learn

about the review and other test-taking tools by clicking on the  icon. You may click on any item on the “Review Your Answers” page to view, answer or edit your answer to the question.

- “Once you are done with the test ask me to read the instructions for submitting your answers.”
- **Instructions for Submitting Answers**
 - When the testing time has expired or the student is finished testing they should submit their test using the instructions below.
 - “If you are not currently on the Review Your Answers screen click on the Review and Exit button in the upper right corner.”



- “If you have completed your assessment or your testing time has expired, click the **Submit Test** button. You will see a pop-up asking if you are sure you wish to submit your test. Click on the **Yes, submit test** button. Once a test is submitted, it is locked and you cannot access the test.”



- “Click the Logout button in the upper right corner of the screen.”

