Renaissance

Renaissance Star Assessments Administration Manual

Instructions for administering Star Early Literacy, Star Reading, and Star Math Assessments

Contents

Introduction

This manual provides general information about the Star assessments and specific guidelines for administering Star Early Literacy, Star Reading, and Star Math. Test administrators and teachers should carefully read and review the contents of this manual prior to testing to ensure the highest levels of test fidelity.

About Star Assessments

Star assessments are computer-adaptive tests that measure student achievement on early literacy, reading, and math skills. As a student takes the assessment, the assessment selects items based on the student's responses. If the student answers the item correctly, the assessment increases the difficulty level of the next item. If the student answers incorrectly, the assessment lowers the difficulty level of the next item. By continually adjusting the difficulty of an item to what the student has shown she can or cannot do, the assessment is tailored to accurately measure each student's level of achievement.

▶ Star Early Literacy tests are designed for students in grades pre-K through 3 (beginning readers who do not yet read independently or need early literacy skills assessed). Star Early Literacy consists of 27 items of literacy (including 5 numeracy items) and generally takes fewer than 15 minutes for the student to complete the assessment.

▶ Star Reading tests are designed for students in grades K–12. When using Star Reading for progress monitoring, the test consists of 25 items; the Enterprise version of the test consists of 34 items. Both versions generally take fewer than 30 minutes for the student to complete the assessment.

▶ Star Math tests are designed for students in grades 1–12. When using Star Math for progress monitoring, the test consists of 24 items; the Enterprise version of the consists of 34 items. Both versions take approximately 20 minutes for the student to complete the assessment.

Computer-Adaptive Test and Scaled Score

A computer-adaptive test creates a virtually unlimited number of test forms as it dynamically interacts with the student taking the test. A scaled score (SS) is the student's score on the assessment. It is used to report performance for all students on a consistent scale. To make the results of all tests comparable, it is necessary to convert all results of the tests to scores on a common scale. The Star Early Literacy scale ranges from 300–900. The Star Reading and Star Math scales range from 0–1400.

Student scores can also be shown on the Unified Scale, which is a single scale that can be used to report scores for both Star Early Literacy and Star Reading (as well as Star Math), thus facilitating comparison of the achievement of children taking these two different tests. The Unified Scale score ranges from 0 to approximately 1400; Star Early Literacy scores range from 200–1100 and Star Reading and Star Math range from 600–1400.

Software Requirements

For the most current system requirements for Star assessments and other Renaissance software, please visit https://www.renaissance.com/system-requirements/.

Test Security Overview

Security is a concern in any testing situation, and sound testing procedures are the hallmark of test security. When teachers and test administrators consistently follow the procedures presented in this manual before, during, and after testing, they help ensure test results which are true representations of student achievement.

Additionally, test security safeguards are built in to Star's computer-adaptive test design. It is highly unlikely any two students will see the same test items at the same time. This is because Star assessments are computer-adaptive based on individual student performance, and test items are selected from a large pool of items.

Student Accommodations

The Star assessments are suitable for students with disabilities and English Language Learners. For information about accommodations, please visit http://doc.renlearn.com/KMNet/R00581317DED9FC4.pdf.

For specific information about taking the English versions of Star Math or Star Reading with special accommodations/accessibility options, please refer to the Star Math Test Administration Manual (https://docs.renaissance.com/R63824) and the Star Reading Test Administration Manual (https://docs.renaissance.com/R63836).

Interpreting Star Data

Renaissance Star assessments provide you with useful information to help you make informed decisions about your instructional next steps. The Report Interpretation Guide highlights some of the key Star reports you can use to answer your questions about how well students are performing, what to prioritize for instruction and practice, and how quickly students are growing. You can find the guide at https://docs.renaissance.com/R61186.

Contact for Support

For assistance, call (800) 338-4204. Outside the US, call 1.715.424.3636.

Preparing for Testing: All Star Assessments

Preparation for testing is a key component of test fidelity. We recommend that test administrators and/or teachers complete the following tasks prior to testing.

- ☐ Read this Test Administration Manual thoroughly and carefully.

- ☐ Create a schedule for testing. Try to avoid distracting locations or times when other students, school bells, or public address announcements can interfere with student concentration. Provide a copy of the schedule to each person involved with testing.

- ☐ Cover or remove any materials on the walls, whiteboard, and other areas that might help students answer test items.

- ☐ Make sure there is enough light and ventilation in the test area.

- ☐ Ensure all testing devices are working properly. If you are administering the test with a tablet or laptop, make sure the battery is adequately charged before testing.

- ☐ Create a seating chart for the testing area. Consider students who may have difficulty concentrating with distractions such as windows, doorways, or classmates.

- ☐ Post a "Do Not Disturb" sign outside the testing environment.

- ☐ Access students' user names and passwords (see "Identify Students' User Names and Passwords" on page 5). It is important to note that teachers can only search for students in their own classes. If you choose to print this information, be sure it is stored in a secure location before and during testing, and destroyed after testing.

Additional Guidance for Star Early Literacy

☐ It is *extremely* important that students understand how to take the assessment. Because Star Early Literacy may be the first testing experience for young students, we suggest introducing them to the test a few days before taking it. You can show the students these introductory videos at least one day before the actual test. The videos explain how students answer test questions:

Using a keyboard, mouse, or trackpad:

▶ In English: https://resources-zone08.renaissance-go.com/Scripts/video/no-touch/SEL_PTI.mp4

▶ In Spanish: https://resources-zone08.renaissance-go.com/Scripts/video/no-touch/SEL_PTI_MX.mp4

Using a tablet:

▶ In English: https://resources-zone08.renaissance-go.com/Scripts/video/touch/SEL_PTI.mp4

▶ In Spanish: https://resources-zone08.renaissance-go.com/Scripts/video/touch/SEL_PTI_MX.mp4

Note: The video is part of the test itself; if you have students watch the video before the day of the test, you may want to change the settings of the demo video preference so the students can skip the video during the actual test (see "Help Links" on page 52).

☐ Make sure the computer or tablet has a set of headphones plugged in and that the volume is set so the student can hear the audio clearly without disturbing other students.

☐ You may want to add stickers to the **1, 2, 3,** and **Enter** keys on the keyboard to make them more prominent.

☐ Check the settings for all preferences that apply to Star Early Literacy, including the monitor password preference (see "Help Links" on page 52).

Additional Guidance for Star Reading

☐ Check the settings for all preferences that apply to Star Reading, including the monitor password preference (see "Help Links" on page 52).

Additional Guidance for Star Math

☐ Do NOT permit students to use calculators or other devices during the test (an on-screen calculator may be provided for some questions; see page 38).

☐ Make sure the computer or tablet has a set of headphones plugged in and that the volume is set so the student can hear the audio clearly without disturbing other students.

☐ Show students how to pause the audio (see page 39).

☐ Make sure you have provided enough scratch paper and sharpened pencils for the students to use during the test.

☐ Arrange the desks or computer workstations so that students have enough room to work on the test. This should include enough space for scratch paper so that students can perform the necessary calculations for the test items.

☐ Check the settings for all preferences that apply to Star Math, including the monitor password preference (see "Help Links" on page 52).

Day of Testing

☐ Make sure you have the correct monitor password if it is required.

☐ Use the Familiarizing Students sections (starting on page 11) to familiarize students with what a Star test looks like. The Student Materials sections can be used to make handouts or to project for students to help them more clearly understand the test format. The text included in the Familiarizing Students sections are a guide to use with students as you discuss the pictures.

☐ Remind students to bring a book to read silently at their seat after they are finished testing to minimize distractions for those who are still testing.

☐ On the computers or tablets used for testing, start the browser and go to the Renaissance Place address (URL). On the Welcome page, select **I'm a Student**.

☐ We recommend enabling "full screen" mode on your browser to ensure no scrolling is required. Browsers with customizations (bookmark tabs, extensions, etc.) and low-resolution screen settings result in a smaller available space which could result in needing to scroll to see the **Next** button during testing.

☐ Provide a break prior to testing. Students should use the rest room and get a drink of water during this time.

Identify Students' User Names and Passwords

For the latest instructions on creating and printing a Student Password Report, visit https://star-help.renaissance.com/hc/en-us/articles/11944541312667.

How Students Log In

1. Start the web browser and go to the Renaissance Place address (URL).

2. On the Login page, select **I'm a Student**.

3. The student enters his or her user name and password, and then selects **Log In**.

Log In

User Name*

Password*

Log In

Forgot password?

Renaissance ID: RP-12345678 - Change
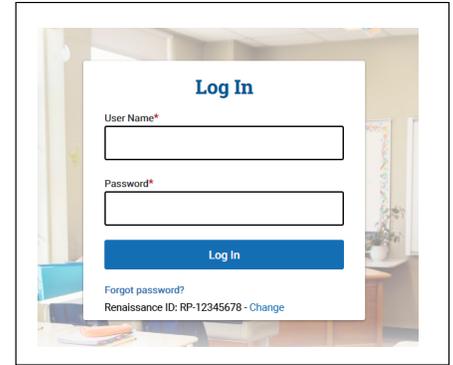
Pausing or Stopping a Test

If a student needs to leave the room unexpectedly while taking a test, you can stop a test by selecting **Stop Test** in the upper-right corner of the screen. A prompt will ask if you want to resume the test later, stop the test, or cancel the action. A student has eight days (192 hours) from the initial starting date and time of a test to resume the test at the point where they left off (the student will see a different item, however). Keep in mind that pausing or stopping a test is a nonstandard administration; use this option only when absolutely necessary. See "Stopping Star Tests" on page 52 for more information.

Test Directions for Students

If you are using a seating chart, make sure all the students are seated correctly. Read aloud, word for word, the material printed in the "Read Out Loud" sections. You may repeat the directions as needed. Text in *italic font* is information meant for you and should not be read to students.

Read Out Loud

Today you will take a test called Star. Some of the questions will be easy while others will be more challenging. Don't worry about how many questions you think you get right, or how many you think you get wrong. Everyone will likely miss some of the questions. The main goal is for you to do the best you can.

Don't worry if someone finishes the test before you because every test is different.

Be sure to look at all of the answer choices carefully before selecting your answer. If you do not know the answer to a question, go ahead and choose what you think is the best answer.

Read Out Loud (for Star Math Tests ONLY)

You will answer the questions on a computer or a tablet, but you can work the problems out on note paper.

If students are in grade 7 or higher: For some of the algebra and geometry questions, there will be an on-screen calculator and an on-screen formula reference sheet that you can use to answer the questions.

If students are taking the test using audio: Listen to the audio when a new question is presented to you. You will be able to pause, resume, or replay the audio if you need to.

Read Out Loud

Remember that once you have selected your answer, you will need to select **Next** to move on to the next question. You can change your answer choice before you select **Next** but not after. Once you move on to the next question you cannot go back.

Pause for questions.

If you see a picture of a clock at the top of the screen, time is almost up for that question. Choose your best answer and select **Next** to move on to the next question. If you do not choose an answer in time, you will see a message that says time is up for that question. The next question will appear in a few seconds.

Pause for questions.

You will see a message that tells you when you have finished the test. Select **OK** and remain quiet at your seat. You may read your book silently, but you may not continue to use the computer for other activities.

Pause to answer any questions students may have. Be sure all students know their user names and passwords before moving to the steps for logging in to the test (see page 5).

Instruct students to pause and wait for instructions after each step in the login process to ensure no one rushes ahead.

Enter your user name and password and select **Log In**.
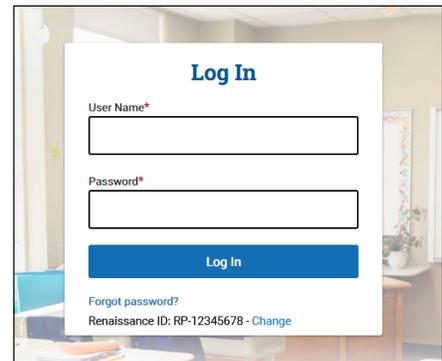
When all students are logged in, continue.

Read the instructions that correspond to the tiles you can see on the students' Home page.

	Star Early Literacy tile	Star Reading tile	Star Math tile
Say...			
Select the...	...Star Early Literacy tile (the one with the yellow corner).	...Star Reading tile (the one with the light blue corner).	...Star Math tile (the one with the red corner).

Read Out Loud

Check that your name is at the top of the screen. If you see a different name, raise your hand.

*If the student is not logged in correctly, select **Cancel**, and the student will return to the Login page. Verify that student is entering the correct user name and password and selecting the correct assessment.*

When all students are ready to begin, continue.

If you have any questions about this test, please ask them now. You can ask for help before you start the test. Once the test starts, I will not be able to help you with any questions or tell you if you have picked the right answer. Remember to stay in your seat when you have completed your test. If there is something you need, raise your hand and I will come to help you. Do not talk to anyone while others are still taking the test.

Are there any questions?

Enter the monitor password, if it is required (see the "Additional Guidance" section for the type of test you are giving, beginning on page 4).

You may select Start and begin. Do your best!

The test administrator should remain in the room during the entire test session and monitor students while testing. The testing session is ended when all students have completed the assessment. Check all testing devices to ensure all students have completed the test and screens have returned to the Login page.

Test Format Overview

It is important to prepare your students for what the Star testing experience will be like. Prior to the testing session, use the Teacher Notes and Student Images (either projected or in handouts) to help your students know what to expect at each stage of the test.

Practice Questions and Failed Practices

Depending on the setting of the Hands-On Practice preference for Star Early Literacy (see "Help Links" on page 52), or the number of days since the student last took a test (for Star Math or Star Reading), the student may see practice questions before the actual test starts. The practice session is primarily meant to gauge the student's ability to work with the program's interface, to see if the student understands how to select and enter an answer.

If a student does not pass the practice session, the practice session ends and the test will not start for that student. Have the student try another practice, and carefully observe the student.

▶ If the student does not understand how to answer questions, review the testing procedures with the student.

▶ If the student understands how to answer questions, but keeps running out of time before entering an answer, you may need to extend the time limits for that student. See "Help Links" on page 52 for information on setting the Extended Question Time Limit preference.

▶ If the student understands how to answer questions, but keeps giving incorrect answers, this may indicate that the student is not ready to have his or her abilities assessed by Star.

The Importance of the Star Practice Questions

The practice session is an essential part of the Star assessment process. The practice questions gauge whether students understand how to select and enter an answer or if they need more practice.

In addition, answering the practice questions independently indicates whether student is ready to take the Star assessment.

▶ We highly recommend showing the demonstration video to students taking Star Early Literacy for the first time at least one day before the actual test so they can practice (see "Additional Guidance for Star Early Literacy" on page 4).

▶ For Star Reading, if a student cannot pass the practice session, the student should be tested with Star Early Literacy.

Star Early Literacy	Star Reading	Star Math
Depending on the setting of the Hands-On Practice preference (see "Help Links" on page 52), the student may see practice questions before the actual test starts. If a student does not pass the practice session (by successfully selecting and entering the answers to three questions in a row), the practice session ends and the test will not start for that student.	If a student has not taken a Star Reading test in the past 180 days, the student will see practice questions before the actual test starts. If a student answers seven practice questions without getting three correct, the practice session ends and the test will not start for that student.	If a student has not taken a Star Math test in the past 180 days, the student will see three practice questions before the actual test starts. If the student does not answer two of the three practice questions correctly, the student will be given another set of three practice questions. Once the student answers two of those three practice questions correctly, the test will begin. If the student does not answer two of those three practice questions correctly, the practice session ends and the test will not start for that student.

Practice Questions and Failed Practices

Have the student try another practice, and carefully observe the student.

▶ If the student does not understand how to answer questions, review the testing procedures with the student.

▶ If the student understands how to answer questions, but keeps giving incorrect answers, this may indicate that the student is not ready to have his or her abilities assessed with a Star assessment.

▶ If the student understands how to answer questions, but keeps running out of time before entering an answer, you may need to extend the time limits for that student ("Help Links" on page 52).

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Familiarizing Students with Star Early Literacy

Before administering a Star Early Literacy assessment, you can review the following materials with your students so they are more familiar with the Star testing experience. The student images start on page 15.

Pictures 1a–c

Read Out Loud

This is what the test questions look like. Listen to the question as it is read to you out loud. The question will be read out loud again in about ten seconds, but if you want to hear it again right away:

For students using a mouse, show picture 1a:
Click **Listen**.
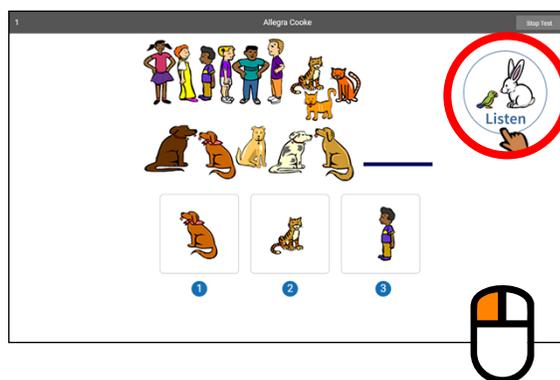
For students using a tablet, show picture 1b:
Tap **Listen**.
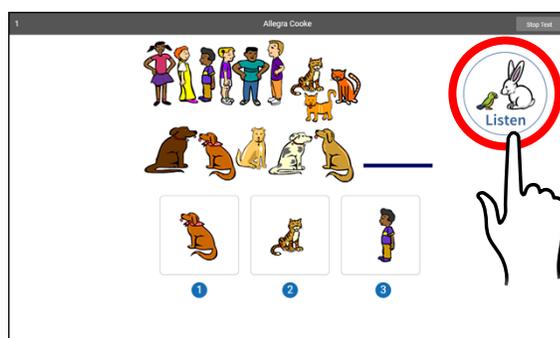
For students using a keyboard show picture 1c:
Press the **L** key.
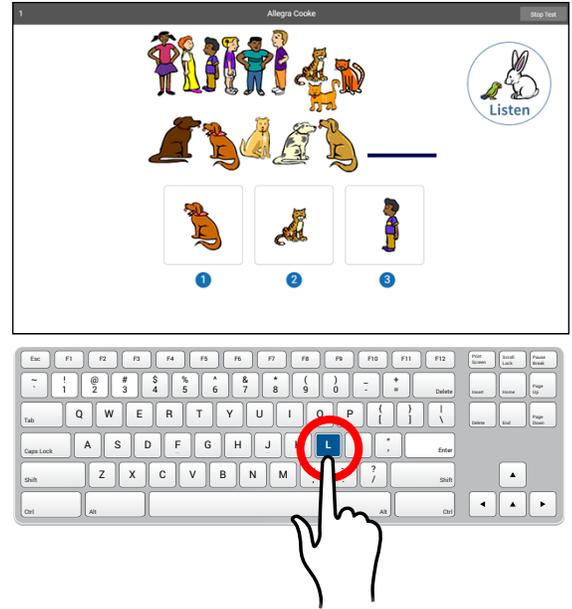
Pictures 2a–c

Read Out Loud

Choosing your answer on the computer is easy. Each question has three possible answers (shown at the bottom of the screen). Choose the one you think is the right answer to the question. You can change your answer choice before you enter it.

For students using a mouse, show picture 2a: Use the mouse to move the hand to your answer choice and click on it with the left mouse button. A box appears around the answer you chose; this does *not* mean that you have chosen the correct answer.

Once you are satisfied with the answer you have chosen, enter it by clicking **Next**. After you have entered your answer to the question, the next question will appear on the screen.

Page 12
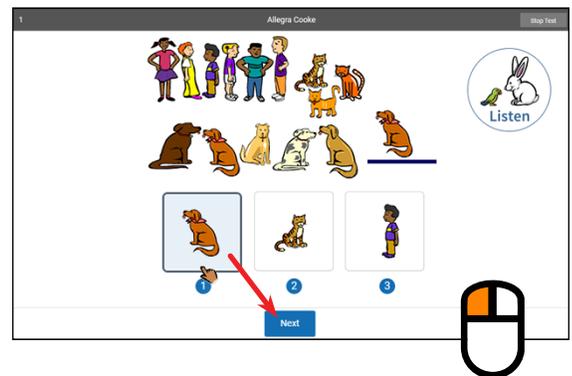
For students using a tablet, show image 2b: Tap your answer choice. A box appears around the answer you have chosen; this does *not* mean you have chosen the correct answer.

Once you are satisfied with the answer you have chosen, enter your answer choice by tapping **Next**. After you have entered your answer to the question, the next question will appear on the screen.
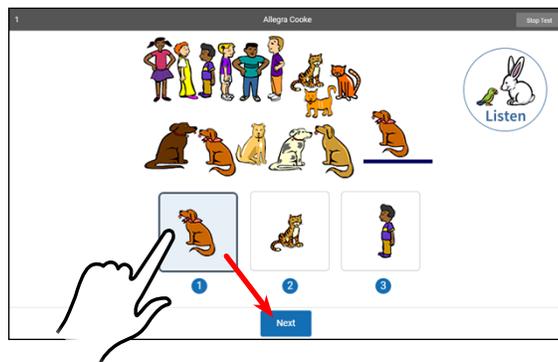
For students using a keyboard, show image 2c: Each possible answer has a number below it (**1**, **2**, or **3**). Press the number on the keyboard that matches the number of your answer choice. If you want to choose a different answer, press the number that matches your new choice.

When you choose an answer, a box appears around it. This shows you which answer you chose; it does *not* mean you have chosen the correct answer.

Once you are satisfied with the answer you have chosen, enter it by pressing the **Enter** or **return** key. After you have entered your answer to the question, the next question will appear on the screen.

Picture 3

Read Out Loud

If you see a picture of a clock at the top of the screen, time is almost up for that question. Choose your answer quickly. If you don't choose an answer in time, the test will move on to the next question.

Picture 4

Read Out Loud

Before you take the test, you may have a training session or practice questions. The training questions look just like the real test, but only have one answer to choose.

If you see this message during the training or practice questions, you should raise your hand and call the teacher or test monitor. They will know what to do.

This student needs help using the mouse or keyboard. Please show the student how they work.

Click on the map to dismiss this alert and resume practice.
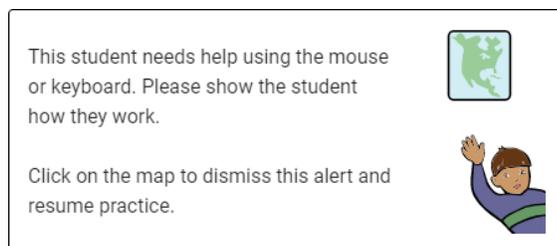
Picture 5

Read Out Loud

When you finish answering the practice questions, the program will show you the message in this picture. The test will start automatically. Relax and get ready; the first question will come up soon. Keep answering the questions until the computer tells you that you have finished the test.

If you don't know the answer to a question, go ahead and choose what you think is the best answer.

Great job on the practice. Now we will go to the test.
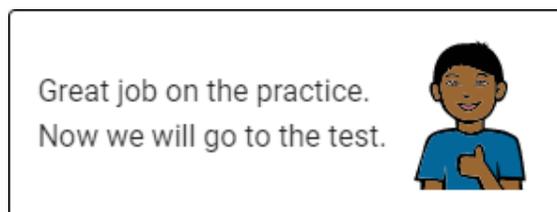
When you have finished the test, tell the teacher or test monitor that you are finished so the next student can get started.

If you have any questions about this test, please ask them now. Once the test starts, the teacher or test monitor will not be able to tell you if you have picked the right answer.

Have fun, and do your best!

Student Images

Use the images on the following pages to make handouts or projections—you can use them to explain to student how to select and enter answers for Star Early Literacy questions.

Picture 1a

This is what the test questions look like. Listen to the question as it is read to you out loud. The question will be read out loud again in about ten seconds, but if you want to hear it again right away, click **Listen**.
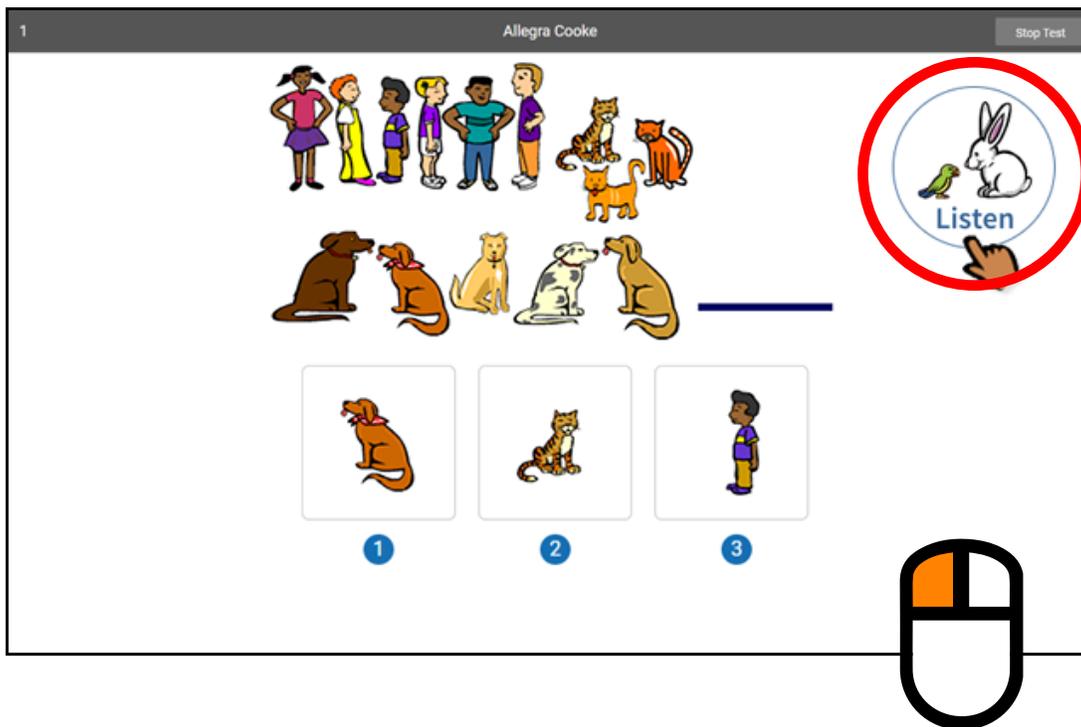
Picture 1b

This is what the test questions look like. Listen to the question as it is read to you out loud. The question will be read out loud again in about ten seconds, but if you want to hear it again right away, tap **Listen**.
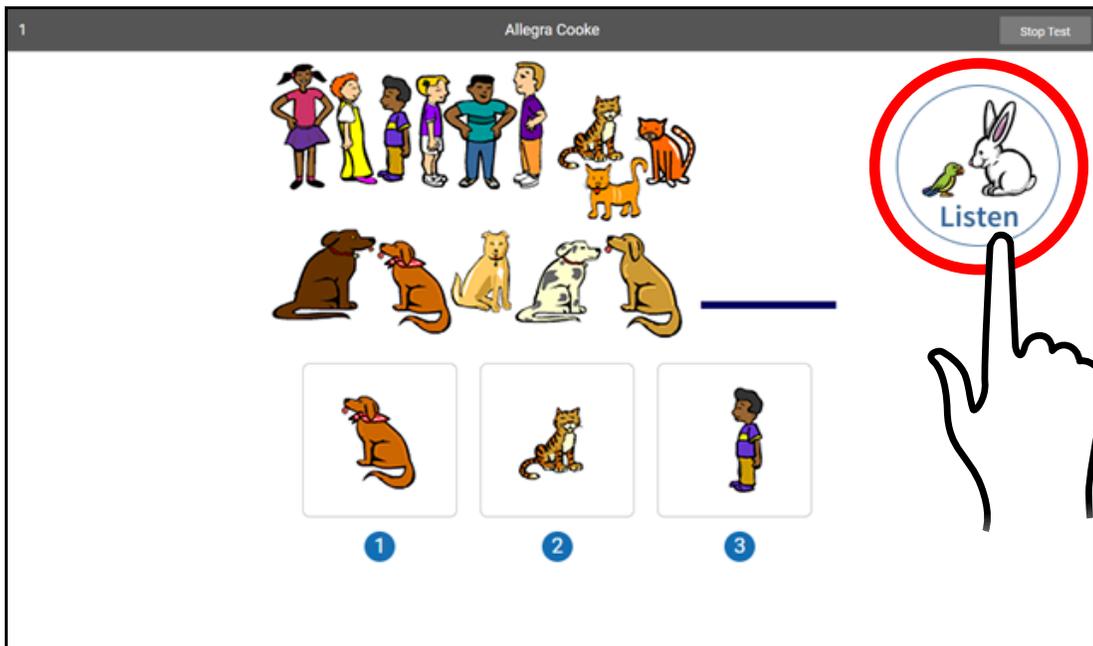
Picture 1c

This is what the test questions look like. Listen to the question as it is read to you out loud. The question will be read out loud again in about ten seconds, but if you want to hear it again right away, press the **L** key.
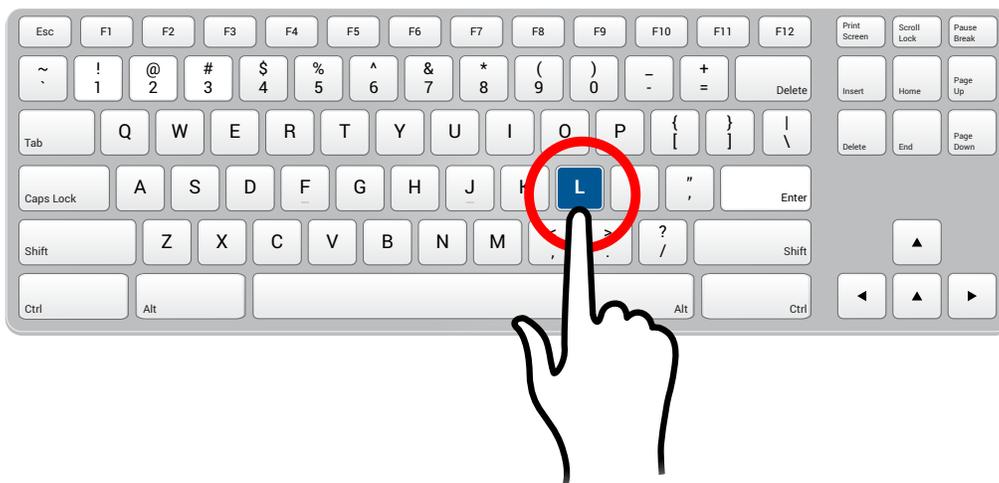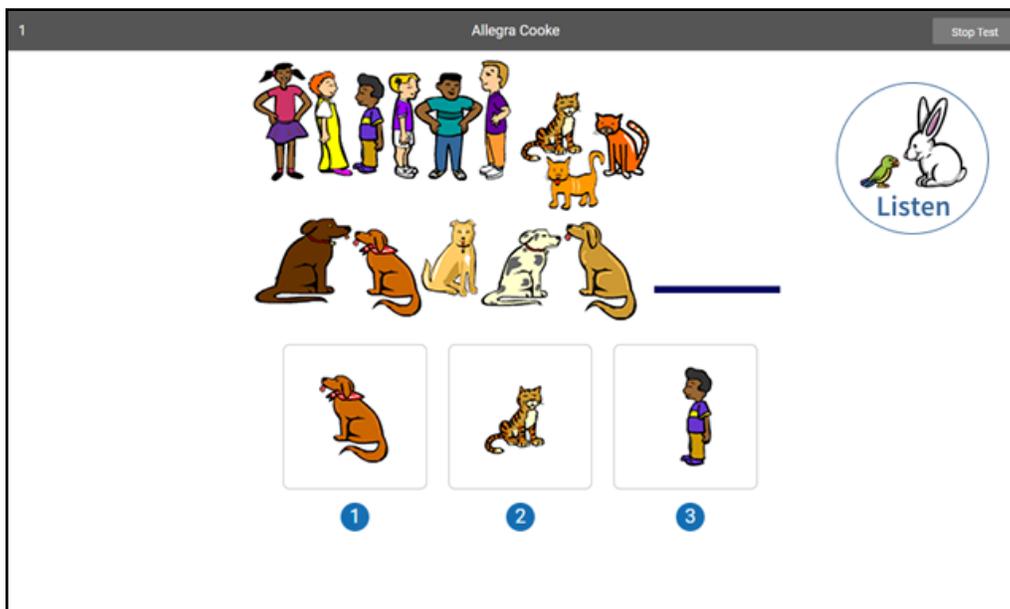
Picture 2a

Choosing your answer on the computer is easy. Each question
has three possible answers (shown at the bottom of the screen).
Choose the one you think is the right answer to the question.
You can change your answer choice before you enter it.
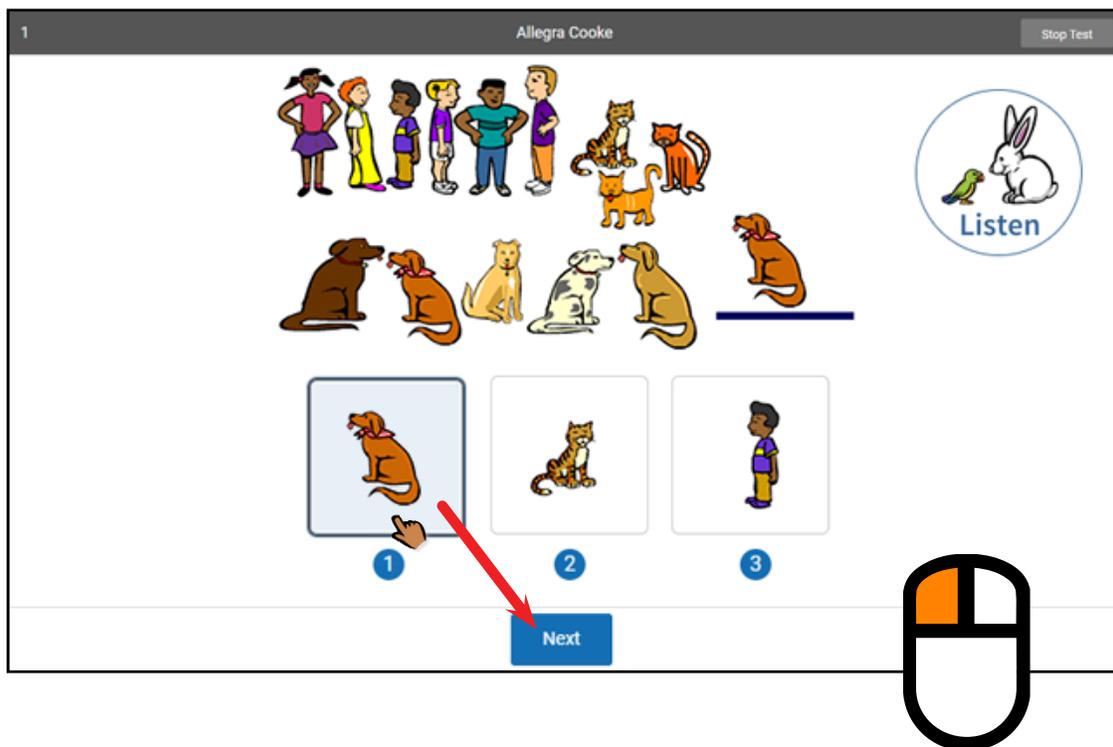
Use the mouse to move the hand to your answer choice and click on it with
the left mouse button. A box appears around the answer you chose;
this does *not* mean that you have chosen the correct answer.

Once you are satisfied with the answer you have chosen,
enter it by clicking **Next**. After you have entered your answer to the question,
the next question will appear on the screen.

Picture 2b

Choosing your answer on the computer is easy. Each question
has three possible answers (shown at the bottom of the screen).
Choose the one you think is the right answer to the question.
You can change your answer choice before you enter it.
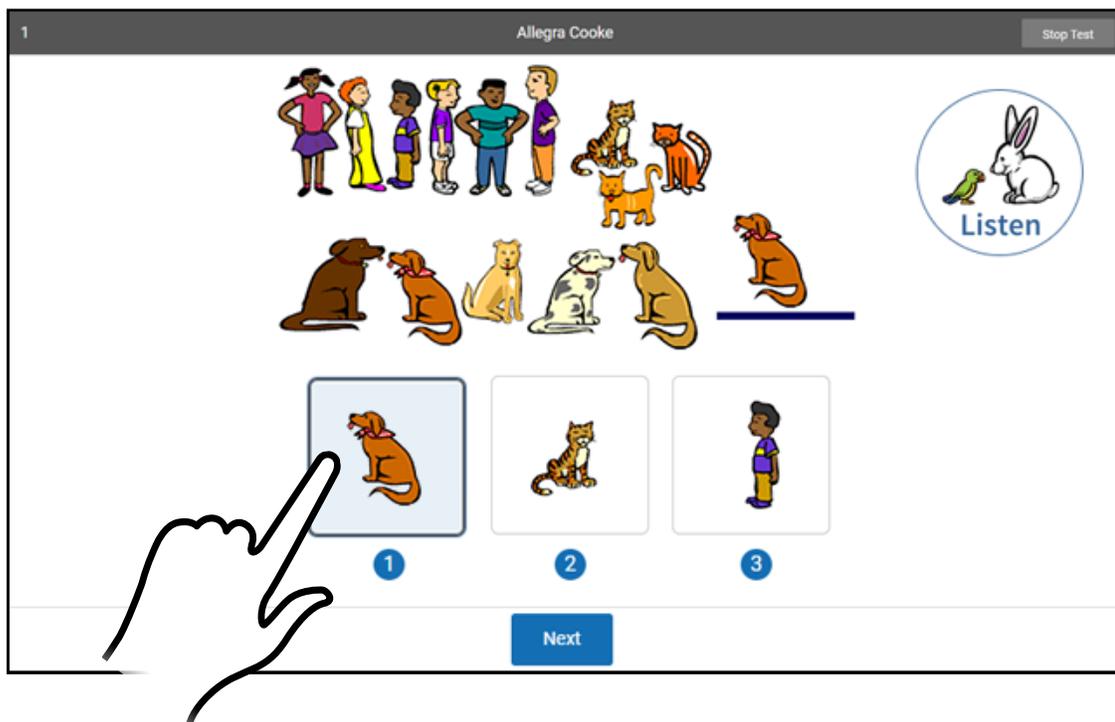
Tap your answer choice. A box appears around the answer you have chosen;
this does *not* mean you have chosen the correct answer.

Once you are satisfied with the answer you have chosen,
enter your answer choice by tapping **Next**. After you have entered your
answer to the question, the next question will appear on the screen.

Picture 2c

Choosing your answer on the computer is easy. Each question
has three possible answers (shown at the bottom of the screen).
Choose the one you think is the right answer to the question.
You can change your answer choice before you enter it.

Each possible answer has a number below it (**1**, **2**, or **3**).
Press the number on the keyboard that matches the number of your answer
choice. If you want to choose a different answer,
press the number that matches your new choice.

When you choose an answer, a box appears around it. This shows you which
answer you chose; it does *not* mean you have chosen the correct answer.

Once you are satisfied with the answer you have chosen,
enter it by pressing the **Enter** or **return** key. After you have entered your
answer to the question, the next question will appear on the screen.

Picture 3

If you see a picture of a clock at the top of the screen, time is almost up for that question. Choose your answer quickly. If you don't choose an answer in time, the test will move on to the next question.
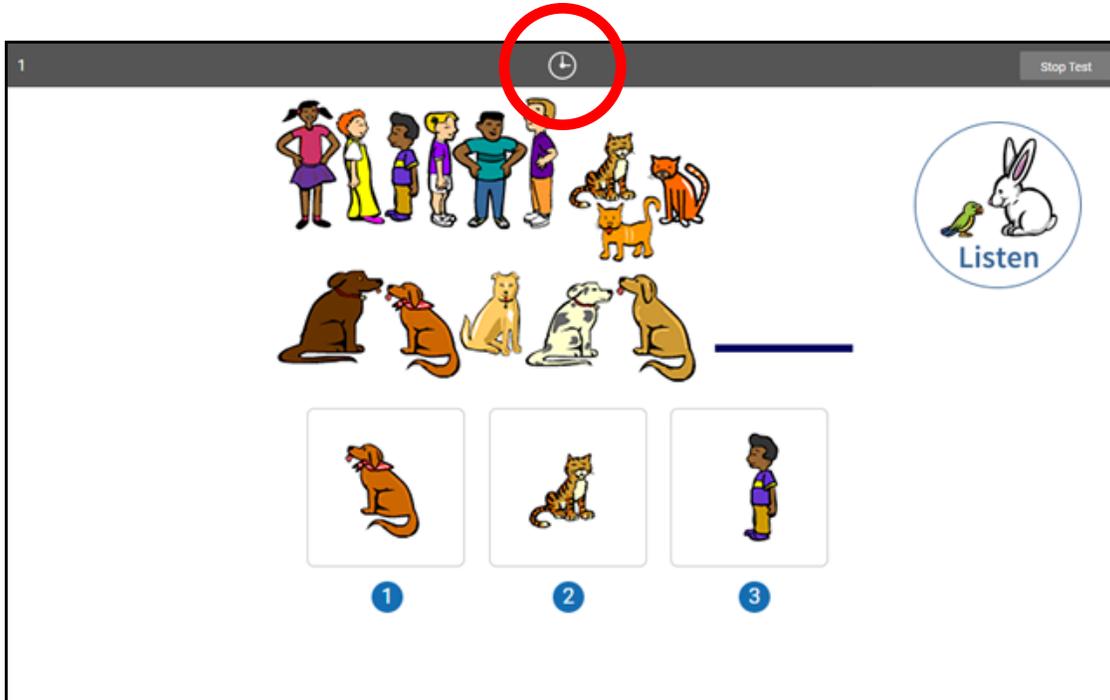
Picture 4

Before you take the test, you may have a training session or practice questions. The training questions look just like the real test, but only have one answer to choose.

This student needs help using the mouse or keyboard. Please show the student how they work.

Click on the map to dismiss this alert and resume practice.
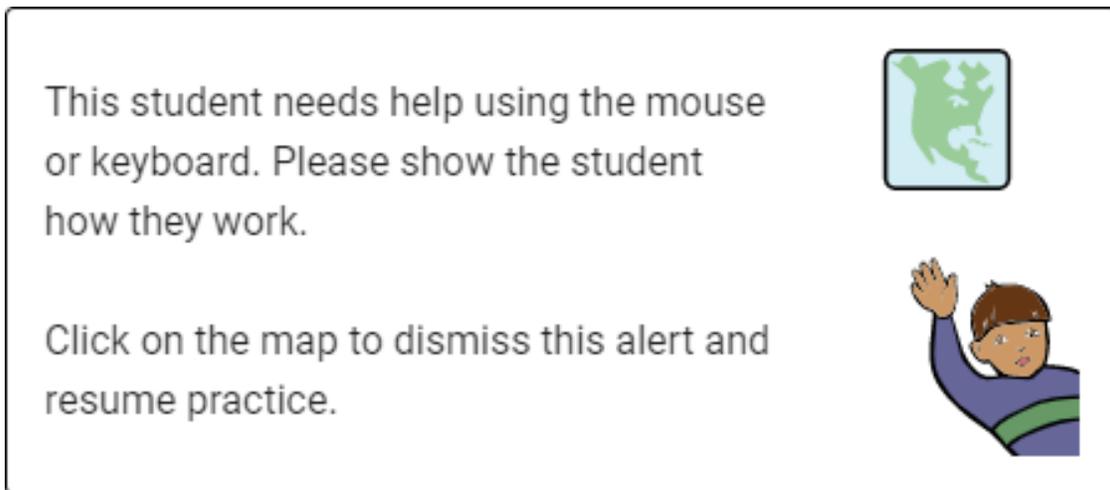
If you see this message during the training or practice questions, you should raise your hand and call the teacher or test monitor.
They will know what to do.

Picture 5

When you finish answering the practice questions, the program will show you the message in this picture. The test will start automatically. Relax and get ready; the first question will come up soon. Keep answering the questions until the computer tells you that you have finished the test.

Great job on the practice.
Now we will go to the test.
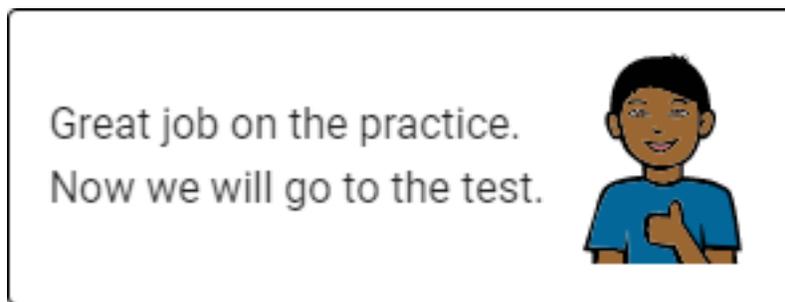
If you don't know the answer to a question,
go ahead and choose what you think is the best answer.

Test Flow: Star Early Literacy

There are a number of preference settings and conditions that may affect a student's testing experience. This section will help you navigate the process depending on the different variables.

Step 1: The student opens Renaissance in a web browser.

Step 2: The student selects **I'm a student**.

Step 3: The student enters their name and password and selects **Log In**.

Step 4: The student selects the **Star Early Literacy** tile on the Home page.

Step 5: Is the student asked if they are taking the Star Early Literacy test inside the school? (see https://star-help.renaissance.com/hc/en-us/articles/11945235255195)

Yes: The student selects **No**, **Yes**, or **Skip**; go on to step 6.

No: Go on to step 6.

Step 6: Is the student enrolled in more than one class that is using Star Early Literacy?

Yes: The student selects one of the classes they are enrolled in, then selects **Next**; go on to step 7.

No: Go on to step 7.

Step 7: Has the Password Requirement Preference been set to require a monitor password? (see https://star-help.renaissance.com/hc/en-us/articles/11237029911451)

Yes: The teacher or test monitor enters the monitor password and selects **Start**; go on to step 8.

No: Go on to step 8.

Step 8: Is the Demonstration Video Preference set to show the demonstration video? (see https://star-help.renaissance.com/hc/en-us/articles/11236930494491)

Yes: The student watches the video; go on to step 9.

No: Go on to step 9.

Step 9: Is the Hands-On Practice Preference set to require a student to pass a hands-on practice? (see https://star-help.renaissance.com/hc/en-us/articles/11236956827035)

Yes: The student answers the hands-on practice questions; go on to step 9a.

No: Go on to step 10.

Step 9a: Did the student pass the hands-on practice?

Yes: Go on to step 10.

No: The test will **not** begin; the student is automatically logged out. See "Practice Questions and Failed Practices" on page 9.

Step 10: The test begins, the student answers questions 1–27.

Step 11: The test ends, and the student is automatically logged out.

Familiarizing Students with Star Reading

Before administering a Star Reading assessment, you can review the following materials with your students so they are more familiar with the Star testing experience. The student images start on page 29.

Picture 1

Read Out Loud

Fill-in-the-blank questions have a sentence with a word missing. There will be a list of three or four words that could fit in the blank. Your job is to choose the word that best completes the sentence.

1/34	Allegra Cooke	Stop Test

I asked my father for an _____ helping of carrots.

1 easy
2 olly
3 extra
4 ugly
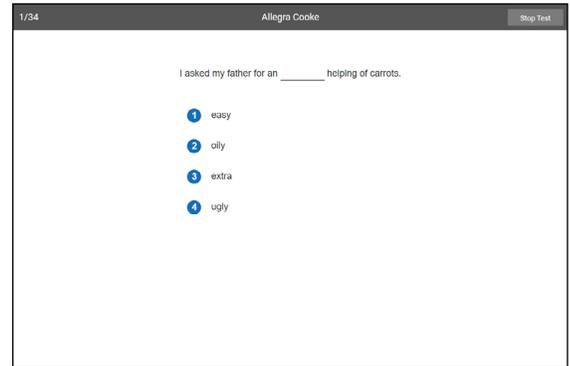
Picture 2

Read Out Loud

Short-answer questions have a text passage at the top, followed by a question about the passage. There will be a list of three or four possible answers. Your job is to choose the best answer to the question.

13/34	Allegra Cooke	Stop Test

Mariela grew worried as she listened to the fierce wind whipping against her bedroom window. She had waited until the very last day to apply online to the college she hoped to attend. Now she only had one hour left before the deadline at 6 p.m. She was close to completing her personal essay but needed to add some finishing touches. As Mariela typed her concluding sentence, the electricity went out. She lost her connection to the Internet.

How does the setting affect the story?

1 The storm outside contrasts with the interior of Mariela's bedroom to symbolize her reluctance to leave home.

2 The fierce wind makes it difficult for Mariela to concentrate on completing her essay.

3 The lateness of the hour increases the tension and suspense when the electricity goes out.

Pictures 3a–c

Choosing your answer is easy. Use any of these methods to choose and enter your answer. You can change your answer choice *before* you enter it.

Each possible answer has a number next to it (**1**, **2**, **3**, or **4**)

*For students using the mouse, show picture 3a:* Click on your answer choice using the left mouse button. Then, enter your answer choice by clicking **Next** on the screen.
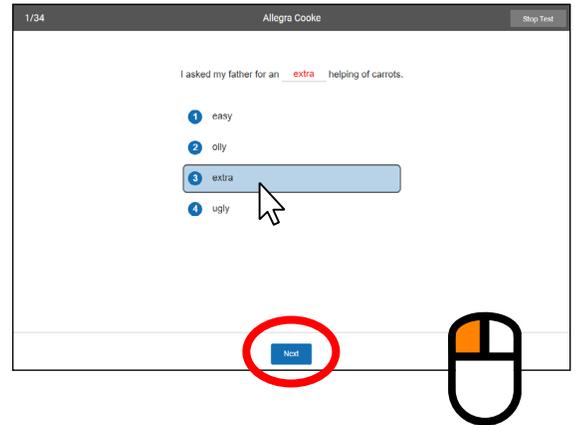
For students using a tablet, show image 3b: Tap your answer choice. Then, enter your answer choice by tapping **Next**.
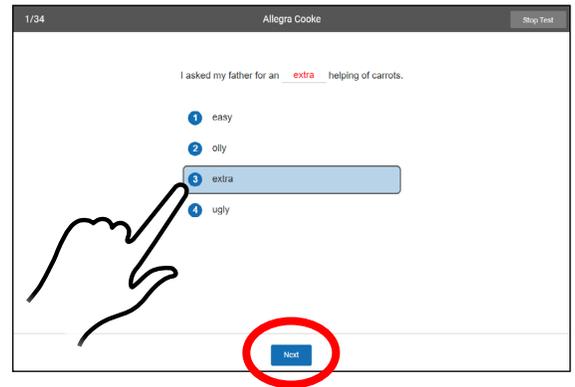
For students using a keyboard, show image 3c: Press the number that matches your answer choice. Then, enter your answer choice by pressing **Enter** or **return**.

Picture 4

When you choose an answer, a blue highlight will appear around it (as shown). This only shows you which answer you selected. It does *not* mean that you selected the correct answer. For fill-in-the-blank questions, the program also puts the word you picked in the blank so you can see how it fits in the sentence.

To change your answer, click on it with the mouse, tap it (if you are using a tablet), or press the number of your new answer choice on the keyboard. The program will highlight your new choice. *You cannot change your answer after you click or tap **Next**, or after you press **Enter** or **return**.*

Picture 5

If you see a picture of a clock at the top of the screen, time is almost up for that question. Choose your answer quickly. If you don't choose an answer in time, you will see a message that says time is up for that question. The next question will come up in a few seconds, so be ready.

Picture 6

Before you take the test, you may see some practice questions. The practice questions look just like the real test. If you see this message when you are answering the practice questions, you should raise your hand and call the teacher or test monitor. They will know what to do.

When you finish answering the practice questions, the program will show you this message:

Practice Complete

The practice is over.
Please ask the monitor to help you the next time you practice.

OK

Great job on the practice.

Let's go to the test.
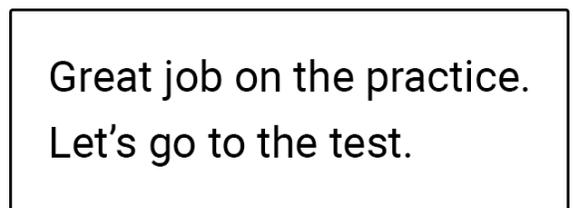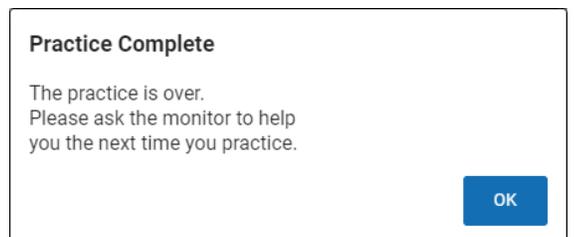
Read Out Loud

When you are finished with the test, tell the teacher or test monitor that you are finished.

If you have any questions about this test, please ask them now. Once the test starts, the teacher or test monitor will not be able to explain any of the questions or help you choose an answer. Also, the teacher cannot tell you if you selected the right answer.

Have fun, and do your best!

Student Images

Use the images on the following pages to make handouts or projections—you can use them to explain to student how to select and enter answers for Star Reading questions.

Picture 1

Fill-in-the-blank questions have a sentence with a word missing.
There will be a list of three or four words that could fit in the blank.
Your job is to choose the word that best completes the sentence.

1/34	Allegra Cooke	Stop Test

I asked my father for an _____ helping of carrots.

1 easy

2 oily

3 extra

4 ugly

Picture 2

Short-answer questions have a text passage at the top, followed by a question about the passage. There will be a list of three or four possible answers. Your job is to choose the best answer to the question.

Allegra Cooke Stop Test

Mariela grew worried as she listened to the fierce wind whipping against her bedroom window. She had waited until the very last day to apply online to the college she hoped to attend. Now she only had one hour left before the deadline at 6 p.m. She was close to completing her personal essay but needed to add some finishing touches. As Mariela typed her concluding sentence, the electricity went out. She lost her connection to the Internet.

How does the setting affect the story?

1 The storm outside contrasts with the interior of Mariela's bedroom to symbolize her reluctance to leave home.

2 The fierce wind makes it difficult for Mariela to concentrate on completing her essay.

3 The lateness of the hour increases the tension and suspense when the electricity goes out.

Picture 3a

Choosing your answer is easy.

You can change your answer choice *before* you enter it.

Each possible answer has a number next to it (**1**, **2**, **3**, or **4**).

1/34	Allegra Cooke	Stop Test

I asked my father for an ___extra___ helping of carrots.

1 easy

2 oily

3 extra

4 ugly
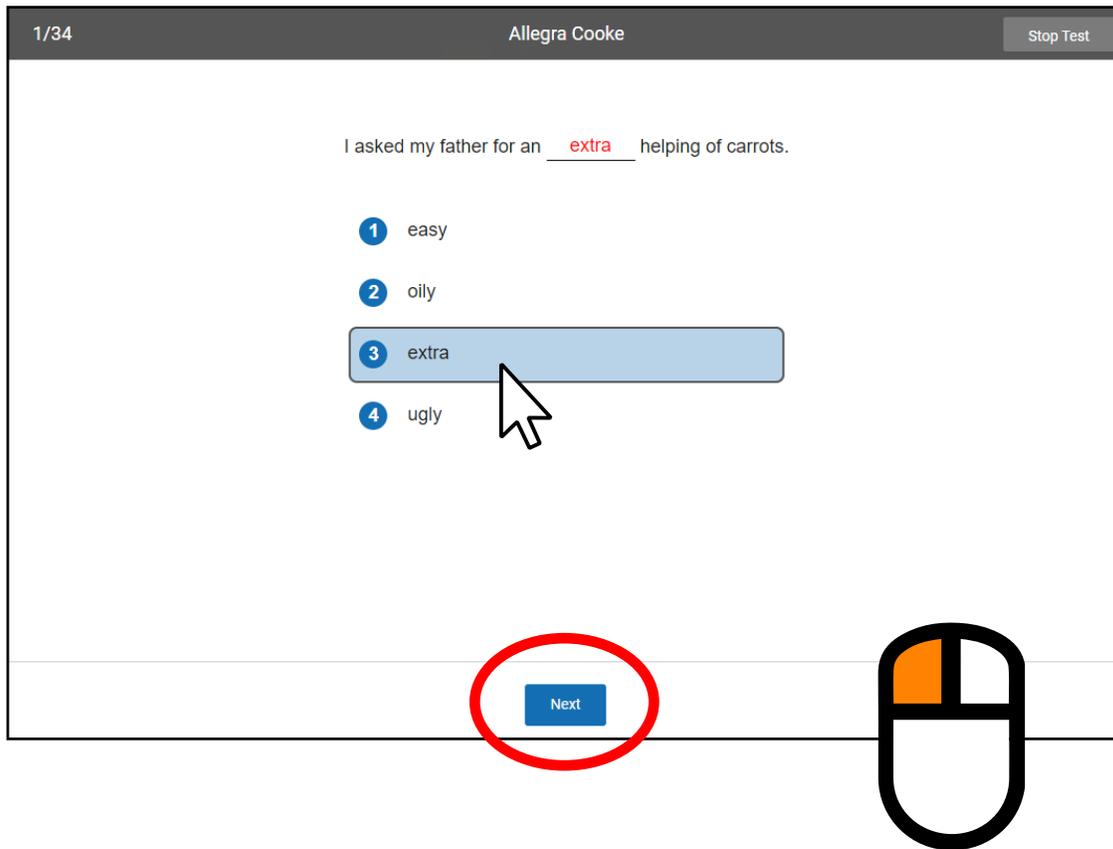
Next

Click on your answer choice using the left mouse button.

Then, enter your answer choice by clicking **Next** on the screen.

Picture 3b

Choosing your answer is easy.

You can change your answer choice *before* you enter it.

Each possible answer has a number next to it (**1**, **2**, **3**, or **4**).
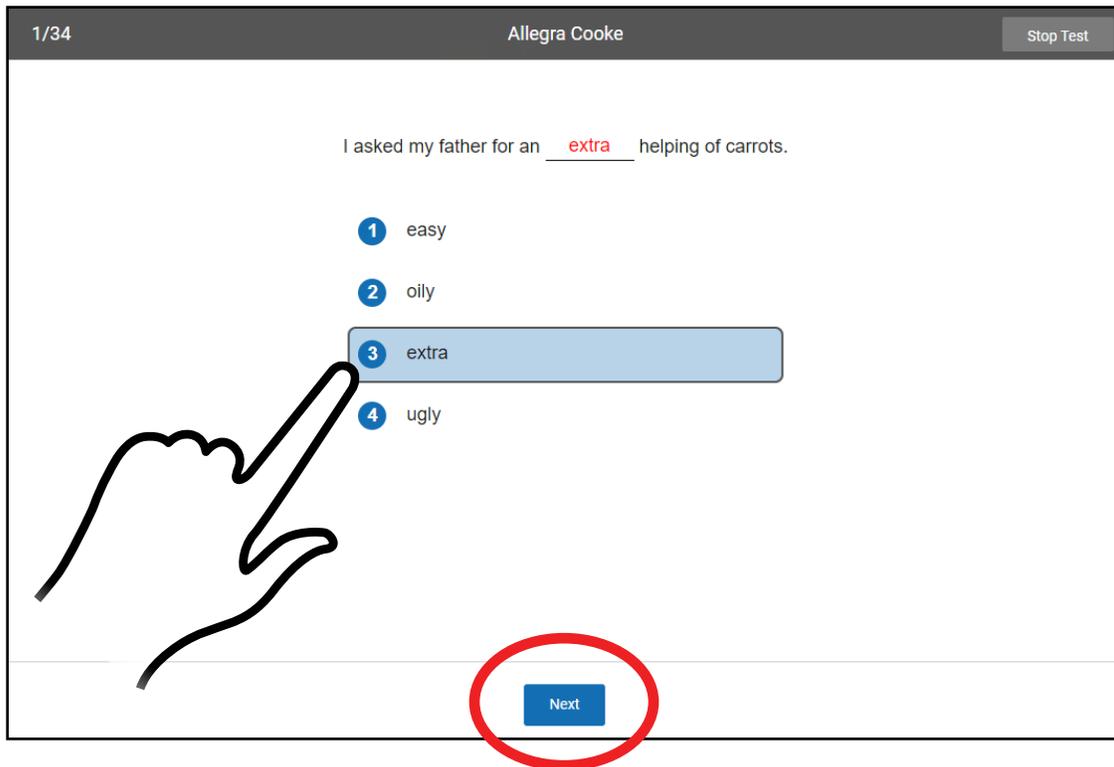
Tap your answer choice.

Then, enter your answer choice by tapping **Next**.

Picture 3c

Choosing your answer is easy.

You can change your answer choice *before* you enter it.

Each possible answer has a number next to it (**1**, **2**, **3**, or **4**).

Press the number that matches your answer choice.

Then, enter your answer choice by pressing **Enter** or **return**.

Picture 4

When you choose an answer, a blue highlight will appear around it
(as shown). This only shows you which answer you selected.
It does *not* mean that you selected the correct answer.
For fill-in-the-blank questions, the program also puts the word you picked
in the blank so you can see how it fits in the sentence.

| 1/34 | Allegra Cooke | Stop Test |

I asked my father for an ___extra___ helping of carrots.

1 easy

2 oily

3 extra

4 ugly

Next

To change your answer, click on it with the mouse, tap it (if you are using a
tablet), or press the number of your new answer choice on the keyboard.
The program will highlight your new choice. *You cannot change your answer
after you click or tap **Next**, or after you press **Enter** or **return***.

Picture 5

If you see a picture of a clock at the top of the screen, time is almost up for that question. Choose your answer quickly. If you don't choose an answer in time, you will see a message that says time is up for that question. The next question will come up in a few seconds, so be ready.

Picture 6

Before you take the test, you may see some practice questions.
The practice questions look just like the real test. If you see this message
when you are answering the practice questions, you should raise your hand
and call the teacher or test monitor. They will know what to do.

Practice Complete

The practice is over.
Please ask the monitor to help
you the next time you practice.

OK

When you finish answering the practice questions,
the program will show you this message:

Great job on the practice.
Let's go to the test.

When you are finished with the test,
tell the teacher or test monitor that you are finished.

Test Flow: Star Reading

There are a number of preference settings and conditions that may affect a student's testing experience. This section will help you navigate the process depending on the different variables.

Step 1: The student opens Renaissance in a web browser.

Step 2: The student selects **I'm a student**.

Step 3: The student enters their name and password and selects **Log In**.

Step 4: The student selects the **Star Reading** tile on the Home page.

Step 5: Is the student asked if they are taking the Star Reading test inside the school? (see https://star-help.renaissance.com/hc/en-us/articles/11945235255195)

Yes: The student selects **No**, **Yes**, or **Skip**; go on to step 6.

No: Go on to step 6.

Step 6: Is the student enrolled in more than one class that is using Star Reading?

Yes: The student selects one of the classes they are enrolled in, then selects **Next**; go on to step 7.

No: Go on to step 7.

Step 7: Has the Password Requirement Preference been set to require a monitor password? (see https://star-help.renaissance.com/hc/en-us/articles/11237029911451)

Yes: The teacher or test monitor enters the monitor password and selects **Start**; go on to step 8.

No: Go on to step 8.

Step 8: Has the student taken a Star Reading test in the past 180 days?

Yes: Go on to step 9.

No: The student answers practice questions; go on to step 8a.

Step 8a: Did the student pass the practice?

Yes: Go on to step 9.

No: The test will **not** begin; the student should select **OK** and notify the teacher or test monitor. See "Practice Questions and Failed Practices" on page 9.

Step 9: The test begins, the student answers questions 1–34.

Step 10: The test ends, and the student selects **OK**.

Page 37

Familiarizing Students with Star Math

Before administering a Star Math assessment, you can review the following materials with your students so they are more familiar with the Star testing experience. The student images start on page 42.

Picture 1

Read Out Loud

Each of the questions has a mathematical problem and a list of possible answers. Your job is to choose the best answer for the question.

Sometimes the correct answer might not be one of the choices in the list. For example, in the problem shown in Picture 1, seven minus two equals five, but five is not one of the possible answers. In this case, choose **not given** as your answer.
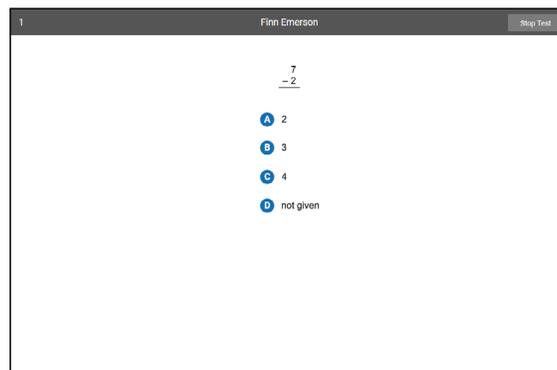
Picture 2

Read Out Loud

Some algebra and geometry questions will have an on-screen calculator and an on-screen formula reference sheet that you can use to answer the questions.

You can click or tap the calculator buttons, or press the keys on the keyboard to use the calculator. Use the scroll bar on the formula reference sheet to move up and down within it.
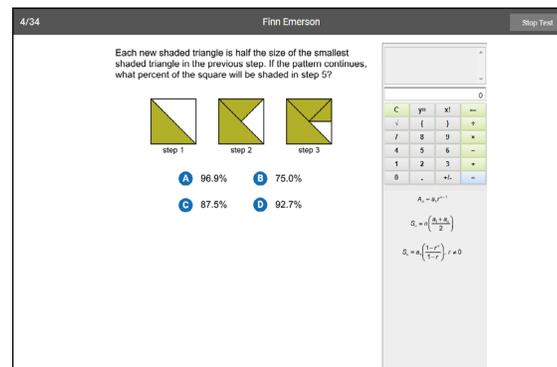
Picture 3

Read Out Loud

If you are using audio while taking the test, there will be a control in the upper part of the screen that you can use to pause, resume, or replay the audio for the current question.

You do *not* have to wait for the audio to finish before answering a question; you can enter your answer at any time.
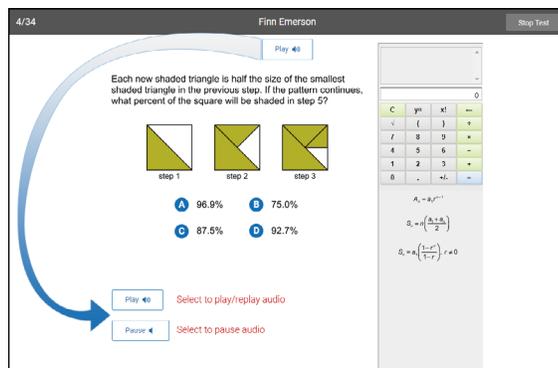

Pictures 4a–c

Read Out Loud

Choosing your answer is easy. Use any of these methods to choose and enter your answer. You can change your answer choice *before* you enter it.

Each possible answer has a letter next to it (**A**, **B**, **C**, or **D**)

For students using the mouse, show picture 4a:
Click on your answer choice using the left mouse button. Then, enter your answer choice by clicking **Next** on the screen.
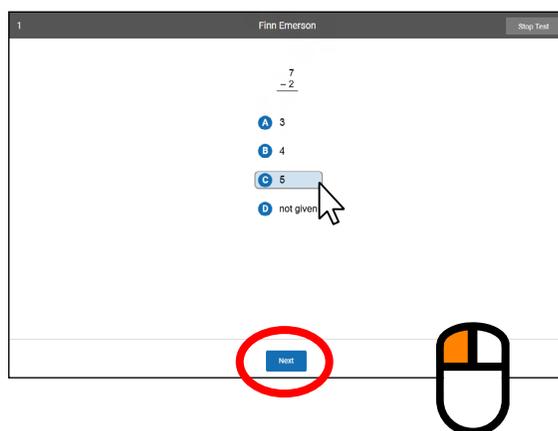
For students using a tablet, show picture 4b:
Tap your answer choice. Then, enter your answer choice by tapping **Next**.
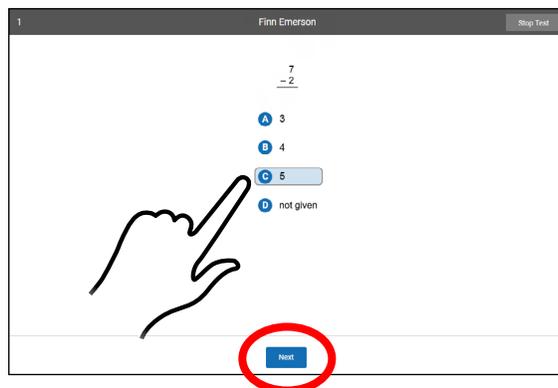
For students using a keyboard, show picture 4c:
Press the letter that matches your answer choice. Then, enter your answer choice by pressing **Enter** or **return**.

Picture 5

Read Out Loud

When you choose an answer, a blue highlight will appear around it (as shown). This only shows you which answer you selected. It does *not* mean that you selected the correct answer.

To change your answer, click on it with the mouse, tap it (if you are using a tablet), or press the letter of your new answer choice on the keyboard. The program will highlight your new choice. *You cannot change your answer after you click or tap **Next**, or after you press **Enter** or **return**.*
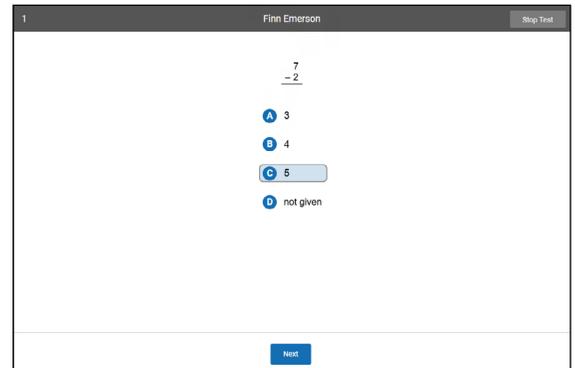
Picture 6

Read Out Loud

If you see a picture of a clock at the top of the screen, time is almost up for that question. Choose your answer quickly. If you don't choose an answer in time, you will see a message that says time is up for that question. The next question will come up in a few seconds, so be ready.
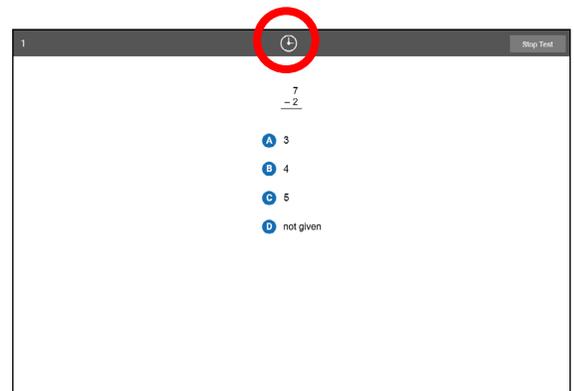
Picture 7

Read Out Loud

Before you take the test, you may get some practice questions. The practice questions look just like the real test. If you see this message when you are answering the practice questions, you should raise your hand and call the teacher or test monitor. They will know what to do.

> **Practice Complete**
>
> The practice is over.
> Please ask the monitor to help
> you the next time you practice.
>
> OK

When you finish answering the practice questions, the program will show you this message:

The real test will start automatically. Relax and get ready; the first question will come up soon. Keep answering the questions until the computer tells you that you have finished the test.

> Great job on the practice.
> Let's go to the test.

Do not forget that you can work the math problems out on scratch paper. If you do not know the answer to a question, go ahead and choose what you think is the best answer.

When you are finished with the test, tell the teacher or test monitor that you are finished.

If you have any questions about this test, please ask them now. Once the test starts, the teacher or test monitor will not be able to explain any of the questions or help you choose an answer. Also, the teacher cannot tell you if you selected the right answer.

Have fun, and do your best!
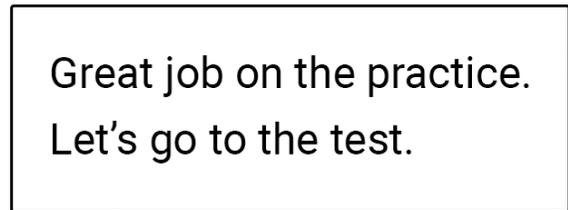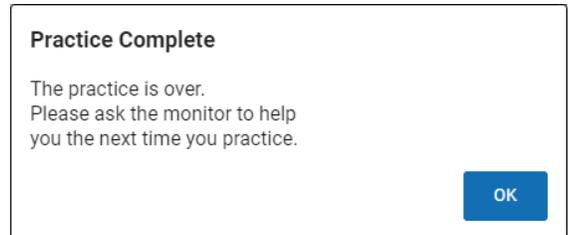
Picture 1

Each of the questions has a mathematical problem and a list of possible answers. Your job is to choose the best answer for the question.
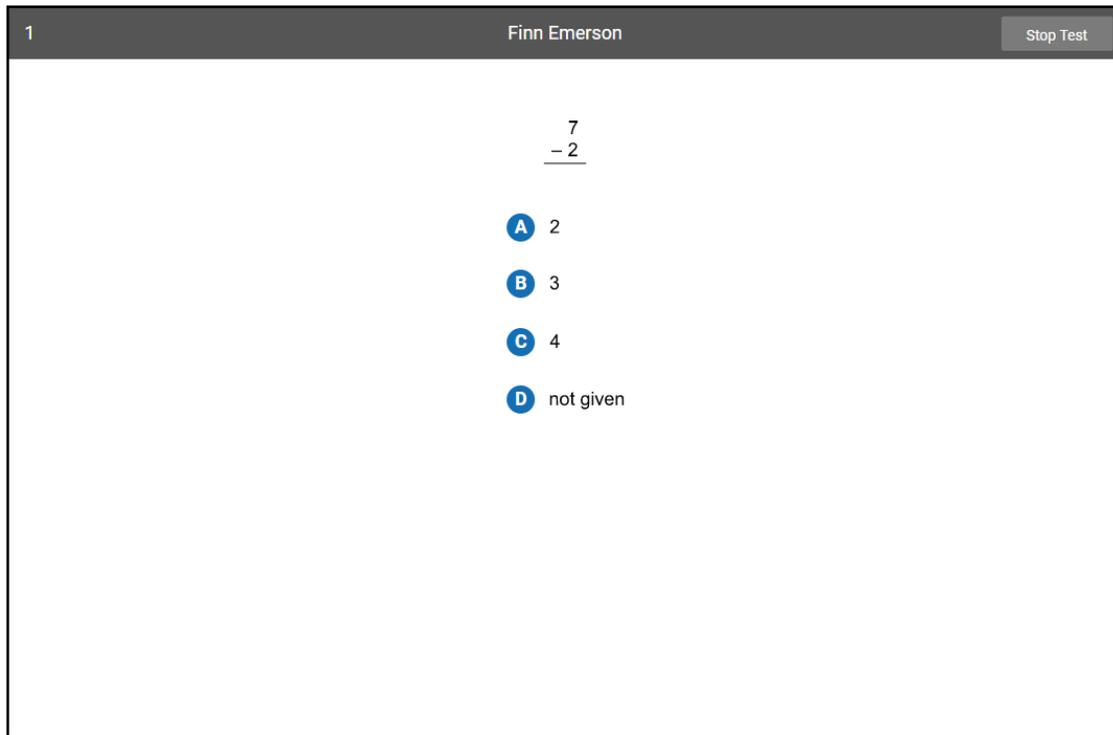
1	Finn Emerson	Stop Test

$$\begin{array}{r} 7 \\ -\ 2 \\ \hline \end{array}$$

A 2

B 3

C 4

D not given

Sometimes the correct answer might not be one of the choices in the list. For example, in the problem shown in Picture 1, two plus three equals five, but five is not one of the possible answers.
In this case, choose **not given** as your answer.

Picture 2

Some algebra and geometry questions will have an on-screen calculator and an on-screen formula reference sheet that you can use to answer the questions.

Each new shaded triangle is half the size of the smallest shaded triangle in the previous step. If the pattern continues, what percent of the square will be shaded in step 5?

step 1   step 2   step 3

A 96.9%   **B** 75.0%

C 87.5%   **D** 92.7%

C	y^n	x!	←
√	(	)	÷
7	8	9	×
4	5	6	−
1	2	3	+
0	.	+/−	=

$$A_n = a_1 r^{n-1}$$

$$S_n = n\left(\frac{a_1 + a_n}{2}\right)$$

$$S_n = a_1\left(\frac{1 - r^n}{1 - r}\right), r \neq 0$$

You can click or tap the calculator buttons, or press the keys on the keyboard to use the calculator. Use the scroll bar on the formula reference sheet to move up and down within it.

Picture 3

If you are using audio while taking the test, there will be a control in the upper part of the screen that you can use to pause, resume, or replay the audio for the current question.

Finn Emerson

Stop Test

Play 🔊

Each new shaded triangle is half the size of the smallest shaded triangle in the previous step. If the pattern continues, what percent of the square will be shaded in step 5?

step 1   step 2   step 3

A 96.9%   B 75.0%

C 87.5%   D 92.7%

Play 🔊   Select to play/replay audio

Pause ◀   Select to pause audio

0

C	y^n	x!	←
√	(	)	÷
7	8	9	×
4	5	6	−
1	2	3	+
0	.	+/-	=

$$A_n = a_1 r^{n-1}$$

$$S_n = n\left(\frac{a_1 + a_n}{2}\right)$$

$$S_n = a_1\left(\frac{1 - r^n}{1 - r}\right), r \neq 0$$

You do not have to wait for the audio to finish before answering a question; you can enter your answer at any time.

Picture 4a

Choosing your answer is easy.

You can change your answer choice before you enter it.

Each possible answer has a letter next to it (**A**, **B**, **C**, or **D**).
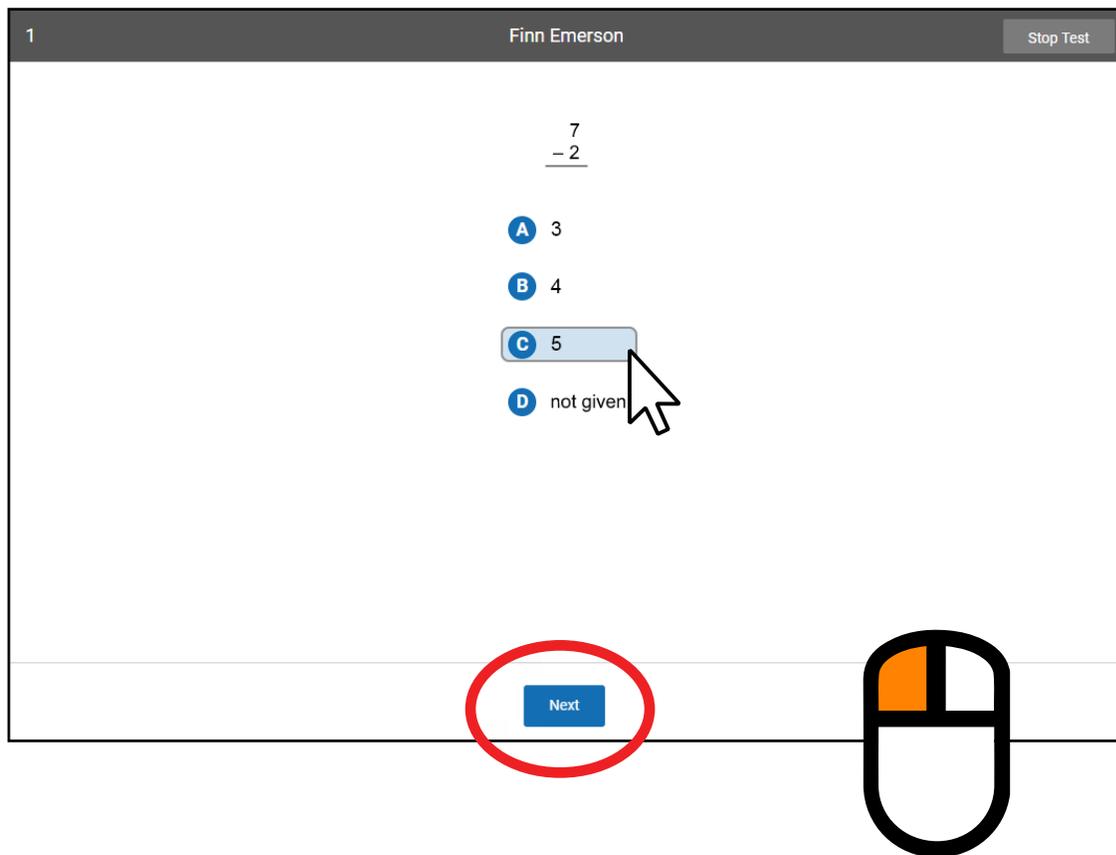

Click on your answer choice using the left mouse button.

Then, enter your answer choice by clicking **Next** on the screen.

Picture 4b

Choosing your answer is easy.

You can change your answer choice before you enter it.

Each possible answer has a letter next to it (**A**, **B**, **C**, or **D**).
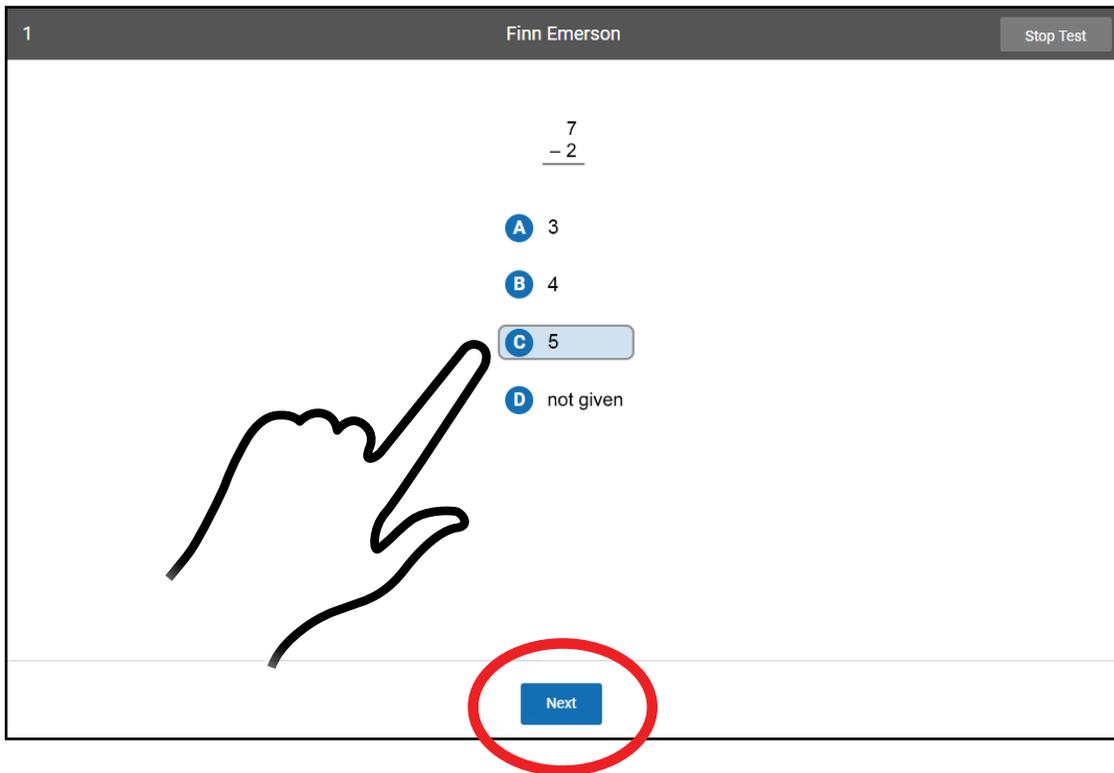

Tap your answer choice. Then, enter your answer choice by tapping **Next**.

Picture 4c

Choosing your answer is easy.

You can change your answer choice before you enter it.

Each possible answer has a letter next to it (**A**, **B**, **C**, or **D**).

Press the letter that matches your answer choice.

Then, enter your answer choice by pressing **Enter** or **return**.

Picture 5

When you choose an answer, a blue highlight will appear around it
(as shown). This only shows you which answer you selected.
It does *not* mean that you selected the correct answer.

| 1 | Finn Emerson | Stop Test |

$$\begin{array}{r} 7 \\ -2 \\ \hline \end{array}$$

Ⓐ 3

Ⓑ 4

Ⓒ 5

Ⓓ not given

Next

To change your answer, click on it with the mouse, tap it (if you are using a
tablet), or press the letter of your new answer choice on the keyboard.
The program will highlight your new choice. *You cannot change your answer
after you click or tap **Next**, or after you press **Enter** or **return***.

Picture 6

If you see a picture of a clock at the top of the screen, time is almost up for that question. Choose your answer quickly. If you don't choose an answer in time, you will see a message that says time is up for that question. The next question will come up in a few seconds, so be ready.
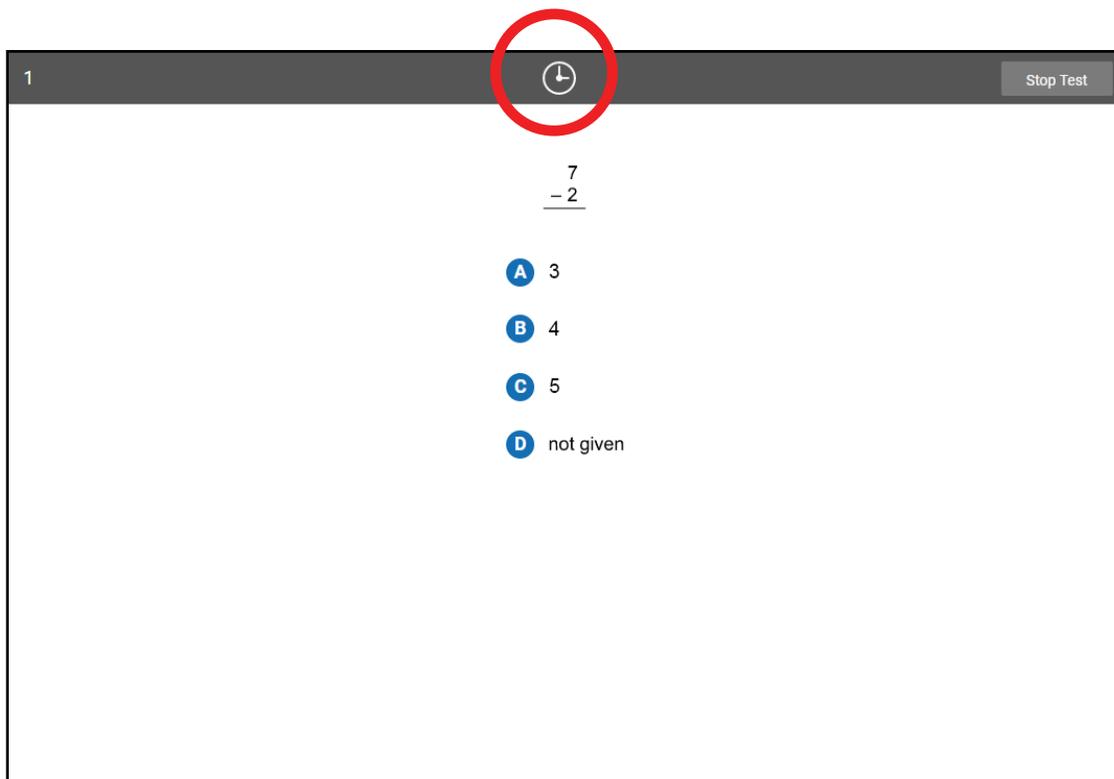
Picture 7

Before you take the test, you may get some practice questions.
The practice questions look just like the real test. If you see this message
when you are answering the practice questions, you should raise your hand
and call the teacher or test monitor. They will know what to do.

Practice Complete

The practice is over.
Please ask the monitor to help
you the next time you practice.

OK

When you finish answering the practice questions,
the program will show you this message:

Great job on the practice.
Let's go to the test.
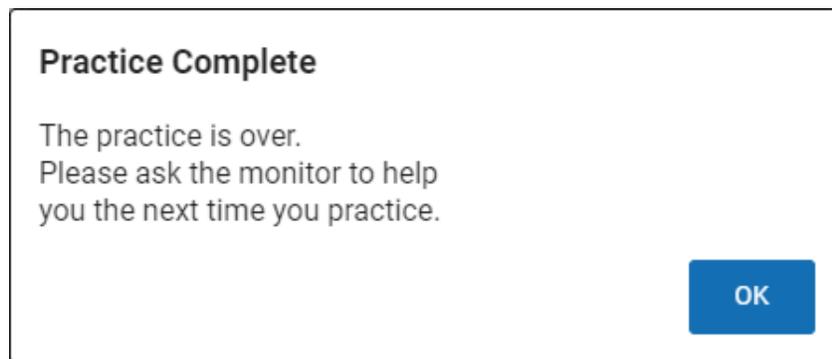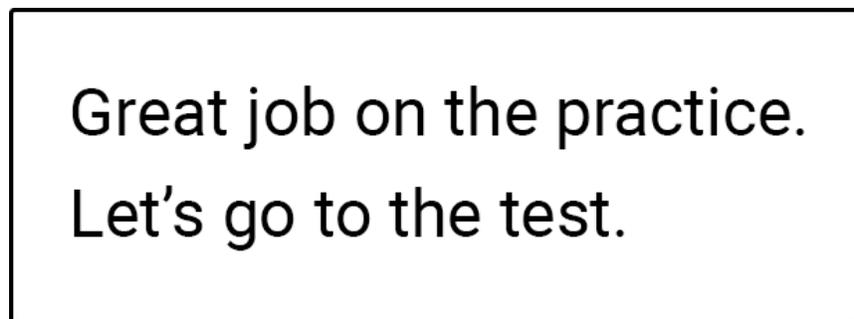
The real test will start automatically. Relax and get ready;
the first question will come up soon. Keep answering the questions
until the computer tells you that you have finished the test.

Test Flow: Star Math

There are a number of preference settings and conditions that may affect a student's testing experience. This section will help you navigate the process depending on the different variables.

Step 1: The student opens Renaissance in a web browser.

Step 2: The student selects **I'm a student**.

Step 3: The student enters their name and password and selects **Log In**.

Step 4: The student selects the **Star Math** tile on the Home page.

Step 5: Is the student asked if they are taking the Star Math test inside the school? (see https://star-help.renaissance. com/hc/en-us/articles/11945235255195)

Yes: The student selects **No**, **Yes**, or **Skip**; go on to step 6.

No: Go on to step 6.

Step 6: Is the student enrolled in more than one class that is using Star Math?

Yes: The student selects one of the classes they are enrolled in, then selects **Next**; go on to step 7.

No: Go on to step 7.

Step 7: Has the Password Requirement Preference been set to require a monitor password? (see https://star-help. renaissance.com/hc/en-us/articles/11237029911451)

Yes: The teacher or test monitor enters the monitor password and selects **Start**; go on to step 8.

No: Go on to step 8.

Step 8: Has the student taken a Star Math test in the past 180 days?

Yes: Go on to step 9.

No: The student answers practice questions; go on to step 8a.

Step 8a: Did the student pass the practice?

Yes: Go on to step 9.

No: The test will **not** begin; the student should select **OK** and notify the teacher or test monitor. See "Practice Questions and Failed Practices" on page 9.

Step 9: The test begins, the student answers questions 1–34.

Step 10: The test ends, and the student selects **OK**.

Help Links

Star Preferences (used by all Star programs)

- Monitor Password—Star Tests Preference: https://star-help.renaissance.com/hc/en-us/articles/11236976371611
- Extended Question Time Limit Preference: https://star-help.renaissance.com/hc/en-us/articles/11236933180699
- Dates and Times for Star Assessments Preference: https://star-help.renaissance.com/hc/en-us/articles/11236896607131
- Enterprise Tests Preference—School Level: https://star-help.renaissance.com/hc/en-us/articles/11339091849371
- Enterprise Tests Preference—Class Level: https://star-help.renaissance.com/hc/en-us/articles/11339094678811
- Secure Browser Preference: https://star-help.renaissance.com/hc/en-us/articles/11590177864603

Star Early Literacy Preferences

- Demo Video Preference: https://star-help.renaissance.com/hc/en-us/articles/11236930494491
- Hands-On Practice Preference: https://star-help.renaissance.com/hc/en-us/articles/11236956827035

Star Math Preferences

- Math Test Type Preference: https://star-help.renaissance.com/hc/en-us/articles/11339139204251
- Audio Preference: https://star-help.renaissance.com/hc/en-us/articles/11339265483419

Stopping Star Tests

- Stopping a Star Early Literacy Test: https://star-help.renaissance.com/hc/en-us/articles/12421300559259
- Stopping a Star Reading Test: https://star-help.renaissance.com/hc/en-us/articles/12040893928859
- Stopping a Star Math Test: https://star-help.renaissance.com/hc/en-us/articles/11339397482011T

Appendix A: Mobile Devices and Audio for Star

Certain combinations of web browsers and devices that use Apple's iOS can block the audio in the Star Early Literacy or Star Math test from playing automatically. The affected devices/browsers are indicated with an X in the chart below.

Device	Safari	Chrome	Firefox
iPad Air 2 (iOS 15.2)	X	X	X
iPad Air 4 (iOS 14)		X	
iPad Air 12.9 (iOS 14)	X	X	
iPad Air 2019 (iOS 13)	X	X	
iPad Air	X		
iPad 6th Gen (iOS 11)	X		
iPad mini 2019 (iOS 12)	X	X	
iPad Pro (iOS 13)	X	X	
iPad Pro (iOS 10.3)	X		
Mac Mojave	X (12.1)		
Mac El Capitan 10.11.6	X (11.1.2)		

Note: This list is not exhaustive; there may be other device + browser combinations that experience the same issue.

If a student is trying to take or resume a Star Early Literacy or Star Math test using a device + browser combination that does not support automatically playing audio, the student will be presented with a large **Play** button on the screen before the first question.
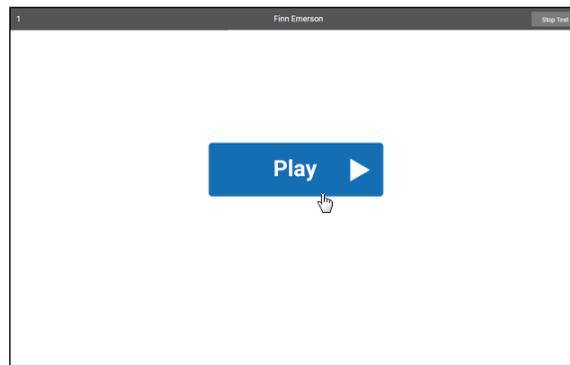
The student will need to tap **Play** in order to see the question; after that, the audio will either work normally (and the student will not see the **Play** button again) or the student will need to tap **Play** before every question—the button will only appear if and when it is necessary.

Appendix B: Time Limits

There are three different time limits that can be set for students taking a Star test: Standard, Extended, and Unlimited (Star Reading and Star Math only). Standard is the base level of time, Extended is set using the Extended Question Time Limit Preference (see https://star-help.renaissance.com/hc/en-us/articles/11236933180699), and Unlimited is set using the "Allotted Time" section of the Accommodations Preference (see https://star-help.renaissance.com/hc/en-us/articles/11339203789339).

Time Given to Answer Star Early Literacy Questions (in Seconds)

Question Type	Standard Time (seconds)	Extended Time (seconds)
Hands-On Exercise Questions	35	35
Practice Questions	60	180
Test Questions	150	450

Time Given to Answer Star Reading Questions (in Seconds)

Grade	Question Type	Standard Time (seconds)	Extended Time (seconds)	Unlimited Time (seconds)
K–2	Practice Questions	60	180	900
K–2	Test Section A, Questions 1–10	120	360	900
K–2	Test Section B, Questions 11–34	180	405	900
3–12	Practice Questions	60	180	900
3–12	Test Section A, Questions 1–10	105	315	900
3–12	Test Section B, Questions 11–34	150	450	900

Time Given to Answer Star Math Questions (in Seconds)

Question Type	Standard Time (seconds)	Extended Time (seconds)	Unlimited Time (seconds)
Practice Questions	90	180	900
Test Questions	240	480	900

For more information about time limits, see the following help articles:

▶ Time Limits: Star Early Literacy: https://star-help.renaissance.com/hc/en-us/articles/11565444362395

▶ Time Limits: Star Reading: https://star-help.renaissance.com/hc/en-us/articles/12039652925083

▶ Time Limits: Star Math: https://star-help.renaissance.com/hc/en-us/articles/11310011170459

About Renaissance

As a global leader in assessment, reading, and math solutions for pre-K–12 schools and districts, Renaissance is committed to providing educators with insights and resources to accelerate growth and help all students build a strong foundation for success. Renaissance solutions reach more than 50 percent of US schools and more than two million students in other regions across the world. Our portfolio includes solutions for assessment, practice, data-driven insights, and teacher-facilitated instructional delivery.

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