



Remote Administration of RISE Benchmark Modules

Quick Guide

The RISE Benchmark Modules are fixed-form tests within a single reporting category, used by teachers to inform instruction and by students to set learning goals. Benchmark Modules are administered on a computer using the same test delivery system as the RISE Interim and Summative assessments. Typically, students use the Cambium Assessment (CAI) Secure Browser to take Benchmark Modules at school. In order to provide flexibility and support to Utah educators as they work to provide instruction to students who may be learning at home through distance learning, the Utah State Board of Education (USBE) will allow students to take Benchmark Modules at home or in school using Chrome or Firefox web browsers. This document describes how Test Administrators (TAs) can remotely administer and proctor the Benchmark Modules and how students may access and participate in a Benchmark Module. Please note that the RISE Benchmark Modules will be available from August 11, 2020 through June 11, 2021.

How Test Administrators Administer Benchmark Modules Remotely

Test Administrators will administer Benchmark Modules for students at home in the same way they would at their schools. Test Administrators must communicate with students to provide a Session ID and provide support for students through the log in process, including helping them **securely** locate their State Student ID (SSID). *It is important that the SSID is communicated using a secure method, such as a classroom management system, as opposed to a non-secure method such as private text messages or emails.*

Test Administrators:

1. Using any web browser, navigate to [Utah's Test Administration login page](#) and log in using the same credentials used at school. Contact your LEA Assessment Director (AD) if login information is needed.
 2. Select the test grade and subject to be administered. Students will be able to take Benchmark Modules in Chrome or Firefox web browsers.
 3. Start the test session and securely provide students the Session ID that is generated. This Session ID may be used by all students for the session, but when this session is closed a new Session ID will be required.
 4. After students sign in and select the test they are going to take, select the appropriate accommodations, and approve them so that they may start testing.
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5. After all students complete the test, stop the test session and log out.
6. Contact your LEA Assessment Director (AD) or the RISE Help Desk if you encounter problems.

How Students Take Benchmark Modules Remotely

In the Table Below are the Supported Operating Systems for Student Devices

Operating System	Supported Versions
Windows	8, 8.1, 10
Mac OS X/macOS	10.11-10.15
Ubuntu Linux	16.04 LTS (Gnome) & 18.04 LTS (Gnome)
Fedora Linux	29 LTS (Gnome) & 30 LTS (Gnome)
Chrome OS	80+

In the Table Below is the Required Software for Student Devices

If Student's Device is Running:	The Student's Device Requires the Following Software:
Windows, Mac, or Linux	Chrome or Firefox web browser
Chrome OS	Chrome web browser

Student Signing in to Take a Benchmark Module

Once students have the required software as outlined above, they are ready to sign in and take a Benchmark Module.

Students:

1. Launch the required software on their testing device.



2. In the URL bar, enter <https://mobile.tds.cambiumast.com/Launchpad/> and hit enter on your keyboard. The **Mobile Launchpad** page appears.
3. From the drop-down lists, select Utah and then RISE.
4. Select **OK**. The **Student Sign-In** page appears.
5. Enter the following information:
 - a. In the *First Name* and *SSID* fields, students enter their first name and SSID as they appear in the Test Information and Distribution Engine (TIDE) system.
 - b. In the *Session ID* field, students enter the Session ID provided by their Test Administrator. This ID is created by Test Administrators when activating a test session.
6. Students select **Sign In**. The **Is This You?** page appears.
7. If all the information on the **Is This You?** page is correct, select **Yes** to proceed. The **Your Tests** page appears.

If any of the information is incorrect, notify your Test Administrator before proceeding.

Figure 1. Mobile Launchpad

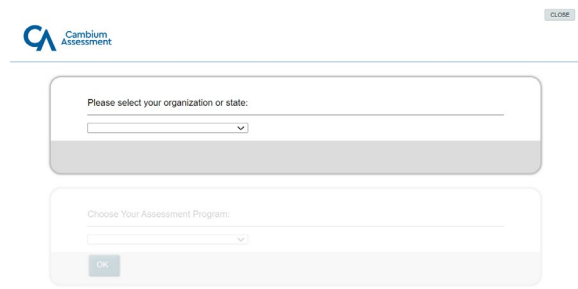


Figure 2. Student Sign-In Page

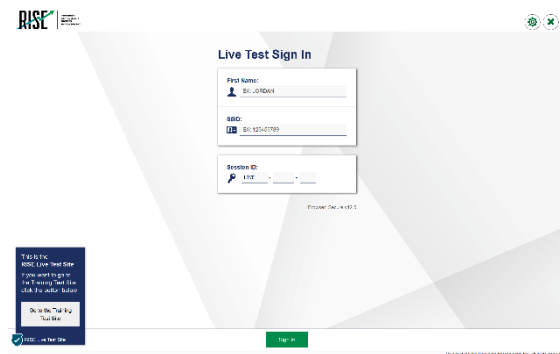
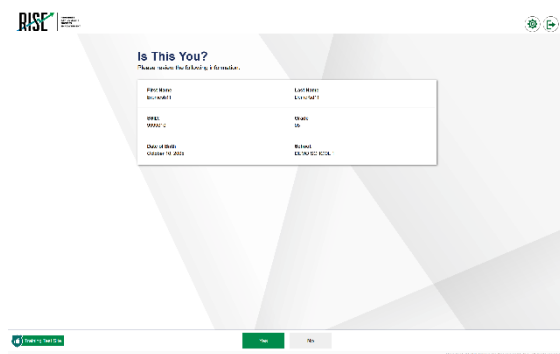
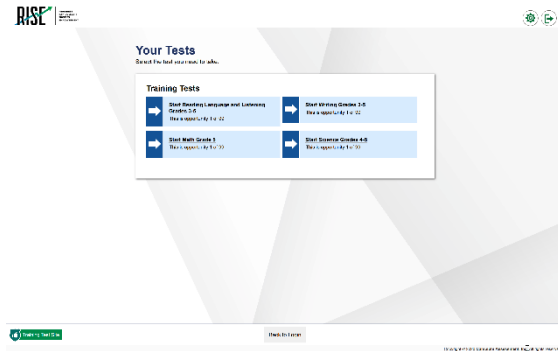


Figure 3. Is This You? Page



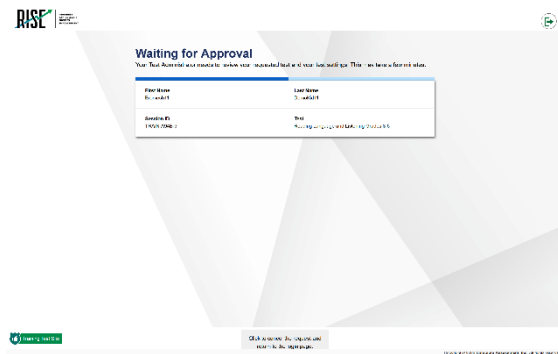
8. From the **Your Tests** page, select the Benchmark Module you will be taking.

Figure 4. Your Tests Page



9. The student's request is sent to the Test Administrator and the student is taken to the **Waiting for Approval** page. The Test Administrator must approve the student for testing before the student can proceed. Once the Test Administrator approves, the **Instructions and Help Page** appears.

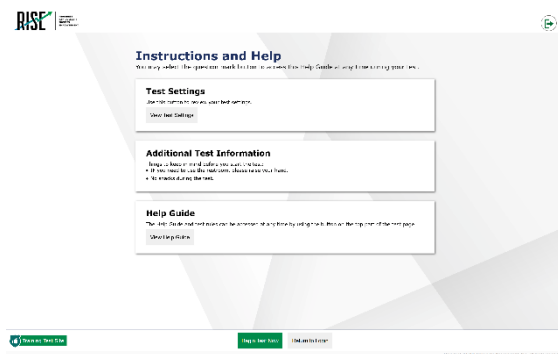
Figure 5. Waiting for Approval Page



10. To start the test, select **Begin Test Now**.

Test questions will appear on the screen. Students can test normally as if they were in school. Test Administrators will be able to remotely monitor their progress throughout the test using the Test Administration site.

Figure 6. Instructions and Help Page



Additional Resources:

- [Description of ELA Benchmark Modules](#)
- [Description of Math Benchmark Modules](#)
- [Description of Science Benchmark Modules - Grades 4 & 5](#)
- [Description of Science Benchmark Modules - Grades 6, 7 & 8](#)
- Refer to the following sections of the [Test Administration Manual](#) for additional information:
 - RISE Benchmark Modules
 - Administering the RISE Benchmark Modules and Interim Assessments
- [Standard Test Administration and Testing Ethics Policy](#)

