CREATING YOUR OWN MAKE-UP SESSION
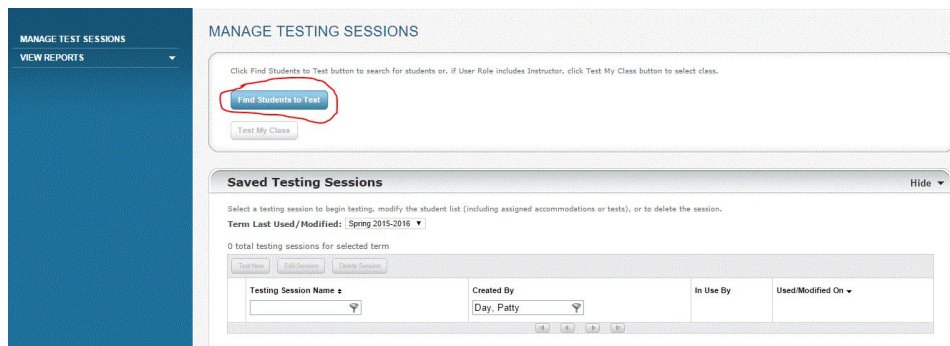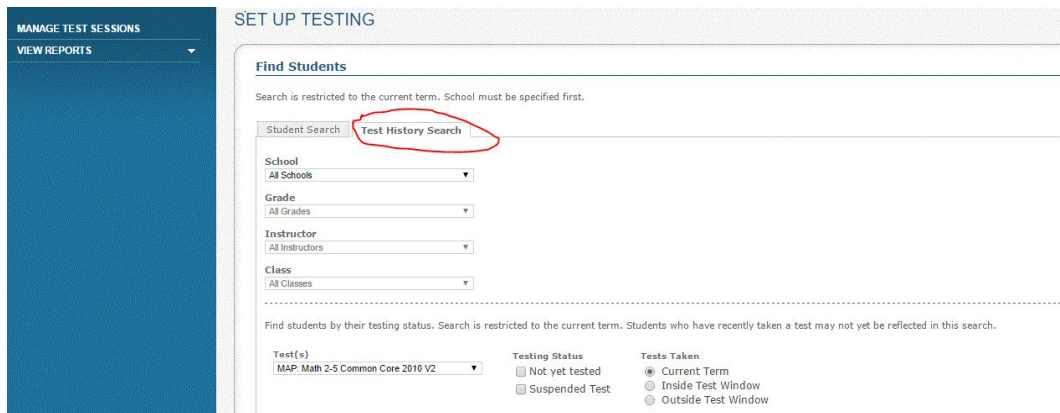
Use these directions on your 2nd day of testing to test scholars who have not begun and/or not completed their test.

MAP TESTING WEBSITE - https://cmsd-admin.mapnwea.org

1. Click on [**FIND STUDENTS TO TEST**].

2. Click on [**TEST HISTORY SEARCH**]. Then select [**SCHOOL**], [**GRADE**], AND [**INSTRUCTOR - YOU!**].

3. **Select the test** - READING OR MATH. Click on [**NOT YET TESTED**] **AND** [**SUSPENDED TEST**] to get **ALL** scholars who have tested or have a suspended test.

The test to assign is:

For <u>READING</u> -

For <u>MATH</u> -

4. Then click [**SEARCH**]. Click on [**ADD STUDENTS**] to get the students you need to test.

5. Click on the box in the left corner of the window to select <u>**ALL**</u> students on the list. Then [**ASSIGN A TEST**] and [**SAVE SESSION**] to have it when you are ready for testing.

Student List

	Last Name ▲	First Name ▲	Student ID ▲	Test Assigned ▲	Accommodations ▲
☑	Blamoh Jr	Lewis	7679141185	MAP: Reading 6+ Common Core 2010 V2	No
☑	Coleman	Makai	8583289	MAP: Reading 6+ Common Core 2010 V2	No
☑	Goldsboro	Blake	8566124	MAP: Reading 6+ Common Core 2010 V2	No
☑	Jackson	Nina	8641546	MAP: Reading 6+ Common Core 2010 V2	No

Assign Test · Assign Accommodations · Remove Students from List

Test Now · Save Session · Cancel

MAKE A NEW MAKE-UP TEST SESSION EVERY DAY TO BE SURE YOU AREN'T TESTING STUDENTS WHO HAVE COMPLETED THEIR TEST. Scholars' name will disappear when they have completed their test.

	Last Name ▲	First Name ▲	Student ID ▲	Test Assigned ▲	Accommodations ▲
☑					