It is extremely important that you follow standard testing procedures when you administer the STAR Reading test to your students. Before you begin testing, please check the following:

- Explain the test to your students. The Pretest Instructions will walk you through a basic orientation with your students.
- Cover or remove any materials on the walls, whiteboard, and other areas that might help students answer the test items.
- Make sure there is enough light and ventilation in the test area.
- Make sure the area is free from noise. Try to avoid distracting locations or times when other students, school bells, or public address announcements can interfere with student concentration.
- If you are administering the test with a tablet, make sure the battery is adequately charged before you begin.

Student usernames are their WVEIS#, password first initial+last name
(Ex: 74003675, jsmith)

To get a list of student User Names and Passwords
1. On the Renaissance Place Home page, click USERS (bottom of screen)
2. Click View Students
3. Choose the class in the drop-down list
4. Click “Search”
5. Click the Passwords tab
6. To print, click Print Page

For IEP modifications to extend test time or add audio:
1. From your home page, select an assessment
2. Select Preferences
3. Click on the edit button for extended time limit and/or audio.
4. Select all or click on an individual student(s) to change their preference. Click Save Changes.
**Teachers:** Please read these instructions to your students before they take the STAR Reading test. (You can use the enclosed materials to make handouts if you think it will help your students understand the test format.) Read each section aloud exactly as it is printed so that students know what to expect at each stage of the test.

Only students with assigned grades from K–12 will be allowed to take the test. Please note that in general, only students who have a reading vocabulary of at least 100 words should take the STAR Reading test. (In other words, the student should have at least beginning reading skills.) Practically, students who can work through the practice questions unassisted should be able to take the STAR Reading test.

**Read to students:** “You are going to take a test called STAR Reading. It is a reading test that has fill-in-the blank questions. You will answer 25 or more questions on a computer or a tablet. It will take about ten minutes to answer all of the questions.

“Do not worry if someone finishes the test before you because every test is different. Do not worry about how many questions you think you get right, or how many you think you get wrong. Everyone will probably miss some of the questions. The main goal is for you to do the best you can.”

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**Picture 1**

The questions in the first part of the test 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.

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**Picture 2**

For grades 3–12, the last five questions in the first part of the test will each have more than one sentence. One of the sentences will have a word missing. From the list of answers, choose the word that best completes the sentence. You will be given extra time to answer these questions, so don’t rush.
**Picture 3**

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).

To answer on a tablet, tap your answer choice. Then, enter your answer choice by tapping Next.

**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. 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, press the number of your new answer choice, click on it with the mouse, or tap it (if you are using a tablet). The program will highlight your new choice and fill in the blank with the word so you can see it in the sentence. You cannot change your answer after you press Enter or return, or click or tap Next.
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 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. He or she will know what to do.

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 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.

Picture 7

Some of you may be given a second part to this test. If you are, you will see a message saying that you are about to start the practice for part 2 of the test. Answer the practice questions and test questions in the second part of the test the same way you did for the first part of the test. Not every student will be asked to take the second part of 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 explain any of the words to you or tell you if you have picked the right answer.

Have fun, and do your best!