

New Mexico Public Education Department Assessments Kiosk User Guide

This technology guide illustrates how to launch and log in to the New Mexico Public Education Department Assessments Kiosk on supported testing devices. It explains the Tools, Accessibility features and Accommodations available within the application and how to use them. It provides guidance for offline scenarios, error messages, and contains troubleshooting tips.

This guide is designed to help Test Administrators, School Test Coordinators and Technology Coordinators during online testing.

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Launching the Kiosk



Windows and Mac Devices



To launch the New Mexico Public Education Department Assessments Kiosk on Windows and Mac double click on the desktop icon on the device.



If any programs are open when launching the kiosk there will be a message to close them and relaunch the kiosk.



Please exit iTester and close the following application(s):

Skype

Sticky Notes

Snagit

Google Chrome Web browser

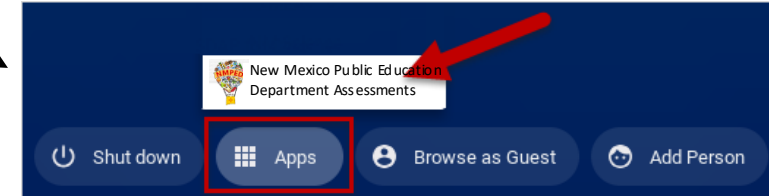
Microsoft Word

2

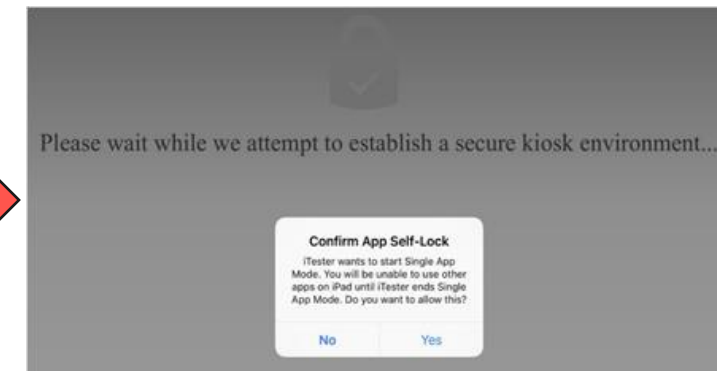
Chromebook

To launch the New Mexico Public Education Department Assessments Kiosk on a Chromebook, click the *Apps* tray on the Chromebook login page and select the New Mexico icon.

Note: Students should not log into the Chromebook; kiosk applications can only be accessed from the application tray on the login screen of a Chromebook.



To launch the iTester New Mexico Public Education Department Assessments application on an iPad, tap the iTester icon on the home screen of the iPad. The iPad will attempt to establish a secure kiosk environment for testing. To continue into the application, Yes must be selected.



Login Screen



Watt, Evie

DOB: 4/2/2009

Demo iMSSA Math Test

Username: 100000020

Password: A247ABF2

1. **Username:** Type the username into the *Username* field. Student usernames can be found on their corresponding test tickets.

2. **Password:** Type the password into the *Password* field. Student passwords can be found on their corresponding test tickets.

4. Carrier & Shell

Number: The carrier and shell number are directly related to the version of iTester being used. This information is important when reporting any technical

3

5. **Spanish Localization selector:** This drop-down box will allow students scheduled for the Spanish version of the test to change the language used in the web browser. This must be selected before the student logs into the Spanish version of the test.

6. **Connectivity Indicator:** The dot in the top right corner indicates whether the device has an internet connection. A green dot indicates that the device is connected to the internet, while a grey dot indicates that there is no connection.

3. **Access the Practice Test:** Clicking on the practice test link will change the log in screen to allow students to log in to the student tutorials.

7. **Exit Button:** The exit button will close the application and bring the student to the main desktop or Chromebook log-in screen. To exit on an iPad, press the home button.



Practice Tests



NM-MSSA Practice Test

NEW MEXICO
Public Education Department Assessments

STUDENT SIGN IN

Username

Password

Sign In

Access the Practice Test

To access the practice test in the kiosk, students will click the *Access the Practice Test* link located at the bottom of the student sign in box. The sign in screen will change to the practice test sign in screen. Students will select the practice test from the drop-down and click **Go**.

To exit the practice test sign in screen, click the **Exit the Practice Test** link at the bottom of the practice test student sign in box.

NEW MEXICO
Public Education Department Assessments

STUDENT SIGN IN
— PRACTICE TEST —

Select a Test:

Go

Exit the Practice Test

Practice Test Names

Gr. 3 NM-MSSA (Math) (English)
Gr. 3 NM-MSSA (Math) (Spanish)
Gr. 3 NM-MSSA (ELA)
Gr. 3 NM-MSSA (SLA) (Spanish)

Gr. 4 NM-MSSA (Math) (English)
Gr. 4 NM-MSSA (Math) (Spanish)
Gr. 4 NM-MSSA (ELA)
Gr. 4 NM-MSSA (SLA) (Spanish)

Gr. 5 NM-MSSA (Math) (English)
Gr. 5 NM-MSSA (Math) (Spanish)
Gr. 5 NM-MSSA (ELA)
Gr. 5 NM-MSSA (SLA) (Spanish)

Gr. 6 NM-MSSA (Math) (English)
Gr. 6 NM-MSSA (Math) (Spanish)
Gr. 6 NM-MSSA (ELA)
Gr. 6 NM-MSSA (SLA) (Spanish)

Gr. 7 NM-MSSA (Math) (English)
Gr. 7 NM-MSSA (Math) (Spanish)
Gr. 7 NM-MSSA (ELA)
Gr. 7 NM-MSSA (SLA) (Spanish)

Gr. 8 NM-MSSA (Math) (English)
Gr. 8 NM-MSSA (Math) (Spanish)
Gr. 8 NM-MSSA (ELA)
Gr. 8 NM-MSSA (SLA) (Spanish)

Practice Tests



Embedded Help Feature

Available **only** in the New Mexico practice tests will be an embedded help feature that provides a student helpful information about an element in the student test interface. The pop windows will display a description of the element selected and provide instructions for use if applicable.

To enable the embedded Help Feature on the practice tests, select the blue Question Mark icon in the upper right corner of the testing interface. Once enabled click any of the small Question Mark icons to view helpful information about the corresponding element.

For example: When you click the small Question Mark icon next to the question number a pop-up window explains that you can view the test review screen and jump to another question in the test.

Click the blue Question Mark icon again to turn

The screenshot displays the New Mexico practice test interface. At the top, there is a header bar with the following elements: 'Question 5' with a star icon, 'Screen Zoom:' with a magnifying glass icon, 'Text-to-Speech:' with play and stop icons, and 'Student D' with a green status indicator and a blue question mark icon. A red arrow points to this blue question mark icon. Below the header, the instruction 'Read the passage then answer the questions that follow.' is shown. The main content area is titled 'The King's Journey' and includes a passage by 'Patsy Stermann'. To the right of the passage is a question: 'In the passage, what is the **main** problem the King tries to solve?'. Below the question are four multiple-choice options: (A) It takes too long to travel through his lands, (B) The roads are not fit for traveling, (C) His subjects do not amuse him, and (D) He knows very few people. A 'Hide All' button is located above the options. A pop-up window is overlaid on the interface, containing the text: 'Click on the question number and the down arrow to be taken to a test review screen. Here, you may jump to another question.' A red arrow points to the question number '5' in the pop-up window. At the bottom of the interface, there is a navigation bar with icons for 'abc', a question mark, a magnifying glass, a play button, a stop button, a pencil, and a document. On the right side of the navigation bar are buttons for 'Clear', 'Pause/Exit', 'Back', 'Next', and 'Finish'.

Session Selection Screens



After entering their username and password, students will then move to the student information screen. This screen will display the students' identifying information, the test they have logged into, and each of the test sessions. Any previously completed test session will be grayed-out and not accessible. Student clicks on a session to continue into the test.

1. Student Information
2. Test Session Selection: All available test sessions are listed here.

Not Demo Student? [Exit](#)

Hello, Demo Student

100007010 State Student ID	2/2/2010 Date of Birth	Male Gender
Cyber Falls Sch2-886 School Name	CyberFalls2 Teacher Teacher	8 Grade

The following tests have been scheduled for you:

Demo Test

[Session 1](#) [Session 2](#)

Session Selection Screens



Once the student has clicked on a test session, a textbox for the session access code will display. To enter the test session and begin the test, enter the session access code in the text box and click **Submit**. To go back to the list of sessions, click **Cancel**.

The session access code may be found on the test session summary print-out that is printed with the student test logins or within the online portal under the Test Sessions tab.

Teacher Name: Teacher, CyberFalls2
Class Name: Teacher, CyberFalls2-Demo 8th Grade Reading-(Grade -8)
Test Name: Demo Test
Testing Window: 7/17/2025 to 12/31/2025

Session Sequence	Session Name	Access Code
1	Session 1	5317441567
2	Session 2	1615722838

Student Name	Date of Birth	Username	Password	Accommodations
Student, Demo	2/2/2010	100007010	5J3VIRMA4	Reverse Contrast, Custom

Not Demo Student? [Exit](#)

Hello, Demo Student

100007010 State Student ID	2/2/2010 Date of Birth	Male Gender
Cyber Falls Sch2-886 School Name	CyberFalls2 Teacher Teacher	8 Grade

The following tests have been scheduled for you:

Demo Test

[Session 1](#) [Session 2](#)

Session Access Code: [Submit](#) [Cancel](#)

Summative assessments require students to enter a Session Access Code to access a specific test session after logging into the test. Interim assessments **DO NOT** require a session access code.

Please Note: Session access codes will be different per test session.

District: Cyber Falls-888
Administration: NM Admin
Teacher: Teacher, CyberFalls2
Class: Teacher, CyberFalls2-Demo 8th Grade Reading-(Grade -8)
Test Name: Demo Test
Testing Window: 07/17/2025 to 12/31/2025

School : Cyber Falls Sch2-886
Content Area: English Language Arts

Test is in progress. It ends on **12/31/2025**. Students may log in and take the test using their username and password shown below.

Session Sequence	Session Name	Access Code
1	Session 1	5317441567
2	Session 2	1615722838

Session Selection Screens



Using the Proctor Password

A proctor password is required to enter a test session if one of the three following conditions is met:

1. A student is idle in the test session for more than 60 minutes. A student is “idle” if they do not interact in any way with the application. This includes the use of any accommodation or tool, navigating through the test, or interacting with any of the on-screen widgets and answer choices.
2. If you pause or exit your test and attempt to log in after more than 60 minutes have passed.
3. The New Mexico Public Education Department Assessments Kiosk has experienced an abrupt closure, such as the power going out, the device being turned off while testing, or the device crashing while testing.

The proctor password will be required on the Options page for students with the accommodation “Allow Accessibility Mode Testing.”

If a proctor password is required, please contact the District Test Coordinator (DTC) or School Test Coordinator (STC). The DTC or STC will be able to locate the proctor password in the New Mexico Public Education Department Assessments Portal (see the *New Mexico Public Education Department Assessments Portal User Guide* on the [help and support](#) site for more information).

Not Student Demo? Exit

Hello, Student Demo

01010101 State Student ID	3/10/1998 Date of Birth	Male Gender
Grand Canyon High School School Name	Role Teacher Teacher	08 Grade

The following tests have been scheduled for you:

Demo Test 1

Session 1 Session 2 Session 3 Session 4

Proctor Password

Please Note: Proctor passwords are only applicable to Summative assessments. Interim assessments DO NOT use proctor passwords.

Session Selection Screens



The Options page allows the students to view, test, and set the accommodations for their test. These can also be changed within the test.

Note: Only those students with accommodations will see the Options page.

Options

Text-to-Speech Volume: 100

Speed Slow Normal Fast

Reverse Contrast Default Inverted

Color Contrast

Default	Tuxedo	Classic	Ruby	Chalkboard	Nocturnal
Aquiline	Eccentric	Azure	Haunted	Celestial	Antique
Creamy					

Custom Masking Enabled

Answer Masking Enabled

Continue

The directions page displays the test directions for each student. When students land on this page, the test content will begin downloading. While downloading, the blue circle near the center of the page will display the download progress starting with 0% up to 100%. Once the test content has been fully downloaded, the word "Continue" will display inside the circle.

Text-to-Speech:

Demo Test Session 1 **Directions**

Today you will take a test in reading.

For this test, you will read passages and then answer questions about the passages.

In some cases, you will read two passages and answer the questions that follow. The questions may ask you to compare the two passages. Read Passage 1 and then read Passage 2 at the top of the screen to read Passage 2.

Some of the questions may look different from test questions you have seen before. Some may ask about material that is new to you, but it is important to do your best.

If you are not sure of the answer to a question, you should still try to answer it.

Continue

Exit

Accommodations Options Overlay button

Accommodations Options Overlay button allows a student to bring up the accommodation options page to change accommodation settings if needed.

Test & Item Navigation



1. Review Page: Click on the down arrow to display a list of questions and their answer status. Also displays the items a student has bookmarked for review and allows a student to jump to a different question in the test.

2. Student Name: The student's first name and first initial of their last name is displayed. The hover text will display the student's full name.

Bookmark: Students can bookmark questions for review. To bookmark a question, click the star icon next to the item number in the top toolbar. Once selected, the bookmarked item will contain a yellow star on the test review page.

3. Clear: Removes all student responses from the current question.

4. Navigation Buttons: Primary means of navigating through the test. The Next & Back buttons allow a student to move forward or backward one question at a time.

The screenshot shows a test interface with a top toolbar containing 'Question 3', a star icon, and a 'Zoom' button. Below the toolbar are two tabs: 'Passage 1' (highlighted in yellow) and 'Passage 2'. The main content area displays a passage titled 'Got His Horns' with numbered questions 1 through 9. A red callout '1' points to the star icon in the toolbar. A red callout '2' points to the 'Demo 5' text in the top right corner. A red callout '3' points to the 'Clear' button in the bottom toolbar. A red callout '4' points to the 'Back' and 'Next' buttons in the bottom toolbar. A red callout '5' points to the 'Next' button in the bottom toolbar.

The screenshot shows a test review page with a top toolbar containing 'Question 4', a star icon, and a 'Zoom' button. Below the toolbar are two tabs: 'Passage 1' (highlighted in yellow) and 'Passage 2'. The main content area displays a summary of question status: 'You will now read two passages and answer the questions that'. Below this, a table shows the status of 5 questions: 1 answered, 2 answered, 3 bookmarked (star), 4 not answered, and 5 not visited. A red callout '1' points to the star icon in the toolbar. A red callout '2' points to the star icon next to question 3 in the table. A red callout '3' points to the star icon next to question 4 in the table. A red callout '4' points to the star icon next to question 5 in the table.

Test & Item Navigation



Passage and Item Expansion

Question 4

Passage 1

You will now read two passages and answer the questions that follow. Some of the questions may ask you to compare the two passages. Read Passage 1 and then click the Passage 2 tab at the top of the screen to read Passage 2.

How Deer Got His Horns

1 Deer did not always have horns. Long ago, his head was round and smooth. That was before he won his horns in a race.

2 Back then, the forest animals played and held contests. They made their contests even more fun by giving prizes to the winners.

3 When Parrot flew the farthest, she won a crown of colorful feathers. When Skunk came in first place for smelliest, he won a white stripe down his back.

4 One day, the animals wanted to see who was the fastest. They decided to hold a race. The prize was a beautiful set of horns. The animals picked Deer and Rabbit to race against each other: Deer was fast, but Rabbit could jump high.

5 Deer and Rabbit would race through the forest where it was thick with bushes, branches, and trees.

6 The animals marked a start line at one end of the forest and a finish line at the other. Then, they put the horns where the animals could see them.

7 "Those are beautiful!" exclaimed Fox.

8 Chipmunk agreed. "I would love to wear those horns."

9 Rabbit liked the horns, too, and wanted them for himself.

The arrows on the passage side and item side of a question allow each section to be expanded to full screen. When the passage or item is expanded click the corresponding arrow again to return to the question.

Clear Pause/Exit Back Next Finish

Question 4

Passage 1

Passage 2

You will now read two passages and answer the questions that follow. Some of the questions may ask you to compare the two passages. Read Passage 1 and then click the Passage 2 tab at the top of the screen to read Passage 2.

How Deer Got His Horns

1 Deer did not always have horns. Long ago, his head was round and smooth. That was before he won his horns in a race.

2 Back then, the forest animals played and held contests. They made their contests even more fun by giving prizes to the winners.

3 When Parrot flew the farthest, she won a crown of colorful feathers. When Skunk came in first place for smelliest, he won a white stripe down his back.

4 One day, the animals wanted to see who was the fastest. They decided to hold a race. The prize was a beautiful set of horns. The animals picked Deer and Rabbit to race against each other: Deer was fast, but Rabbit could jump high.

5 Deer and Rabbit would race through the forest where it was thick with bushes, branches, and trees.

6 The animals marked a start line at one end of the forest and a finish line at the other. Then, they put the horns where the animals could see them.

7 "Those are beautiful!" exclaimed Fox.

8 Chipmunk agreed. "I would love to wear those horns."

9 Rabbit liked the horns, too, and wanted them for himself. So Rabbit liked the horns, too, and wanted them for himself. So Rabbit liked the horns, too, and wanted them for himself.

10 "I've never been to this part of the forest," Rabbit complained.

11 The animals nodded.

12 "I have an idea how to fix that," said Rabbit. "Let me see the plan going."

13 Deer agreed—this would make the race fair. Off Rabbit hopped.

14 However, Rabbit did much more than just look. He used his big chewed until he had cleared a path that would let him run easily.

15 What Rabbit did not know was that Skunk followed him. When thought, "Rabbit plans to cheat!"

16 Skunk went back and told the other animals what he saw.

17 "Oh, Rabbit," sighed Mouse.

18 A few minutes later, Rabbit hopped out from the forest. He announced that he had won the race.

Question 4

In Passage 2, how long were the children given to grow their plants?

Hide All

(A) one day

(B) one week

(C) one month

(D) one year

Clear Pause/Exit Back Next Finish

Test & Item Navigation



Pausing & Exiting

Pause/Exit: When a student clicks on Pause/Exit, they will be given the option to either to pause their test, exit their test or cancel.



Clear Pause/Exit Back Next Finish

Do you want to pause your test or exit your test?

Pause the test to temporarily log out. Exit the test to log out and close the testing application.

Pause Test

Exit Test

Cancel

When a test is paused, a timer will begin to countdown from 60 minutes. The student will have 60 minutes to return to their test before they are completely exited. To return to their test within the 60 minutes they will enter their **Password** and click **Resume**. Any sketch or highlighting they did before pause will be retained when they resume testing.

*If the student does not return within the 60 minutes the student will be exited from the test, any sketch & highlighting in the test will **NOT** be retained.

Your test is **paused**.

To resume testing, enter your password and click the Resume button.
To exit the test and close the testing application, click the Exit button.
When the timer reaches 00:00, your test will exit on its own.

58:50

Password:

Resume

Exit Test

Test & Item Navigation



Turning in a Test

Question 5 ☆

Zoom 🔍

Text-to-Speech: 🗣️ ▶️ 🔊 ⚙️

Demo 5 🟢

Passage 1

Passage 2

This question has two parts. Be sure to answer both parts of the question.

Based on Passage 2, which word **best** tells how Shai feels about going to the palace with an empty pot?

Hide All

👁️ (A) afraid

👁️ (B) angry

👁️ (C) happy

Passage 1

How Deer Got His Horns

1 Deer did not always have horns. Long ago, his head was round and smooth. That was before he won his horns in a race.

2 Back then, the forest animals played games. They made their contests even more interesting by having winners.

3 When Parrot flew the farthest, she won a white stripe down his back.

4 One day, the animals wanted to see who was the fastest. They decided to hold a race. The prize was a white stripe down his back. The animals picked Deer and Rabbit to race. Deer was fast, but Rabbit could jump high.

5 Deer and Rabbit would race through the forest where it was thick with bushes, branches, and trees.

6 The animals marked a start line at one end of the forest and a finish line at the other. Then, they put the horns where the animals could see them.

7 "Those are beautiful!" exclaimed Fox.

8 Chipmunk agreed. "I would love to wear those horns."

9 Rabbit liked the horns, too, and wanted them for himself.

🔍 🗣️ 🗑️ ⏸️ ⏪ ⏩ 🏠

Clear Pause/Exit Back Next **Finish**

On the last question of every test session, the **Finish** button will be activated to allow the student to click Finish. Clicking the Finish button will take the student to the test review page.

You have completed: 3 out of 5

1 answered 2 answered

★ 4 not answered 5 not answered

Pause/Exit Return to test Turn In

The test review page displays a full list of questions, their answer status, and any questions that have been bookmarked by the student. Click the **Turn In** button to submit the test or the **Return to test** button to return to the test.

There are unanswered questions. Are you sure you want to turn in your test?

Turn In Cancel

Turning in your test...

Once the student clicks **Turn In**, they will be prompted one final time to confirm that they wish to turn in the test. After clicking **Turn In**, the student will be returned to the test sessions page and the session they have completed will be grayed & crossed out.



Please note: The tools available for each question in the test may vary.



Answer Eliminator

claims she does not need to use any measuring tools during investigation 1. Which sentence describes her claim?

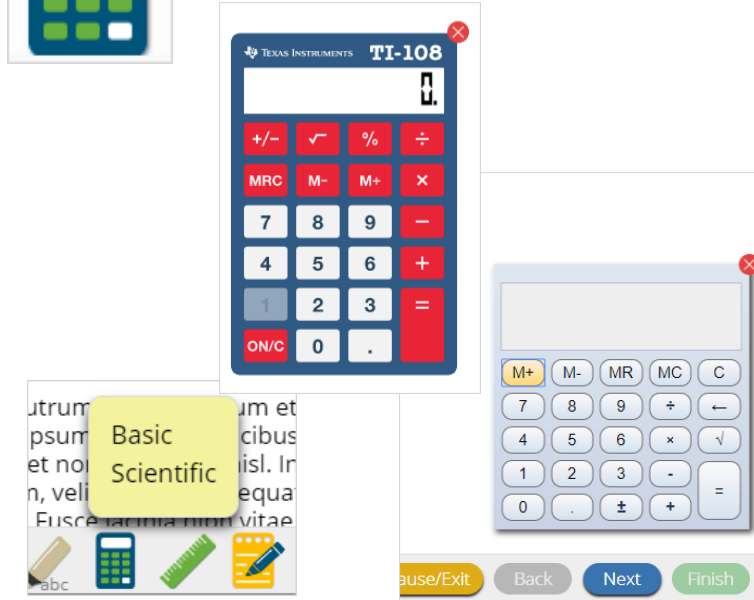
Hide All

- ☒ (A) ~~Her claim is correct because she does not measure the amount of gas produced.~~
- ☐ (B) Her claim is correct because she mixes four different combinations of liquid and solid.
- ☐ (C) Her claim is incorrect because she uses a beaker to measure the amount of liquid used.
- ☐ (D) Her claim is incorrect because she uses a balance to measure the amount of solid used.

Answer Eliminator: Provides the ability to cross-out multiple-choice answers on a test. Answer choices may not be selected while they are crossed-out.



Calculator



Calculator: Basic or Scientific calculators may be available on selected items in a test. For Summative and iMSSA Assessments Texas Instruments calculators will be displayed in the student testing interface.



Line Reader

Passage 1 Passage 2

A Story About Nothing
by: Anonymous

Lorem ipsum dolor sit amet, consectetur adipiscing elit, sed aliquam. Ut enim ad minim veniam, quis nostrud exercitation ullamco laboris nisi ut aliquip ex ea commodo consequat. Duis aute irure dolor in reprehenderit in voluptate velit esse cillum dolore eu fugiat nulla pariatur. Excepteur sint occaecat cupidatat non proident, sunt in culpa qui officia deserunt mollit anim id est laborum.

Curabitur pretium tincidunt lacus. Nulla gravida orci a odio. Nullam varius, turpis et commodo pharetra, est eros bibendum elit, nec luctus magna felis sollicitudin mauris. Integer in mauris eu nibh euismod gravida. Duis ac tellus et risus vulputate vehicula. Donec lobortis risus a elit. Etiam tempor. Ut ullamcorper, ligula eu tempor congue, eros est

Read both passages and answer the following.

What was the author's tone in A Story About Nothing?

Hide All

- (A) Angry
- (B) Cheesy
- (C) Crossed
- (D) Confused

Resizing Handle

Line Reader: Helps the student focus on one or more lines of text when reading test content. Use the mouse or touch screen to raise and lower the tool for each line of text onscreen. Adjust the number of lines in the guideline tool window with the Resizing Handle.



Notepad

nim id est laborum.

Important Notes can be typed here!

Last Saved: 6-25-2020 2:57:23 PM

Notepad: Provides location for student's notes. Each item has its own notepad and notes persist uniquely per item. The notepad is resizable, draggable, and displays a timestamp for when its contents were last modified.

- The notepad is retained per item. If the student writes notes on Item 1, navigates to Item 2, returns to Item 1, the item 1 notes will still be there.
- Notes on passages are viewable for all items pertaining to the passage.
- Notes are NOT saved if a test is exited.
- Notes are NOT saved if a student finishes a test session.



- Students may sketch using black, red, or blue brushes.
- Students may highlight using a semi-transparent yellow highlighter brush.
- Students may erase sketches and highlighting using the eraser.
- Students may draw anywhere on the item area while still being able to click on distracters.

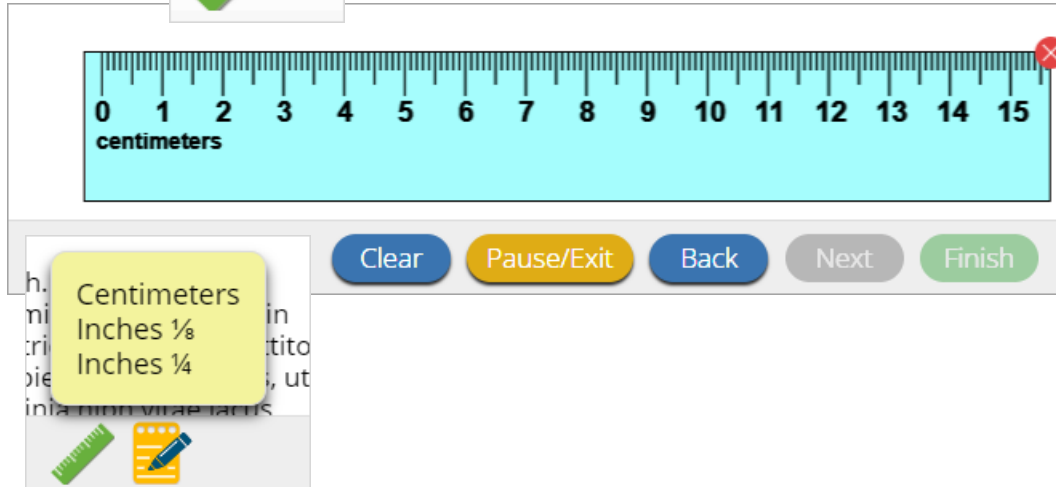
Note: If the student exits the test, the sketches and highlighting will not be there when the student returns to the test.



Note: The Highlighter is disabled when Text-to-Speech is actively playing in an item.



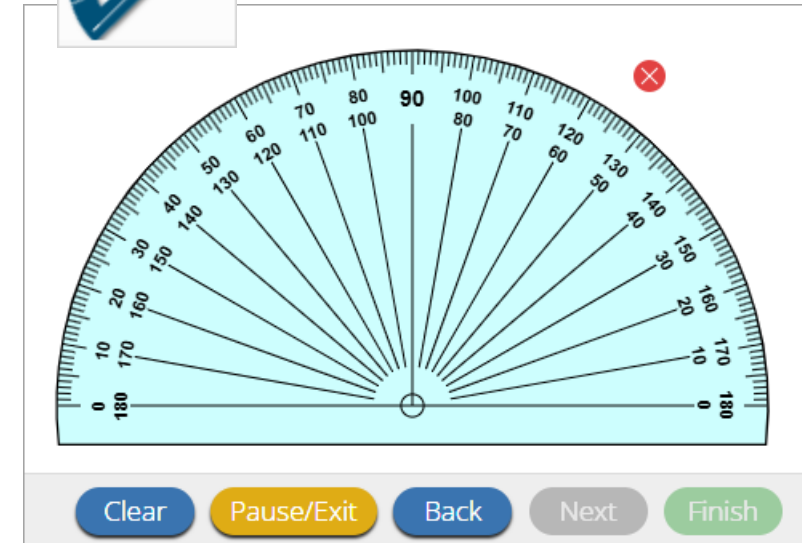
Ruler



Ruler: The vector-based, partially translucent ruler is rotatable, draggable and resizable by the student. The ruler tool will be available for specific items and allows a student to measure in centimeters or inches.



Protractor



Protractor: The vector-based, partially translucent protractor is rotatable, draggable and resizable by the student. The protractor tool will be available for specific items.

Zoom View (magnifier)

Question **4** ▼ ☆

Zoom 🔍

Text-to-Speech: 🔊 🔊 🔊 ⚙️

Passage 1 Passage 2 ➔

A Story About Nothing
by: Anonymous

Lorem ipsum dolor sit amet, consectetur adipiscing elit, sed do eiusmod tempor incididunt ut labore et dolore magna aliqua. Ut enim ad minim veniam, quis nostrud exercitation

Read both passages and answer the questions that follow.

What was the author's tone in A Story About Nothing?

Hide All

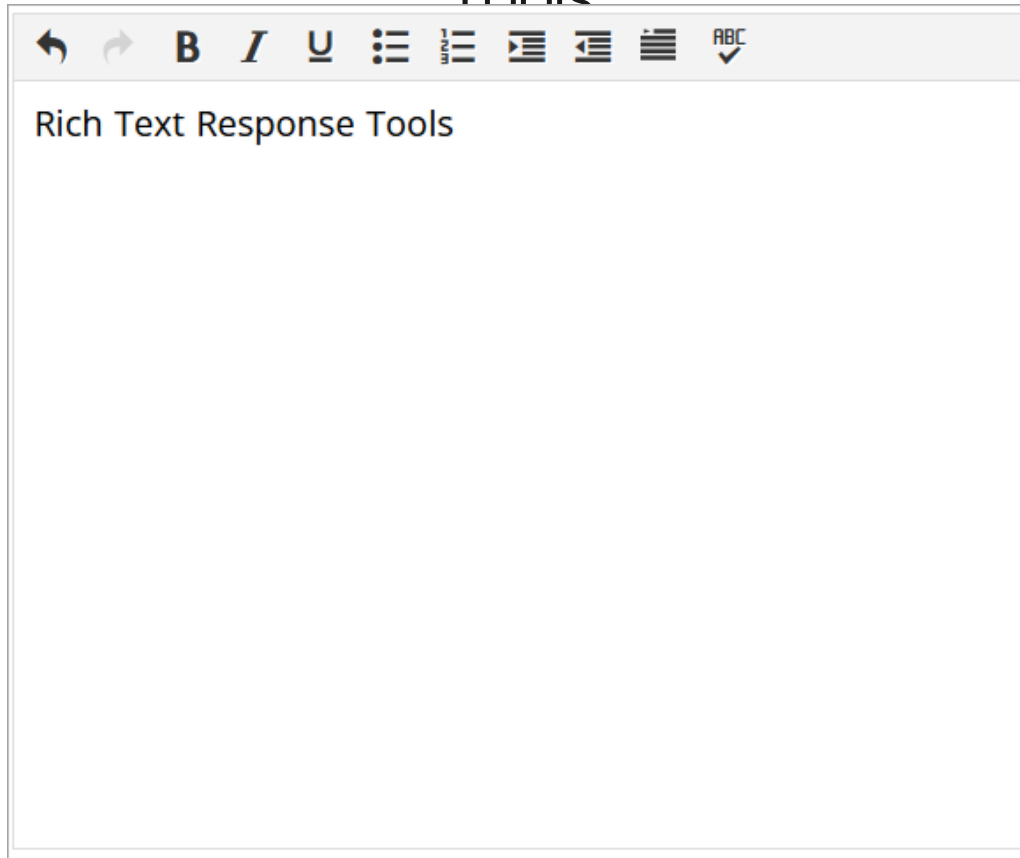
👁️ (A) Angry

👁️ (B) Cheery



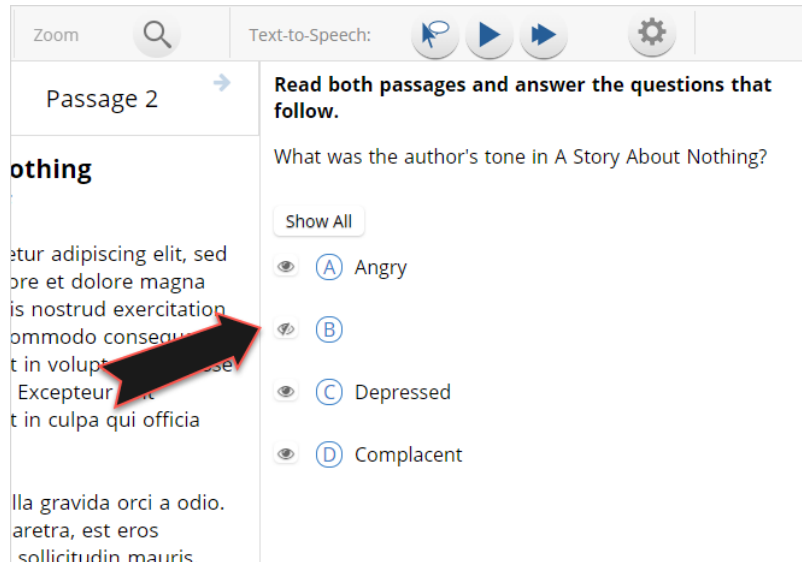
Zoom: Students can magnify the entire screen in four increments: 100%, 150%, 200%, and 300%. Click on the magnifying glass to zoom in, the minus symbol to zoom out and the circular arrow to return directly to the default 100% magnification.

Rich Text Response Tools



- The **arrows** allow a user to Undo or Redo text that was added or removed from the text box.
- **B** will allow a student to type in bold text or allow words to be bolded by highlight text and selecting B.
- *I* will allow a student to type in italicized text or allow words to be italicized by highlighting and selecting I.
- Words can be underlined using **U** with the underline below it, by either selecting the tool then type or highlighting words then selecting U.
- Bullet points can be used by selecting the bullet point tool.
- Text can be numbered by selecting the numbered bullet point tool.
- Paragraphs can be indented using the increase paragraph indent tool.
- Paragraphs indentation can be decreased by using the decrease paragraph indent tool.
- Lines can be indented by using the line indent tool.
- The student's entire response can be spell checked by clicking on the ABC spell check tool. When clicked spell check will run on all the text in the response box.

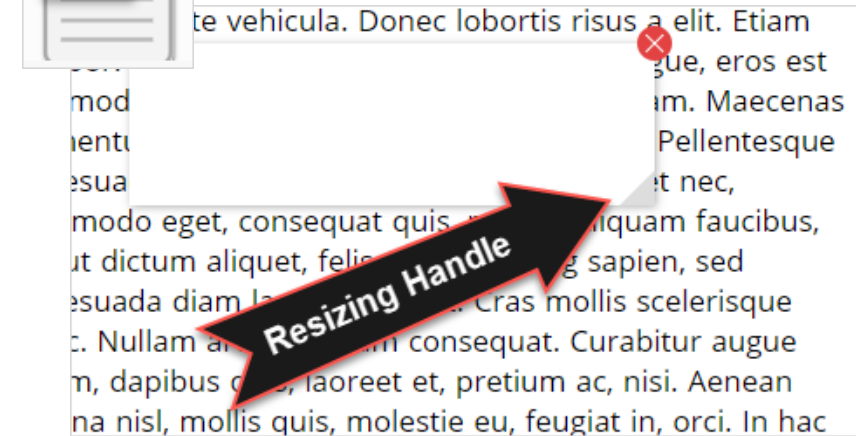
Answer Masking



Answer Masking: Provides the ability to “hide” an answer by clicking on the eye icon next to the answer choice. This can be used to eliminate answer choices. Answer masking will persist if a student navigates away from the question, but not if the student exits the test. Answer choices may not be selected while they are masked.



Custom Masking



Custom Masking: Provides the ability to mask certain parts of the test interface or question. Custom masking planes can be resized and/or dragged around the screen.

Student Accessibility Features



Color Contrast

Magnification Tool: Text-to-Speech:

A Story About Nothing
By: Anonymous

Comienza en una calle. No sé por qué.

De hecho no tengo ni idea donde esta va salvo que la calle está mojada de la lluvia y el frío del viento y delante de mí alguien miente sangría. Todo tiene un aire de no ser real hasta que su mano agarra mi tobillo y puedo sentir su viscosidad que se filtra a través de mi calcetín. Hay alguien sangrando a mis pies, tal vez muriendo y todos que estoy haciendo está de pie aquí. Mi cerebro se desliza en el engranaje.

Doble hacia abajo para conseguir más mirar al extranjero. Es barbudo y familiar aunque no puedo ponerlo. ¿Tal vez lo he visto en la cafetería o posiblemente en la estación? Él murmura algo pero no puedo entenderlo. La sangre procedente de su pecho, él parece haber sido apuñalado pero por lo que no estoy seguro y me resisto a tirar de su otro, el uno no se detiene en mi tobillo, de la mano de la herida. Es claro, el color de la piel salido leche, y su aliento está viniendo en jadeos largo mojados que sugieren el lagrimeo de algo importante. No es una buena manera.

Levanto la mirada para pedir ayuda pero la calle es un desierto: no se salen de la oficina detrás de mí, nadie deambulando por la calle y nadie mirando hacia arriba de la carretera principal. Ni la basura, en las ráfagas, está dispuesta a dejar para mí. No encuentro mi celular. Que han dejado en la oficina. Typical. And por lo que pido ayuda.

Gritar, realmente. Pero nadie viene. Me preocupa ahora. El hombre todavía está respirando cuando le ayudo a sus pies y gracias a Dios no es más grande que yo, nunca me di cuenta pesadas como una persona puede ser cuando son

Hide All

- ☐ A Angry
- ☐ B Cheesy
- ☐ C Depressed
- ☐ D Complacent

Default Classic Ruby Chalkboard Nocturnal Aquiline
Eccentric Azure Haunted Celestial Antique Creamy

Clear Pause/Exit Back Next Finish

Color Contrast: Changes the background color and text color of the test content.



Reverse Contrast

Screen Zoom: Text-to-Speech:

A Story About Nothing
By: Anonymous

Comienza en una calle. No sé por qué.

De hecho no tengo ni idea donde esta va salvo que la calle está mojada de la lluvia y el frío del viento y delante de mí alguien miente sangría. Todo tiene un aire de no ser real hasta que su mano agarra mi tobillo y puedo sentir su viscosidad que se filtra a través de mi calcetín. Hay alguien sangrando a mis pies, tal vez muriendo y todos que estoy haciendo está de pie aquí. Mi cerebro se desliza en el engranaje.

Doble hacia abajo para conseguir más mirar al extranjero. Es barbudo y familiar aunque no puedo ponerlo. ¿Tal vez lo he visto en la cafetería o posiblemente en la estación? Él murmura algo pero no puedo entenderlo. La sangre procedente de su pecho, él parece haber sido apuñalado pero por lo que no estoy seguro y me resisto a tirar de su otro, el uno no se detiene en mi tobillo, de la mano de la herida. Es claro, el color de la piel salido leche, y su aliento está viniendo en jadeos largo mojados que sugieren el lagrimeo de algo importante. No es una buena manera.

Levanto la mirada para pedir ayuda pero la calle es un desierto: no se salen de la oficina detrás de mí, nadie deambulando por la calle y nadie mirando hacia arriba de la carretera principal. Ni la basura, en las ráfagas, está dispuesta a dejar para mí. No encuentro mi celular. Que han dejado en la oficina. Typical. And por lo que pido ayuda.

Gritar, realmente. Pero nadie viene. Me preocupa ahora. El hombre todavía está respirando cuando le ayudo a sus pies y gracias a Dios no es más grande que yo, nunca me di cuenta pesadas como una persona puede ser cuando son

Hide All

- ☐ A Angry
- ☐ B Cheesy
- ☐ C Depressed
- ☐ D Complacent

Clear Pause/Exit Back Next Finish

Reverse Contrast: Inverts all color values on the screen.

Student Accessibility Features



Text-to-Speech

Question 4

Zoom

Text-to-Speech: 1 2 3 4 5 6 7

Passage 1

Passage 2

A Story About Nothing
by: Anonymous

Lorem ipsum dolor sit amet, consectetur adipiscing elit, sed do eiusmod tempor incididunt ut labore et dolore magna aliqua. Ut enim ad minim veniam, quis nostrud exercitation ullamco laboris nisi ut aliquip ex ea commodo consequat. Duis aute irure dolor in reprehenderit in voluptate velit esse cillum dolore eu fugiat nulla pariatur. Excepteur sint occaecat cupidatat non proident, sunt in culpa qui officia deserunt mollit anim id est laborum.

Curabitur pretium tincidunt lacus. Nulla gravida orci a odio. Nullam varius, turpis et commodo pharetra, est eros

Read both follow.

Volume: 100%

Speed: Slow Normal Fast

What was the author's tone in A Story About Nothing?

Students who have a Text-to-Speech (TTS) accessibility feature or accommodation will have TTS controls.

1. **On-Demand TTS:** Click the On-Demand TTS button to activate. TTS will begin once a specific word or phrase is selected and will continue reading from that point until paused or stopped.
2. **Play/Pause:** To play the TTS, click the play button. To pause the TTS, click the pause button. To resume from the pause, click the play button again.
3. **Skip Stimulus:** Clicking the arrowhead button next to play/pause will skip the stimulus and start reading the question and answer choice section of the item.
4. **Stop:** To stop the TTS, click the stop button. Clicking play after clicking the stop button will restart the TTS from the beginning of the item's text.
5. **Adjust TTS Volume:** Click the gear icon. Use the slider next to "Volume" to adjust the TTS volume.
6. **Adjust TTS Rate:** Click the gear icon. Use the slider next to "Speed" to adjust the TTS rate between Slow, Normal, and Fast.
7. **Highlighted Text:** As the TTS reads the text, the text in the item will be highlighted.

*Headphones/earbuds are necessary tested individually in a separate setting. TTS volume can be adjusted using your device's volume controls.

Student Accommodations



Accessibility Mode

The screenshot shows the 'Options' window in the iTester Core application. On the left, a list of options includes 'Text-to-Speech', 'Magnification Tool', 'Line Reader', 'Custom Masking', and 'Accessibility Mode'. The 'Accessibility Mode' option is selected. To the right, there are settings for 'Volume:100', 'Speed' (Slow, Normal, Fast), and 'Magnification Tool' (100%, 150%, 200%, 300%). A sample text box displays 'The quick brown fox jumped over the lazy dog.' Below these, 'Line Reader' and 'Custom Masking' are both 'Enabled'. The 'Accessibility Mode' section has a 'Proctor Password' field and a 'Submit' button. A large blue arrow points from the 'Submit' button to a box at the bottom right that says 'Accessibility Mode Enabled'. A 'Continue' button is at the bottom left.

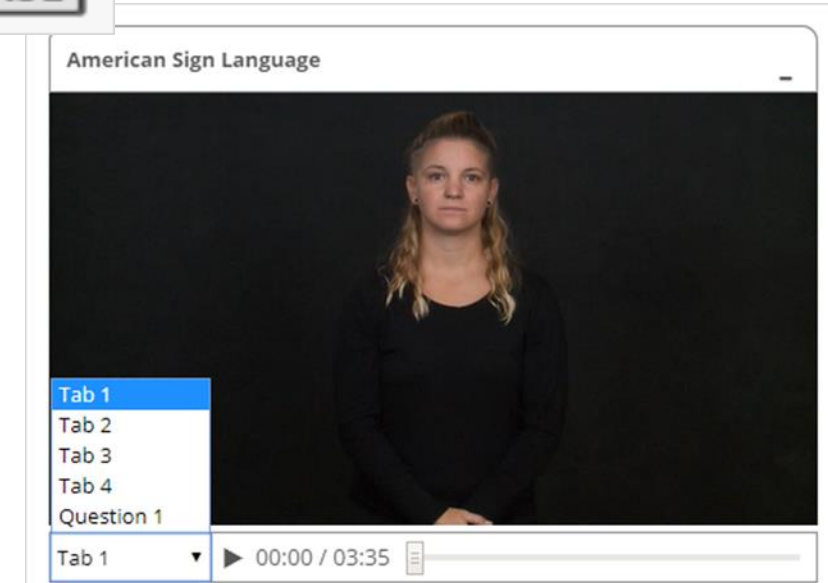
Accessibility Mode

Enabled

Accessibility Mode: Allows students to use third party assistive technology while testing in the New Mexico Public Education Department Assessments Kiosk. The proctor will be required to enter the proctor password on the Options page to enable. Accessibility Mode is only supported on Windows devices.



ASL Video



ASL Video: Students who are assigned the ASL Video accommodation will see an icon in the top toolbar indicating an ASL video is present. Students can use the bookmarking feature to switch between the source videos and question

Student Accommodations



Question 3

Zoom

Please type your answers below.

B *I* U $f(x)$

the same time that the first time in the history of the United States and Canada are a

Words: 18

B *I* U $f(x)$

lot of the time of the first time in the history of the world is the world

1 of

2 of the

3 that

4 in

5 of work

123

Clear Pause Test Back Next Finish

Co:Writer®

Co:Writer: Students can utilize the word prediction tool for rich-text response items.

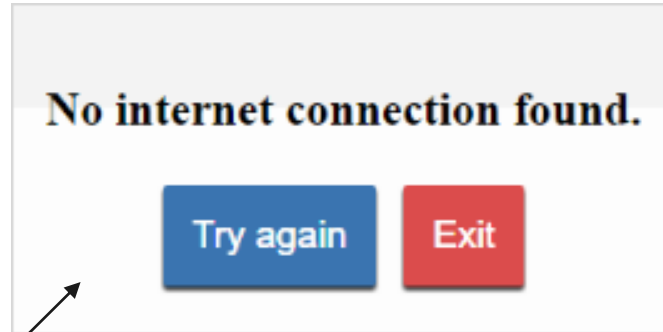
1. Click in the response text box and the Co:Writer icon will appear in the lower-right corner.
2. Click on the icon. An orange dot will appear indicating the vocabulary library is being downloaded.
3. Once complete, the icon will turn blue, and the predicative text selection menu will appear in the text box.

Please note: Co:Writer is available on ChromeOS™, Windows® and MacOS® for English and Spanish Summative assessments. Co:Writer is enabled if the student has the Word Prediction (Embedded) accommodation.

Guidance on Error Messages



Error Messages when launching the New Mexico Public Education Department Assessments kiosk:



Why did my student receive this error?

There is no internet connection on the device and the kiosk cannot launch.

What should I do?

Establish an internet connection and click Try again.

Please exit the kiosk and install the latest version.

Why did my student receive this error?

You are launching an older version of the kiosk. The kiosk on this testing device will need to be updated

What should I do?

Exit the kiosk then download and install the latest version from the New Mexico Public Education Department Assessments Portal. For Chrome OS, verify that your New Mexico Public Education Department Assessments app is up to date.

Guidance on Error Messages



Error Messages when launching the New Mexico Public Education Department Assessments kiosk:

There was a problem while launching the kiosk. Please check your internet connection or your access permissions to the cache folder.

[Click here to try again.](#)

Why did my student receive this error?

There is no internet connection on the device and the kiosk cannot launch.

What should I do?

Establish an internet connection and click Try again.

We could not establish a connection to our server, please check your internet connection.

Refresh

Why did my student receive this error?

eMetric servers cannot reach the stored response folder location due to a network connectivity failure.

What should I do?

Check your network connectivity and connectivity to the stored response folder location and relaunch the kiosk. If the message appears again call the New Mexico Service Desk.

The offline student responses on this machine could not be processed. Please contact Support in order to continue. (ErrorCode:1003)

Refresh

Why did my student receive this error?

Stored responses could not be sent to the eMetric servers. The kiosk will not be able to launch until this is resolved.

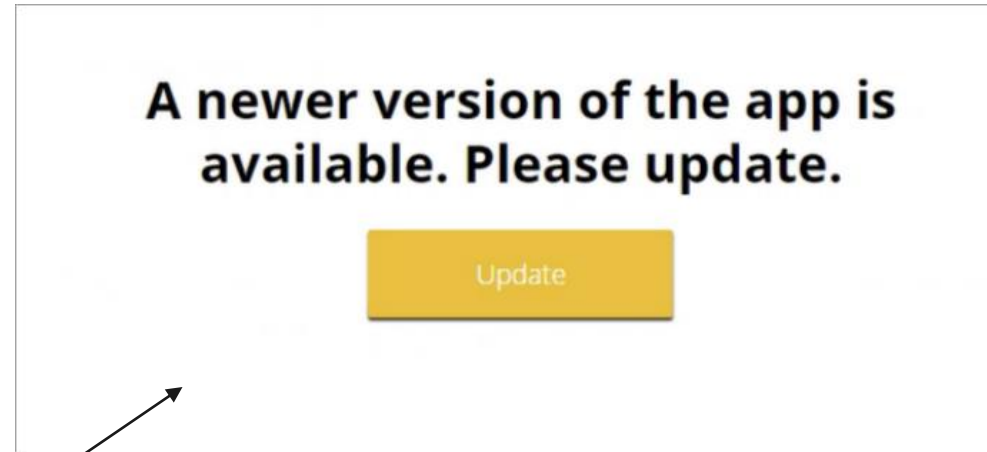
What should I do?

Call the New Mexico Service Desk and provide them with the error message and error code.

Guidance on Error Messages



Error Messages when launching the New Mexico Public Education Department Assessments kiosk:



What happened and why did my student receive this message?

There was an update to the kiosk that was released while the kiosk was left open or already launched on the testing device.

What do I do next?

Click Update, the kiosk will update to the latest version and your student will be able to log in.

Guidance on Error Messages



Error Messages when logging into to the New Mexico Public Education Department Assessments kiosk:

The screenshot shows the login interface with the NMPED logo at the top. Below the logo is the text 'NEW MEXICO Public Education Department Assessments'. The 'STUDENT SIGN IN' section contains fields for 'Username' and 'Password'. A green 'Sign In' button is at the bottom. A red error message box at the bottom center reads 'Invalid username/password.' A blue link 'Access the Practice Test' is at the bottom left.

Why did my student receive this error message?

The student is using the incorrect password or username when trying to log into the NM Public Education Department Assessments kiosk.

What should I do?

Verify the correct username and password in the New Mexico Public Education Department Assessments Portal and have the student retry.

The screenshot shows the login interface with the NMPED logo at the top. Below the logo is the text 'NEW MEXICO Public Education Department Assessments'. The 'STUDENT SIGN IN' section contains fields for 'Username' and 'Password'. A green 'Sign In' button is at the bottom. A red error message box at the bottom center reads 'We could not establish a connection to our server, please check your internet connection.' A blue link 'Access the Practice Test' is at the bottom left.

What happened and why did my student receive this message?

Internet connectivity was lost after the student entered their username and password. The New Mexico Public Education Department Assessments kiosk detected the loss of internet connectivity and will not allow the student to log in until internet connectivity is reestablished.

What do I do next?

1. Close the NM Public Education Department Assessments kiosk.
2. Reestablish a connection to the internet.
3. Relaunch the NM Public Education Department Assessments kiosk.
4. Check the connectivity indicator in the top right corner of the kiosk login screen.
 - a. If the connectivity indicator is green, the kiosk is connected to the internet and the student can log in and begin testing.
 - b. If the connectivity indicator is gray, check the internet connection again.
 - c. If the connectivity indicator is still gray and you are sure the internet is connected, move the student to a different testing device, launch the kiosk on the new testing device and verify the connectivity indicator is green.

Guidance on Error Messages



Error Messages when logging into a test session:

Session Access Code:

Incorrect session access code. Please try again.

What happened and why did my student receive this message?

The student is using the incorrect session access code for the session selected or typing in the session access code incorrectly.

What do I do next?

Verify the correct session access code in the New Mexico Public Education Department Assessments Portal and have the student retry.

Proctor Password

Invalid Password

What happened and why did my student receive this message?

The proctor password entered was incorrect.

What do I do next?

If you are a District Test Coordinator, verify the correct proctor password in the New Mexico Public Education Department Assessments Portal. If you are not the DTC contact your District Coordinator to verify the proctor password. Once verified it is correct have the proctor retry. Proctor passwords are case sensitive.

Guidance on Error Messages



Error Messages when logging into a test session:

Not Kelly Clarkson? [Exit](#)

Hello, Kelly Clarkson

363636 State Student ID	2/11/2008 Date of Birth	Female Gender
Grand Canyon Elementary School School Name	Role Teacher Teacher	04 Grade

The following tests have been scheduled for you:

We were unable to get your Test Session. Please check your internet connection and try again.

[Retry](#)

What happened and why did my student receive this message?

Internet connectivity was lost after the student logged in. The New Mexico Public Education Department Assessments Kiosk detected the loss of internet connectivity and will not load the test sessions until a connection to the internet is reestablished.

What do I do next?

Click Retry, if internet connectivity is established then the student will be directed to the test session. If internet connection is not detected, close the New Mexico Public Education Department Assessments Kiosk, reestablish a connection to the internet and relaunch the kiosk.

Session 1 Directions

This is Session 1. You should complete all of the items in this session during the assigned time. Once the session is closed, you will not be able to return to the session to view questions or check answers.

Use the navigation buttons to move to the next question or to go back to the previous question in each session. Use the review button to access the Test Review screen.

Test questions will be presented one at a time. Sometimes you may need to use the scroll bar to see all of the content in a question. Each multiple-choice question will be followed by its possible answer choices. Be sure that you have seen all of the answer choices before you make your selection. Each constructed-response question will be followed by a text box. Type your response in the box.

An error occurred while loading the test! [Click here](#) to retry, or contact an administrator.

What happened and why did my student receive this message?

Internet connectivity was lost before the test session completely loaded. The New Mexico Public Education Department Assessments Kiosk detected the loss of internet connectivity and will not load the test session until a connection to the internet is reestablished.

What do I do next?

Select Click here to load the test. If internet connectivity is established, the student will be directed to the test session. If internet connectivity could not be established, the student will be redirected to the Directions page.

Guidance on Error Messages



Error Messages when logging into a test session:

An error occurred while loading the test!

Retry Now

Exit Test

What happened and why did my student receive this message?

Internet connectivity was lost after the student clicked continue, on the directions page. The kiosk detected the loss of internet connectivity and will not load the test sessions until a connection to the internet is reestablished.

What do I do next?

Click Retry Now, if internet connectivity is established then the student will be directed to the test session. If internet connection is not detected, close the kiosk, reestablish a connection to the internet and launch the kiosk again.

Guidance on Error Messages



Error Messages during a test session:

Required language support is unavailable.

Continue

Why did my student receive this message?

This error will appear when students have a Spanish Text-to-Speech Accommodation and Cepstral language pack is not installed on the device.

What should I do?

Install Cepstral language pack if you already have the license, if you do not have a license, please contact the New Mexico Service Desk to obtain a license.

The necessary support for audio playback is not detected on this device.

Continue

Why did my student receive this message?

This error will appear when students have the Text-to-Speech Accommodation and there is not a playback device (headphones, speakers, or internal speakers) set as default or connected to or the device.

What should I do?

Connect headphones or speakers to the machine and set them as the default playback device. Verify that sound is coming from the playback device.

Guidance on Error Messages



Error Messages during a test session:

Please raise your hand; your test session has timed out.

Exit

Why did my student receive this message?

The student has timed out of their test session, meaning they have been inactive in the test for 60 minutes.

What should I do?

Click exit and you will be brought back to the New Mexico Public Education Department Assessments Kiosk student sign in page. When the student is ready to continue testing, they would log back into the New Mexico Public Education Department Assessments Kiosk, select the session they wish to continue. For Summative Assessments, once they have entered the session access code, they will be then prompted for the proctor password, which the proctor will need to enter, and resume testing where they left off.

There is a problem because somebody else has logged into your test session. You have been logged out for security reasons.

Exit

Why did my student receive this message?

The student has logged into their test session on two separate devices, the second log in would cause the first session to be logged out, or someone else has logged into the student testing kiosk with the same credentials.

What should I do?

Click exit and log back into the test session. Verify the student's test resumes where they were exited.

Guidance on Error Messages



Error Messages during a test session:

Please raise your hand and notify your proctor:

Your response is not able to be stored. To avoid losing your response, your test cannot be continued until connection to the storage location is re-established.

Retry Now

Why did my student receive this message?

Access to the storage location was lost after the student began testing due to loss of network connectivity. The New Mexico Public Education Department Assessments Kiosk will not allow the student to continue testing until access to the storage location is restored.

What should I do?

Click Retry Now. If a connection to the storage location is reestablished, the New Mexico Public Education Department Assessments Kiosk will return to the screen where the student was prior to loss of connectivity. If, after several attempts, the connection to the network storage location cannot be reestablished, test administrators should either force-quit the New Mexico Public Education Department Assessments Kiosk and move the student to a new testing device that has connectivity to the network and storage location or contact their network administrator for further assistance.

Guidance on Error Messages



Please raise your hand and notify your proctor.

A connection to the network could not be established. Your test has been saved offline.

Proctor, this student's test responses have been stored locally on this device. When network connection is restored, you must re-launch the kiosk or mobile app from this device in order to send the stored responses to the servers, or you can also try to send responses by clicking "Send Responses" button.

1

Send Responses

Do not move the student to a different device.

If you have any questions, please contact technical support immediately.

2



I have read this statement and understand that I must follow these directions or the student's responses may not be sent to the server and scored.

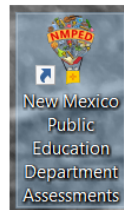
3

Accept and Exit Test

4



5



What happened and why did my student receive this message?

Internet connectivity was lost after the student began testing and was not restored by the time the student completed the test. The student completed the test session and clicked "Turn in Test". The student's responses will be saved to the local folder configured when the New Mexico Public Education Department Assessments Kiosk was initially installed.

What do I do next?

1. Read the instructions in the message and click **Send Responses**, you will be notified to wait 10 seconds as the student testing interface tries to determine if there is internet connection. If internet connectivity was reestablished before clicking Send Responses, the stored responses on this device will be sent to the servers, the test will submit, and the student testing interface will exit the test. If there is no internet connection, the Send Response button will appear again. From here you can try to establish internet connection and click Send Responses again or move on to step 2.
2. Proctor reads and acknowledges that they have read and understand the instructions by checking the box or enters the Proctor Password (for Summative Assessments only).
3. Select **Accept and Exit Test**.
4. Reestablish a connection to the internet.
5. Relaunch the kiosk, the student's stored responses will be synced, and test will be submitted. As an option the student can log in and navigate to the student profile page and confirm the test session submitted is completed, it will be greyed and crossed out.

Troubleshooting Tips



Clearing the Application Cache

If for some reason any of the online testing files become corrupt, deleting the application cache will force the New Mexico Public Education Department Assessments Kiosk to download a new set of cache files.

What do I do next?

1. From the New Mexico Public Education Department Assessments Kiosk login screen, click Clear Cache in the lower right-hand corner.
2. You will be asked "Are you sure?" Click Yes, and the kiosk will close and then re-launch.

Note: For iPad, exit the application, press the home button and swipe up on the New Mexico Public Education Department Assessments application to force close it, then re-launch the application.



Frozen Screen

Your student is taking their test in the New Mexico Public Education Department Assessments Kiosk and the kiosk stops responding and becomes frozen.

What should I do?

Try to pause the test and log back in. If you are unable to pause, restart the device. Once the device has been restarted log back into the test, enter the proctor password, and continue testing.

Images or Test

Your student's New Mexico Public Education Department Assessments test content or images are not rendering.

What should I do?

Pause the test and clear the application cache on the device. It appears that the cached files may have become corrupt. After the application cache has been cleared, log back into the test to download new test files and continue testing.



OE Response: Specific keys not working on Keyboard (desktop kiosk)

Your student is trying to answer an open-ended question and specific keys on the keyboard are not working.

What do I do next?

1. Pause the test and log in again. Try to type in the open-ended box with those specific keys.
2. If it does not resolve the issue, you will need to clear the application cache, as the files may have become corrupt.
3. If clearing the application cache does not resolve the issue, you will need to delete the eMetric folder in the TEMP location (ex. %temp% for Windows devices or ~/tmp for Mac devices).

OE Response: Cannot type in the OE Box

Your student is trying to answer an open-ended question but cannot type in the open-ended answer box.

What should I do?

1. If they have not typed a response in the open-ended box or are ok with starting their response over, reset the question by clicking "Clear" to clear any response in the box in-case there are multiple spaces or odd characters. Try typing in the open box.
2. If you are unable to type, pause the test and log in again. Try to type in the open-ended box.
3. If it does not resolve the issue, you will need to clear the application cache.
4. If clearing the application cache does not resolve the issue, you will need to delete the eMetric folder in the TEMP location (ex. %temp% for Windows devices or ~/tmp for Mac devices) .

Note: If the open-ended box has a word count, and the student has reached it, they will not be able to type in the open-ended response box.



Intentionally Moving a Student to a Different Device

If students need extended time or must log-off their device and move to another device in a different location to continue testing, Test Administrators should take the following steps:

What should I do?

1. Ensure the student's current testing device has an active internet connection.
2. Pause and exit the test.
3. Move the student to the new testing device.
4. Ensure the testing device in the new location has an active internet connection.
5. Launch the New Mexico Public Education Department Assessments kiosk.
6. Allow the student to login to the New Mexico Public Education Department Assessments Kiosk and resume testing.
7. Confirm student's test has previously entered responses.
 - a. If you believe responses are missing, contact the Cognia Service Desk for further assistance.

Support Call-In Information



Contact Information

Caller Name:
Caller Contact Information:
IT Coordinator Name:
IT Coordinator Contact Information:

Issue Description

Description of the issue:	
Was there an error message? If yes, what was the error message?	
Is more than one student being affected? How many?	
Has the student tried to log in on a different device? If so, what device?	

Support Call-In Information



Technical Information

Was the Site Readiness Test completed on the machine?
What is the Operating System on these devices (Windows 11, Chrome OS 132, etc.)?
Is this a thin client configuration? (not applicable to iPads or Chromebooks)
For thin client: what hardware/software are they using for their thin client (Make/Model & Software Version)?
What is the screen resolution of the device?
What are the DPI settings set to (Windows only)?
How was the kiosk installed (locally on each machine, network installation, etc.)?
Are stored responses being written to a custom location or the default location?
Is a local cache or a server cache being used?
Is the internet connection wireless or hard-wired?
What is the carrier/shell number of the kiosk?
Please list any troubleshooting steps already taken:

Student Information (if applicable)

Student ID #:
Test Name:
Class Name: