



The **Granite City School District** location for all PARCC Information (Tutorials, Practice Tests, and additional Instructional Material)

(Teachers/Administrators)

## **TESTING RESPONSIBILITIES**

### LEA Test Coordinator

- Overall Test Administration Coordinator
- Order Materials
- Disseminate Testing Information

### School Test Coordinator

- School Test Administration Coordinator
- Generate Test Tickets
- Distribute Seal Codes to Test Administrators
- Scheduling
- Receiving / Inventory Test Materials
- Implementing Test Security Plan

### Test Administrator / Proctor

- Start a Test
- Resume a Test
- Monitor Students Progress in Test Sessions
- Supervise the Tests
- Clarify Directions
- Time Keeper
- \*Aid students in becoming comfortable with testing tools
- \*The Test Administrator must read aloud the General Administration Directions
- Repeat as Needed

## PARCC TUTORIALS & PRACTICE SITE

### Tutorials

<http://parcc.pearson.com/tutorial/>

### Sample Tests

<http://parcc.pearson.com/sample-items/>

### Practice Tests

<http://parcc.pearson.com/practice-tests/>

### Manuals

Test Administrator Manual / Test Coordinator Manual / Accommodations Manual and Administration Appendices

<http://parcc.pearson.com/manuals-training/>

<http://avocet.pearson.com/PARCC/Home>

### Customer Support

Email Support: [parcc@support.com](mailto:parcc@support.com)

Phone Support: (888) 493-9888

Monday – Friday

5:00 am – 7:00 (CST)

Frequently Asked Questions

<https://support.pearsonaccess.com/kaidara-advisor/pages/bookmark.jsp>

Forgot Username

<https://il.pearsonaccessnext.com/customer/forgot-username.action>

Forgot Password

<https://il.pearsonaccessnext.com/customer/forgot-password.action>

## Recommended Student Computer Skills

Click/Select/Unselect

Scrolling

Plot Points

Text Highlighter

Use Video Player

Protractor/Ruler

Cut/Paste

Dual Scrolling in Questions

Typing

Drag and Drop

Calculator

Multiple Choice/Answers:

Square (Multiple Answers)

Circle (Multiple Choice)

## **Troubleshooting Guides/Steps (Check back for updates here)**

PARCC app error on Chromebooks – [Troubleshooting/Fixing](#) (Thanks Boulder Valley!)

**PARCC WEBSITE** - <http://il.pearsonaccessnext.com/customer/index.action>