Administering BEST Plus Virtually

Download the **Guidelines for Administering BEST Plus 2.0 Virtually** from http://www.excellenceinadulted.com/resources/webinars-upcoming-and-archived/

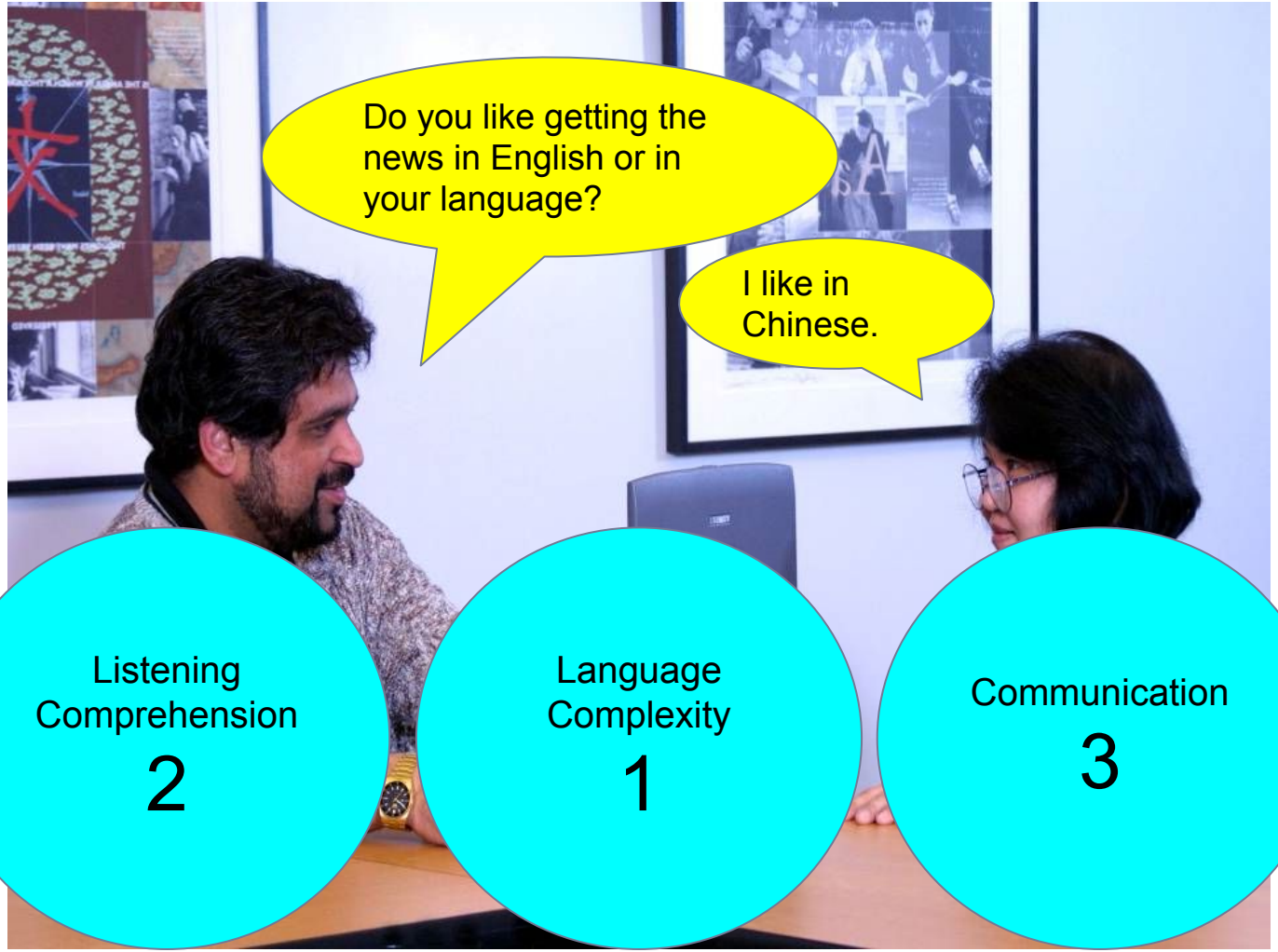
Intended audience for this training

ESL program administrators considering BEST Plus 2.0 for remote testing

Already-certified BEST Plus test administrators who will administer this test remotely

About BEST Plus 2.0

- Published by CAL (Center for Applied Linguistics)
- Test of listening and speaking
- Computer adaptive
- Always given 1 : 1
- Scored with a complex rubric
- Tester enters scores into computer
- Software resides on tester's computer



Listening Comprehension

2

Language Complexity

1

Communication

3

Who is this training for?

Already-certified and experienced
BEST Plus test administrators

Virtual Tester Requirements

- Certified as a BEST Plus test administrator
- Experienced in administering BEST Plus
- Native or near-native English ability
- Background in ESL
- Strong technology skills

I'm a native English speaker, I have an MATESOL, I've taught ESL for 7 years, and I've given 59 BEST Plus tests this year.

Technology makes me panic.

I've never given a BEST Plus test.

Video technology is used to connect test administrators and students **in order to most closely reflect face-to-face conditions**.

Use a video conferencing platform

Zoom Meeting, **GoToMeeting**, Skype, Google Meet, or other

- Can student access it easily?
- Does anything need to be downloaded first?
- Does student need to register or log in?
- Time limit?
- Is the sound clear? Is the video image clear?

What the student needs

- A video-enabled device with
  - Webcam
  - Microphone and speakers
  -

- Desktop, laptop, tablet, iPad, Chromebook, mobile phone

- Reliable internet service

Student **must** be able to

See the tester's face

Hear the tester's questions

Be audible to the tester

Be visible to the tester

What the tester needs

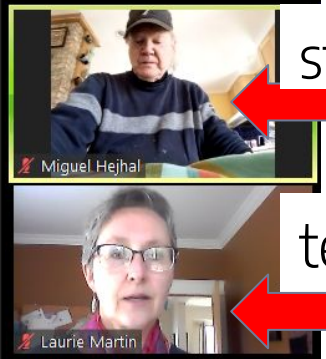
Preferably 2 devices:

- One laptop or desktop to run BEST Plus software **(not Mac)**
- One computer or tablet to run video conferencing platform
- Reliable internet service
- Webcam, microphone, speakers

If only 1 device is used, the screen must be large enough to view the student's video image while viewing the BEST Plus testing screen.

Black border around BEST Plus test

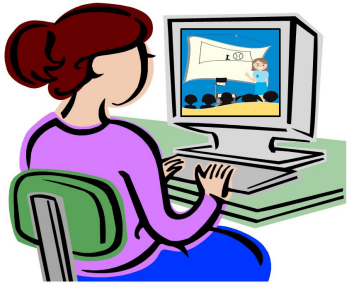
Zoom opened and window reduced to fit within B+ border



student

tester

Conduct a **tryout** prior to assessing any students to ensure that the technology works as expected.



Preparing Students

Provide clear information about technology and testing situation by mail, email or phone.

Translate information prior to starting the test if needed.

- How to access the video platform
- Need a quiet place, free of distractions
- Audio or video recording of the test session is NOT allowed by the student or the tester.

Scheduling

- ★ Allow at least 45 minutes per test when scheduling. Actual test time may be shorter.
- ★ Email or text the link to the video meeting
- ★ Provide contact information for help at time of testing

Identity Verification & Test Security

Links or invitations should be sent only to the student. Do not post or share them elsewhere.

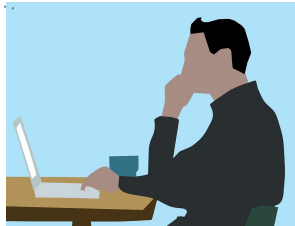
Do not video or audio record test sessions.

Verify student's identity before starting the test

- Visually, if the student is already known to the tester and/or
- Use your program's identity verification procedures

Virtual Test Administration Procedures

1. Ensure conditions are quiet and free of distractions
2. Verify student's identity
3. Test audio and video. Student and tester must see and hear each other.
4. Begin test. Do not share screen unless the prompt is a picture prompt.
5. For picture cues, testers can share their screen or hold up the video conferencing device to the screen with the picture cue.
6. DO NOT VIDEO OR AUDIO RECORD TEST SESSIONS.



Special allowances for virtual testing

If a technical glitch disrupts audio or video while a test administrator is delivering a prompt, the prompt can be repeated <u>without any score penalty</u> to the student (i.e., the student can still receive a score of 2 for Listening Comprehension).

Special allowances for virtual testing

If a video conference is dropped or ends unexpectedly because of a technical disruption, restart the call as soon as possible and continue with the test.

If it is not possible to resume the video conference immediately, the test session should be restarted from the beginning at a later time.

Special allowances for virtual testing

For **picture cues**, the student must clearly see the picture. If the student cannot do so, then the picture cue task should be skipped within the test software (i.e., do not enter any scores and continue to the next question).

Remote BEST Plus 2.0
1:1
Listening & Speaking
May take up to 40 minutes
Testers must be certified
Cost: $.40 (FY20 price)

Reminder: Remote proctoring of the BEST Literacy is not permitted.

Virtual training for new BEST Plus testers

BEST Plus Test Administrator Training will be scheduled in early FY21.

- Approximately 10 virtual training hours, TBD
- Testers must meet these requirements:
  - Native or near-native English ability
  - Background in ESL instruction
  - Strong technology skills

Contact Laurie Martin, lmartin@cntrmail.org, with your anticipated needs for summer training.

BEST Plus Test Administrator Training

For the virtual training, each participant will need these materials:

- *BEST Plus Test Administrators Guide*, ordered from CAL, $36
- Laptop or desktop computer with BEST Plus software installed. Order one USB from CAL, $30, install on unlimited computers, or contact CAL for downloadable version.
- Webcam, microphone and speakers for video conferencing via Zoom
- Reliable internet

https://www.calstore.cal.org/

Starting Remote BEST Plus Testing

- ❑ Take BEST Plus Test Administrator Training to become a certified tester
- ❑ Practice giving tests
- ❑ View this training webinar
- ❑ Read the guidelines
- ❑ Try out the technology

Contact:

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