

Online Testing System

How to access TLM on-line tests

A learner can take an on-line test only on the **Learning Site**. Two conditions need to be met (the order does not matter):

1. The assessor has requested the test for the unit for that learner on the Markbook Site and the request has been approved by the moderator.
2. The test has been registered for that learner at that specified date and time by his/her assessor on the Learning Site

As a specific example, the ITQ test is associated with the Gold IPU unit. On the Markbook site we will have created the Academy with the assessors and their groups and added some learners, moving them into their groups. If the assessor logs in and goes to the "assessment" link, chooses INGOT 2.0 against a particular group and then Gold Unit 1 - IPU they will see the learners in that group listed against the assessment criteria.

1. Request a test (Markbook site)

Any learner that wants to take a test must first demonstrate that they have passed the coursework criteria. This means all the assessment criteria should be marked "S" or "H" and saved. The assessor can then request a test by clicking the "Request Test" button. The moderator will release the test for the learners.

2. Register a test for a learner (Learning Site)

If the assessor logs into the learning site, they will see a list of their groups that were created on the Markbook Site. Next to each group is a link to on-line tests available for this group. Clicking this will result in a tab with registered tests and if no tests are registered the option to register one for the group. To do this choose a test from the Available On-line Tests menu and enter the date and time when the test is to be made available to the candidates. A list of previous tests will be stored in the Past test tab. If you want to register a test on a per learner basis, you can do it by clicking on the learner name, then the Online Test menu for that learner and select the available on-line test and register it for a specific date and time.

Things that could go wrong.

The main possibility is that the Centre, groups, or learners have not been set up in the Markbook or Learning Sites.

On the Markbook site we need a Centre/Academy account with a Principal Assessor and any assessors. We need groups created and linked to the assessors and learners entered on the site and put into the groups. (all in the school admin. section)

On the Learning Site we need an Assessor Account which has the same e-mail address field contents as for the Assessor Account on the Markbook site and a learner account that has the same Pupil id in the pupil id field in their Account profile. The pupil id number can be got from their record on the markbook site or from the Pupil id letter linked to "Pupil id Letter" next to the group name in the Assessors Account. Assessors can create new accounts for all their learners in a particular group in one go by clicking "create new account" button when selected a group on the Learning Site.

Taking the test

When the learner logs into the learning site they will see a tab on the right in My Account called On-line Test. If they click here they will find the on-line test that has been set up for them with its title and dates and times available. Clicking the "Ready" button under the test Request Status enables them to start the test.

Security

Once a learner starts taking the on-line test the system logs the details into a special table so that they can not start another test until the current test is finished. Therefore, administrators can see who is currently taking which on-line test. Once the on-line test ends normally the logged records will be removed from the table and the responses to the questions stored for marking. In a case where a learner is disqualified from the On-line Test due to a breach of the rules, the record for that learner will remain in the table, thus, preventing the learner from repeating the test. Administrators can remove those learners from the log table to enable them to be able to take the on-line tests again. The learner is restricted to a central area of the screen and to certain keys so that they can't get access to outside resources. The system is tolerant of genuine mistakes but if they repeatedly break the rules they will be disqualified from the test.

On-line Test Administrators

Any unit from the Markbook Site can be associated with the On-line Testing System of the Learning Site. This can be done by linking a test on the Learning Site with available units from the Markbook Site.

Assessor role and on-line tests

Assessors can register on-line tests for their learners on an individual per learner basis or on a per group basis, or indeed a combination of the two methods where needed.

Source URL: <https://theingots.org/community/onlinetest>