CDT Testing—Log on and During the Test Directions (MAC)

1. Log onto a lab computer with your district Username and Password
2. Click on Applications Folder from the Dock
3. Find ‘PA Online Assessments’
4. Click on DRC INSIGHT
5. If an Update shows on the screen, complete update by clicking on ‘Next’
	1. District: East Stroudsburg Area SD
	2. Choose your school
6. Go to ‘CLASSROOM DIAGNOSTIC TOOLS--TEST SIGN IN’---Click on ‘TEST SIGN IN’
7. Enter your user name and password found on your admission ticket
8. Your user name is ALL NUMBERS/ your password must be capitalized!
9. Your introduction screen will have your name in the upper left—Click on CONTINUE to start the test (please familiarize yourself with the test taking tools at the top of your test screen).
10. If you must go to the bathroom, the test will only PAUSE for 20 minutes….
11. If your computer does not allow you to resume or freezes up—and you get an error message🡪”cannot connect to server” or “connection to server error,” go to the start menu, Click on RESTART and once your computer restarts, repeat Steps 1-7 on this sheet.
12. If you do not finish by the end of the testing period, Click On PAUSE and then Click on EXIT to exit the test. Then notify your teacher….you will finish your test another time.
13. You may work in Study Island or on other tasks, but you MUST BE QUIET while others are working.