

MAP READING FLUENCY QUICK START

Follow these steps to begin administering MAP Reading Fluency assessments.

Step 1—Prepare Your Equipment

Procure Devices

- Each student needs a device such as a Windows[®] or Mac[®] computer, iPad[®], or Chromebook[™], to take the test. Each student will also need a headset with a boom microphone.

Install or Update Software as Needed

- iPad devices need the MAP Reading Fluency Testing App installed. Other testing devices will need the latest version of the Chrome[™] or Microsoft Edge browser.

Perform an Equipment Check

- Log into either the teacher site (teach.mapnwea.org) or the student site (student.mapnwea.org) and select **Check Equipment** to test your microphones and headsets

For more information, see [Setting Up for Testing](#) in the Help Center. Once you are logged in, you can access help at any time by clicking **Help** in the upper-right corner of the screen.

Step 2—Assign Passwords As Needed (required for new accounts)

Every student needs a username and password. Your Data Administrator can assign usernames when the roster is created; otherwise, they will be auto-generated. You cannot change these usernames in MAP Reading Fluency. You can assign individual passwords or give the entire class the same password.

- Log in to the teacher site at teach.mapnwea.org and open MAP Reading Fluency.
- Click the **Student Passwords** tab.
- As needed, use the filter menus or the search box to display the right group of students.
- Change passwords for multiple or individual students (type over the asterisks):

STUDENTS	USERNAMES	PASSWORDS
<input checked="" type="checkbox"/> <input type="text" value="Search by name"/>		
<input checked="" type="checkbox"/> Barrett, Conrad		<input type="text" value="1212"/> <input type="button" value="X"/> <input type="button" value="✓"/>
<input checked="" type="checkbox"/> Bario, Maria	mariab3s	****

If you change multiple students, you can choose the same password for everyone selected or choose unique, auto-generated passwords.

- Click **Print** immediately because passwords become hidden when you leave the tab or change the list of students.

For more information, see [Assigning Passwords](#) in the Help Center.

Step 3—Assign Tests

- If all of your students are taking Adaptive Oral Reading in English, which is the Benchmark Test subtype recommended for most students, then you're ready to go. It's automatically assigned at the beginning of every term.
- If you want to assign a different test type, subtype, or language, select the **Assignments** tab, then pick the student(s) and test options that you want and select **Assign Test**.

For more information, see [Assigning Benchmark Tests](#) in the Help Center.

Step 4—Prepare and Test Students

- Prepare your students by discussing the purpose of the test and giving them a chance to practice—see [Practice Tests](#) in the Help Center.
- Set students up for success by checking equipment before testing, minimizing noise, and seating them an arm's length apart.
- Log students in to (or start the MAP Reading Fluency Testing App on an iPad). It's best to do this in small groups.
- Monitor students as they test in case they have any issues with their headsets.
- Testing will take about 20 minutes.

For more information, see [Testing Students](#) and [Common Issues and Solutions](#) in the MAP Help Center.