FREQUENTLY ASKED QUESTIONS
Remote Testing

1. *What are the requirements to become a remote testing agency?*

   First, your state must approve remote testing for adult education. Your agency needs to submit the Agency Remote Testing Agreement to CASAS if your agency has implemented CASAS eTests already.

2. *How do I know if my state has approved remote testing?*

   Consult with your state agency responsible for WIOA – adult education.

3. *If our agency is currently paper testing, can we get set up for CASAS eTests and begin remote testing?*

   Yes. Refer to the Going Live! Checklist for the steps to implement CASAS eTests.

4. *What do I need to do to become a remote testing proctor?*

   First, you must be a certified CASAS eTests proctor. If your agency approves you for remote proctoring and has submitted the Agency Remote Testing Agreement to CASAS, you will need to study the CASAS Remote Testing Guidelines. In addition, you may view an optional remote testing training online. Please sign a Proctor Remote Testing Agreement and send it to the CASAS eTests administrator at your agency.

5. *What skills and experience do I need to be an online proctor for remote testing?*

   You must be a certified CASAS eTests proctor – preferably with experience administering eTests. You must also be comfortable using web conferencing technology.

6. *Is training required to implement remote testing?*

   Training is not required; however, proctors are responsible to adhere to the *CASAS Remote Testing Guidelines*. CASAS offers optional remote testing training online for proctors. Asynchronous training for a variety of remote testing topics also will be available.

7. *Does CASAS recommend practicing for remote testing with test-takers?*

   Yes. Practicing the remote testing procedure is strongly encouraged. You may use the eTests Sampler with test-takers. This prepares test-takers for actual testing.

8. *What tests are available for remote testing?*

   The same tests that are currently available in CASAS eTests are available for remote testing.

9. *Are the test results reportable to the NRS?*

   Yes. They will be recorded automatically in TOPSpro Enterprise and can be reported.

10. *Do we need to create a special session for remote testing?*

    No. You may continue to use your regular testing sessions for remote testing.

11. *Does one remote test consume one WTU/TEU?*

    Yes.

12. *What are the options for agencies that test only with paper and pencil?*

    Agencies that offer only paper testing must provide face-to-face proctoring.

13. *May I use remote testing for post-testing if my student pretested with a paper test?*
    Yes. CASAS strongly recommends giving your student the opportunity to practice with the eTests Sampler before taking the post-test.

14. *Do we have to use Zoom for remote testing?*

    No. You may use any web-conferencing platforms provided that meet the requirements described in the CASAS Remote Testing Guidelines.

15. *Does CASAS require agencies to record a video of remote testing sessions?*

    No. Recording the testing session is not allowed.

16. *What technology is necessary for remote testing?*

    Check the guidelines posted at Remote Testing on www.casas.org

17. *How can I check my Internet speed for remote testing?*

    You will find several free options by searching for "speed test" in your web browser.

18. *Are remote testing instructions available in languages other than English for ESL students?*

    No. However, communicating with test-takers in their native language is acceptable *before* the test begins.