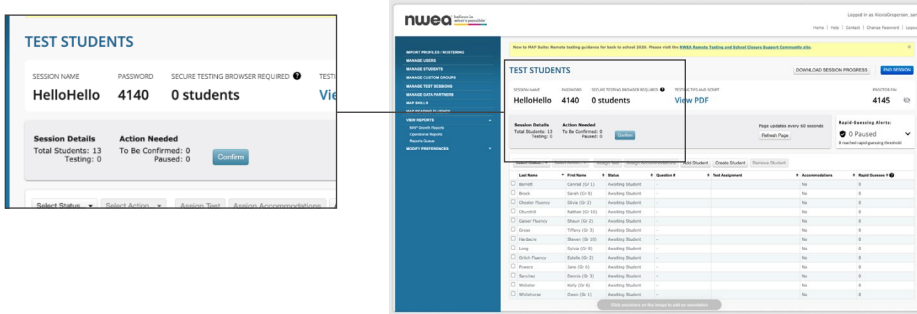


# Step 1: Practice Logging In

1. Log in at [teach.mapnwea.org](https://teach.mapnwea.org) and open your test session, which will take you to the proctor console.
2. Tell students to go to the login page, [test.mapnwea.org](https://test.mapnwea.org).
3. Ask students to type in the session name and password. In the image below, the session name is “HelloHello”, and the password is “4140”.

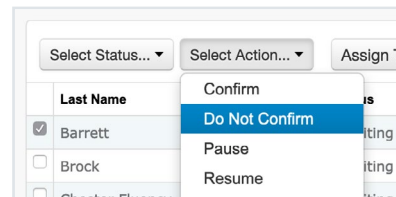
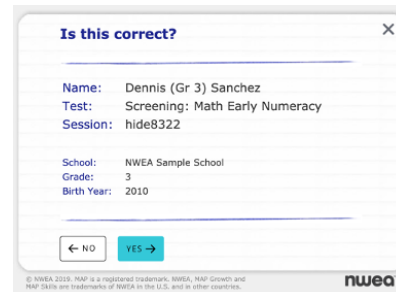
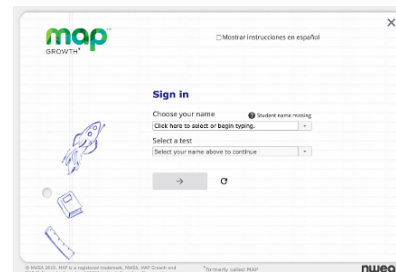


**Please Note:** The password is different each time you open the test session.

4. Make sure students select their name and select the arrow button.
5. Have students verify that they have chosen the correct name and confirm by selecting the “Yes” button.
6. Check that students appear on your proctor console as “To Be Confirmed”.
7. Open the Select Action drop-down menu on your proctor console, and choose “Do Not Confirm”.


**Please Note:** On test day, select “Confirm” to allow students to start their tests.

8. Select “End Session”. A modal will appear. Either rename, save, or delete the session.



## Step 2: Try a Practice Test

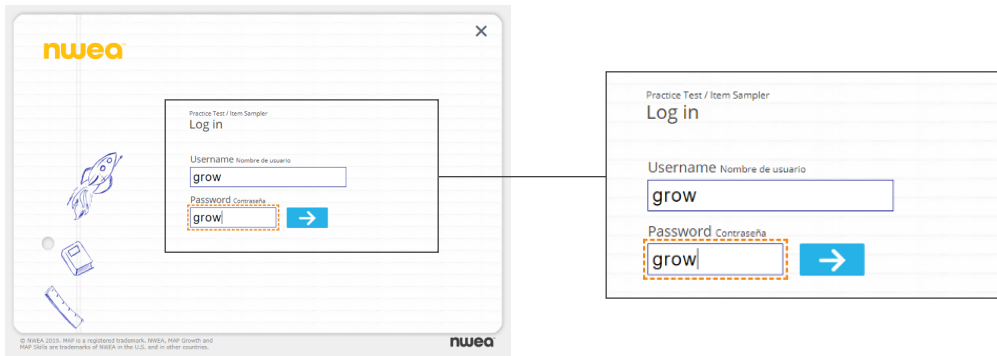
The practice test has only a few questions and will not be scored. It provides an opportunity for students to become familiar with the test question format.

1. Ask students to open a browser and go to: [practice.mapnwea.org](https://practice.mapnwea.org) .

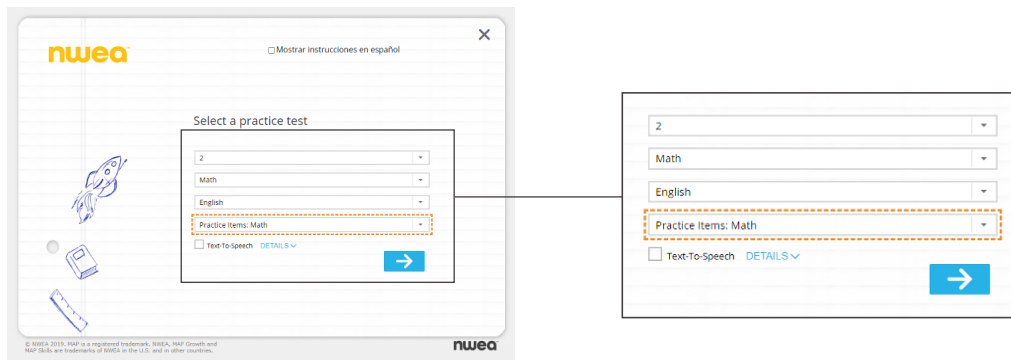
2. Tell students to type in:

**Username:** grow

**Password:** grow



3. Have students select grade, subject, test language, and test from the drop-down menu.



If students need Spanish directions during the test, select the “Mostrar instrucciones en español” checkbox in the top right corner.

4. Tell students to select the “Exit Test” button or close the application when they are done.