

QuickStart Guide EQAO Preparation using CPS (v. 6.5)

The EQAO assessments from 2007-2010 have been digitized for use with eInstruction response pads and CPS software. They are available using TownCenter, which is a sharing feature of CPS.

Accessing Shared Files using TownCenter

Note: You must be connected to the Internet to access TownCenter

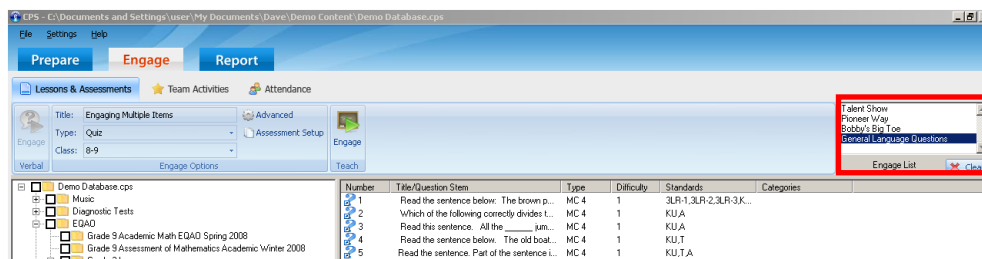
- 1) Under **Prepare > Lessons & Assessments**, click on the TownCenter icon .
- 2) Click on "Login to SEARCH"
- 3) Select K-12 and click Next
- 4) Enter "eicanada" in the username and password fields
- 5) Click and drag the EQAO lesson you want from the right side of the screen into a folder or existing lesson on the left hand side of the screen. It may take a minute to download all of the files.



Engaging the Tests

Method One

- 1) Navigate to **Engage > Lessons and Assessments** and click on the box beside the lesson(s) you want to engage. If you are engaging multiple lessons, the lessons will appear in the order in which they are selected. The "Engage List" at the top right of your screen will indicate this.




- 2) Clicking **Engage Teach** at this stage begins a session in which each question is displayed individually on the screen and the teacher advances them when all students have completed each question.
- 3) You may need to display the PDFs of the EQAO tests you are engaging for parts of some of these tests. These are available at <http://www.egao.com> under "Educator Resources"

Method Two

- 1) Give each student a **paper copy** of the test and have them work through it at their own pace. There is a Microsoft PowerPoint presentation for each booklet containing the instructions for written questions and the readings.
- 2) Click on the box beside the assessments you want to engage. Then put a checkmark beside the PowerPoint presentation you want to engage (for booklet one or two).
- 3) Before clicking Engage, click on **Assessment Setup** and select **Student Paced**.
- 4) Now click **Engage**.



- 5) A new window will appear warning you to turn off your projector. Once you click **Start** at the bottom right of the window, the test will begin and students' answers will be visible on the screen. Using their clickers, students will answer the multiple choice questions by entering their selection and pressing the Enter button (). Students can scroll through questions by pressing the black right and left arrows on their clickers.

Differentiating between methods: The “student-paced” Method 2 more accurately recreates the environment of the actual test. However, it might be useful to work through a reading, have students input their answers, and then take it up right away. Or do a whole section at once, then take it up on the spot. In this case, Method 1 should be your mode of choice.

