



ENLIGHTIUM  
ACADEMY

# IOWA COMPLETE REMOTE TESTING CHECKLIST

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## BEFORE TESTING

**REQUIRED - After registering, join the Iowa Complete group on the Enlightium Parents app.**

**REQUIRED - Complete the Parent Training course found on the “Iowa Complete” knowledge base;** parents who do not complete this course by the end of the day of May 6, 2025, will not receive a link for their student to take the Iowa Complete assessment.

**RECOMMENDED -** Join the Spring Assessment Webinar; details can be found in the Iowa Complete group in the Enlightium Parents app

Ensure that the testing device is fully charged and plugged into a power source. Keep it plugged in during testing.

Check audio sound, headphones, earbuds, and/or speakers.

Have headphones/earbuds for the testing device.

Confirm the use of approved devices for student testing:

PCs running Windows 8 or higher using the Edge or Chrome browser.

Macs using the Safari browser.

Chromebooks using the Chrome browser.

Do not allow phones, mini-tablets, or Android tablets (Samsung, Asus, Amazon Fire) for testing.

Have scratch paper available, but only provide it to the student if directed by the teacher.

Turn off other devices using the Internet, including video games and movies, to ensure minimal activity on the home network.

Ensure the student has a working microphone and camera for monitoring student testing.



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### STUDENT TESTING SPACE

Create a comfortable testing space that includes a desk or table for the student.

Remove distractions.

Turn off TVs, music, and distracting noises.

Plan for any siblings' activities to be away from the testing space.

### PREPARING THE STUDENT

Ensure that the student is rested and fed.

Provide snacks and water.

Plan for restroom breaks.

Encourage students to do their best.

### PREPARE FOR PROBLEMS

Make a "Plan B" for access to the Internet.

Silence phones and make a plan to address any outside noises, such as noises from pets.

### DURING TESTING

The teacher will provide a session code.

The student will listen to instructions through headphones.

Note that for timed subtests, the time remaining for the subtest is in the upper right corner of the student test screen.

Students will turn the camera on for digital monitoring between home and school.

If a subtest is timed, the subtest time remaining will appear in the upper right-hand corner of the student test screen.

### IMPORTANT REMINDERS

Parents may help with signing in and audio adjustments (volume, speaker, etc.).

Parents **MAY NOT ASSIST** students on any level with answers.

Parents should contact the school for help with any unresolved technical issues.

