



Considerations for Remote Progress Monitoring with FastBridge

As schools across the United States consider ways to maintain instruction when closure due to the COVID-19 virus is needed, Illuminate Education is aware that users may wonder how to maintain use of the FastBridge measures when students attend school from home. This document provides information about how to conduct progress monitoring with FastBridge assessments when both students and teachers are working from home.

Factors to Consider

The following questions are important to ask as you think about whether to conduct remote progress monitoring.

- **What are the benefits?** The primary benefit to conducting ongoing progress monitoring is that you will have continuous data for students who are still able to participate in an intervention virtually.
 - Such monitoring can be used with students with Individualized Education Programs (IEPs).
- **What are the limitations?** There are two limitations worth noting:
 - It is possible that not all students will be able to participate in the progress monitoring due to limited access to computer equipment, internet, or family assistance.
 - The modifications necessary to accommodate distance-based administration could affect scores, increasing variation and error.

Procedures

For schools that decide to conduct remote progress monitoring, there are two main procedural details to address.

- **Test Validity.** Test scores should be compared to norms and benchmarks only if the assessments are administered following the standardized instructions. Ensure that the assessments are administered as closely as possible to the standardized directions.
- **Choice of Tests.** Certain FastBridge assessments are online, and so students with a device and internet access can complete these assessments from home as long as they are made available to them by the school or district FastBridge manager. Other FastBridge assessments require a teacher to download student forms and administer the assessment directly with the student. The assessment formats will determine the necessary procedures for remote progress monitoring. Here is a summary of FastBridge progress monitoring assessments by administration format.

Computer-Administered			Teacher-Administered		
<i>Reading</i> AUOreading	<i>Math</i> CBMmath Automaticity	<i>Behavior</i> Direct Behavior Rating*+	<i>Reading</i> CBMreading	<i>Math</i> CBMmath Process	<i>Behavior</i> None
COMPefficiency*	CBMmath CAP		earlyReading	earlyMath	

*This assessment is in Lab Status; +This assessment requires regular observations during classroom instruction and not appropriate for virtual formats.



Remote Progress Monitoring with Teacher-Administered FastBridge Assessments

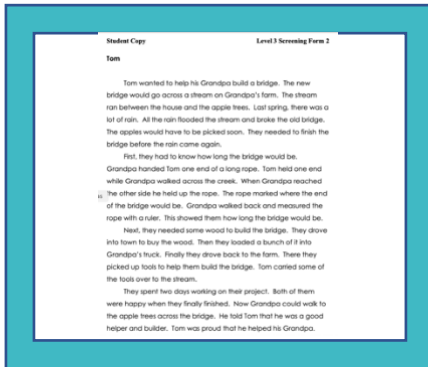
Here are the steps to conduct progress monitoring with the FastBridge teacher-administered assessments. These directions apply to the following assessments:

<i>Reading</i>	<i>Math</i>
CBMreading	CBMmath Process
earlyReading	earlyMath

1. **Equipment.** Make sure that all teachers and students who will be assigned to complete the assessment have an internet-connected computer or tablet with *attached audio and video equipment*.
2. **Student forms.**
 - a. The teacher needs to download the student forms for the assessment from the Training & Resources tab.
3. **Administration Procedure.** Follow these steps to administer the teacher-administered assessment (with student materials).
 - a. Open the student materials and maximize their size on your computer screen.
 - b. Launch your internet browser and open window with Google Meets (or other video conference tool).
 - c. Open another tab/window with FastBridge, log in, and navigate to the screening administration page.
 - d. When signed into your videoconference platform, you and your student should both show your video so you can see each other as though you're sitting in a classroom together.
 - e. Before sharing your screen, talk to the student and explain that you'll be doing the same task you do in school but together via the computer. Take time to connect with the student before launching into the assessment.
 - f. Once you're ready to begin the assessment, you should share **ONLY** the window with the student materials. It is extremely important that the entire screen is not shared. Doing so will share your administration view and will make the student materials smaller on the screen.
4. **Equipment practice.** Teachers need to practice to make certain that all audio and video works as intended. Practice administering an assessment remotely before doing so with students, particularly the complex video conferencing part of the assessment administration.
5. **Progress Monitoring Schedule.** Check to be sure that all students whom you need to monitor have active progress monitoring schedules in FastBridge.
 - a. Note the specific dates when each student is scheduled to complete monitoring.
 - b. Remind families and students to complete the progress measures on the assigned dates.
 - c. Notify the families and students when the progress monitoring availability closes.
6. **Family directions.** Distribute the attached family directions form or create a local form with the directions to distribute to the families.
7. **Teacher directions.** Administering the progress monitoring assessments will involve the same standardized directions as when done in a school setting, however, there are additional equipment and set up needs.
 - a. Teachers will need to have both audio and video available on the computer or tablet used for testing.
 - b. Headphones are recommended in order to reduce ambient noise during testing.
 - c. In order to see and hear the student, as well as record the student's answers in the FastBridge system while testing, teachers will benefit from using two monitors or having both a computer and a tablet during the session. Alternately, the teacher will need to open and use two side-by-side tabs while testing with one monitor or screen.



Testing with two monitors, or one monitor and a tablet, looks something like this:

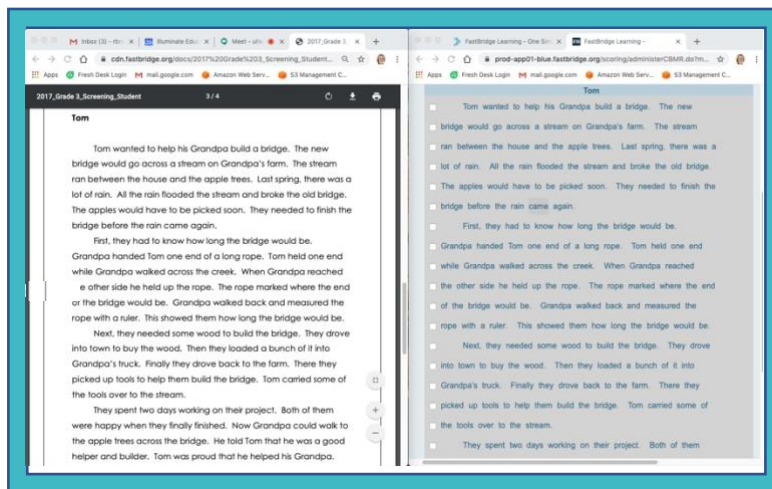


Student sees and hears the teacher and test content through this monitor



Teacher records student's answers on this monitor or tablet

Testing with one monitor, and two tabs open side-by-side, looks something like this:





Family Instructions for FastBridge Teacher-Administered Progress Monitoring Assessments

Thank you for assisting your child to complete the following FastBridge Progress Monitoring assessment(s). In order to conduct this assessment, your child and your child's teacher will need to log in at the time listed below.

The specific FastBridge progress monitoring assessment(s) that your child will complete is/are:

- _____

The progress monitoring assessments need to be completed on all of the following dates and times:

<ul style="list-style-type: none">• _____• _____• _____	<ul style="list-style-type: none">• _____• _____• _____
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The testing sessions will be conducted using a video conference link. Here is the link for your child's sessions:

- _____

Your child will need to use a computer or tablet device with both audio and video available. Once they are both online, the teacher will conduct the test by having your child read letters, words and stories, or point to numbers.

VERY IMPORTANT: It is extremely important that the assessment be completed by your child *without your assistance* for item answers. You will be allowed to answer questions about the computer equipment or when to stop and start only. Any assistance by you on test items will affect the score and make the results invalid. We appreciate your cooperation.

SEE NEXT PAGE FOR SPECIFIC ASSESSMENT DIRECTIONS



Family Instructions for FastBridge Teacher-Administered Progress Monitoring Assessments

1. On the dates assigned for your child, have your child log in to a computer or tablet device and open an internet browser.
2. Open the link for the video conference session that your child's teacher sent.
 - a. If you have questions about access to the videoconference link, contact your child's teacher or school contact person. FastBridge cannot answer questions related to these links.
3. Confirm that the audio and video connections on your child's computer or tablet are working.
4. Your child's teacher will provide specific directions for the assessment once your child is connected.
5. Once your child has completed the test, no additional steps are needed.
6. If you have questions, contact your child's teacher or the staff person who sent these directions.