



## Welcome to your Bloom Online Stanford 10 Testing Day!

[Date/ Time/ Grade will be here](#)

### **Step 1:**

1. Please call **Zoom conference call** with phone **5 minutes** before Practice Session begins to follow verbal prompts. **xxx-xxx-xxxx**
2. Enter meeting ID number **XXX XXXX XXXX** followed by # sign.
3. You will **NOT** have a participant ID number when asked, so simply **enter #**.
4. Enter numeric passcode **XXXXX**.
5. Please wait for proctor to begin call at or shortly after **11:30 am Eastern Time**.

**If you experience problems with conference call, please text your proctor indicating the student name.**

[Proctor Name and Number will be here](#)

If outside of testing hours, please email at **xxxx@xxxxxx**

### **Step 2:**

1. **Open Pearson Browser** already downloaded prior to practice test on student computer. **Session number will be announced on conference call by proctor.**  
**Call Pearson Technical Support at 800-514-8494 regarding browser problems.**  
**(available 8am-8pm Central Standard Time)**
2. **Wait** for proctor to begin call.
3. A few minutes before each subtest, **call back into conference call** for next test session number, proctor instruction, examples and approval. Stay on call to ask questions.
4. **If you need more time**, do not close section and press "completed" button. Instead, press **CTL+SHIFT+Q** to exit unfinished test. Then **open a new browser** screen to log into next scheduled session. Be sure to **call into conference call on-time** for the next scheduled session.
5. When you have time, **log back into unfinished session and text proctor** about which test you are awaiting approval for re-entry.

\*Proctor will remain available via text until everyone has finished testing, so please **do not leave premises between sessions.**



## **Troubleshooting Help:**

- 1. If something happens and your test closes or your computer loses connection, no data will be lost. The test will pick back up where it left off.**
- 2. If the test shuts down, log back into session and text proctor to approve again.**
- 3. If the test becomes unresponsive, shut everything down and restart browser.**
- 4. The test is not times, so any unfinished section may be re-opened at a later time to finish. The schedule is just a guideline.**