



Welcome to your Bloom Online Stanford 10 Testing Day!

Date/ Time will be here.

Here is what you need to do: (Restart computer the morning of the test.)

Step 1:

1. Please call **Zoom conference call** with phone **5 minutes** before 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 **XXXXXX**.
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 timed, so any unfinished section may be re-opened at a later time to finish.
- The schedule is just a guideline.