



Progressive Achievement Tests (PAT)

HOW TO ADMINISTER TESTS ONLINE AT HOME

Access tests at: <https://oars.acer.edu.au/catherine-mcauley-college-bendigo>

Tests to be completed	Time allowed	What resources allowed
PAT Reading Adaptive	45 minutes	Paper and pencil
PAT Maths Adaptive	40 minutes	Paper and Pencil Calculator

STEP 1 Before the test

The letter from the College about testing includes your child's:

- **Username** (case sensitive)
- **Password** (case sensitive)

Test that the login details are working. Your child's name should be displayed at the top of the page after logging in.

STEP 2 Conducting the tests

Once your child is seated at their computer or device, instruct them to load the assessment login page and enter their username and password. Web address above.

- When ready to begin, instruct your child to open their test.
- Read through the **Directions** with your child, then say:
"Work as carefully as you can. Do not spend too long on one question, even if it is hard. After you complete the last question, review your work and check that you have answered all of the previous questions. Once you have completed your test, click Finish on the last page. Are there any questions?"
- Check that they understand the instructions and answer any questions they have about the test. Then say:
"Click **Start Test** to begin."

Note: You cannot assist your child with the tests. This will make the data invalid and we will not have a true assessment of how to support your child's learning.

STEP 3 Finishing the tests

- After thirty-five minutes, say:
"You have five more minutes to complete the test."
- After a further five minutes, say:
"Please click **End** in the navigation bar and then click **Finish**. Please click **Finish** again to log out."

HELP

See next page for **Troubleshooting** and further assistance.



HELP Trouble shooting

Follow the simple troubleshooting steps below to quickly resolve some common problems, such as slow response times, display or functionality issues. These may work individually or in combination, so it is important to try all of the steps if problems persist.

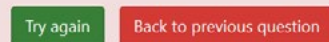
- Run the [OARS browser exam](#) on your child's device to immediately identify possible causes of the problem.
- Log out of the system (<https://oars.acer.edu.au/logout>) and log in again.
- Perform a 'hard refresh' of the browser.
 - Windows: press CTRL + F5
 - Mac/Apple: press CMD + R
- Clear the browser cache, close the browser and re-open.
 - Windows: press CTRL + SHIFT + DEL
 - Mac/Apple: press CMD + SHIFT + DEL
 - Or open the browser Settings or Options menu and select Clear browsing data/history.
- Enable cookies from the Browser Settings or Options menu.
- Load the page in a different web browser.
- Load the page on a different device.
- Shut down and restart the device.

Your child will receive the following error message if their internet connection is interrupted during the test.

- This may be a momentary problem and clicking **Try again** will resolve the issue.
- If the problem persists, please check your internet connection.

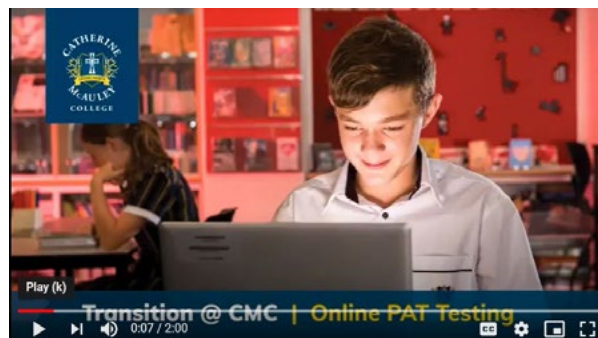
Saving response to previous question has failed.

Before you can continue with the test, you must try and save the response by clicking the "Try Again" button or going back to the previous page and trying again.



HELP Video Intro

- [Click to view video introduction to the PAT online platform.](#)



HELP Contact

- If you still have problems, please email Mrs Tania Connolly: tconnolly@cmc.vic.edu.au