

STAR Math RP Software Tips for Getting Started



Adjust the Student Settings

The starting level for a student's first STAR Math test is based on the student's grade unless you set a Math Instructional Level (MIL) to change it.

1. Go to your Home page and click **Student Settings** in the list of STAR Math tasks.
2. The View Student Settings page appears. If necessary, use the drop-down lists to choose the school and class. Then, click **Set**.
3. Click **Edit**.
4. On the Edit Student Settings page, enter a Math Instructional Level for students who need them.
5. Click **Save**.

Student	ID	Grade	Math Instructional Level
Arnold, Jacob	jacoba	3	
Brooks, Matthew	mattb	3	
Davis, Rebekah	rebekah	3	

6. When you're finished, click **Done**.

Set Preferences

Administrators can set STAR Math preferences. Teachers can view them.

- **Testing Password.** Use this preference to require your test monitors to enter a password before testing. You can also use it to set the monitor password.
- **Student Test Registration.** Usually, students can test as long as they are enrolled in a STAR Math RP class. However, you can use this preference to require that students be registered before they can take a STAR Math test.

To edit the preferences:

1. Go to the Home page and click **Preferences** in the list of STAR Math tasks.
2. The Preferences page appears. If necessary, use the drop-down list to choose the school. Then, click **Set**.
3. Click the preference you want to change.
4. On the next page, make the changes you want, and click **Save**.
5. When you're finished, click **Done**.

Preferences	Description
Testing Password	Define password requirements for student
Student Test Registration	Set student test registration preference

Register Students for Testing

If registration is required for testing (see the previous section), you must register your students before **each** of their STAR Math tests.

1. Go to your Home page and click **Registration** in the list of STAR Math tasks.
2. The Register Students page appears. If necessary, use the drop-down list to choose the school. Then, click **Set**.
3. The page lists all students who are currently registered for testing. To remove a student from the list, click **Remove** in the row for that student.
4. To register students for testing, you must first search for them. Fill in the blanks or use the drop-down lists to narrow the search. Then, click **Search**.
5. Check the box by each student you want to register. Then, click **Add** to move them to the list on the left.
6. When the list on the left is complete, click **Save**.

Student	Remove All
Anderson, Eric	Remove
Arnold, Jacob	Remove
Barber, Shaniqua	Remove

Navigate Using the Software's Links

Use the links in the software, not the browser's Back button, to move to a different page in the software. At the top of every page, you'll see links that show which pages you've visited since you last left the Home page.



Log In Students

To log in before testing, students follow these steps:

1. On the Welcome page, click **Student**.
2. Enter the student's user name and password.
3. Click **Log In**.

Note: Students who don't remember their user names can click **Find User Name** and search for their name. However, they must know their password.

To get a list of students' user names and passwords, print the Student Information Report.

Test Students

Students follow these steps to take a test:

1. On the student's Home page, click **Take a Test** under the STAR Math tab.
2. If the program asks for the monitor password, the teacher or test monitor must enter it. (You cannot substitute a teacher password.) Next, click **Start**.
3. On the next page, click **Start**.
4. The practice session starts and presents the student with a few simple practice questions.

Below each question are four possible answers. The student chooses an answer by pressing the **A**, **B**, **C**, or **D** keys on the keyboard. The blue circle that appears around the selected answer does not mean the student has chosen the correct answer, it simply shows which answer the student chose. The student can change his or her answer by pressing a different key.

When the student is satisfied with his or her answer, the student presses the **Enter** key (Windows) or the **return** key (Macintosh) to go on to the next question.

Students must pass the practice session before they can move on to the actual test.

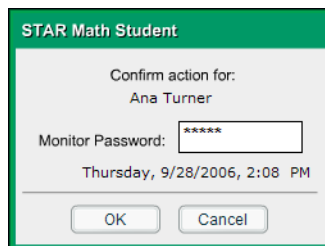
5. If the student passes the practice session, the actual test begins. The test questions are similar to the practice questions. The numbers in the upper-right corner of the screen show you how many questions the student has answered and how many remain.

The program notifies the student when the test is over. Then, it logs the student out so that the next student can log in and take a test.

Resuming an Unfinished Test

If a student loses connection to the server, he or she can log in and resume where the test was left off.

1. The student logs in to the program to take a test.
2. On the STAR Math Student page, click **Start**.
3. Enter the monitor password, and click **OK**.



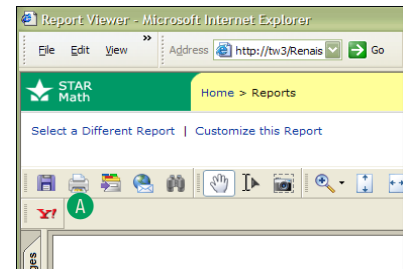
4. A message will say "Resuming incomplete test," and then the student can finish taking the test.

Print Reports

1. Go to your Home page and click **Reports** in the list of STAR Math tasks.
2. In the list of reports, click the report name.
3. If the report can be customized, choose the options you want on the Report Options page and click **View Report**.

When you generate STAR Math reports, they open in the Adobe Reader. To print them, use the Adobe Reader print button **A**, not the browser's print button.

Macintosh: If the report opens in Preview, click the **File** menu and choose **Print**.



Need Help?

- **Online Help.** Click **Help** in the upper-right corner of any page to display a sidebar containing more information about that page.
- **Software Manual.** Click **Download Manuals** in the upper-right corner of any page to find the *Renaissance Place* and *STAR Math RP Software Manuals* and other documents.
- **Knowledge Base.** Search the Renaissance Learning Knowledge Base on the web at support.renlearn.com/techkb/ for technical support information.
- **Email.** *General questions:* answers@renlearn.com *Technical questions:* support@renlearn.com.
- **Phone.** Call (800) 656-6740 to talk to a Renaissance Place Coordinator. Outside the U.S., call 1.715.424.3636.