

Creating Sample Students in the PearsonAccess^{next} Training Site

Colorado Measures of Academic Success
English Language Arts and Mathematics (PARCC)
Science and Social Studies
CoAlt Science and Social Studies

Districts and schools may use the PearsonAccess^{next} Training Site to perform infrastructure trials (CO CMAS Site Readiness), interact with the PearsonAccess^{next} User Interface prior to testing, administer practice tests, and demonstrate CoAlt score entry through a secure environment using auto-generated sample student information.

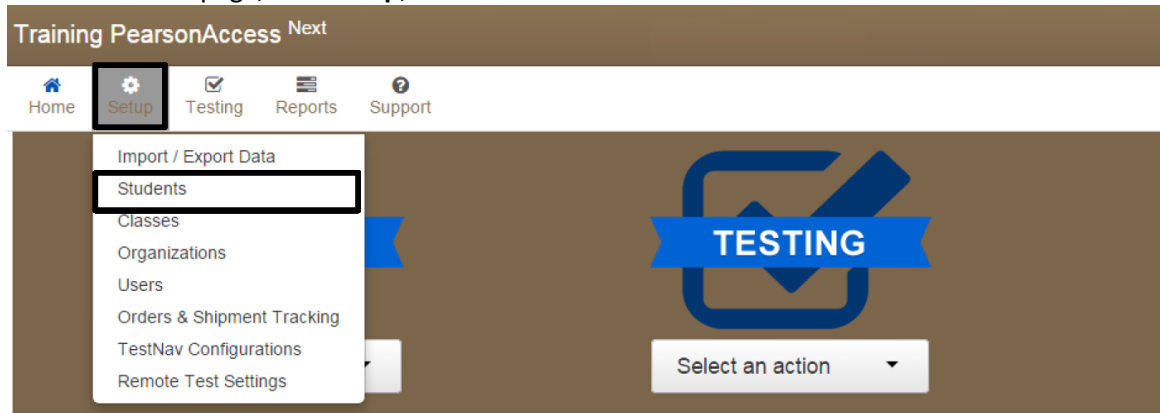
To create sample students within the Training Site:

1. Log in to the Training Site <https://trng-co.pearsonaccessnext.com/>.

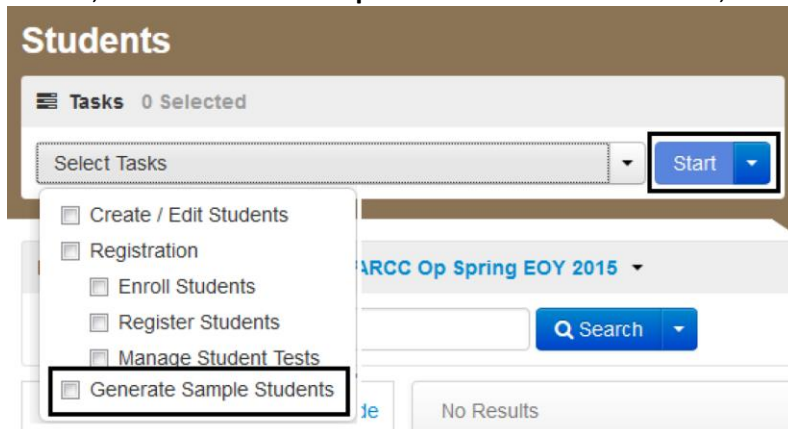
2. Select the administration.



3. On the home page, click **Setup**; select **Students** from menu.




4. Next, select **Generate Sample Students** from Tasks menu; click **Start** to continue.



5. You will need to complete the following fields:


- **Organization:** Select your school/organization.
- **Class:** Add an Existing Class Name or you may choose to create a new class. Classes are useful for adding large numbers of students to a session at once.
- **Grade Level When Assessed**
- **Test:** Select one of the tests available from the drop-down menu.
- **Test Format:** Select **Online** for CBT, **Paper** for PBT, or **Alternate** for CoAlt.
- **Number of Students:** Input a number between 1 and 99.

Generate Sample Students

1 Generate Sample Students 

Generate Students


Organization*

Select 

[Create New Class](#)

Existing Class Name

Select 

Grade Level When Assessed* 



Test*



Select 

Test Format*



Number Of Students (1 to 99)*

* Required

6. Click **Generate**.

7. A confirmation screen will appear once the sample students have been created. Sample CMAS CBT students can be added into sample online test sessions to administer PARCC ELA and Math practice tests and Science and Social Studies ePATs. Sample CoAlt students can be assigned Test Examiners and CoAlt score entry can be practiced/demonstrated. Sample student records in the Site Readiness administration can be assigned Site Readiness forms to complete an infrastructure trial (not for student use).