



# KITE STUDENT PORTAL MANUAL FOR TEST ADMINISTRATORS

2021-22



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## WELCOME TO KITE STUDENT PORTAL

Kite® Student Portal is used by students to take assessments. Kite Student Portal covers the full screen of the assessment-taking machine, preventing students from accessing outside information during the assessment.

This manual is for test administrators who will be administering assessments and/or training other school staff to help students access Kite Student Portal during an assessment session.

For more information about the Kite assessment platform, refer to the other manuals listed below on the [KAP website](#).

- **Kite Educator Portal Manual for Test Coordinators** – An overview of Kite Educator Portal, including how to manage both users and students in the system.
- **Kite Student Portal Installation Guides** – Each guide provides instructions on installing Student Portal on a particular type of machine or operating system.
- **Local Caching Server (LCS) Installation Guides** – Each guide provides instructions on installing an LCS in a particular operating system.
- **Practice Test Guide for Educators** – Allows students explore the assessment environment, practice manipulating different question types, and experience subject content in the context of Kite technology in preparation for interim and summative assessments.
- **Interim Guide for Educators and Test Administrators** – Provides teachers with a way to gauge their students' learning progress by administering formal assessments periodically throughout the school year.

The Kite Student Portal application icon is shown below:



Kite Student Portal icon — red, yellow, and blue

## KITE STUDENT PORTAL MANUAL FOR TEST ADMINISTRATORS

This guide is divided into chapters to help you access information as easily as possible.

- The Quick Start chapter includes the procedures associated with logging into Kite Student Portal, using the assessment environment, and logging off. The instructions are written so that an educator can use them to give students an overview. The procedures are not written directly to students.
- The Assessment Tools chapter includes specific details about each of the tools available to students within the Kite Student Portal software.

### A NOTE ABOUT GRAPHICS

Every effort was made to assure the graphics in this guide match what the users will see when using Kite Student Portal. Expect some slight differences depending on the computers and operating systems used to access Kite Student Portal.

### DISCLAIMER

Kite®, the Kite logo, Dynamic Learning Maps® (DLM®), the DLM logo, cPass®, and the cPass logo are trademarks of The University of Kansas. All other trademarks referenced in this guide belong to their respective owners.

### REQUIRED SOFTWARE

Before students can take assessments, Kite Student Portal must be downloaded and installed on each supported assessment device. For more information about installing Kite Student Portal, refer to the installation guide for the operating system or device being used. Installation guides and a list of supported devices and operating systems can be found on <https://ksassessments.org/kite>.

Installation guides include:

- Kite Student Portal Installation Instructions for **Windows®** Computers
- Kite Student Portal Installation Instructions for **Mac®** Computers
- Kite Student Portal Installation Instructions for **iPad®** Tablets
- Kite Student Portal Installation Instructions for **Chromebook®** Computers

## KITE SERVICE DESK

The Kite Service Desk provides support for Educator Portal and Student Portal. Service Desk representatives are available to assist you from 7am to 5pm CST weekdays during non-testing season with extended hours of operation from 6am to 6pm CST weekdays during the assessment window (closed on state holidays). The Service Desk is unavailable during the week of Christmas through New Year's Day.

If you need additional help, call or email the Kite Service Desk.

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**Phone:** 855-277-9752

**Email:** [kap-support@ku.edu](mailto:kap-support@ku.edu)

**Live Chat:** Link found in [Educator Portal](#) footer

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### WHEN CONTACTING THE SERVICE DESK:

**Do not send** any Personally Identifiable Information (PII) for a student via email or Live Chat. This is a federal violation of the Family Education Rights and Privacy Act (FERPA). PII includes such information as a student's name, building name, or district name.

**Do send** the student ID number, the test the students are taking (ELA, math, science, predictive interim, mini-test) and the error or concern you are reporting regarding the test taker.

## CHANGES TO THE GUIDE

The following table lists the changes made to this guide since the last major release of the documentation. The Page column indicates the page number of the current guide where the change appears.

Change Logged	Page	Description of Change
8/2021	all	Manual updated for Kite Summer 2021 release

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## QUICK START

The Quick Start chapter of this guide includes the procedures for students to get started taking an assessment. The procedures are written in a step-by-step format, but the information is primarily for educators or people who will be helping students log into Kite Student Portal and navigate through an assessment. This section includes the following procedures:

- Running Kite Student Portal
- Logging in
- Starting an assessment
- Navigating through Kite Student Portal
- Ending an assessment

If you need to print tickets or perform other activities related to setting up an assessment, refer to the Kite Educator Portal Manual for Test Coordinators.

## KITE STUDENT PORTAL

The process for opening and running Kite Student Portal varies somewhat depending upon the operating system or hardware in use. It is important to review the section that matches the equipment your students will be using.

Kite Student Portal should be installed and configured on each assessment machine before beginning administration of assessments. For more information, refer to the installation guide for the desktop, laptop, or tablet computer being used.

Kite Student Portal should be used with a single monitor. Dual monitors are not supported.

After Kite Student Portal is opened on a machine, the assessment environment is standardized across operating systems and hardware, with the exception that an iPad user will touch the screen instead of using a mouse.

Should Kite Student Portal lock up or display an error message on any device, you may need to quit the application by entering Ctrl+Q and entering the quit password. To obtain the most current quit password, please call the Kite Service Desk.

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## OPENING KITE STUDENT PORTAL (MAC OR WINDOWS)

To open Kite Student Portal on a desktop computer, the student should perform the following steps.

1. Double-click the Kite icon on the computer desktop.



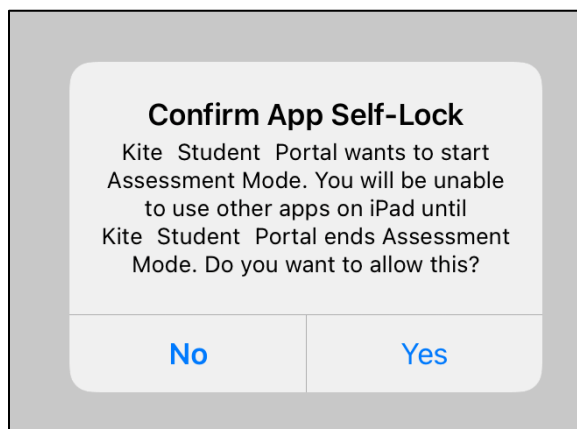
## OPENING THE KITE STUDENT PORTAL APP (IPAD)

To open the Kite Student Portal app on an iPad, the student should perform the following steps.

1. Tap the Kite icon.



2. The following pop-up message will appear. Tap Yes.



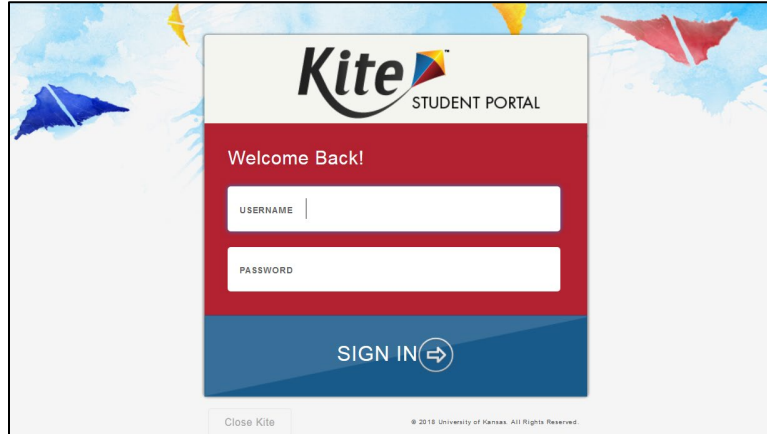
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**Note: If you tap No, a No Kiosk Mode Available pop-up will appear. Tap Retry to Confirm App Self-Lock.**

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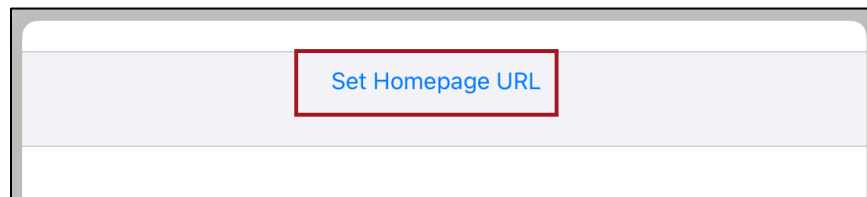


3. Enter the student credentials on the login screen.

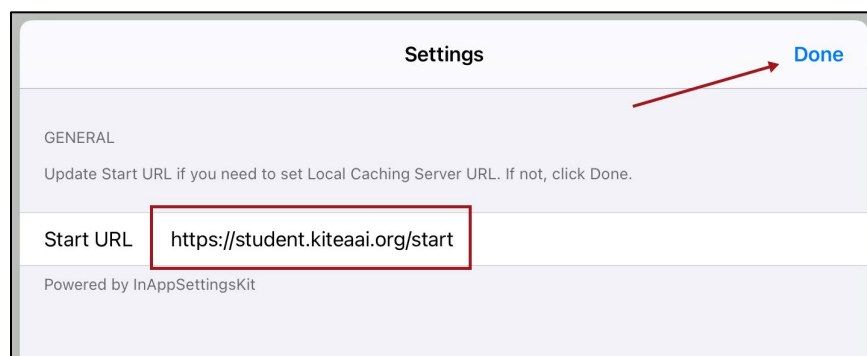


**Note:** If this is the first time that Kite Student Portal has been launched, the following steps should be taken.

1. The following popup will appear. Tap Set Homepage URL.



2. The correct Start URL will be displayed. Tap Done.



## OPENING THE KITE STUDENT PORTAL APP (MANAGED CHROMEBOOK)

To open the Kite Student Portal app in Managed mode, the student should perform the following steps:

1. Open the Chrome App Launcher.
2. Open the Kite Student Portal App.

To maximize the screen, click the maximize button in the upper right part of the screen.

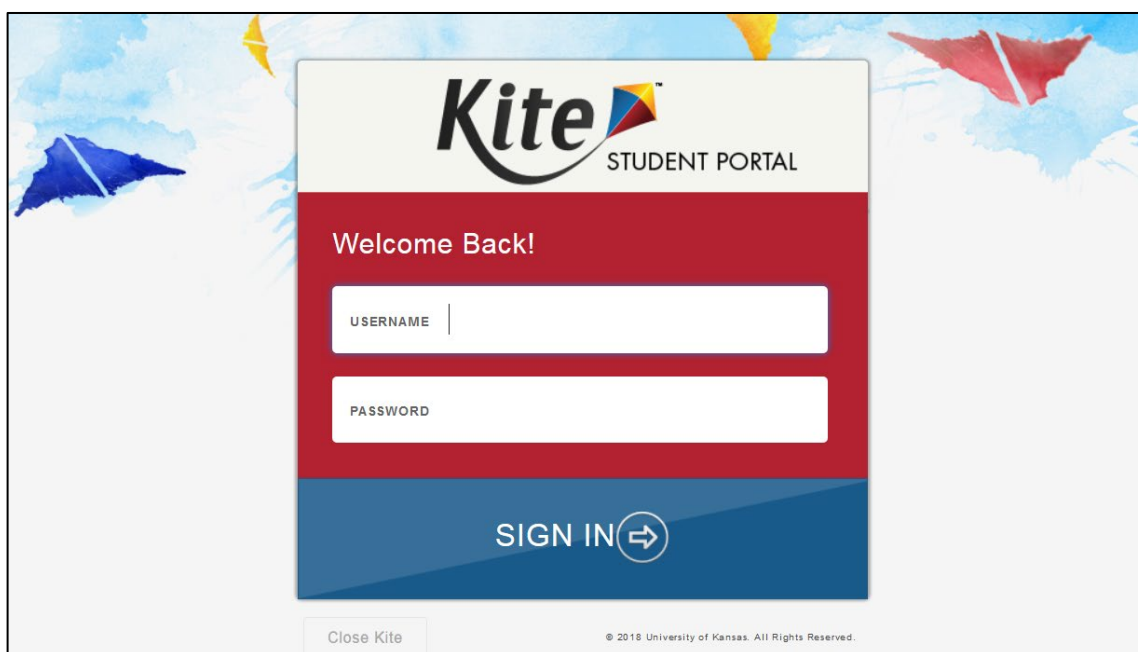
## LOGGING INTO KITE STUDENT PORTAL

**Note:** If a student is using an iPad, the student should tap whenever the instructions direct the student to click.

Before students log in to Kite Student Portal, they should have a student username and password for the assessment. See the Student Usernames and Passwords section of the Kite Educator Portal User Manual for Test Coordinators for more information.

To log in to Kite Student Portal, the student should perform the following steps.

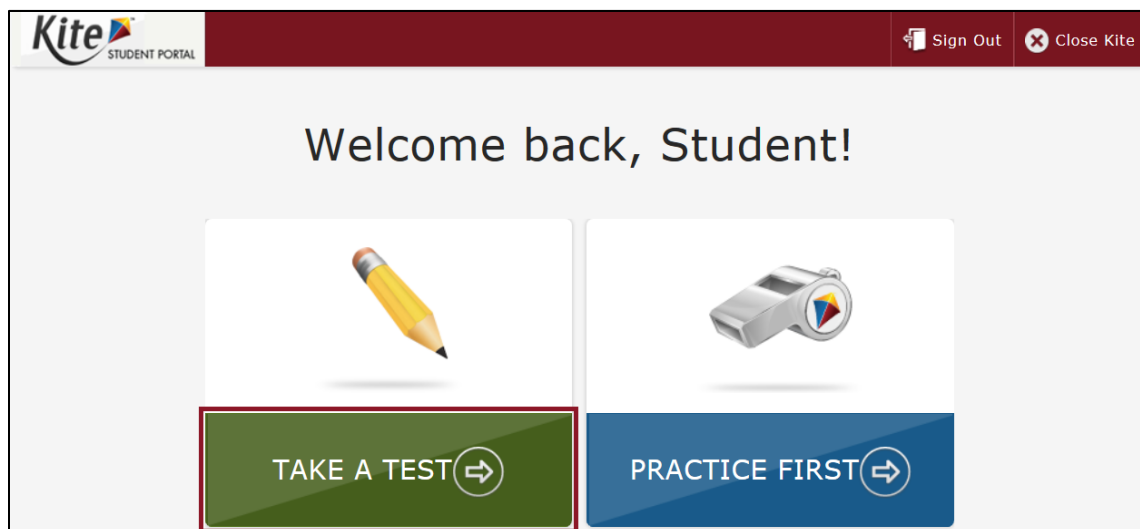
1. Enter the username in the USERNAME field.
2. Enter the password in the PASSWORD field.
3. Click Sign In.



## STARTING AN ASSESSMENT

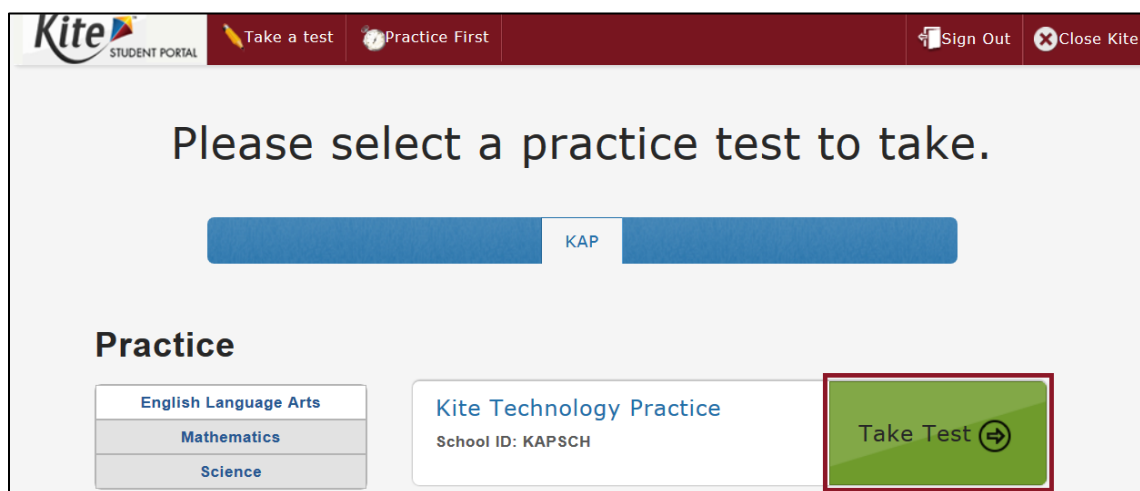
To start an assessment, the student should perform the following steps.

1. Click TAKE A TEST.

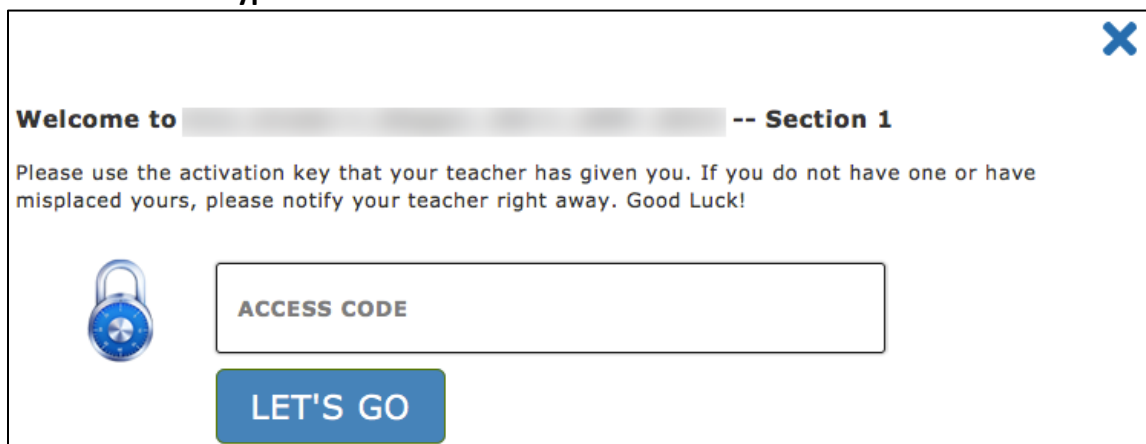


**Note:** Practice assessments are only available using the logins provided in the Practice Test Guide for Educators. Individual student logins are not needed.

2. Next to the appropriate assessment, click Take Test.




**Note:** KAP summative assessments require a Daily Access Code (DAC) in order to access the assessment. DACs are located in Kite Educator Portal, a secure site where test administrators manage student data. When the following screen displays, the students should type the DAC in the ACCESS CODE field and click LET'S GO.



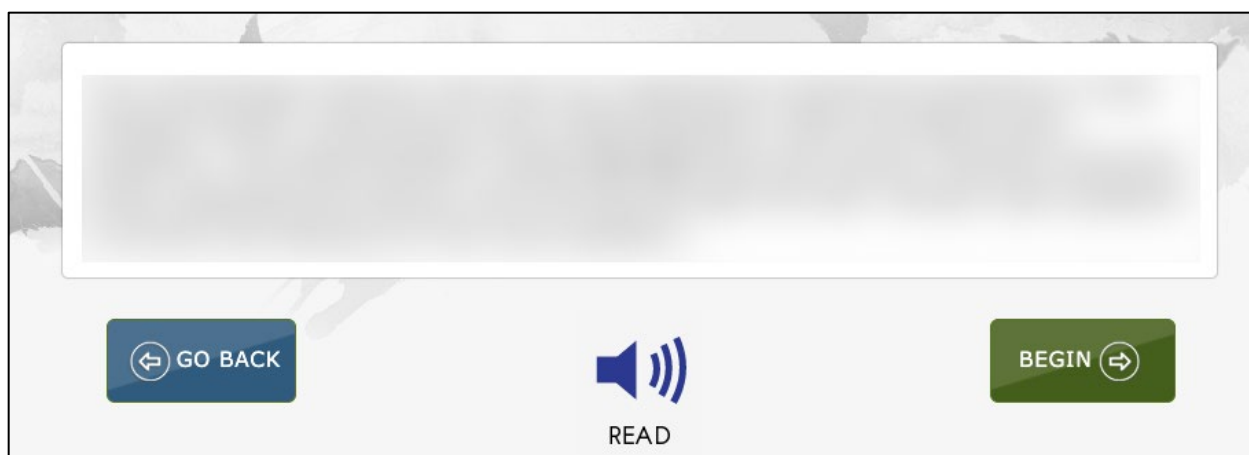
Welcome to [redacted] -- Section 1

Please use the activation key that your teacher has given you. If you do not have one or have misplaced yours, please notify your teacher right away. Good Luck!

 ACCESS CODE


LET'S GO

3. Read the instructions. Some assessments have more instructions than others do. Scroll to read all of the instructions.
4. Click BEGIN (or NEXT).



[Large text area for instructions]

GO BACK

 READ

BEGIN

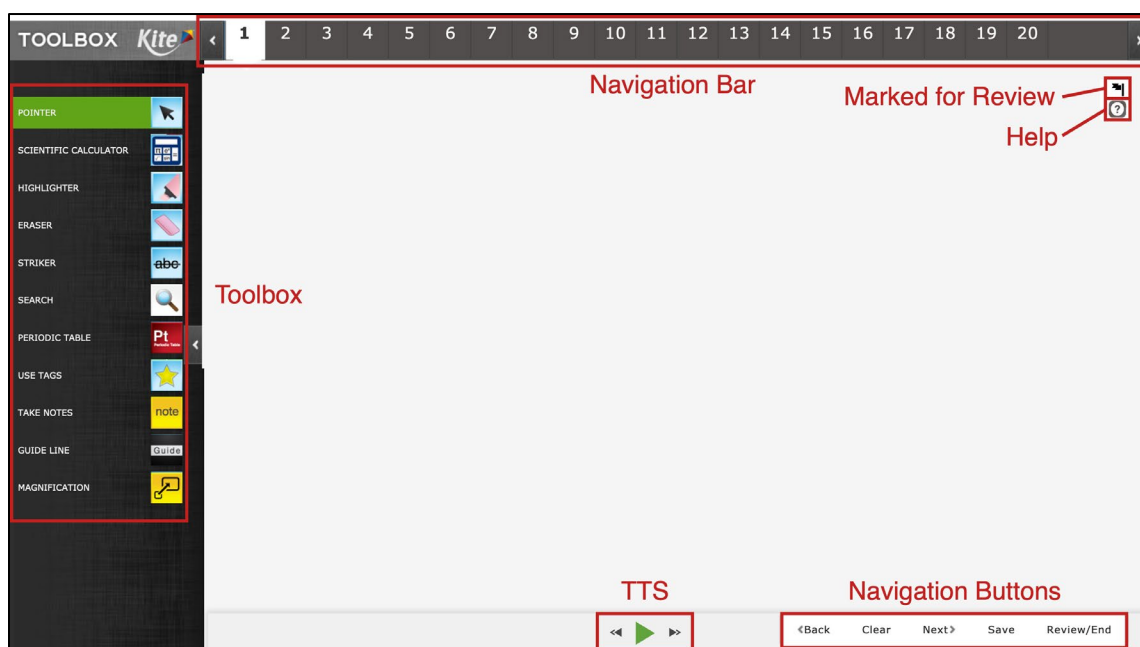
**Note:** The green button will say either BEGIN or NEXT.

## NAVIGATING THROUGH KITE STUDENT PORTAL

Several features are available to help students gauge their progress while taking an assessment. This section briefly describes features that you may want to point out to your students. The section contains graphics from the general user interface.

### MAIN ASSESSMENT WINDOW

An example of the main assessment window is shown below. The Navigation Bar is at the top of the screen. The Toolbox is on the left side of the screen. The text-to-speech (TTS) player and the navigation buttons are on the bottom of the screen. A help icon and a flag that the student can use to mark a question for review before finishing the assessment are located at the upper right side of the screen.



**Note:** The TTS buttons are activated by the student's PNP in Educator Portal, so they will not display unless required. (In some cases, an assessment may be designed to display the buttons for all students.)

**Note:** The Help icon will only display if help exists for the particular assessment question.

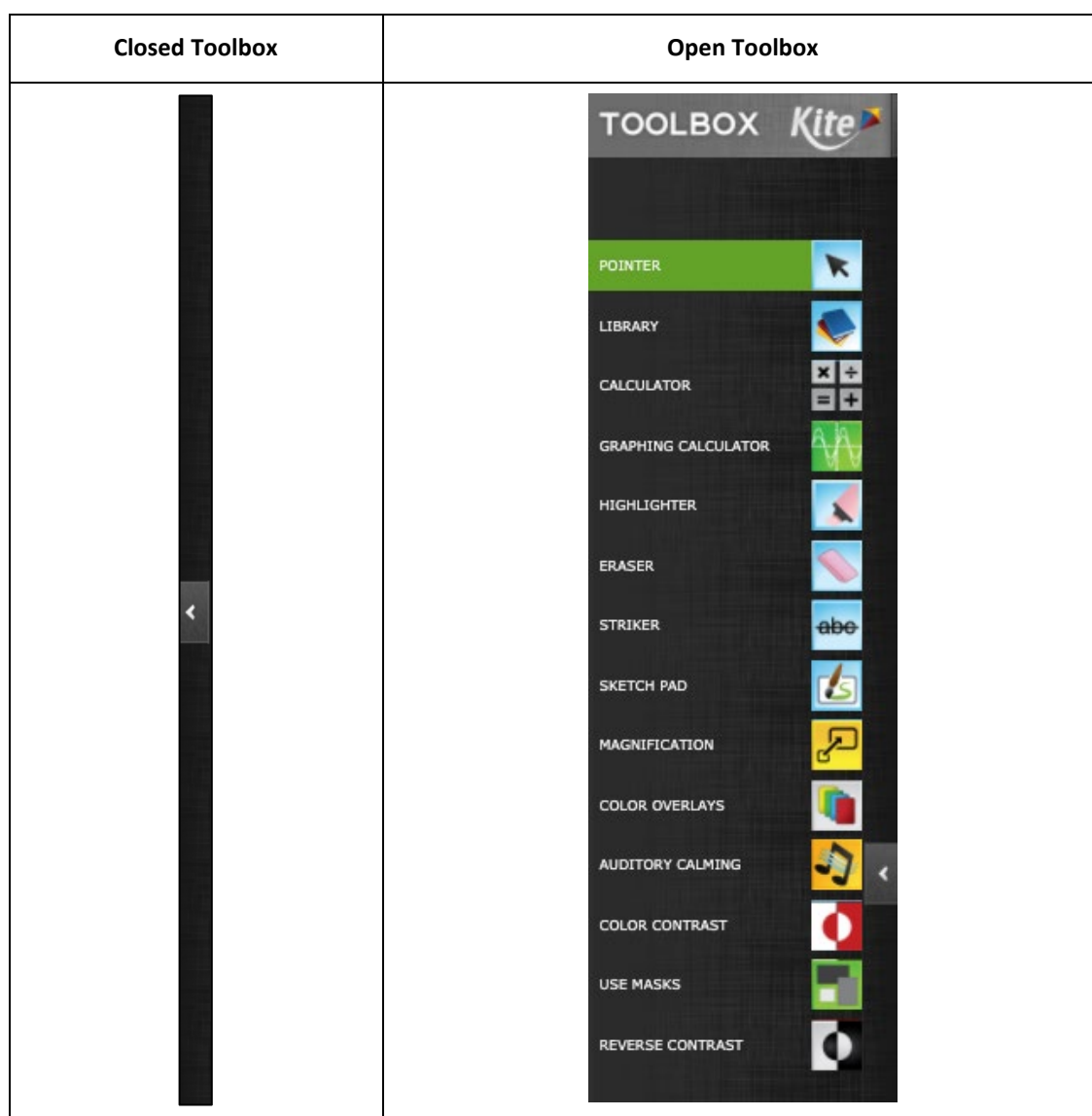
Sometimes, particularly in ELA assessments, the screen displays a passage of text with several questions that are related to that passage. In these cases, the student has additional choices for

displaying the assessment question. See the Passages with Related Questions section for more information.

## TOOLBOX

The TOOLBOX slides out from the left side of the screen when the user clicks the white arrow icon in the left margin. Depending on the assessment settings, different selectable tool options display in the TOOLBOX. (For a description of tools, see the Assessment Tools section of this manual.)

Move the cursor over the arrow icon in the left margin and click to open. Available labels and tool icons appear to describe each tool. Click the arrow icon again to close the TOOLBOX.

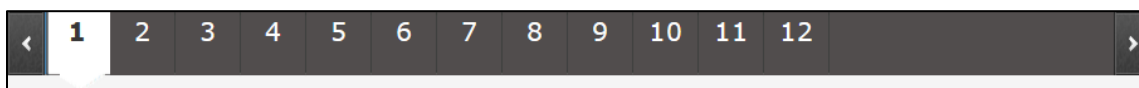


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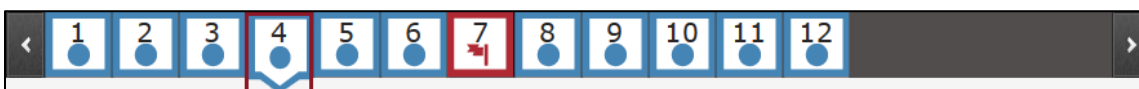
## NAVIGATION BAR

The navigation bar at the top of the window shows the number for each question on the assessment. Each end of the bar has an arrow to help students move through the questions in an assessment. Students can click a number to go to a specific question.

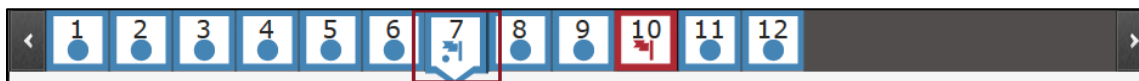
The number of the open question appears on a white background with a triangle pointing downward.



Answered questions appear on a white background with a blue border and a blue dot below the number.



Flagged questions that are **answered** appear on a white background with a blue border and a blue flag with a small dot below the number.

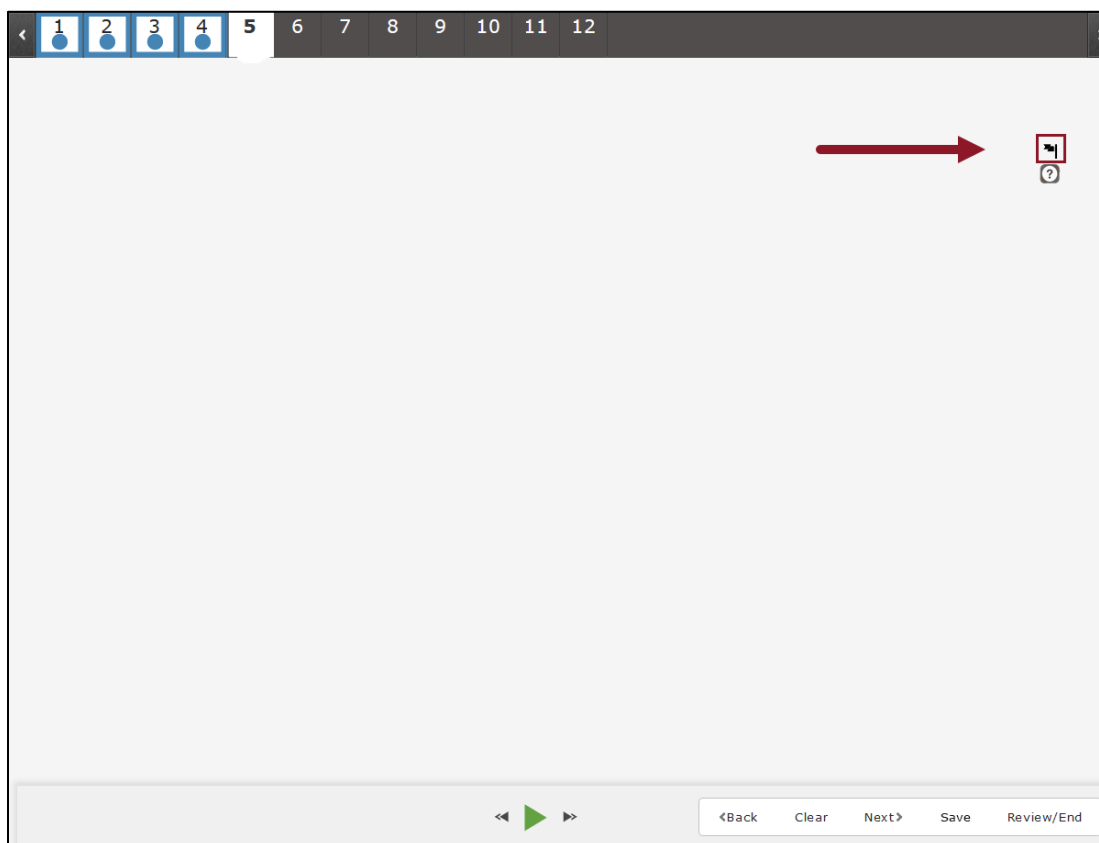


Flagged questions that are **unanswered** appear on a white background with a red border and a red flag below the number.



## FLAGGING A QUESTION – MARK FOR REVIEW

Students can click the flag icon at the upper right side of the main window to mark a question for later review within the assessment session.



Flagged questions are also marked on the review page at the end of the assessment.

### Review: Kite Technology Practice

Are you done?

Red boxes ☐ mean you are not done. Ask your teacher for help.

Blue dots ☒ mean you are done. You can choose end.

#### Your Progress

1	2	3	4	5	6	7	8	9	10
11	12								

☒ Answered  
 ☐ Not answered  
☒ Answered and Marked for Review  
☐ Not Answered and Marked for Review

GO BACK

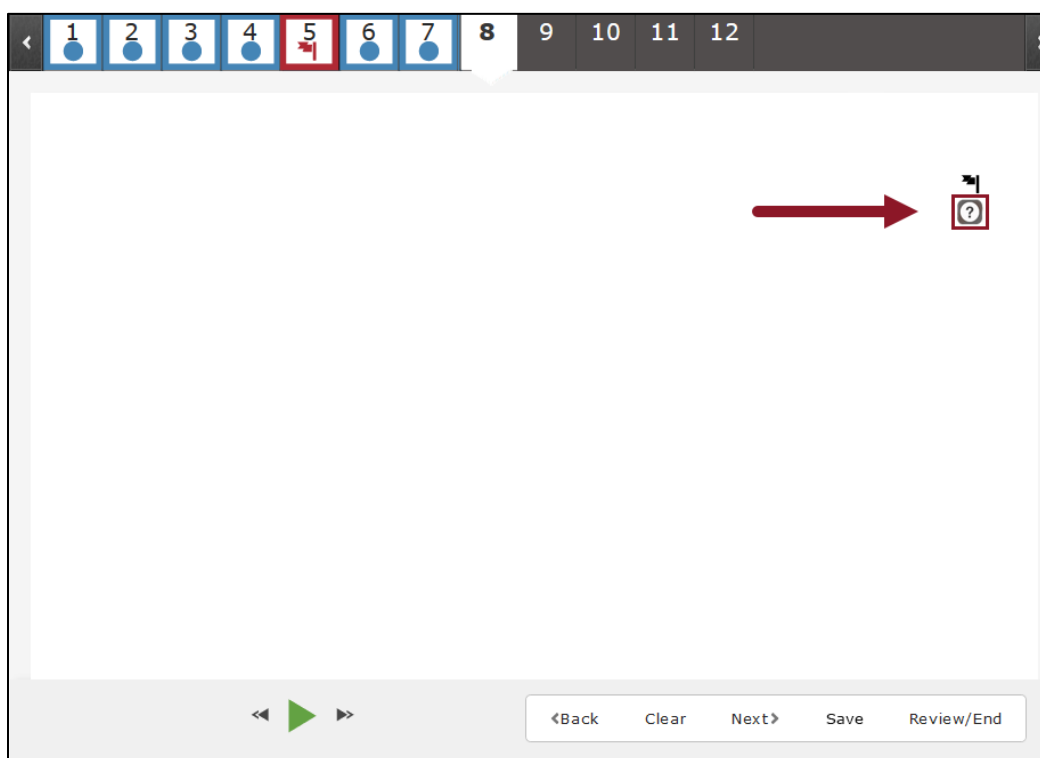
END



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## HELP

The help button displays when additional information is available for the assessment question.



When a student clicks on the help button, a window displays additional information. Click the blue X to close the help window.



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## AMERICAN SIGN LANGUAGE

The American Sign Language (ASL) button displays when ASL videos are available for the assessment question.

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**Note:** The ASL button is enabled by the settings on a student's PNP in Educator Portal.

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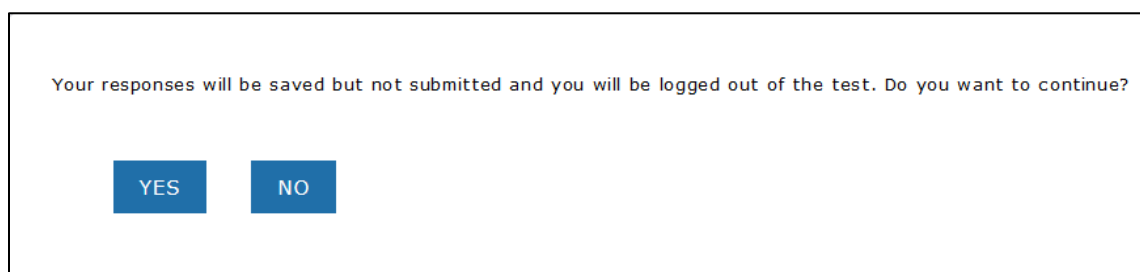
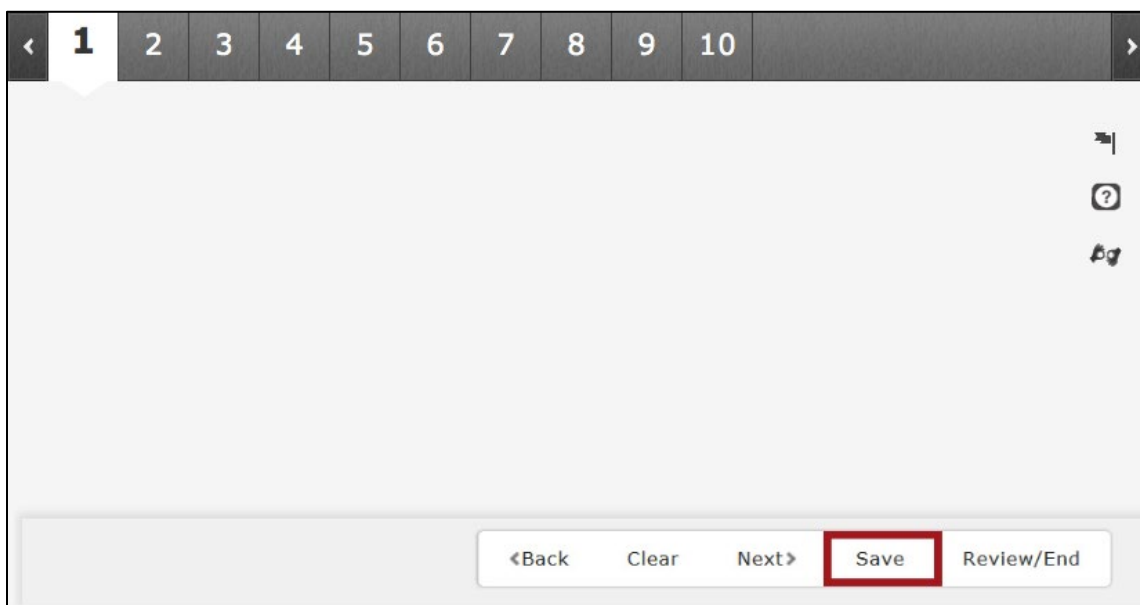
When a student clicks the ASL button, a window displays for the video. The window is resizable using the lower right side of the window.



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## SAVE

The Save button allows a student to save their answers without submitting the assessment. The student can return to complete the assessment at another time.



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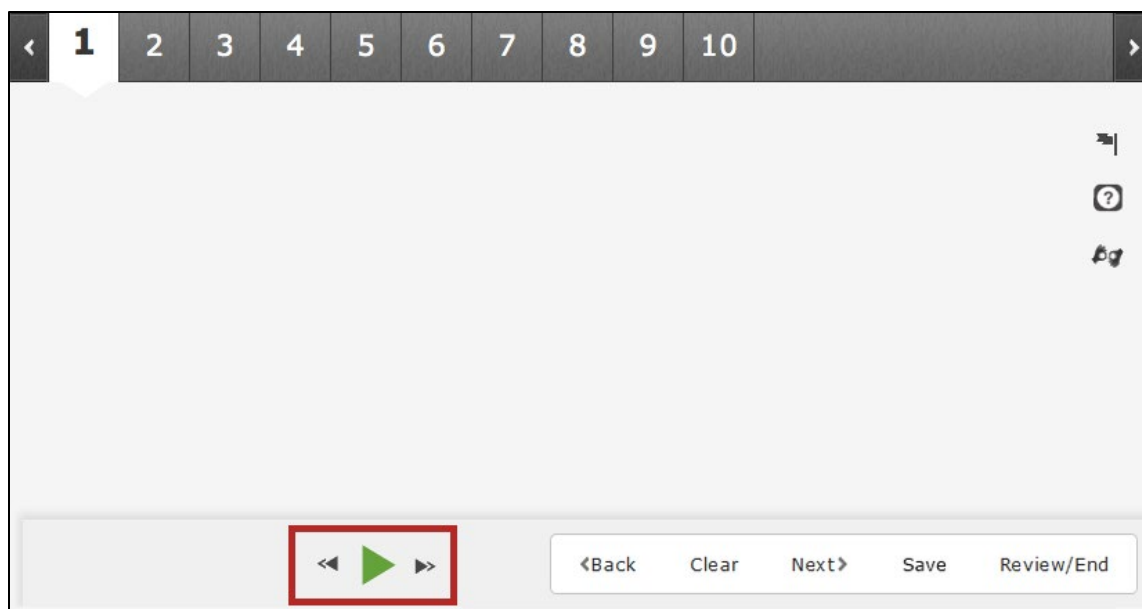
## TEXT-TO-SPEECH PLAYER

The text-to-speech (TTS) player plays audio files that correspond to the content on the screen. Content sections highlights on the screen as it is read by a synthesized voice.

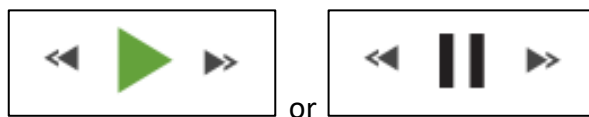
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**Note:** For most assessments, the TTS player is enabled by the settings on a student's PNP in Educator Portal. For some assessments, the TTS player is enabled for all students.

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Click the green play button to listen and click the black parallel lines to pause the TTS. Skip to the beginning or end of an audio segment using the double arrows.



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## NAVIGATION BUTTONS

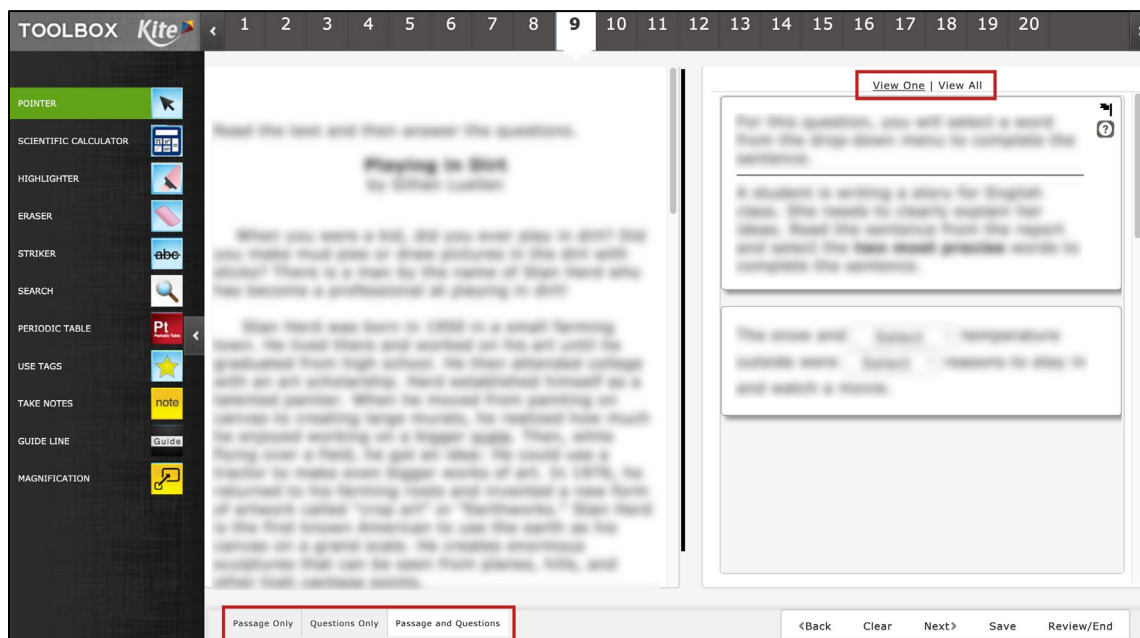
Buttons at the bottom of the screen can be used to return to the previous question or screen, clear an answer, go forward to the next question, save, or review and end the assessment. To return to the directions, navigate to the first question and click the Back button.



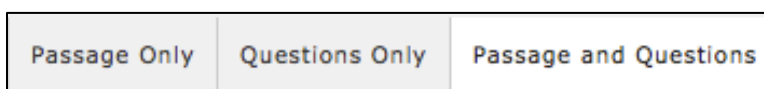
## PASSAGES WITH RELATED QUESTIONS

Sometimes, particularly in ELA assessments, the screen displays a passage of text with several questions related to that passage. The student can choose how the passage and related questions display.

The default setting, Passage and Questions with View All, displays the passage on the left and all questions associated with that passage on the right. The bold black line dividing the passage on the left from questions on the right is centered.



The three buttons at the lower left change the display to Passage Only or Questions Only.



On the upper right side of the screen, above the questions, click View One or View All to change the display of the questions. Clicking View All displays a border for every question, but only one question at a time expands (i.e., showing possible answers). Clicking View One displays only one question at a time on the right side of the screen.

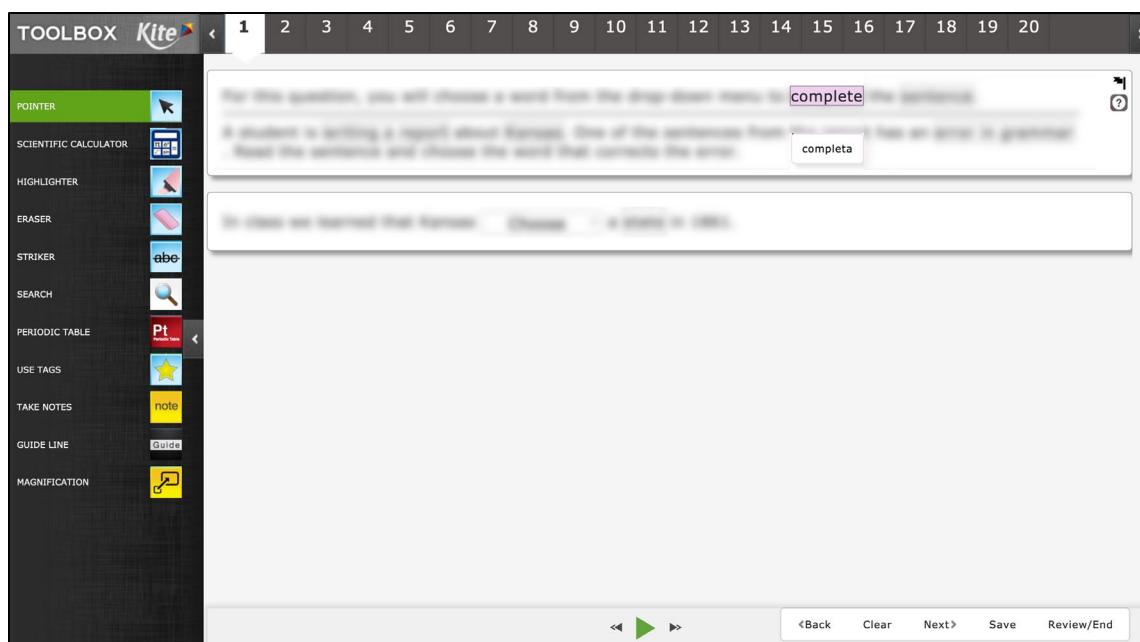
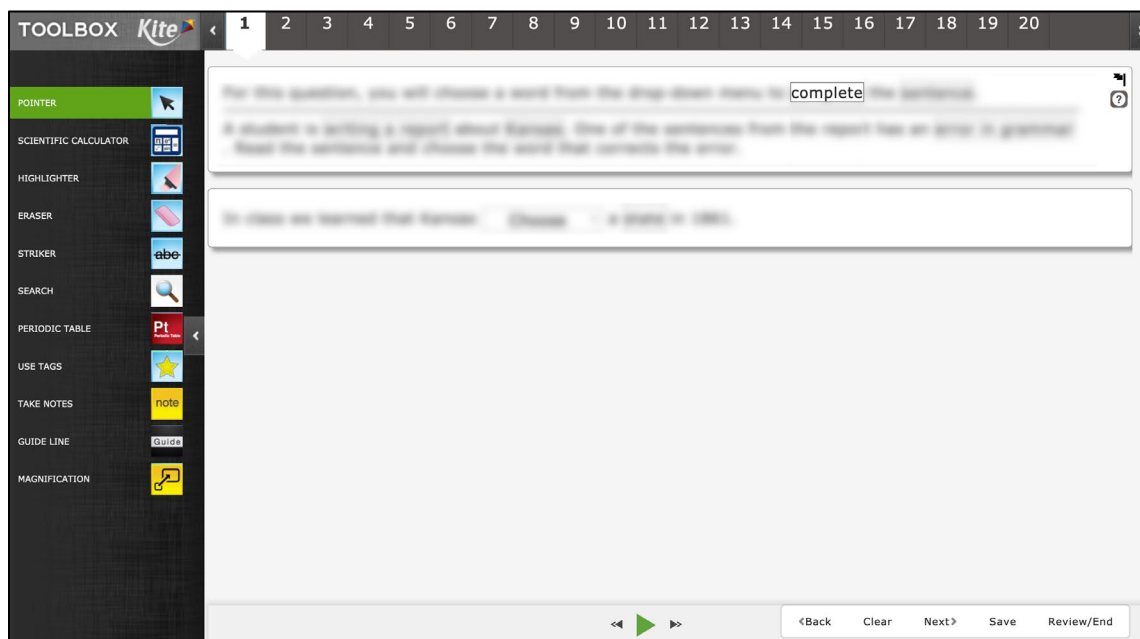


The bold black dividing line moves left or right by clicking and dragging the line. This allows the passage or questions to occupy more screen space. The balance resets when moving between items.

**NOTE: The draggable dividing line is not available on iPads.**

## KEYWORD TRANSLATION

The Keyword Translation feature displays when keyword translation is selected in PNP and keyword translations are available for the assessment question.



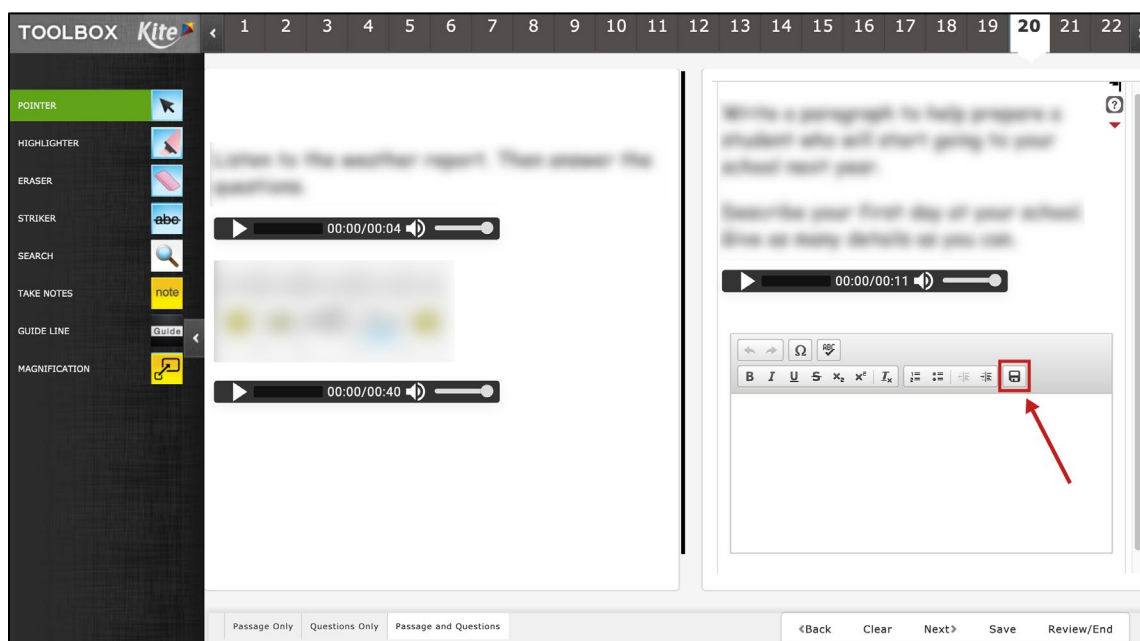
---

**Note:** On iPads, keyword translation is triggered by tapping on the word. On all other platforms, keyword translation is triggered by hovering over the word.

---

### EXTENDED RESPONSES AND SAVE BUTTON

On some assessments, students encounter extended response questions, i.e., questions that ask the student to type more than a few words to answer the question. In the general user interface, those questions will display a save button in the formatting bar. It is a good practice to use this save button regularly.











## KELPA SPEAKING ASSESSMENTS

**Note: The speaking domain-assessment must be completed on a desktop or laptop computer and students must have headphones and a microphone in order to record their responses.**

KELPA speaking assessments require students to provide responses by speaking into a microphone. A prompt at the beginning of the assessment will instruct the student to test recording and sound levels prior to completing the speaking assessment.

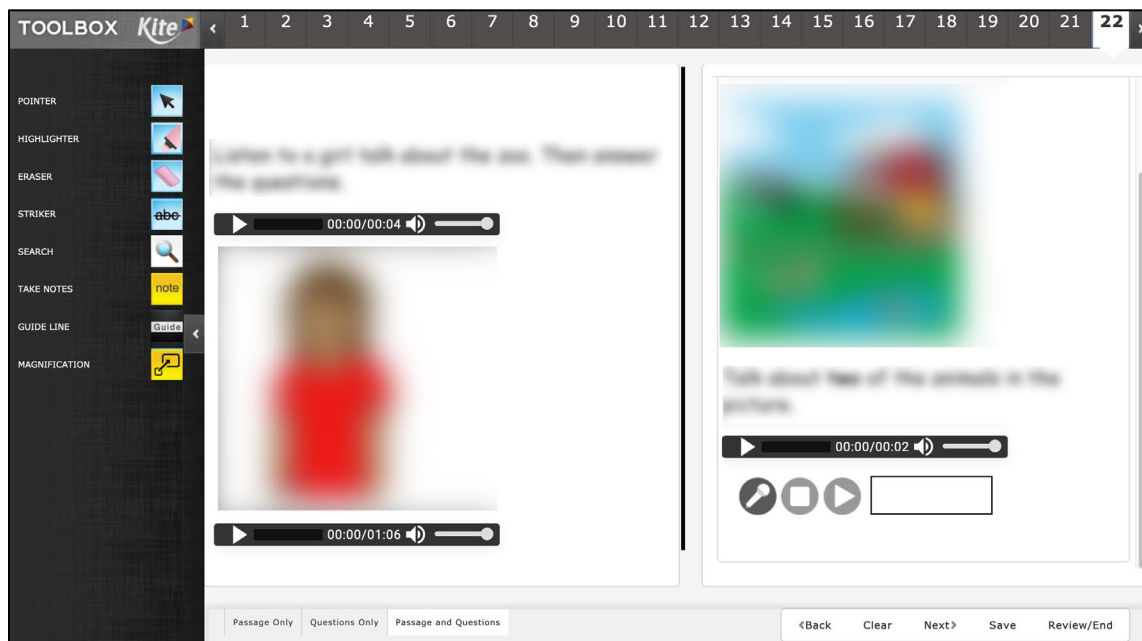
Please perform microphone check by first using the  to record your voice, then using the  to end your recording and finally using the  to play your voice back.

Once you have done this you will be able to select "LET'S GO" button to move on to the test.

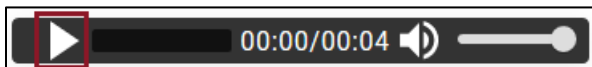
**LET'S GO**

A KELPA speaking assessment example question is shown below.



To record a response, perform these steps:

1. Read or listen to the instructions on the page. To listen to a recording of the instructions on the page, click the Play button on the media player.



2. To record a response, click the microphone. The audio meter will fluctuate based on the sound level being picked up from the microphone.



3. When finished, click the Stop button.



4. Press the Play button to hear the recording.



5. To redo a recording, simply click the microphone again and record the new response.

## ENDING AN ASSESSMENT

Ending an assessment is two-step process. First, the students use the review screen to see if they have entered an answer for each question. After reviewing for completeness, the students end their assessment by clicking on END.

### USING THE REVIEW SCREEN

When an assessment is finished, click Review and End at the bottom of the screen to display the review screen. On the Review screen, students review which questions they have answered or marked for review. The Review screen does not show the answers the student entered.

Students can click the red or blue box beneath a number to return to that question. Students can also click “Go Back” to return to the assessment.

### Review: Kite Technology Practice

Are you done?

Red boxes ☐ mean you are not done. Ask your teacher for help.

Blue dots ☒ mean you are done. You can choose end.

#### Your Progress

1	2	3	4	5	6	7	8	9	10
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
11	12	13	14						
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>						

☒ Answered   ☐ Not answered  
☒ Answered and Marked for Review  
☐ Not Answered and Marked for Review

## SOFT BREAKS

Students at grade 6 and above are allowed to use calculators on some, but not all mathematics assessment questions. A "soft break" is used to separate questions where calculators can and cannot be used. Soft breaks are also used when more than one mini-test is used for an Interim Instructional Assessment.

### Review: Math Grade 6: Session 1

Are you done with the questions in this section?  
After you choose the Continue button, you cannot return to these questions.

After choosing the Continue button, you will answer the rest of the questions for this test session.

#### Your Progress

1	2	3	4	5	6	7	8	9	10
11	12	13	14						

☒ Answered  
 ☐ Not answered  
☒ Answered and Marked for Review  
☐ Not Answered and Marked for Review

You are not finished. Choose CONTINUE to launch the next section.

GO BACK

Continue

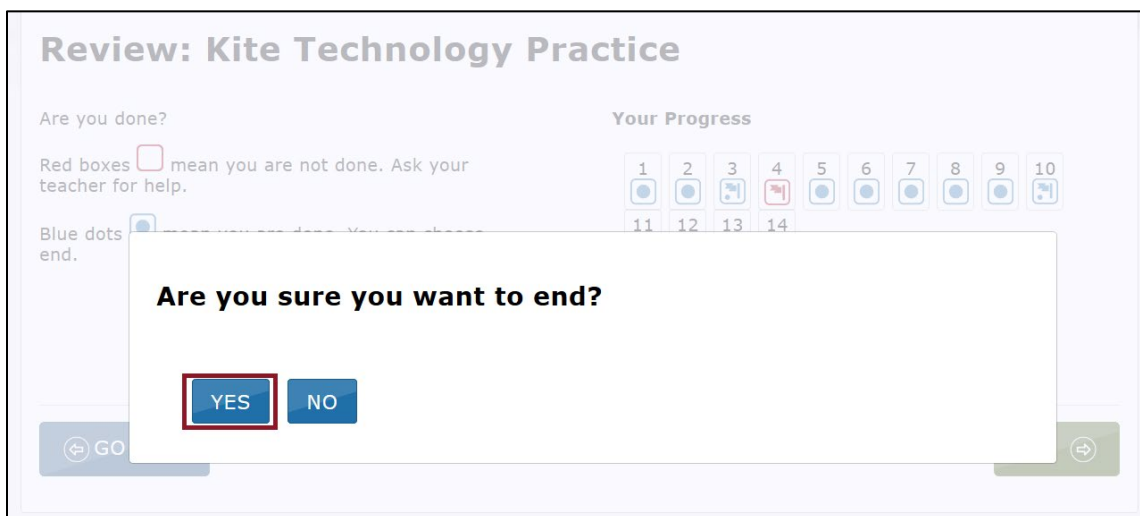
- Directions:** These directions explain that the student will not be able to return to these questions after choosing the Continue button.
- Continue Button:** When this button is selected, a window will pop up saying, "You will not be able to return to this section once you leave. Are you sure you want to move to the next section?" Selecting "Continue" will end the assessment section and take the student to the directions page of the next section of the assessment.

---

## ENDING AN ASSESSMENT

After reviewing answers, the student ends the assessment by performing the following steps.

1. On the Review screen, click End.
2. On the Confirmation screen, click YES.



3. Click Sign Out at the top of the screen.



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**Note:** The students should always use the Sign Out button when finished. If the student uses a Mac or Windows desktop machine, click “Close Kite” at the end.

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## ASSESSMENT TOOLS

Kite Student Portal includes a number of tools that students can use while taking an assessment. These tools are available on the left side of the screen below the Kite logo.

Once selected, many of the tools open a window that the student uses to perform a particular task. Each of these windows can be closed by clicking the circled X on the upper left side of the tool window.



Some tools, such as invert color or magnification, change how the screen displays. To turn off these changes, click the tool a second time.


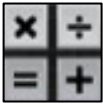
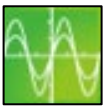



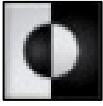



Other tools, such as the highlighter and strikethrough, change the cursor from a pointer arrow to another icon. To remove the highlighting or strikethrough marks, use the eraser tool. To turn off the tools, click the tool a second time or click the pointer tool.






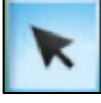





The tools that are available for a particular question (or section or assessment) are determined when the assessment is developed. Most assessments will not use every tool listed in this chapter.

## TOOL ICONS AND DESCRIPTIONS

Kite Student Portal contains many tools. Access tools in the toolbox pop out by clicking the arrow icon along the left margin of the assessment screen. Then click on a specific tool icon. When activated, some tools display a movable pop-up window. It may initially cover part of the content, but can be moved by clicking and dragging. These windows are shown in the detailed description of each tool below. The tools are described in alphabetical order.

Some tools are available throughout a specified assessment. Other tools are only available for a question section. Some tools only function with specific types of content. For example, the Tags tool is only used with text passages, but it may be displayed during an entire assessment. Some tools are activated based on an individual student's needs as indicated via a PNP completed in Educator Portal.

Icon	Tool Name	Activated with PNP
	Auditory Calming	Yes
	Calculator – Basic <hr/> <b>Note:</b> Depending on assessment settings, the basic calculator icon will display either the basic calculator or the TI-108 Emulator.	No
	Calculator – Graphing <hr/> <b>Note:</b> Depending on assessment settings, the graphing calculator icon will display either the graphing calculator or the TI-84 Emulator.	No
	Calculator – Scientific	No
	Color Contrast	Yes
	Color Overlays	Yes
	Reverse Contrast	Yes
	Eraser	No
	Guide Line	No
	Highlighter	No

Icon	Tool Name	Activated with PNP
	Library	No
	Magnification	Varies
	Masking (Use Masks)	Yes
	Note (Take Notes)	No
	Periodic Table	No
	Pointer	No
	Rubric	No
	Search	No
	Sketch Pad	No
	Striker	No
	Tags (Use Tags)	No


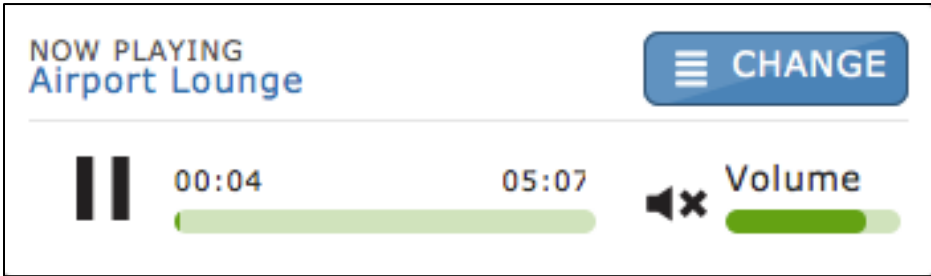


## TOOLS ENABLED IN THE PNP

The following tools must be selected and enabled in a student's Personal Needs and Preferences (PNP) profile prior to assessment in order to be available in Student Portal.

### AUDITORY CALMING

The auditory calming tool allows a student to activate background music while taking the assessment. The student can change the volume of the background music, stop (or pause) the music, and select from other auditory tracks.

Icon	Tool
	 <p><b>Note:</b> To expand the tool, click the Change button.</p>

Hint: The expanded tool allows the student to change the background music.



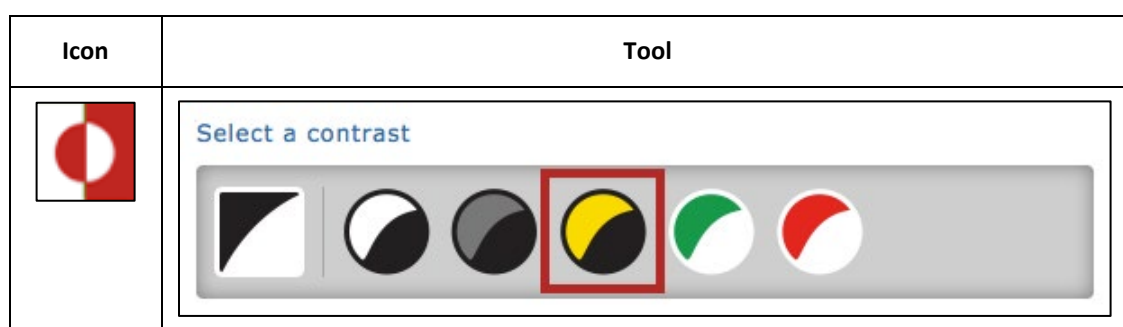
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## COLOR CONTRAST

The color contrast tool allows a student to change the color of the assessment font and the background. The upper (left) portion of the circle indicates text color, while the lower (right) portion of the circle indicates background color.

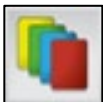
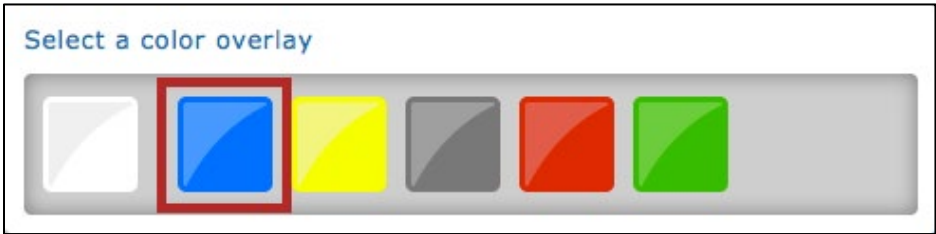
The color contrast tool and reverse contrast tool are mutually exclusive. The color contrast tool allows the student to select one of several preset color pairs. The reverse contrast tool allows the student to select either black text on a white background OR white text on a black background.

In the example below, the colors would change to yellow text on a black background.



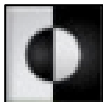
### COLOR OVERLAY

The color overlay tool allows a student to change the background color of the assessment. The standard background color is white. In the example below, the background color of all the assessment screens would change to blue.

Icon	Tool
	

### REVERSE CONTRAST

The reverse contrast tool allows a student to change the assessment background to black and the text to white.

Icon	Tool
	The reverse contrast tool does not open a separate window; instead, it changes the text and background colors.

**Note:** The reverse contrast tool and color contrast tool are mutually exclusive. The reverse contrast tool allows the student to select either black text on a white background OR white text on a black background. The color contrast tool allows the student to select one of several preset color pairs.

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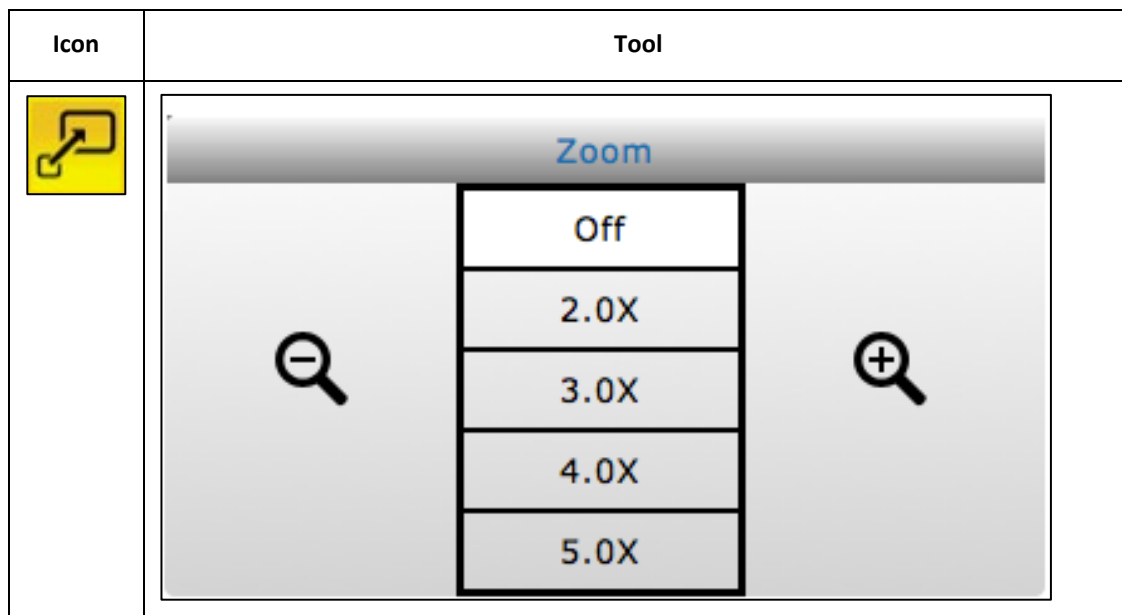
## MAGNIFICATION

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**Note: This tool is available only to certain programs. Depending upon the program, the tool may be enabled via a PNP.**

---

The magnification tool allows a student to enlarge the screen during an assessment. Students can click on a magnification level (i.e., 2.0X, 3.0X, etc.) or use the magnifying glasses to zoom in and out.




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## MASKING

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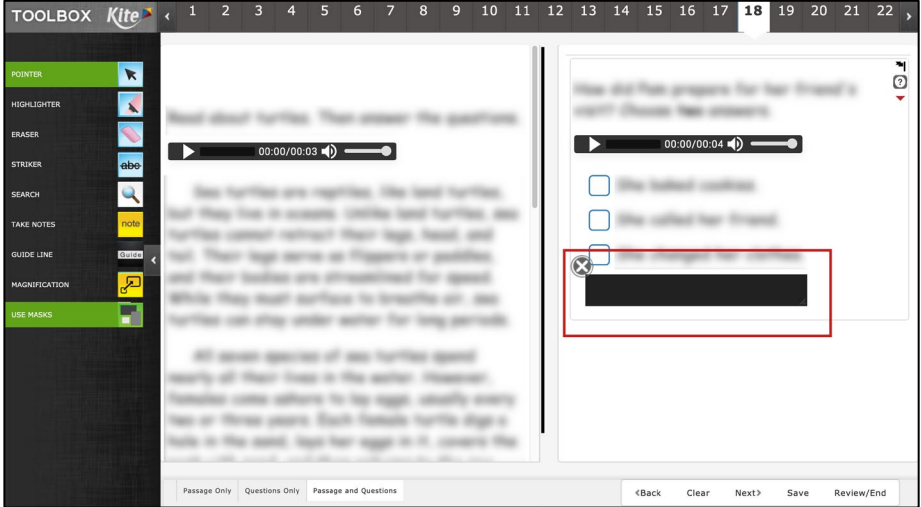
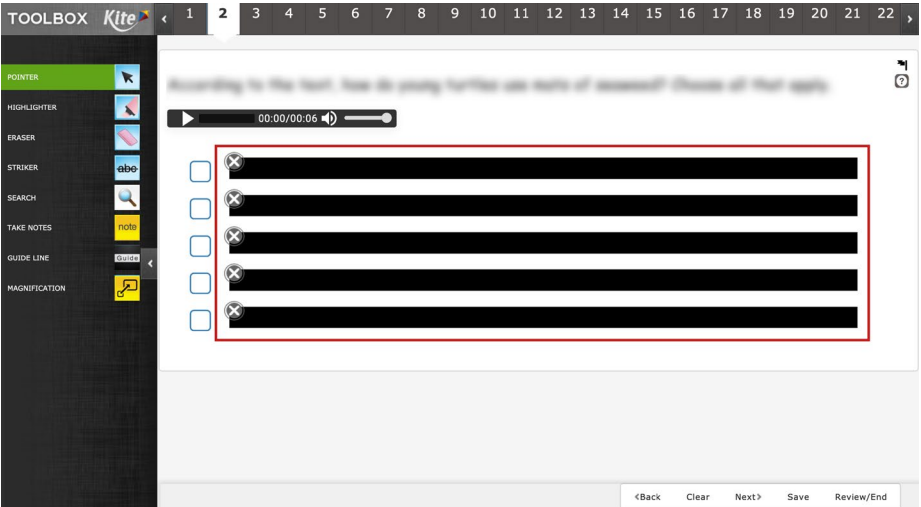
The masking tool PNP set to Custom allows a student to mask, or cover, parts of the assessment. After a student clicks the masking button, a black box appears. The student can move the masking box by dragging it to different areas of the screen.

**Note: Each time the student clicks the masking icon, another masking box displays.**

---

The masking tool PNP set to Answer automatically shows each answer options as masked as shown in the second image below.

To close or remove the masked areas, click the X for each box.

Icon	Tool
	 

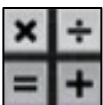
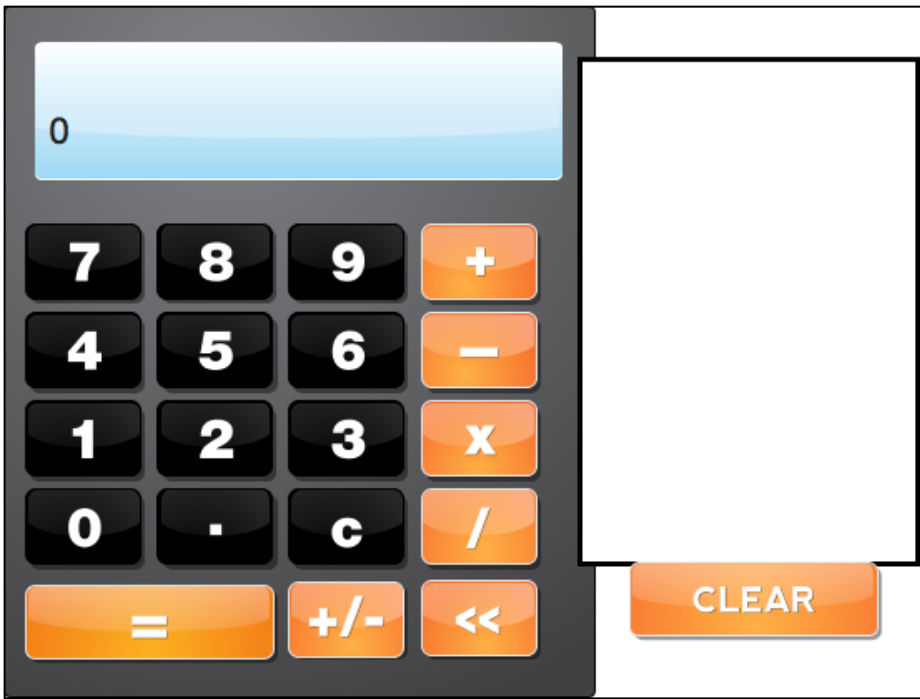
## STANDARD ASSESSMENT TOOLS

The following tools are standard assessment tools used in Kite Student Portal. A PNP does not need to be created for a student to have access to the following tools.

### CALCULATOR – BASIC

The basic calculator tool allows students to perform simple mathematical calculations.

**Note:** Depending on the assessment settings, the basic calculator icon will display either the basic calculator or the TI-108 emulator.

Icon	Tool
	

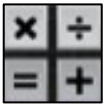
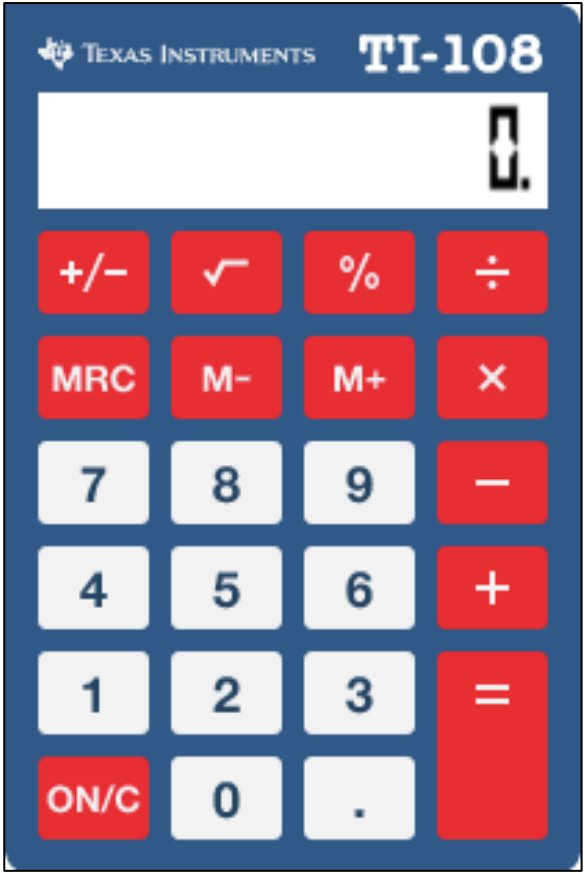
---

### CALCULATOR – BASIC (TI-108 EMULATOR)

The basic calculator tool allows students to perform simple mathematical calculations.

**Note:** Depending on the assessment settings, the basic calculator icon will display either the basic calculator or the TI-108 emulator.

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Icon	Tool
	

---

**CALCULATOR – GRAPHING (TI-84 EMULATOR)**


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**Note:** Depending on the assessment settings, the students may have access to a graphing calculator that emulates the TI-84.

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The TI-84 Emulator functions like a physical TI-84 graphing calculator.

Icon	Tool
	



## CALCULATOR – SCIENTIFIC (TI-30XS EMULATOR)


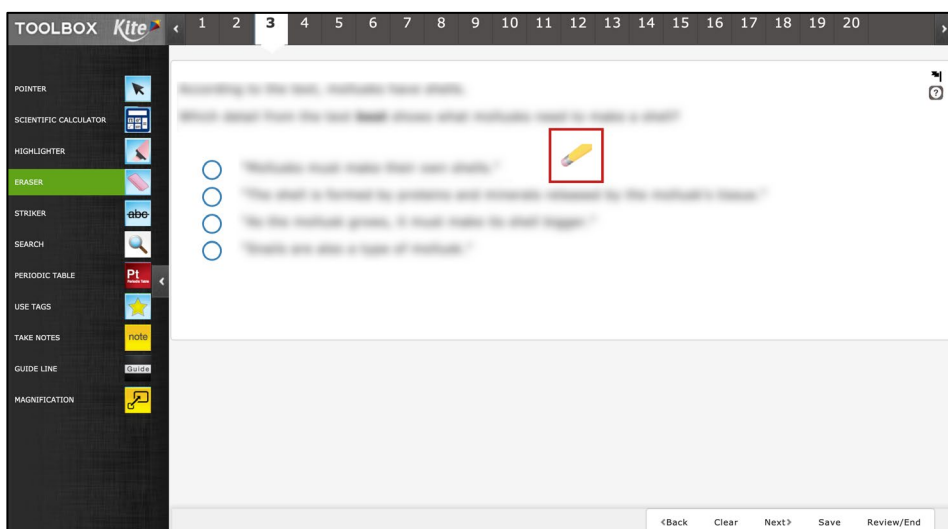
The TI-30XS Emulator functions like a physical TI-30XS scientific calculator.

Icon	Tool
	

## ERASER

The eraser tool allows the student to remove highlighter and strikethrough effects from selected text passages. To switch off from using the eraser, click the eraser icon or the pointer tool.


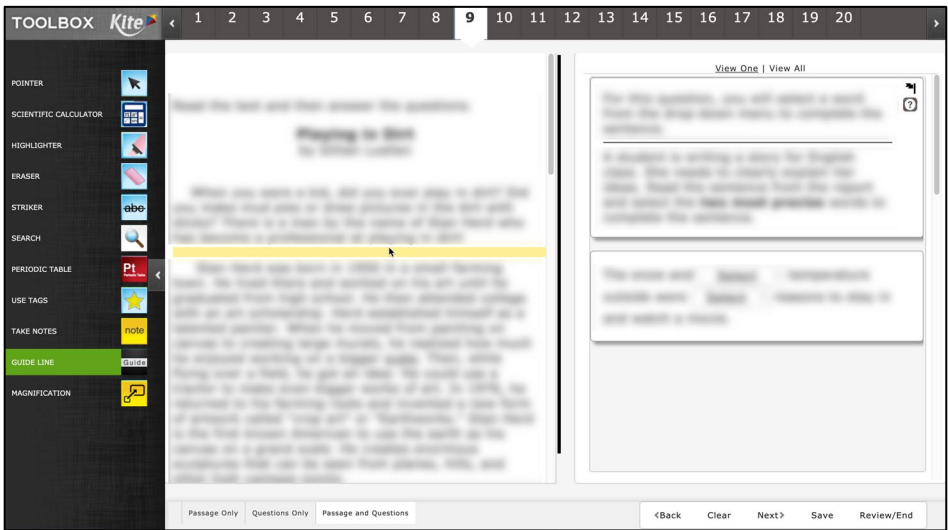
**Note:** This tool changes the cursor from an arrow or marker to a pencil eraser.

Icon	Tool
	 <p>The screenshot shows the Kite software interface. On the left is a vertical toolbar with various icons. The 'ERASER' icon, which is a pink eraser, is highlighted with a green background. The main area of the screen displays a text passage with several lines of text. A red rectangular box highlights a portion of the text in the middle of the passage. At the bottom of the screen, there are navigation buttons: '&lt;Back', 'Clear', 'Next&gt;', 'Save', and 'Review/End'.</p>

## GUIDE LINE

The guide line tool displays a yellow line that the student can move horizontally through a text passage. To switch off from using the guide line, click the guide line icon or the pointer in the toolbar.

**Note:** This tool changes the cursor from an arrow to a yellow line.

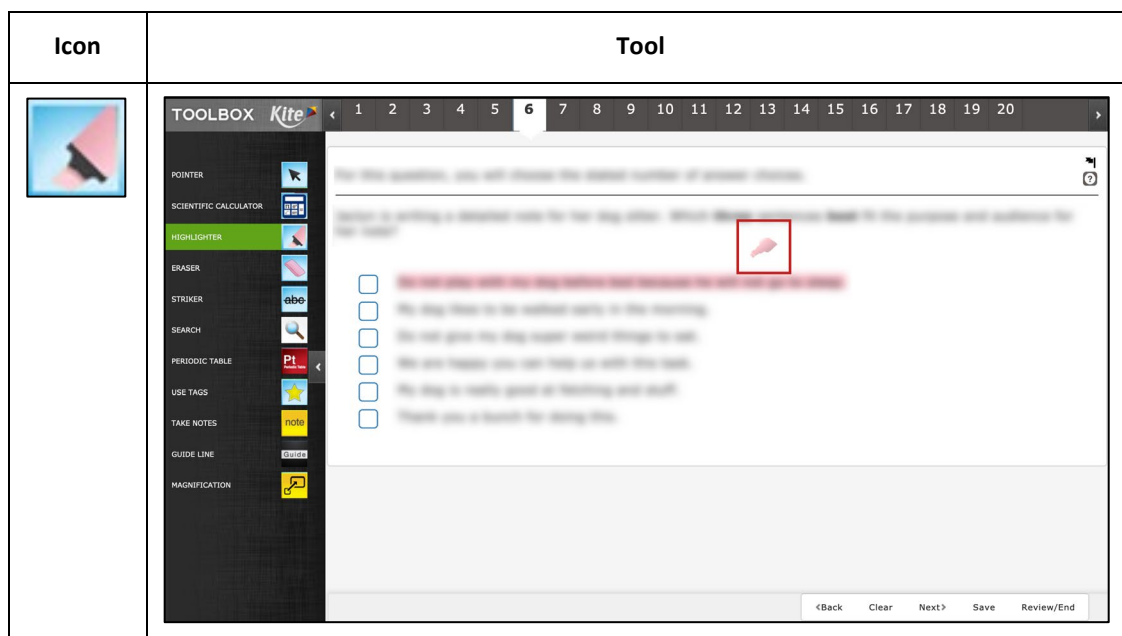
Icon	Tool
	

## HIGHLIGHTER

**Note: The highlighter tool is intended for use with text passages only.**


The highlighter tool allows a student to select and highlight text within an assessment question. The student can drag the highlighter to highlight a word or area. The highlighting remains on the screen until the student removes it using the eraser tool.

**Note: This tool changes the cursor to a pink highlighter.**



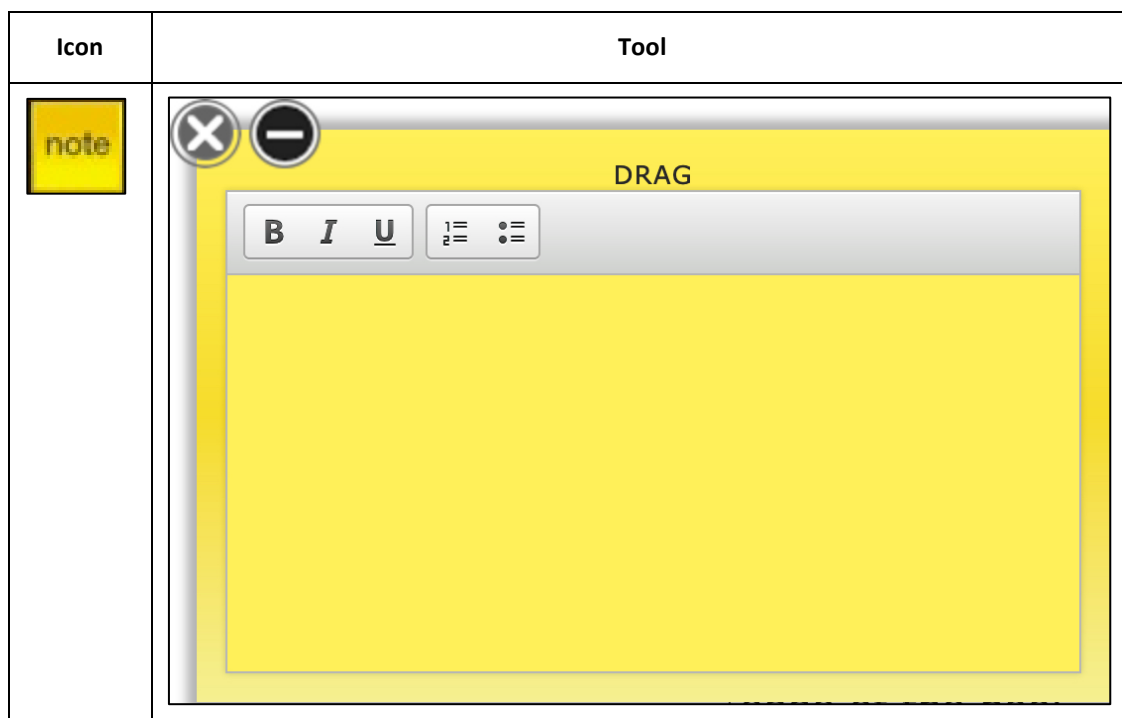
## LIBRARY

The library tool displays resources that can be used during assessments such as documents or pictures to use when answering questions. The library tool window can be resized using the lower right corner.

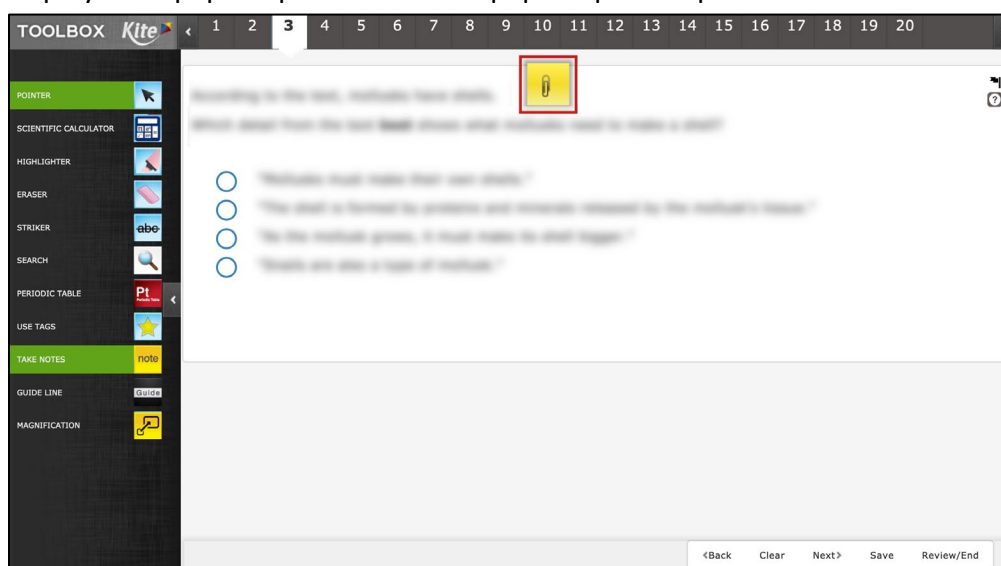
Icon	Tool		
	<p>When the library window opens, click on a choice from the drop-down menu. The resource will display below the selection.</p> <div> <div> <b>Resource Sheet</b> </div> <div> <b>Grade 7</b> </div> </div> <table> <tr> <td> <b>Metric Conversions</b>            1 kilometer = 1000 meters            1 meter = 100 centimeters            1 centimeter = 10 millimeters            1 kilogram = 1000 grams            1 liter = 1000 milliliters   <b>Standard Conversions</b>            1 mile = 5,280 feet            1 yard = 3 feet            1 foot = 12 inches            1 ton = 2,000 pounds            1 pound = 16 ounces            1 gallon = 4 quarts            1 quart = 2 pints            1 pint = 2 cups            1 cup = 8 fluid ounces   <b>Time Conversions</b>            1 week = 7 days         </td><td> <b>Formulas</b>  <math>A = bh</math>  <math>A = lw</math>  <math>A = s^2</math>  <math>A = \frac{1}{2}bh</math>  <math>A = \frac{1}{2}h(b_1 + b_2)</math>  <math>A = \frac{1}{2}(d_1 \cdot d_2)</math>  <math>A = \pi r^2</math>  <math>SA = 2B + Ph</math>  <math>C = 2\pi r</math>  <math>V = lwh</math>  <math>V = Bh</math> </td></tr> </table>	<b>Metric Conversions</b> 1 kilometer = 1000 meters 1 meter = 100 centimeters 1 centimeter = 10 millimeters 1 kilogram = 1000 grams 1 liter = 1000 milliliters  <b>Standard Conversions</b> 1 mile = 5,280 feet 1 yard = 3 feet 1 foot = 12 inches 1 ton = 2,000 pounds 1 pound = 16 ounces 1 gallon = 4 quarts 1 quart = 2 pints 1 pint = 2 cups 1 cup = 8 fluid ounces  <b>Time Conversions</b> 1 week = 7 days	<b>Formulas</b> $A = bh$ $A = lw$ $A = s^2$ $A = \frac{1}{2}bh$ $A = \frac{1}{2}h(b_1 + b_2)$ $A = \frac{1}{2}(d_1 \cdot d_2)$ $A = \pi r^2$ $SA = 2B + Ph$ $C = 2\pi r$ $V = lwh$ $V = Bh$
<b>Metric Conversions</b> 1 kilometer = 1000 meters 1 meter = 100 centimeters 1 centimeter = 10 millimeters 1 kilogram = 1000 grams 1 liter = 1000 milliliters  <b>Standard Conversions</b> 1 mile = 5,280 feet 1 yard = 3 feet 1 foot = 12 inches 1 ton = 2,000 pounds 1 pound = 16 ounces 1 gallon = 4 quarts 1 quart = 2 pints 1 pint = 2 cups 1 cup = 8 fluid ounces  <b>Time Conversions</b> 1 week = 7 days	<b>Formulas</b> $A = bh$ $A = lw$ $A = s^2$ $A = \frac{1}{2}bh$ $A = \frac{1}{2}h(b_1 + b_2)$ $A = \frac{1}{2}(d_1 \cdot d_2)$ $A = \pi r^2$ $SA = 2B + Ph$ $C = 2\pi r$ $V = lwh$ $V = Bh$		

## NOTE – ORIGINAL

The original note tool allows students to make notes about an assessment question. Student notes are not saved. The student can delete a note by clicking the X in the top left corner.


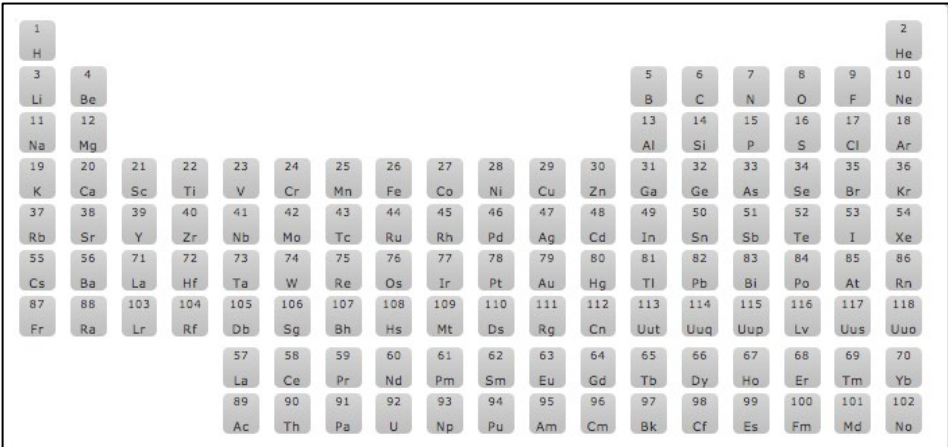


Hint: Click the minus symbol (next to the X) to minimize the note. A minimized note displays as a paperclip icon. Click the paperclip to reopen the note.




## PERIODIC TABLE

The periodic table tool displays the periodic table of the elements. Click on a specific element for detailed information such as the element name, symbol, atomic number, and more.

Icon	Tool
	


## POINTER

The pointer tool is the tool that students use most. The pointer allows a student to select items and click to answer questions.

Icon	Tool
	The pointer tool allows students to select items in the assessment.


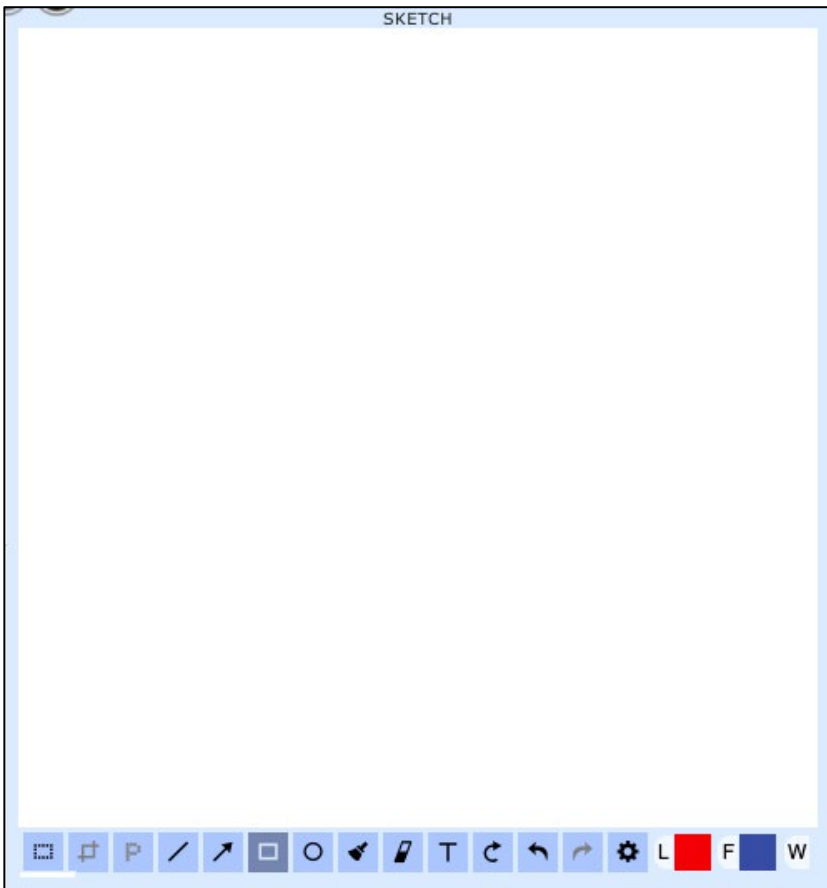
## SEARCH

The search tool allows a student to search for keywords or phrases within the question and answer choices that are currently displayed. Type the search term(s) in the search field and click Search. Click CLEAR to remove the search terms from the search field.

Icon	Tool
	<div> <input type="text" value="Search for a word..."/> <span>Search</span> <span>CLEAR</span> </div>

## SKETCH PAD

The sketch pad tool provides a student with an area to draw, work with shapes and lines, add text, arrows, and colors.

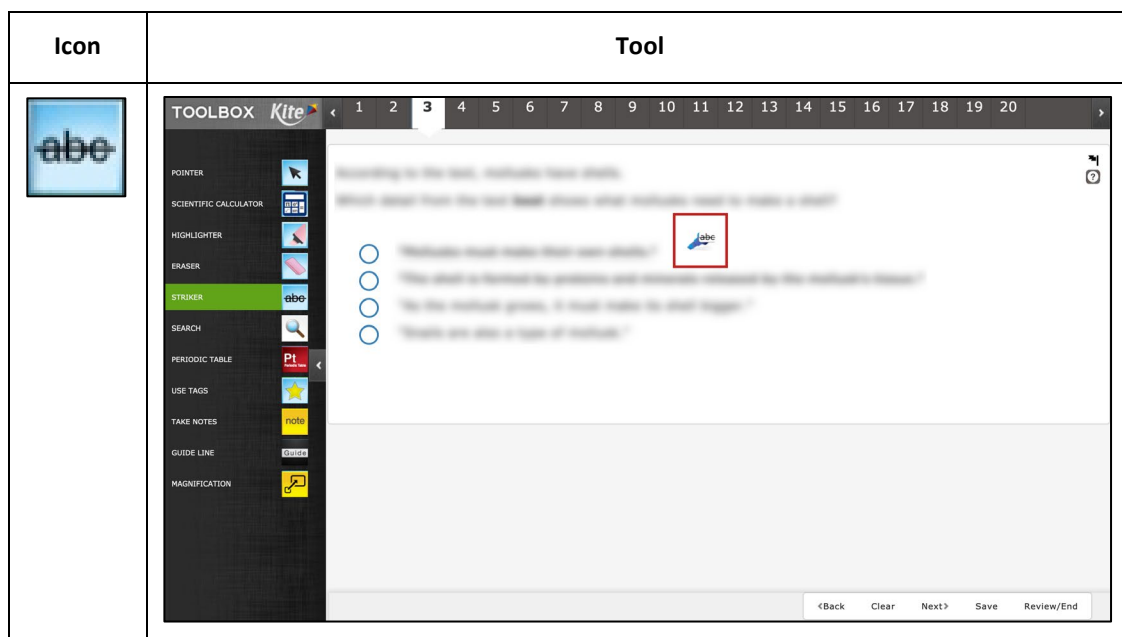
Icon	Tool
	<div> <div>SKETCH</div> <div>  </div> </div>



## STRIKER

The striker tool allows a student to select a portion of text and mark a line through the middle of that text. The strikethrough line remains on the screen until removed using the eraser tool.

**Note:** The strikethrough tool changes the cursor from an arrow to a blue marker. If used on a graphic, the graphic will become faded.



TOOLBOX

Kite

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POINTER

SCIENTIFIC CALCULATOR

HIGHLIGHTER

ERASER

STRIKER

SEARCH

PERIODIC TABLE

USE TAGS

TAKE NOTES

GUIDE LINE

MAGNIFICATION

View One | View All

Please select a tag:

Main Idea

Supporting Detail

Key Word

Evidence

Reread This

Is this Important?

CLEAR ALL

Passage Only

Questions Only

Passage and Questions

< Back

Clear

Next >

Save

Review/End

Kite® | Student Portal Manual for Test Administrators  
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