

# TEAS Testing at Joliet Junior College Testing Services

# Directional video contents

- Directional sheet
- Restroom usage
- Allowable materials
- Sign-in process
- Testing instructions
- Confidentiality statement
- General information
- Next steps

# Directional sheet

- Your proctor has provided you with a directional sheet.
- This document outlines the main points of this video so you may reference them as needed throughout your testing session.
- Please do not write or mark on this sheet.
- It must be returned to your proctor at the end of your testing session.

## **TEAS** **Directional Sheet**

- Restroom usage
- Allowable materials
- Sign-in process
- Testing instructions
- Confidentiality statement
- General information
- Next steps

# Restroom usage

- The exam you are about to take is a timed exam.
- If you must use the restroom during the exam, please try to wait until the scheduled break halfway through the exam or at least wait until you have completed a section of the exam before raising your hand for permission to leave.
- If you must leave in the middle of a section, you will not be permitted to makeup the time missed.
- At no time may you access your personal belongings during such breaks.

## **TEAS** **Directional Sheet**

- **Restroom usage**
- Allowable materials
- Sign-in process
- Testing instructions
- Confidentiality statement
- General information
- Next steps

# Allowable materials

- Textbooks, notes, and all other reference materials, as well as calculators and all other personal electronic devices including cell phones are prohibited during the test. You may use the calculator built into the test.
- You are not to have any of these items on your person.
- The only information that you should have available at this time are your:
  - ATI username
  - ATI password
  - TEAS Directional Sheet

## TEAS Directional Sheet

- Restroom usage
- **Allowable materials**
- Sign-in process
- Testing instructions
- Confidentiality statement
- General information
- Next steps

# Allowable materials

- If you are caught with any prohibited items, ATI will be contacted and your scores may be voided.
- Additionally, if you are caught with any prohibited items and you are a JJC student, the JJC Dean of Students will be notified.
- Please raise your hand and notify your proctor if you have any prohibited items with you at this time so they may be placed in a locker prior to testing.

## TEAS

### Directional Sheet

- Restroom usage
- **Allowable materials**
- Sign-in process
- Testing instructions
- Confidentiality statement
- General information
- Next steps

# Sign-in process

- At the end of this video, you will be directed to the ATI Testing Website where you will log on using your personal username and password.
- If you have an account but cannot remember your username and/or password, raise your hand and notify your proctor.
- You will be prompted to enter the Assessment ID. Click on “Add Product” and enter today’s Assessment ID, which has been provided to you on your directional sheet.

## **TEAS** **Directional Sheet**

- Restroom usage
- Allowable materials
- **Sign-in process**
- Testing instructions
- Confidentiality statement
- General information
- Next steps

# Testing instructions

- Once you have entered your information, you will see the following instructions:
  1. Read the question and the options entirely before you answer. Unanswered questions are scored as incorrect.
  2. You will not be allowed to communicate with your peers, other students, or students from other programs in the testing center during the test.
  3. You are not allowed to smoke, eat, or drink while in the testing room.
  4. For security reasons, you will not be allowed to leave the testing room or place phone calls during the test.

## TEAS

### Directional Sheet

- Restroom usage
- Allowable materials
- Sign-in process
- **Testing instructions**
- Confidentiality statement
- General information
- Next steps



# Testing instructions

5. Beepers, cell phones, calculators, and other personal electronic devices are prohibited during the test. You may use the calculator built into the test.
6. If you have a question or a problem, raise your hand to alert the proctor.
7. Each test is different, so your screen will be different than the person's next to you.
8. The proctors will not answer any questions concerning the content of the exams or the meaning of any questions. The proctor WILL assist you with any technical questions about the computer or entering in the information.

## TEAS Directional Sheet

- Restroom usage
- Allowable materials
- Sign-in process
- **Testing instructions**
- Confidentiality statement
- General information
- Next steps

# Testing instructions

9. Your answers are stored securely in a database and cannot be obtained by any other student.
10. After the test is completed, your results will be available within two hours. You may access them on the “My Results” page found in your personal ATI student account online. Steps on how to retrieve your score will be provided at the end of your testing session.
11. When you are ready to begin, click the “Start Test” button that appears below after you have been approved by the proctor.

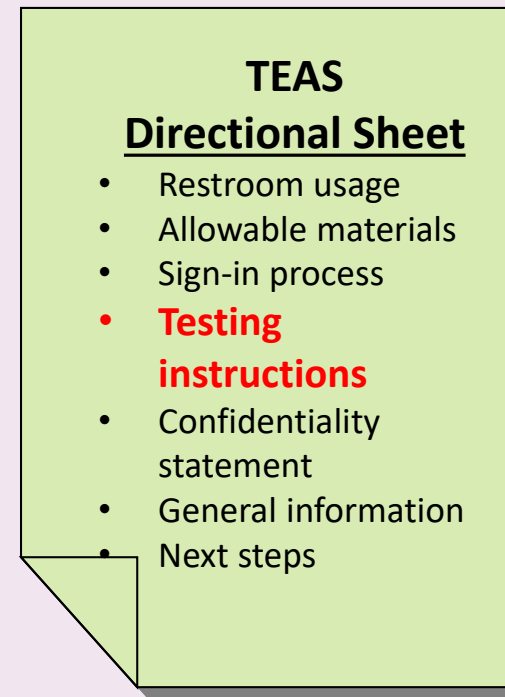
## TEAS

### Directional Sheet

- Restroom usage
- Allowable materials
- Sign-in process
- **Testing instructions**
- Confidentiality statement
- General information
- Next steps

# Testing instructions

12. When you are finished with the test, click on “OK” to end the test.
13. You may use scratch paper, a pencil, and earplugs provided by the proctor.



**TEAS**  
**Directional Sheet**

- Restroom usage
- Allowable materials
- Sign-in process
- **Testing instructions**
- Confidentiality statement
- General information
- Next steps

# Confidentiality statement

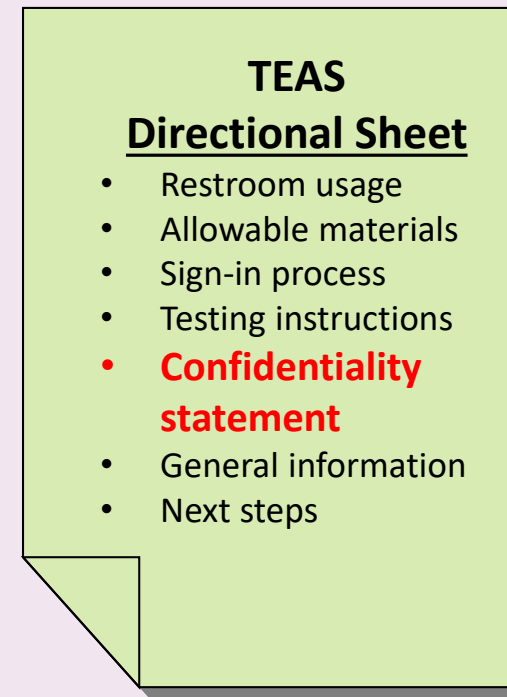
- The next statement is the ATI Confidentiality Statement. At this time, read the ATI Confidentiality Statement silently as I read it aloud:
  - All assessment questions are the copyrighted property of Assessment Technologies Institute<sup>®</sup>, LLC. The removal or attempt to remove questions or other assessment material from the test site is prohibited. It is forbidden under federal copyright law to copy, reproduce, record, distribute, or disclose these assessment questions by any means, in whole or in part. A violation of this type can result in civil and criminal penalties.

## TEAS Directional Sheet

- Restroom usage
- Allowable materials
- Sign-in process
- Testing instructions
- **Confidentiality statement**
- General information
- Next steps

# Confidentiality statement

- When prompted, you will check a box indicating that you have read the confidentiality statement and agree to keep all contents of this assessment confidential.



**TEAS**  
**Directional Sheet**

- Restroom usage
- Allowable materials
- Sign-in process
- Testing instructions
- **Confidentiality statement**
- General information
- Next steps

# General information

- The test consists of four sections.
  1. Reading Assessment  
55 minutes to complete 45 questions
  2. Math Assessment  
57 minutes to complete 38 questions
  3. Science Assessment  
60 minutes to complete 50 questions
  4. English and Language Usage Assessment  
37 minutes to complete 37 questions

## TEAS Directional Sheet

- Restroom usage
- Allowable materials
- Sign-in process
- Testing instructions
- Confidentiality statement
- **General information**
- Next steps

# General information

- There is a timer on the test that will provide you with the amount of time remaining in each section. After you have completed the mathematics section, you may take a 5 minute break.

## TEAS

### Directional Sheet

- Restroom usage
- Allowable materials
- Sign-in process
- Testing instructions
- Confidentiality statement
- **General information**
- Next steps

# Next steps

- At the conclusion of this video, you will go to [www.atitesting.com](http://www.atitesting.com) and log on using your personal username and password.
- Remember to refer to the “Sign-in process” section of your directional sheet if you are having problems with your username or password.
- Follow the steps outlined on your directional sheet.
- At the end of this exam, you will be given the TEAS Interpretation Guide with additional next steps including how to retrieve your scores and which advisor to direct your Allied Health Program questions.

## **TEAS** **Directional Sheet**

- Restroom usage
- Allowable materials
- Sign-in process
- Testing instructions
- Confidentiality statement
- General information
- **Next steps**



# Good luck!

- If at any time you have questions, please raise your hand and your proctor will assist you.

## **TEAS** **Directional Sheet**

- Restroom usage
- Allowable materials
- Sign-in process
- Testing instructions
- Confidentiality statement
- General information
- Next steps