## Pearson English Portal | **Test Generator**

The Test Generator allows teachers to create tests based on the assessment package that comes with the course.

To create, assign and review tests use the *Classes* tab near the top of the screen on the Portal dashboard.

Pearson

### **Creating a test**

You first need to choose which class you will test.

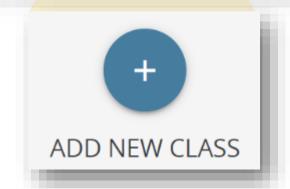
Click on the Classes tab.

Well, hello! Class schedule 🕒 Products EXPIRED ACTIVE **Products** MyEnglishLab Roadmap A2 Roadmap A2 Roadmap A2 **ROADMAP** Expires Expires **ROADMAP** ROADMAP (22) 29 October 29 October Expires Roadmap A2 Roadmap A2 Roadmap A2 Pearson Hello again! Class schedule 💿 Products Classes ACTIVE Classes ADD NEW CLASS English B1

Dashboard

?

Select the class you want to test from your existing classes.

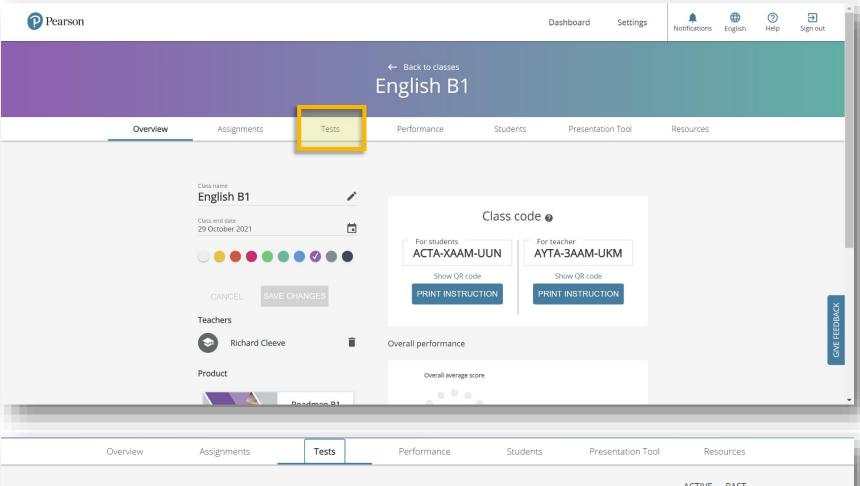


JOIN CLASS

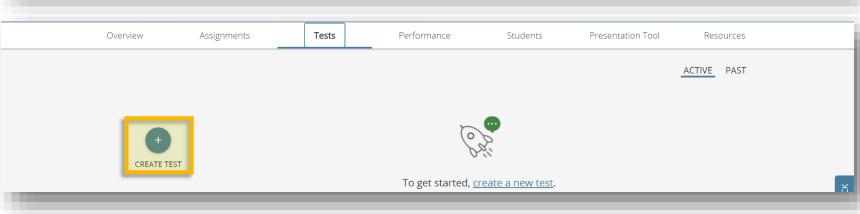
Or create a new class by clicking *Add New Class*.



In the class view, click on *Tests* in the navigation bar.



Click Create test



Choose whether this is an online test or a paper test.

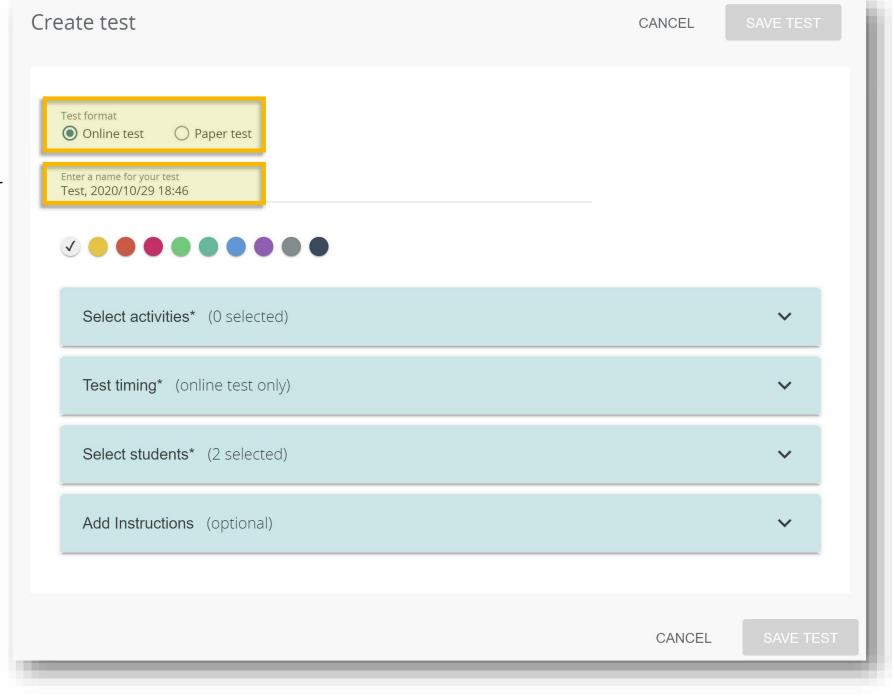
Creating a paper test will create a pdf that you can print off and distribute.

Give the test a name so your students and you can easily identify it.

#### Then choose:

- the activities to test,
- when to run the test,
- the students to take the test.

You can also add instructions.

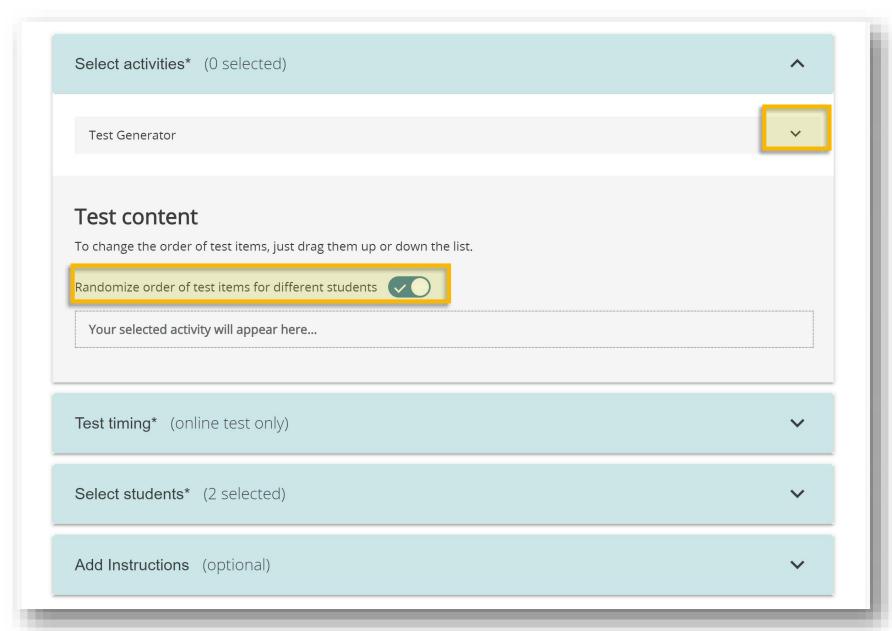


#### **Select activities**

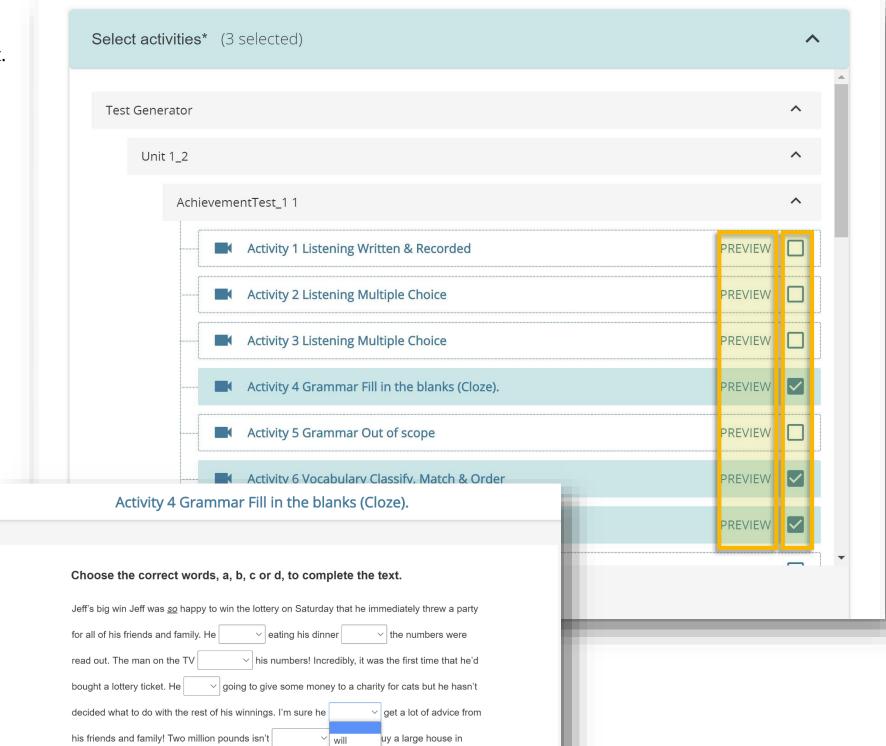
Open the Test Generator menu to select the activities you want to include in the test.

Ensure each student gets a test with the questions in a different order to reduce potential cheating.

If you are generating a paper test, you can randomize up to five test papers.



Select the activities you want to include in the test.



would

big city life at the moment. It's too early

is going

✓ say where he

London these days but Jeff says that he's going to

There is also a Test Generator folder

in the teacher resources area where

you can preview all the activities in

one place

Click on *Preview* to see view the activity.

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**Select activities**\* (3 selected)

**Test timing\*** (online test only)

For online tests, choose the time period within which students can take the test.

If you want to time limit the duration of the test, you can do that by setting specific time periods.

Select activities\* (3 selected)

Test timing\* (online test only)

Start date Time End date Time

03/12/2020 17 v: 00 v 04/12/2020 09 v: 30 v

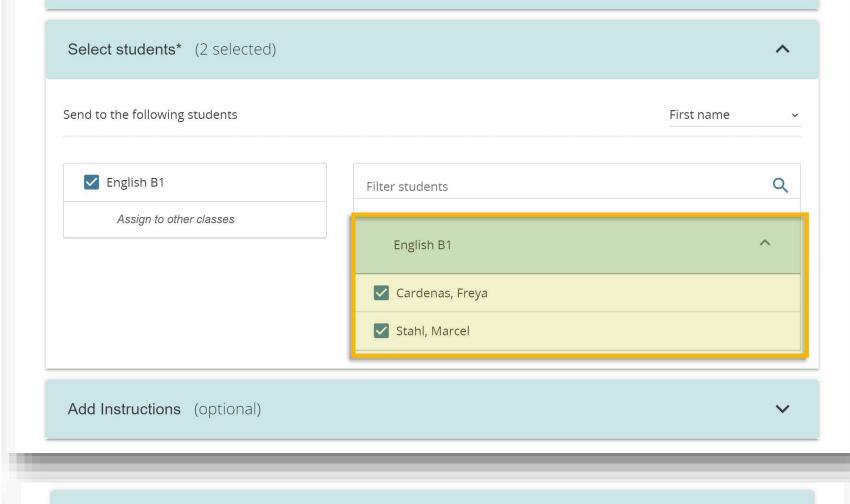
Students will not be able to start their online test until this date and time

All online test scores will be submitted after this date and time.

Select students\* (2 selected)

Add Instructions (optional)

Select the students in the class who you want to take the test.



Add instructions for your students.

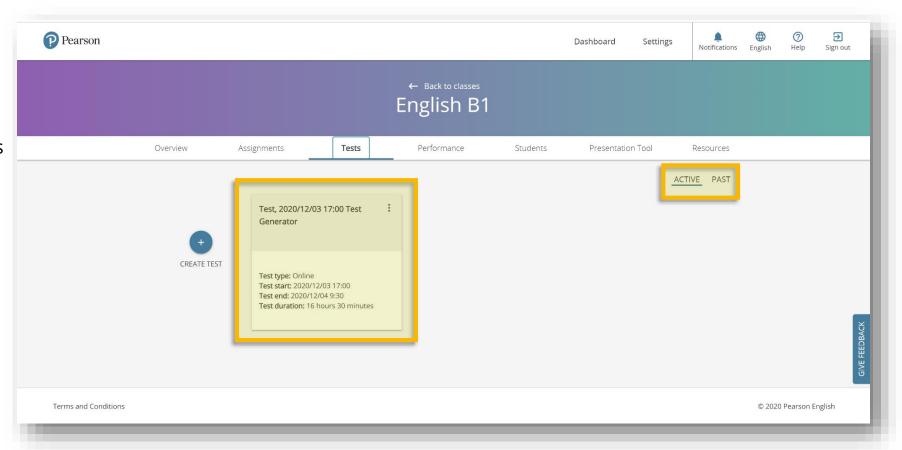
Once you are ready, click *Save test*. The test will be assigned to students and they can open it as per the time slot chosen.





View all your tests.

You can switch between Active tests that are current or still to be taken, and tests that are completed.



Review individual students' attempts and results in the *Performance* tab, alongside the overall class performance.

