

# **DORA - Administrative Guide for Distant Learning Environments**

## **Essential Background Information:**

DORA assess students in multiple sub-skills of reading. Each subtest will have an example question before a student starts testing. This assessment requires functioning audio and is computer adaptive. **Therefore, it is imperative that you perform a full lab systems check as described in “Lab/Classroom Computer Check List and Hints” before beginning assessment.**

- 1) Perform the **regular** system check on all lab computers. See document referenced above.
- 2) Be sure headphones and audio are set up for your students prior to testing.
- 3) Read the "Administration Script" to prepare students for assessment.

## **Administration Script:**

*Read the following aloud to students prior to beginning DORA:*

“Hello class! Today we are going to be doing some reading activities on the computer. These activities are meant to help your teachers know how to teach you more effectively. Sometimes the activities may seem hard and at other times they may seem easy. The activities are intelligent and are adjusting to each ONE of you! So do your BEST! If you don’t try hard, it may take longer.

Remember to listen carefully to the question and to each of the choices. Then choose the best answer. If you need to hear the question again, click on the yellow REPEAT button at the bottom of the screen. If you finish early, please *[insert your activity of choice, i.e. read your book, etc.]* Please keep quiet and do not talk to the person sitting next to you..”

## **Additional Notes to Administrator:**

- Students can stop and restart the assessment at any point. Restarting will repeat the example question for the section in which the student stopped. Then the assessment will resume.
- Assessments should be completed within 2 weeks for best results.
- For younger students you may want to show them how the assessment will look. You can start any assessment but only do the first example question. Show them the repeat button and how you can roll your mouse over choices to hear them again. This can be done by gathering students around a single computer while sitting quietly. Do not proceed to real test items.