



Rocky Mountain Distributed Learning

School District 6

Date: _____

ASSESSMENT SUPERVISION INFORMATION – TO BE RETURNED TO YOUR RMDL TEACHER

Supervisor Instructions:

- Students enrolled in grade 8, 9, 10, 11, or 12 with RMDL and reside in Kimberley, Invermere, or Golden are expected to write assessments at the designated RMDL site in their region of BC.
- Students who do not live in these areas must write their assessments at an educational institution (School, University or College)
- Students will need a computer with internet access for the duration of a test
- Confidential passwords will be sent to the supervisor via email. To maintain the security and integrity of the RMDL assessment process, passwords must be kept secure.
- Students will log into their course, access the assessment and the supervisor will input the password. (Please ensure that the password is not saved)
- Students will not be left unsupervised while the assessment is being written.
- If there is any question about test validity, after the test is submitted, please click “Ctrl + Shift + T” to bring back any closed tabs that may have been opened during the test.
- Ensure that the student does not have access to outside resources. (Cell phones, books, notes , websites, or additional tabs open on their computers when writing an assessment)
- Tests will be timed. (The allotted time can be found on the front page of the assessment)
- When the student completes the assessment, please confirm that the assessment has been SUBMITTED for marking and the student has logged out.
- If technical difficulties arise, the supervisor is asked to alert the teacher of the technical issues.

STUDENT INFORMATION

Name: _____

Email: _____ Phone Number: _____

SUPERVISOR INFORMATION

Name: _____

Name of school or institution: _____

Position: (Teacher, counselor, administrator) _____

Work Email: _____ Phone Number: _____

I have read, understand and agree with the Supervisor instructions outlined above.

Student Signature: _____

Test Invigilator Signature: _____