



Quick Start Guide for Parents

Getting Started

1. Go to <https://www.georgiaoas.org>
2. Have your student log on with his/her ID and password.

ID: _____

Password: _____

NOTE: From the Logon screen, if you put in your child's logon ID and password, click Logon, and then receive a blank screen, turn off "pop up blockers" on your computer for this site. Then attempt to log on again.

Taking Student Tests

Note: OAS automatically assigns these tests to the student.

- From the *Student Welcome Page*, select **View Student Tests**.
- Choose a **subject area** (e.g., Math) from the list of available subjects.
- Select a test, then click **Take Test**.
- Answer question, selecting **Next** to advance to the next test page.
- Once all test questions have been answered, click **Grade My Test**.
- Click **OK**.
- View the test results.
- Scroll to the bottom of the page to choose what to do with the test results – whether to send them to a teacher, save the results, or discard them.
- To return to the *Student Welcome Page*, click **Return Home**.
- Choose another test or **Logout**.

- Once all test questions have been answered, click **Grade My Test**.
- If the student has answered all questions, click **OK**.
- View the test results, if available.
- Click **Return Home** button to return to the *Student Welcome Page*.
- Choose another test or **Logout**.

Note: If a student has started a test and paused it before finishing, it has been saved. From the **Teacher Assigned** test list, make sure the box, **Show Paused Tests Only** is checked in order to see the list of tests that have been paused. Select the **paused test** that you want to continue, then click **Take Test** to resume working on the test.

Taking Teacher-Assigned Tests

Note: The teacher or school administrator creates and assigns these tests.

- From the *Student Welcome Page*, select **View Teacher-Assigned Tests**.
- Select a test from the *Test List Page*, then click **Take Test**.
- Answer question, selecting **Next** to advance to the next test page.

Viewing Test Results

- From the *Student Welcome Page*, select **View Student Tests** (then select a subject area) or select **View Teacher Assigned Tests**.
- Click the **See Results** button.
- A list of tests that have been scored will be shown.
- Click on the test that you want to view and then click **See Results**.
- Click **Return Home** to return to the list of tests.
- Click **Go Back** once to return to the *Test Lists Page*.
- **Log out**.