

Quick Guide for Reseating Students in ADAM for the ND A+ Interim Assessments

This purpose of this guide is to provide a step-by-step walkthrough for reseating students within ADAM. ADAM is the assessment platform being used to deliver ND A+ assessments.

Test proctors will need to reseat students during testing if a student has something occur that interrupts their test taking. Examples of this include computer issues, session timeout, unexpected errors, exiting of TestNav, etc. Reseating allows the student to re-enter their test code and student ID number to resume their assessment session.

Tasks for test proctors to reseat students in ADAM

1. The proctor will navigate to [ADAM | Administration](#). Enter the test code and proctor password you were provided, then select 'Submit'.

Proctor Login

Enter Test Code

Enter Proctor Password

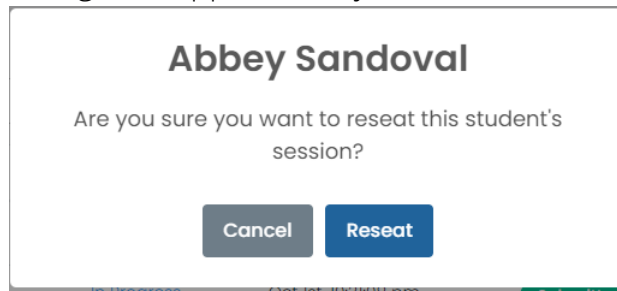
Submit

2. Find the student within the proctor group needing resealed. Select the three little dots in the actions area and select the 'Reseat Session' button for that student.

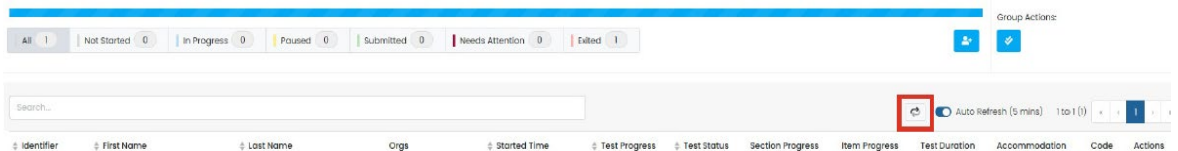
Testing Information				Config Information				Actions			
Test:	ND A+ Summative Grade 10 Reading			Test Window:	01/30/25 - 05/06/25			Test Code:	4F5KXJ		
Administration:	ER ND A+ Summative Spring 25 Grade 10 Reading			Proctor Name:	e Germany			Proctor Password:	BWSF		
Proctor Group:	202 Review			Kiosk Only:	Yes			Print Cards:	Print Cards		
Testing School:	Acadia Elementary										

Identifier	First Name	Last Name	Orgs	Started Time	Test Progress	Test Status	Section Progress	Item Progress	Test Duration	Accommodation	Code	Actions
100007963	Abd	Mothie	Enterprise High	Not Started	0/0	NOT STARTED	None	None				
100002250	Alyyah	Mason	Mountain High	Not Started	0/0	NOT STARTED	None	None				
100001888	Annika	Sanford	Enterprise High	Feb 28th, 12:48:19 am	0/0	EXITED	Section 1	40% Answered	00:02:16			
100002327	Anton	Duke	SACBONE High School	Not Started	0/0	NOT STARTED	None	None				⋮ Actions
100002303	Ashton	Brook	Mountain High	Not Started	0/0	NOT STARTED	None	None				⋮ View Session Details
100001943	Ashwin	Quinn	Enterprise High	Not Started	0/0	NOT STARTED	None	None				⋮ Reseat Session ⋮ Submit Session

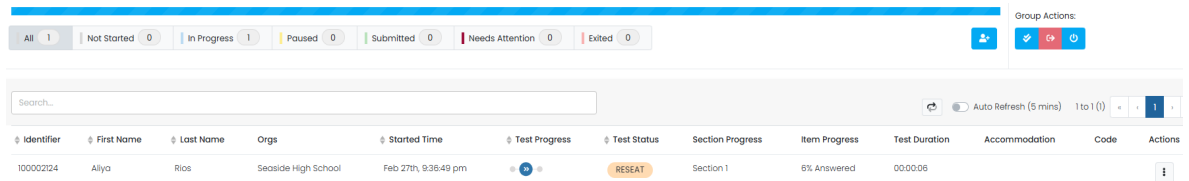
3. A confirmation message will appear, and you will select 'Reset'.



4. After selecting 'Reset', be sure to select the refresh button, which will resync ADAM and TestNav. This will ensure the student can log back into the test.



5. The student progress will change from In Progress to Reseated.



6. The student can log back into TestNav using the same test code and resume testing.