

AIST

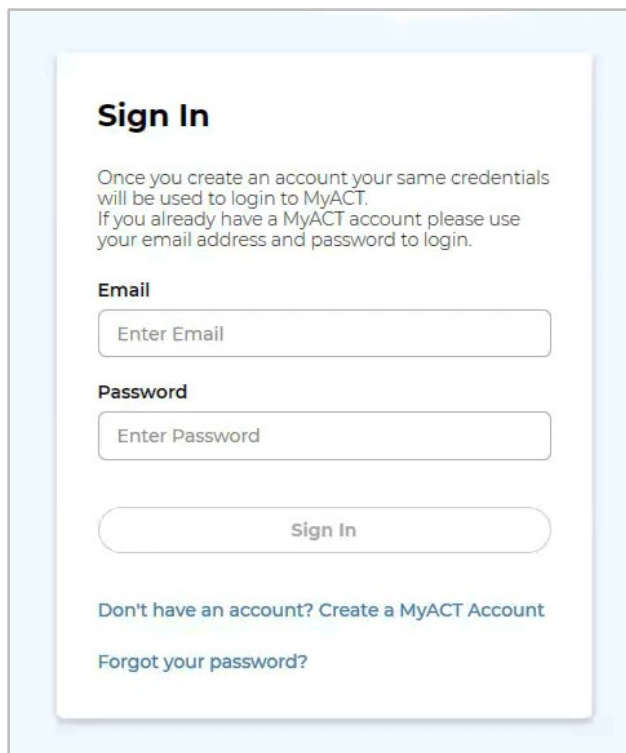
QUICK START GUIDE

Student Testing System

Student testing system: This document provides an overview of the ACT[®] International Subject Test (AIST) student testing system.

Log in to the Test

1. When you're seated at your testing computer, the room supervisor will read testing instructions to the room and walk you through the process for launching the tests.
2. You'll then be asked to log in to the testing system with the username and password you used to register for the subject tests.



The screenshot shows a 'Sign In' form within a light blue border. The form has a title 'Sign In' in bold. Below the title is a paragraph of instructions: 'Once you create an account your same credentials will be used to login to MyACT. If you already have a MyACT account please use your email address and password to login.' There are two input fields: 'Email' with a placeholder 'Enter Email' and 'Password' with a placeholder 'Enter Password'. Below these fields is a 'Sign In' button. At the bottom of the form, there are two links: 'Don't have an account? Create a MyACT Account' and 'Forgot your password?'.

Sign In

Once you create an account your same credentials will be used to login to MyACT.
If you already have a MyACT account please use your email address and password to login.

Email

Enter Email

Password

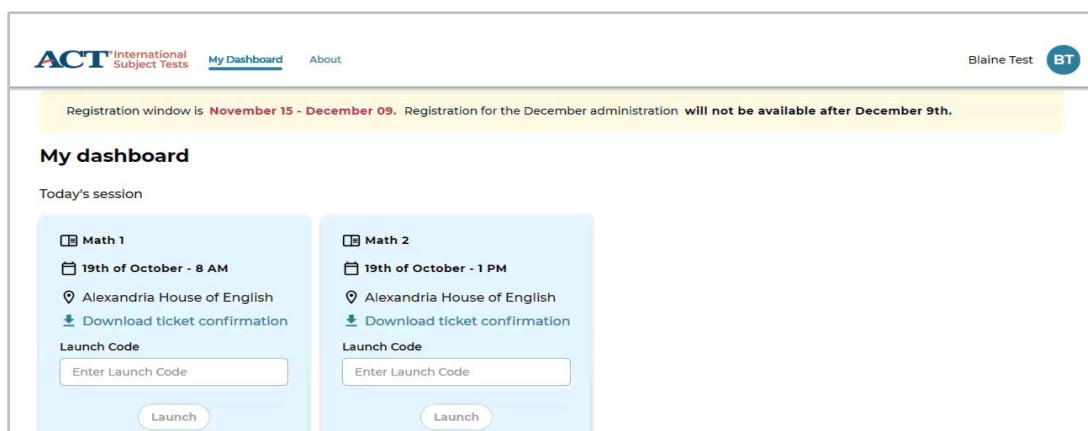
Enter Password

Sign In

Don't have an account? [Create a MyACT Account](#)

[Forgot your password?](#)

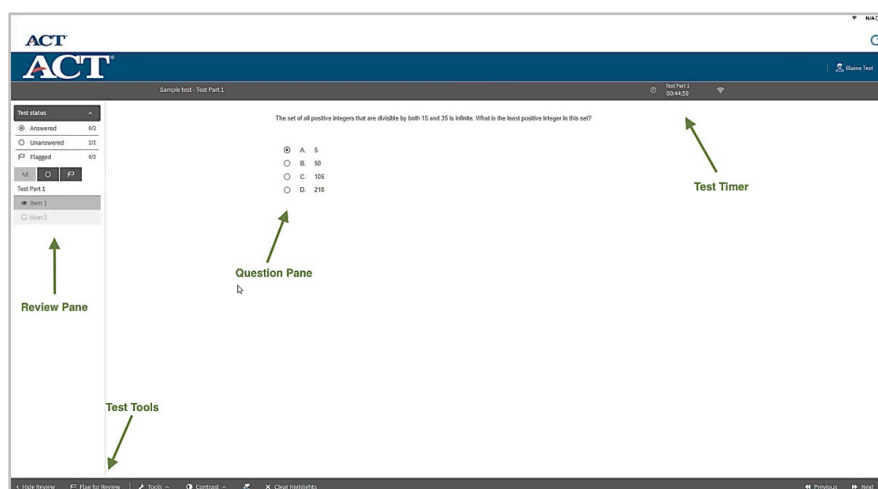
3. After you've logged in, you'll see the test(s) you're registered to take during the administration. The room supervisor will provide you with the eight-digit launch code. Enter that code to begin the test.



Take the Test

The testing screen includes four main parts:

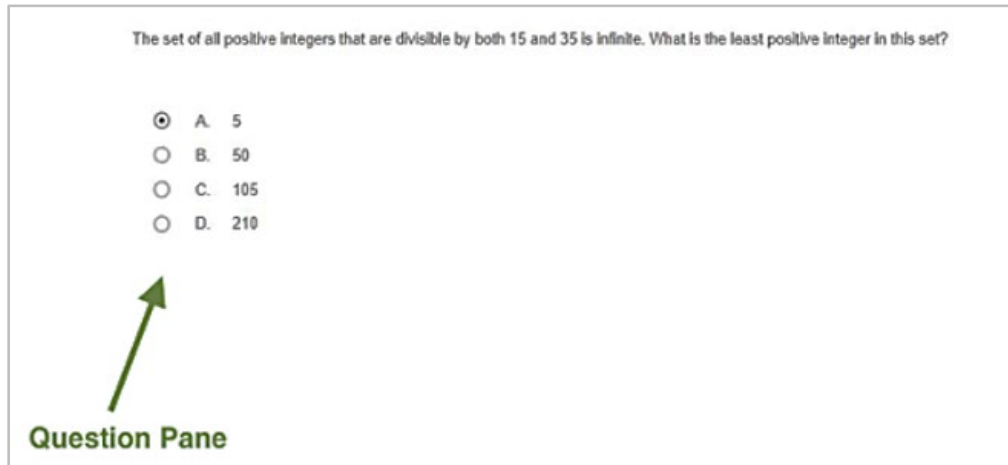
- **Question Pane:** Shows the test questions and the response options
- **Test Timer:** Appears in the upper-right of the tool bar and shows the time remaining on the test
- **Review Pane:** Appears on the left side and shows you which questions you've seen, answered, or flagged for review
- **Test Tools:** Appears in the lower tool bar and allows you to flag questions for review, turn on accessibility tools, and access the calculator and formula sheets for the Math 1, Math 2, Chemistry, and Physics tests



Test Question Pane

This part of the testing screen, as noted, shows the test questions and the response options. Here's how it works:

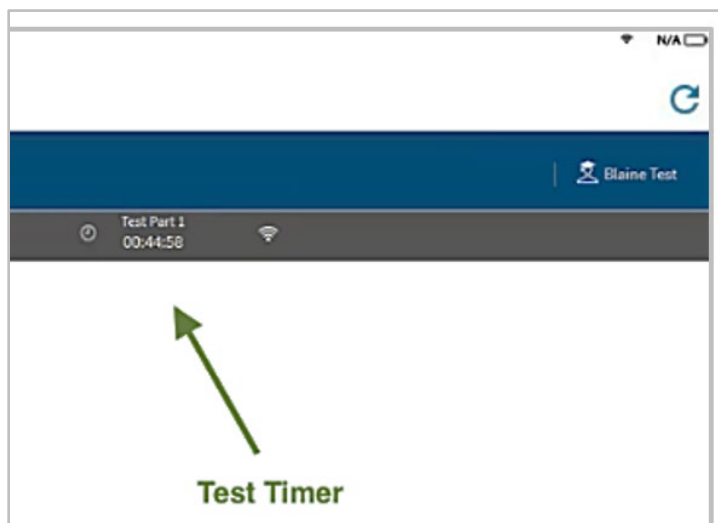
- Select the radio button next to the response you choose.
- Select the **Next** button in the bottom left-hand corner to submit your response and move on to the next question.
- Select the **Previous** button to view the previous question, if needed.



Test Timer

The Test Timer is located at the top right in the upper toolbar.

- This is a countdown timer: It displays the time remaining on the test.
- Each time you move to the next question, the timer pauses briefly while the question loads.



Test Tools

At the bottom of the screen are a number of tools in a toolbar. They're available throughout the test.

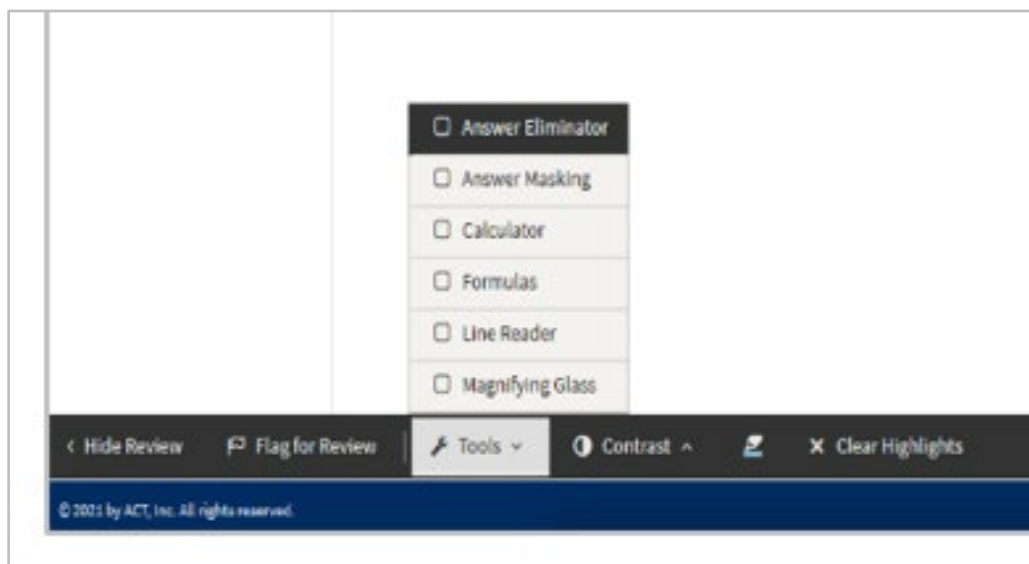
- **Hid Review:** If you select this, the Review Pane on the left side of the screen is hidden (see page 5).
- **Flag for Review:** This tool allows you to mark a question you aren't sure about and would like to look at later in the test.
 - Flagged questions are marked in the Review Pane.
- **Tools:** This dropdown menu includes these tools, among others (see Accessibility Tools below):
 - ***Calculator:*** This in-application calculator is available for Math 1, Math 2, Chemistry, and Physics tests. Note: You may bring your own permitted calculator for these tests also.
 - ***Formulas:*** These provide important formulas and other information for taking the Math 1, Math 2, Chemistry, and Physics tests.
- **Contrast:** This tool allows you to change the color of the text and background to make it easier to read the testing screen.
- **Highlighter:** This tool allows you to highlight key words and phrases while you read a test question. Next to the Highlighter tool icon is the Clear Highlights tool if you need it.



Accessibility Tools

The testing system includes several accessibility tools available for all examinees in the Tools dropdown menu. Here's a description of them:

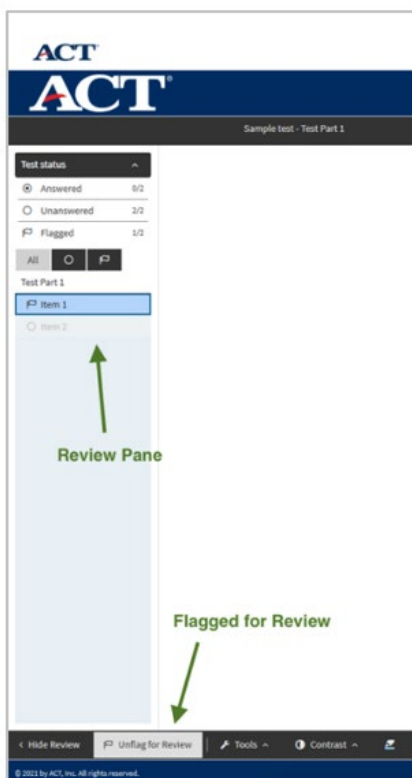
- **Answer Eliminator:** This allows you to “cross out” answers you don’t want.
- **Answer Masking:** This masks all answers except the one you want to see.
- **Line Reader:** This allows you to hide all text in a question except the line you want to read.
 - The Line Reader is moveable: You can adjust the height and width of the area of text that is visible.
- **Magnifying Glass:** This tool increases the size of the text within the magnifying window.
 - The Magnifying Glass is moveable: You can adjust the area you want to magnify as well as increase or decrease the magnification.



Review Pane

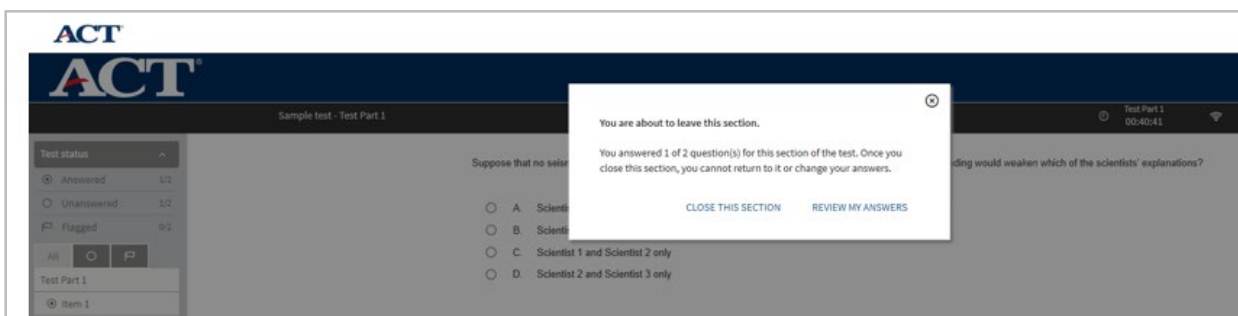
The Review Pane on the left side of the screen helps you keep track of your progress during the test. It allows you to do the following:

- See which questions you've:
 - Viewed
 - Answered
 - Flagged
- Select and view a previous question you've flagged for review.
 - To Unflag for Review, select that option in the toolbar.



Finish and Submit Your Test

- When you select the **Next** button on the last question of the test, a pop-up message is displayed that asks you whether you want to submit your test.
 - If you select the **Close This Section** button, your test is submitted, and you aren't able to review your responses.



- If you have time remaining on your test, you may go back and review your answers.
 - When time expires and you're still testing, the test submits automatically, and you won't be able to review your responses.
- Some tests have two parts. After you submit your responses for part 1 of a test, the directions for part 2 are automatically displayed.
- When you have completed the last question on the test, the option to End Test appears in the lower right corner of the screen. Select **End Test** to submit your test answers.

