

PAPER TESTING REMINDERS

As you prepare to administer the Smarter Balanced paper-pencil assessments, please remember the following:

PreID Labels

A PreID label is the label that you are required to affix to each student's paper answer booklet. A student's name, SSID, and identifying bar code appear on the label. TIDE generates PreID Labels as PDF files that you download with your browser. You can then print the labels using Avery labels (product no. 5663). To request extra Avery labels, please contact the Vermont Smarter Balanced Help Desk.

To print PreID labels:

1. Retrieve the students for which you want to print tickets or labels by following the procedure in the section "Managing Student Information" in the *TIDE User Guide*.
2. Click the column headings to sort the retrieved students in the order by which you want them printed.
3. Do one of the following:
 - Mark the checkboxes for the students you want to print.
 - Mark the checkbox at the top of the table to print tickets or labels for all retrieved students.
4. Click "Print PreID Labels." Your browser will download the generated PDF file.

If you have any questions regarding paper testing or printing PreID labels, please contact the Vermont Smarter Balanced Help Desk.

Vermont Smarter Balanced Help Desk

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