Create 2 Testing Sessions 1 Week Prior Testing  
(ELA & Math Sessions)

1. Login to NWEA with **teach.mapnwea.org** in Google Chrome or Firefox
   * Username: district email
   * Password: you created at first login
2. Click **Manage Test Session** on left side
3. Click **Test My Class**
4. Check box next to all students who will test with you and click **Assign Test**
5. Select the test you will be taking in this session
   * 1st grade:  
     MAP: Math Primary Grades Common Core 2010
   * 2nd – 5th grade:  
     MAP: Math 2-5 Common Core 2010 V2
6. Click **Save Session** button at the bottom
7. Give your test session a name *(example 1st grade: 1231P --   
   example 2nd-5th grade: math3P)*
8. Click **Save and Exit**
9. Create another test session for your reading session by repeating the steps above

10. Click **Manage Test Session** on left side

11. Click **Test My Class**

12. Check box next to students who will test with you & click **Assign Test**

13. Select the test you will be taking in this session

* 1st grade  
  MAP: Reading Primary Grades Common Core 2010 V2
* 2nd -5th grade:  
  MAP: Reading 2-5 Common Core 2010 V2

14. Click **Save Session** button at the bottom

15. Give your test session a name   
 *(example 1st grade: abc1P-- example 2nd-5th grade: ela3P)*

1. Click **Save and Exit**