

# ABT Assessments Preparation Guide



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## 1. Students' registration

- Fill out the forms based on the benchmark you will conduct [here](#).
- Missing data will impact the data analysis.
- The school is responsible for all the data provided.
- Schools need to share the forms to

[Support@abt-assessments.com](mailto:Support@abt-assessments.com)

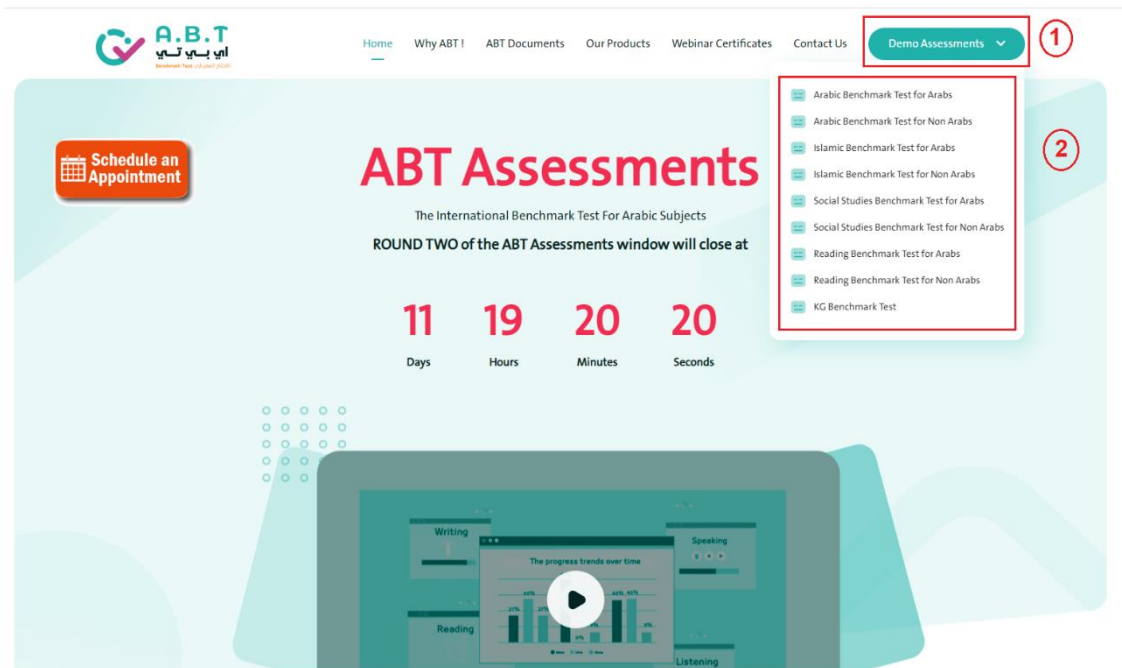
- School will receive the login details within 24 hours.

## 2. Validate the Years of learning Arabic

- This will be for Arabic as an additional language.
- The school **MUST** provide the students with accurate years of learning Arabic.
- ABT will assign the students to conduct ABT assessments based on the years of learning Arabic provided.
- The school must calculate the years of learning Arabic, including the current year.
- There is No Zero for learning Arabic, and the range must be 1-12 Years.

### 3. Demo assessments

- Join [www.ABT-assessments.com](http://www.ABT-assessments.com)
- Select Demo assessments.



- Select the subject from the list
- Direct Login as below.

Student Log in | دخول الطالب


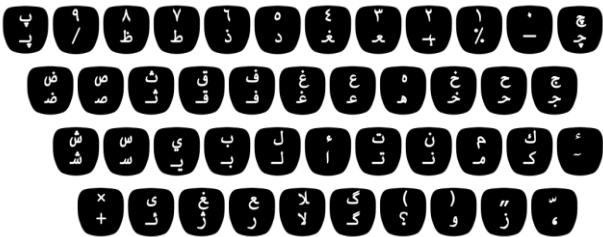

Username - اسم المستخدم

demo-a

تسجيل الدخول - Log in

#### 4. The assessment requirements



- The below requirements are very important.
- All the info (URL, username, password, student info and assessment info) is available in the login cards.
- The assessment works with all devices.
- Last updated Google Chrome / IOS / Android and Windows Version is required.

#	The Requirements	
1	<b>You MUST use Google Chrome as a default browser</b> <b>(Compulsory)</b>	
2	<b>Arabic keyboard</b> <b>There is an online keyboard</b> <b>(Optional)</b>	
3	<b>Headset</b> <b>(Microphone and Headphones)</b> <b>(Compulsory)</b>	

## 5. Login cards and QR codes

- The school will receive two versions of the login details.
- All the information will be included (URL, Student information and username)
- All the cards generated from the ABT system are based on the student's name.
- Every student has one card and one QR code to access the assessment, depending on the device they will use.

	Demo International School Student Login
<hr/>	
URL: <a href="http://www.arabic-uae.com/student/login">www.arabic-uae.com/student/login</a>	
Student Name: Bala Chandra Gande	
Student ID: 600308	
Year: 4A - Nationality: Indian	
Username: <b>bala_2182</b>	

	Demo International School Student Login
<hr/>	
Name: Bala Chandra Gande	
ID: 600308	
Year: 4A - Nationality: Indian	

## 6. Scheduling the assessments

The screenshot shows the A.B.T. dashboard with the 'Scheduling The Assessment' option highlighted in the sidebar. The main interface features a table for scheduling assessments across grades and sections. The table has columns for Grade, Section, Reading, Listening, Writing, and Speaking. The 'Student Section' filter is set to 'Non-arabs'. The 'Save' button is visible in the top right corner.

Grade	Section	Reading	Listening	Writing	Speaking
1	Non-arabs	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
2	Non-arabs	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
3	Non-arabs	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
4	Non-arabs	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
5	Non-arabs	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
6	Non-arabs	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
7	Non-arabs	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
8	Non-arabs	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
9	Non-arabs	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
10	Non-arabs	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
11	Non-arabs	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
12	Non-arabs	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>

### From the school panel

- 1-Select scheduling the assessment.
- 2-Select an academic year.
- 3-Select Arabs / Non-Arabs or Both.
- 4-Select the skill that you want to open or close.


You can close them individually or all together.

### 5-Save

## 7. Writing papers

- If the school selected (Handwriting) option for writing skill, you would need to print out the papers you received from ABT.
- The writing papers are also available to download from the school panel.
- The school need to use the ABT writing format.
- Student information, username and QR code are available in ABT writing paper format.

Writing Answer - اجابة الكتابة




Name: Bala Chandra Gande

ID: KHDA-2011-036-671

Year: 4 • Nationality: India

Username: bala\_2094

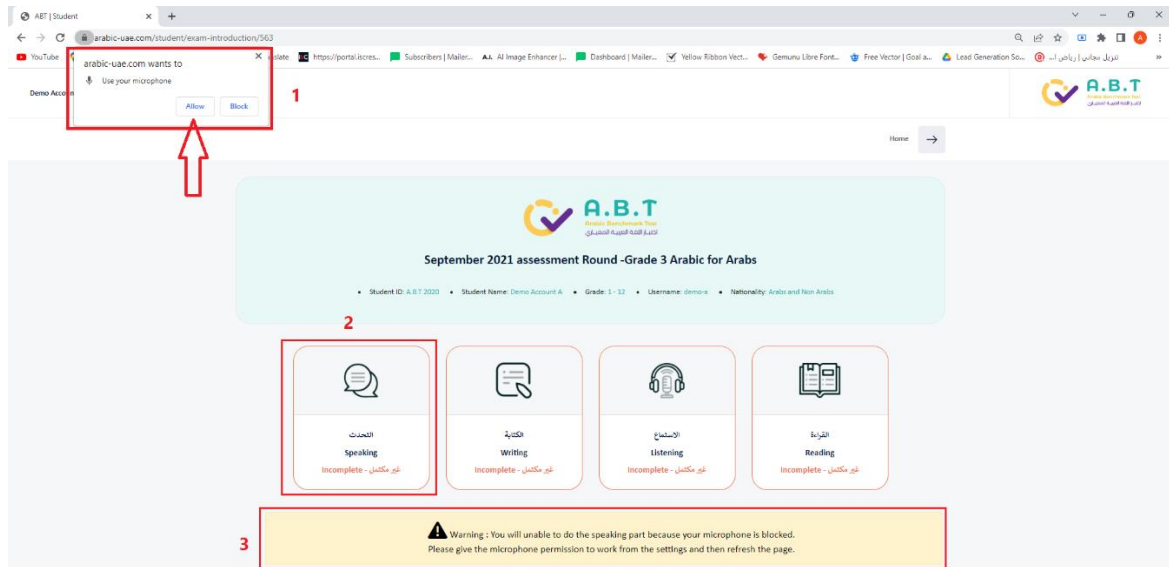


School Logo

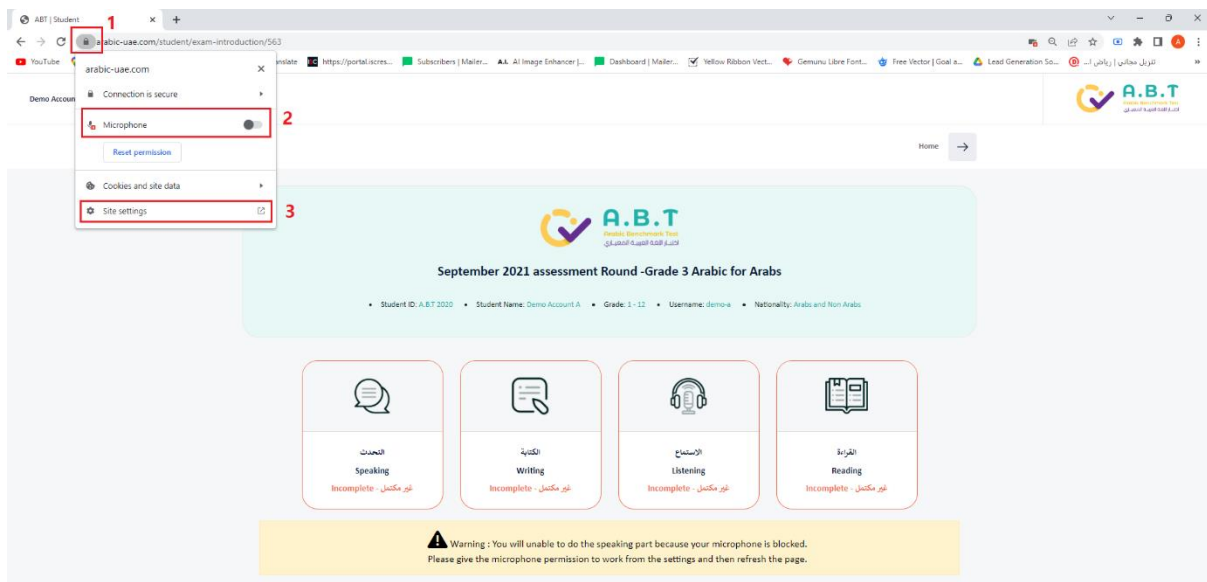
[www.arabic-sae.com/student/login](http://www.arabic-sae.com/student/login)



## 8. Speaking permission

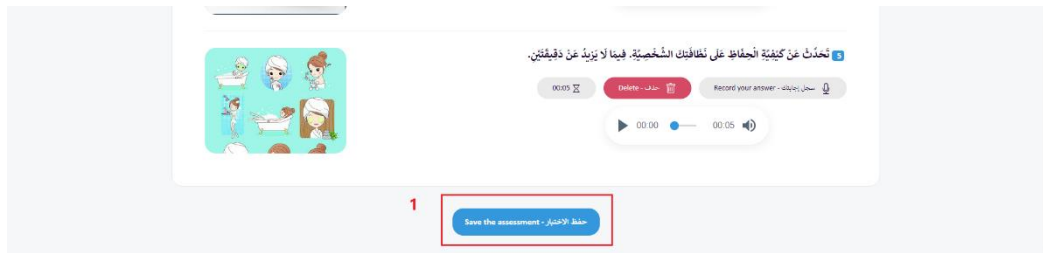


1. For Speaking skill, Students must permit ABT to access the microphone to be able to record their answers.
2. Without allowing a microphone, students cannot access the speaking assessment.
3. If the yellow message still appears, this means the student's microphone is still blocked.

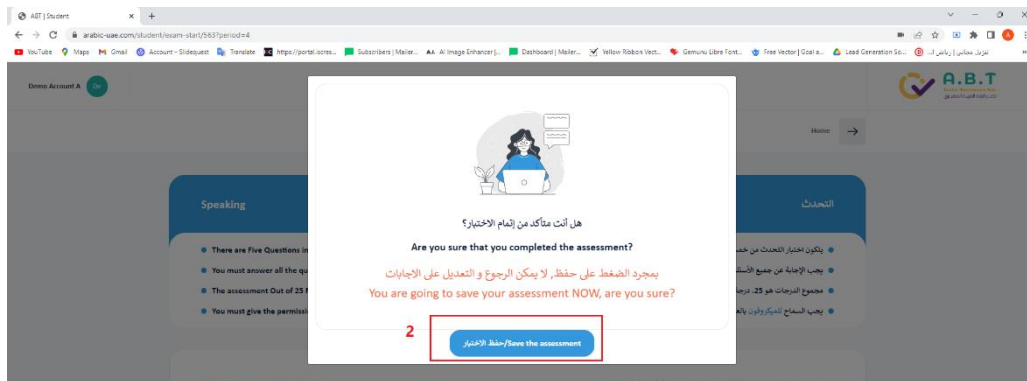


1. Select the black lock in the URL to allow the microphone, as in the above picture.
2. Allow the microphone to record.
3. Otherwise, select this option from the site setting.

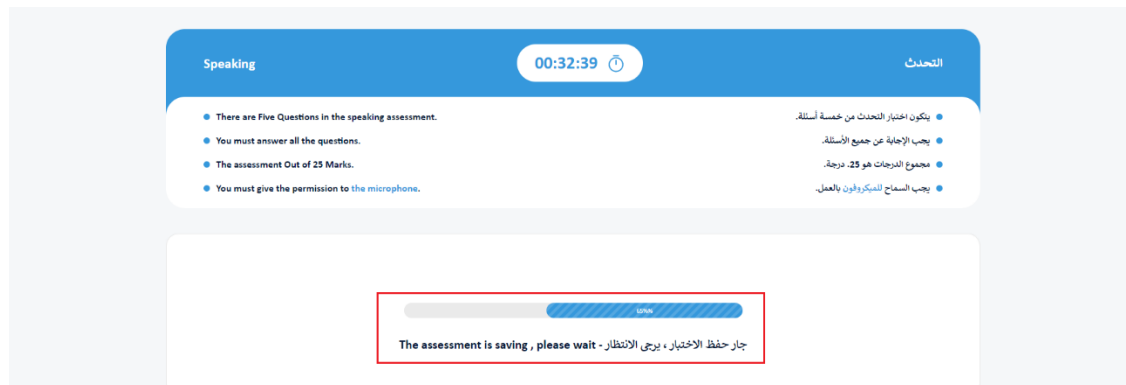
## 9. The assessment submission



1. The student **MUST** save the assessment for each skill.



2. The student **MUST** confirm saving the assessment.



3. Students **MUST** wait till saving is completed 100% otherwise, their answer will not save.

تم حفظ الاختبار بنجاح - The assessment successfully saved

If you are not directed to the home page, you can click [here](#)

إذا لم يتم تحويلك يمكنك الضغط على [الرابط هنا](#)

4. After saving the assessment, the browser will redirect you to the main page.

## 10. Scan & upload the writing papers

- 1- From the school panel, select (Upload the writing papers)
- 2- Select (Filter)
- 3- Select (Upload new file)

- 4- Write the file Name.
- 5- Section included in the file.
- 6- Select Garde
- 7- Upload the file.
- 8- Save

Wait until the uploading is complete.

## **11. New admission registration.**

- The school needs to send the students list for any new students.
- The school must send all the information in the same ABT form.
- All ABT forms are available [here](#)
- The student's list must be sent one day before the assessment.

## **12. The absentees**

- All absent students have permission to do the ABT assessments once they are back if this is within the window time.
- Students are NOT allowed to do ABT at home.
- Students are NOT allowed to do ABT assessments outside schoolwork hours (7:30 am – 4:30 pm).

## 13. Tracking the assessment (Status of the assessments)

The screenshot shows the A.B.T. dashboard with the 'Track The Assessments' menu highlighted. The menu options are:

- 1. Track The Assessments (Selected)
- A. Marking Completed
- B. Completed/Incomplete
- C. Not Started Yet

Other menu items include: Marking Requests, Upload The Writing Papers, Scheduling The Assessment, Students & Marks, and Attainment.

1. Select (Track the assessment) from the school panel.

A. Marking completed (Status showing that the marking was completed for all these students).

B. Completed/Incomplete (Status showing the skills status even if they are completed or still incomplete)

C. Not started Yet (Status showing the student list did not start the ABT assessments yet)

The screenshot shows the 'UNMARKED ASSESSMENTS' section of the A.B.T. dashboard. The section displays progress bars for Reading, Listening, Writing, and Speaking. The progress bars show the number of completed and incomplete assessments, along with the percentage completed.

Progress bars data:

- Reading: Complete : 928 Incomplete : 16 (98.5%)
- Listening: Complete : 910 Incomplete : 34 (96.5%)
- Writing: Complete : 892 Incomplete : 52 (94.4%)
- Speaking: Complete : 854 Incomplete : 90 (90.4%)

Below the progress bars, there is a search and filter section. The search section includes fields for Student name, Student ID, Student ABT-ID, and Academic Year. The filter section includes a dropdown for Assessment. The search and filter buttons are highlighted.

Below the search and filter section, there is a table of unmarked assessments. The table has columns for #, Student, Username, Grade Name, Assessment, Reading, Listening, Writing, Speaking, and Action. The table lists 6 students with their respective assessment details.

#	Student	Username	Grade Name	Assessment	Reading	Listening	Writing	Speaking	Action
1	Student Name	Student74421949@Arabic	Y7.3	February - 2022-2023 - Grade 6 For Arabs	Complete	Complete	Complete	Complete	Attach
2	Student Name	Student74421949@Arabic	Y7.2	February - 2022-2023 - Grade 6 Level B+ - For Non-Arabs	Complete	Complete	Incomplete	Incomplete	Attach
3	Student Name	Student74421949@Arabic	Y7.3	February - 2022-2023 - Grade 6 Level B+ - For Non-Arabs	Complete	Complete	Complete	Complete	Attach
4	Student Name	Student74421949@Arabic	Y7.3	February - 2022-2023 - Grade 6 For Arabs	Complete	Complete	Complete	Complete	Attach
5	Student Name	Student74421949@Arabic	Y7.3	February - 2022-2023 - Grade 6 Level D+ - For Non-Arabs	Complete	Complete	Complete	Complete	Attach
6	Student Name	Student74421949@Arabic	Y7.3	February - 2022-2023 - Grade 6 Level B - For Non-Arabs	Complete	Complete	Complete	Incomplete	Attach

1. Select (Completed/Incomplete) from the school panel

2. Select (Filter)

3. Numbers and percentages of completed/Incomplete are showing.

4. Select an academic year.

5. Search

6. Export the excel sheet

7. You can attach the writing papers individually.

## 14. Marking Request

- The school must submit the marking request after finishing the ABT assessment.
- Marking will finish in 7 workdays.
- The school will receive notifications for the status of the marking.

The screenshot shows the 'ADD MARKING REQUEST' form in the A.B.T. system. The form is titled 'ADD MARKING REQUEST' and includes the following fields and options:




- 1** Marking Requests (selected in the left sidebar)
- 2** Year (dropdown menu)
- 3** Student Section (radio buttons: All, Arabs, Non-arabs)
- 4** The Grades (checkboxes for Grade 1 through Grade 12, all checked)
- 5** Email (text input field)
- 6** Notes (text area)
- 7** I agree with the A.B.T. International school-TEST pledge that all the standardized assessments of A.B.T for the aforementioned classes have been concluded, and can confirm that all students have completed their assessments. We the school also grant A.B.T assessments the permission to grade and correct the assessments starting today. (checkbox, checked)
- 8** Save (button)

- 1- Select (Marking Request) from the school panel.
- 2- Select the academic year.
- 3- Select Arabs/Non-Arabs or Both.
- 4- Select the grade you will request for marking.
- 5- Write the Email address to receive the notifications.
- 6- Write any notes/comments that you need to add.
- 7- Agree on the ABT terms.
- 8- Save/Submit your request.

## 15. Do's and Don'ts

Do's	Don'ts
Make sure the information shared with ABT is accurate and completed.	Refreshing the assessment page during the assessment.
Ensure all the ABT assessment requirements before the assessment.	Starting the ABT assessment without ensuring all the requirements.
Schedule the assessments from the school panel.	Leaving the assessments available from the school panel outside school time.
Make sure the students use only Google chrome as the default browser.	Using another browser like Safari, Microsoft edge ... etc.
A distance of no less than 50 CM must be kept between the students at all the time.	Not Keeping a distance between the students.
Ask the students to save the assessment after they have completed all their answers.	Saving the assessment early before finishing all the answers.
Ensure a strong internet signal and good coverage.	Conducting the assessments in an area with poor internet.
Ask the students to save the assessment after they finish and wait until the save is completed.	Closing the assessment page before the save is completed.

## 16. ABT Support

 	<b>00971503842666</b>	ABT created a WhatsApp group for each school and added the ABT support team.
	 <a href="mailto:Support@abt-assessments.com">Support@abt-assessments.com</a>	