Assessment Information Sheet

Cluster Area (2014-Present): Business Management & Administration

Career Pathway: Entrepreneurship	Students must successfully pass the following three courses in order to sit for the End-of-Pathway Assessment: • 07.44130 Introduction to Business and Technology • 06.41500 Legal Environment of Business • 06.41600 Entrepreneurship
Credentialing Exam:	Entrepreneur Assessment
Testing Agency:	Oklahoma CareerTech Testing Center www.careertechtesting.com
Exam Blueprint & Student Study Guide:	To view the competencies that will be tested on this exam and see the Student Study Guide, go to the following link: http://www.okcareertech.org/educators/assessments-and-testing/testing/study-guides/StudyGuideList_20152016.pdf
Exam Cost:	$15.00 per student
Duration of Exam:	Allow an hour – assessment not timed
Number of Questions:	55 questions
Exam Cut-Score:	70% (39 out of 55 questions)
Test Ordering Information:	Orders will no longer be placed electronically; they will be placed over the phone at 1-800-654-4502. **Please have your PO or school credit card ready before calling and your Site Administrators name and email.** • If you have questions regarding your order, please call **1-800-522-5810 x403.** • A 'Welcome' email will be sent from cttc@careertech.ok.gov 24-48 hours after order is placed with further instructions. If you do not receive an email after 48 hours please call the phone number above before attempting to place a duplicate order. • To ensure you receive the necessary emails to complete the ordering and test site set-up you must add to your school email system the following address: cttc@careertech.ok.gov
Proctoring Guidelines:	**Schools must designate a test site administrator:** • A test site administrator coordinates administration of the assessment at a test site (school). The test site administrator orders the assessment, completes the on-line Testing Agreement, and completes test site setup. • Assists instructors with completing and loading student rosters • Prints and distributes usernames and passwords to students on test day (**Note: Usernames and passwords should never be given to instructors for distribution.**)

	- Assist students with accessing the system on test day. - Prints and distributes Coaching Reports and Certificates. - Provides assistance to instructors and reporting authorities needing to download testing data or print testing-related reports. The test site administrator can proctor the assessment, or he/she can designate other persons to proctor the exam under his/her supervision. For additional information on test site set up, and other testing policies, go to the following link and view the Quick Reference Guide: www.careertechtesting.com
Testing Format:	On-line
Required Computer Software Specifications:	In addition to the list below please go to www.careertechtesting.com and click on 'Tech Specs'. Technical specifications for school lab setting: - PC users must have Internet Explorer 6.0 or above or Mozilla Firefox 1.x. For Mac users, Firefox 1.x or Safari is recommended. - Active Scripting (JavaScript) enabled. - Cookies enabled. NOTE: CareerTech Testing uses cookies for session management only and are deleted when the testing session ends. - Secure Sockets Layer (SSL) encryption supported. - IT staff should ensure that the network security settings allow an unbroken connection to a website without activity for at least 90 minutes.
Test Availability:	Year round availability
Testing Agency Contact:	Name: Kerry Eades, Oklahoma CareerTech Testing Title: Assessment Specialist Telephone: (405) 743-5411 Email: kerry.eades@careertech.ok.gov
GaDOE Contact for Credentialing:	Name: Mamie Hanson Telephone Number: (404) 657-6279 Email: mhanson@doe.k12.ga.us
GaDOE Contact for Curriculum Area:	Name: Delda Hagin Telephone Number: (404) 657-8307 Email: dhagin@doe.k12.ga.us

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