UNI select
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TEST INSTRUCTION MANUAL

ACER

UNISelect Instruction Manual

UNISelect is a test of literacy and numeracy skills. Please follow the information provided in this manual to sit the *UNISelect* test.

GETTING READY

> You are going to do a short assessment of your English and Mathematical skills.
>
> There are 2 tests, an English test and a Maths test. You will do the English test first.
>
> You have 30 minutes for each test. You may not be able to complete the whole test in the time allocated. Just do as much as you can in the time provided.

1. Turn the computer on and open a web browser (e.g. Internet Explorer) on your computer.

2. You are allowed blank paper for your rough work and may use a calculator.

3. As you are sitting a test, you cannot ask for help from anyone.

4. Each test is 30 minutes long.

5. Organise a clock or watch to time yourself.

6. Write the following on a piece of paper:

English Test

Start time: _____   Finish time: _____ (start time + 30mins)

Maths Test

Start time: _____   Finish time: _____ (start time + 30mins)

GETTING STARTED

1. Type in http://uniselect.acer.edu.au
   [You will now have the following page in front of you.]

2. Fill in your **username** and **password**.

3. Click on the **Login** button.

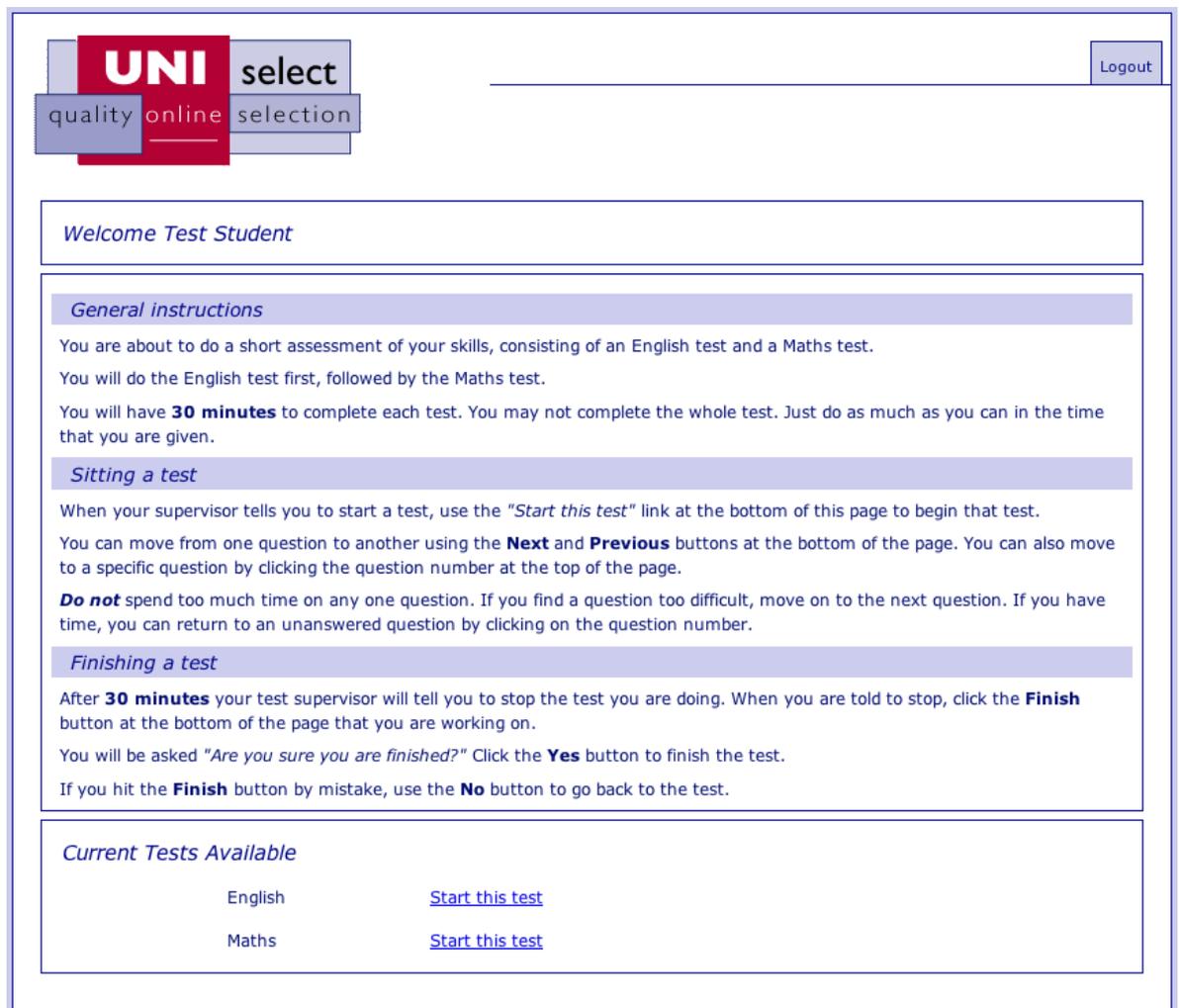**[You will now have the following screen in front of you.]**

4. Fill in your **First Name**, **Last Name**, **Candidate ID** (if you do not have a Candidate ID leave that space blank), **Date of Birth** and **Gender**.

5. Now click on the **Enter Details** button.

[You will now have the following screen in front of you. This is your Home page.]

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Logout

Welcome Test Student

General instructions

You are about to do a short assessment of your skills, consisting of an English test and a Maths test.

You will do the English test first, followed by the Maths test.

You will have **30 minutes** to complete each test. You may not complete the whole test. Just do as much as you can in the time that you are given.

Sitting a test

When your supervisor tells you to start a test, use the *"Start this test"* link at the bottom of this page to begin that test.

You can move from one question to another using the **Next** and **Previous** buttons at the bottom of the page. You can also move to a specific question by clicking the question number at the top of the page.

Do not spend too much time on any one question. If you find a question too difficult, move on to the next question. If you have time, you can return to an unanswered question by clicking on the question number.

Finishing a test

After **30 minutes** your test supervisor will tell you to stop the test you are doing. When you are told to stop, click the **Finish** button at the bottom of the page that you are working on.

You will be asked *"Are you sure you are finished?"* Click the **Yes** button to finish the test.

If you hit the **Finish** button by mistake, use the **No** button to go back to the test.

Current Tests Available

| English | Start this test |
| Maths | Start this test |

NOTE: Please read through the test instructions on the Home page.

Below is a sample of a page showing the Question Numbers, the Next and Previous buttons, and the Finish button. This sample has a Maths question and an English question. These sample questions are not questions in the actual test.

This is what you will see when you have started the test.

Tapirs

1	2	3	4	5
6	7	8	9	10
11	12	13	14	15
16	17	18	19	20
21	22	23	24	25
26	27	28	29	30
31	32	33	34	35
36	37	38	39	40

Tapirs are among the most primitive of the larger animals in the world – they've changed little in 20 million years. Their compact, streamlined bodies easily push through the undergrowth of their forest habitat.

They also are agile climbers. All tapirs have a short flexible trunk (called a **proboscis**), which serves almost like a hand on their face and allows them to selectively pull leaves, shoots and fruits into their mouths.

Unlike the highly social horses, they are basically solitary animals, apart from temporary bonds between mothers and babies, as pictured here.

Today tapirs live only in Malaysia and parts of Central and South America. Until the end of the Ice Age (10,000 years ago), tapirs lived in Europe and North America. They first appeared in South America about 2 million years ago.

Like their rhino cousins, tapirs also are threatened by extinction as human populations spread into and exploit their forest habitats.

Source: Florida Museum of Natural History
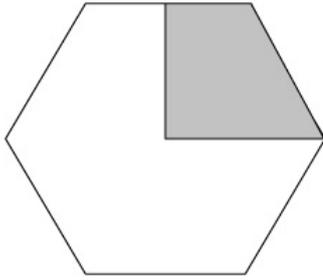http://www.flmnh.ufl.edu/natsci/vertpaleo/fhc/relatives7.htm

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8   Tapirs are described as being among the most primitive of the larger animals in the world because they

   A   only live in a few places.
   B   are solitary animals.
   C   have streamlined bodies.
   D   haven't changed much

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9   Tapirs are threatened with extinction because

   A   their forest homes are being cleared.
   B   they are not able to adapt to climatic changes.
   C   they are cousins to endangered rhinos.
   D   many died out at the end of the Ice Age.

What fraction of this shape is shaded?

- ○ $\dfrac{1}{4}$
- ○ $\dfrac{1}{3}$
- ○ $\dfrac{1}{6}$
- ○ $\dfrac{1}{5}$

Finish   Next

SITTING the TEST

1. Note down the test start time. Write down what time you must finish (+ 30mins)
2. Click on **<u>Start this test</u>** for the English test.
3. After 30 minutes, click on the **Finish** button. (Do not worry if you have not finished.
4. *You will be asked if you have finished. Click the* **Yes** *button.*

[You will see the following screen.]

You will be returned to the Home page screen to start your Maths test. Only the Maths test will now be available.

When you are ready, start the Maths test. Please follow the procedures above for doing the Maths test. **Make sure you write down the Start and Finish times of the Maths test.**

After you have clicked on the **Finish** button for the Maths test and confirmed that you want to finish the test, the following screen will appear on the computer.

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Test Student

You have completed your assessments.

Thank you.

Click on the **Logout** button in the top right hand corner.
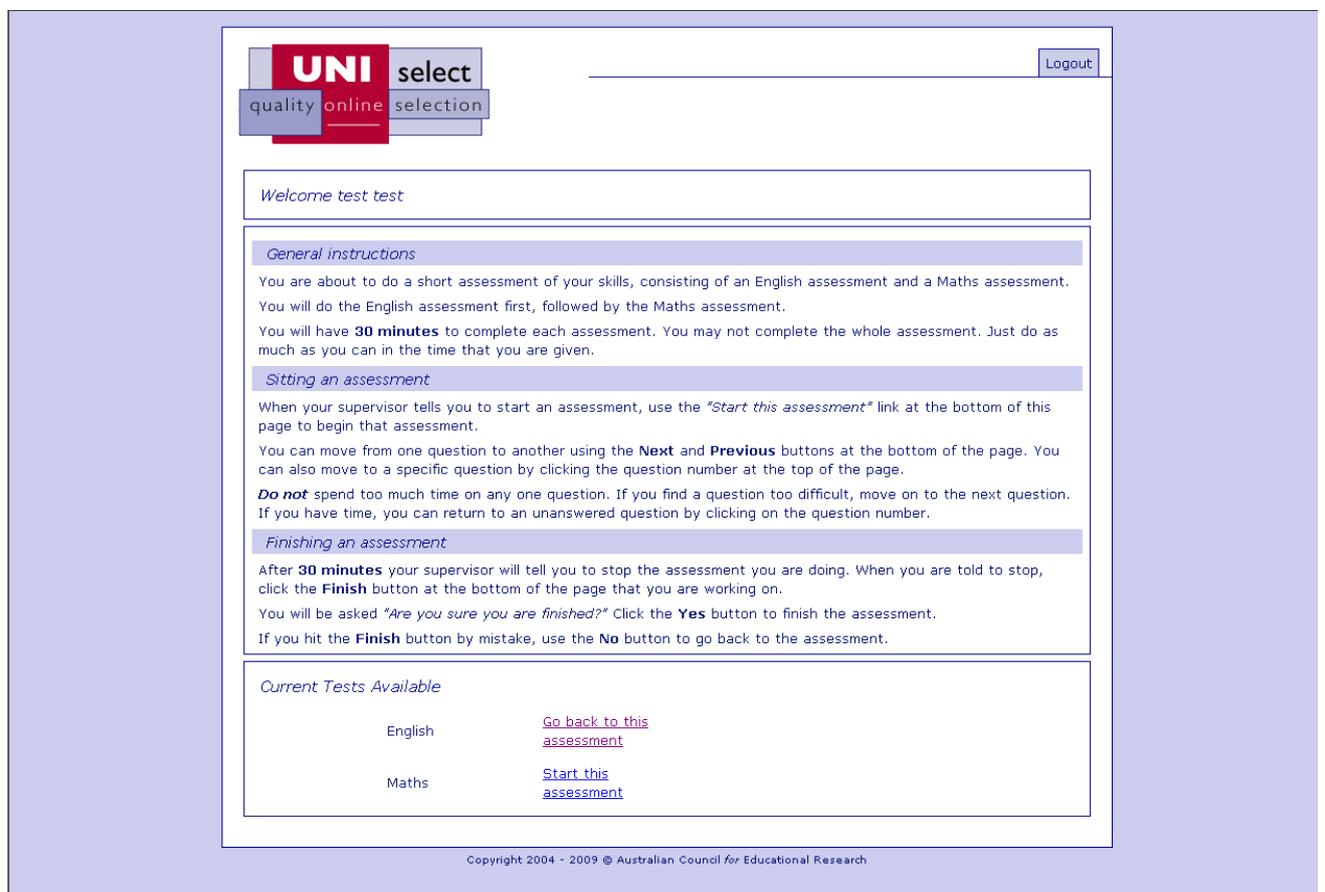
You have now finished the tests.

Dropping Out

If you accidentally log out of the test you can return to the test at any time.

Scenario One

You accidentally click the Home button during the test. You will be returned to your Home page as shown below.

To return to the test click on the link "Go back to this assessment".

You will be taken back to the last question answered before logging out.

Scenario Two

You accidentally close the browser or the computer shuts down unexpectedly.

You will need to re-open the browser again and retype: http://uniselect.acer.edu.au .
Re-enter your username and password and you will be taken back to the last question answered before logging out.

Scenario Three

You press the **Finish** button before completing the test. You can no longer get access to the test (Maths or English) that you have finished. You will need to request a new username and password from the university test administrator.

THE END