

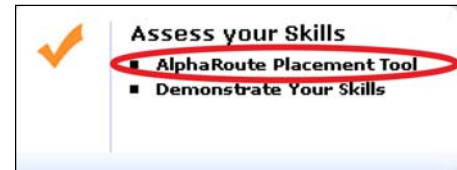
## Module 5: Work through the APT as a learner



### TASK 1: Register yourself as a practice learner

Before working through the AlphaRoute Placement Tool (APT) as a learner would, you first need to register yourself as a practice learner:

- Go to [www.alpharoute.org](http://www.alpharoute.org)
- Log in as a mentor (see [Module 1](#) if you need help with this)
- In the **Assess your Skills** section, click on the **AlphaRoute Placement Tool** link
- Listen to the welcome message and then click **Next**
- Enter your practice learner **User Name** and APT **Centre Code**
- Click on the **Start** button



### User Tip: Learners can hear the modules read aloud

Clicking on the green arrow buttons in the APT will cause the text beside the arrow to be read aloud.



### TASK 2: Complete the Computer Skills Quick Screen

Learners start by completing the **Computer Skills Quick Screen** (CSQS). This mandatory initial assessment of computer skills ensures learners have the basic computer skills needed to successfully work through the APT.

## Step 1: Follow the CSQS instructions

▶ To find out if you have the basic computer skills needed to continue, do this work carefully.  
Use the scroll bar to scroll until you can see the first two questions.

▶ 1. Click on one of the buttons to answer the question.

▶ In school, which class teaches about numbers?

▶  reading  math

▶  writing  gym

▶ 2. Click on "Next" to go to the next question.

Next ▶

▶ 3. Use your keyboard, and copy the following sentence by typing it in the empty box below. Use the same spacing, capital letters and punctuation. Check your work. Fix any errors you made.

▶ Some adults want to try school again, and learn in a new way.

▶ 4. Click the "Next" button to continue.

Next ▶

## Step 2: Understand successful and unsuccessful CSQS attempts

- Successfully attempting the CSQS assessment allows the learner full access to the APT **Instructions** screen and the assessment tool
- A learner who is unsuccessful in attempting the CSQS assessment will be prompted to contact their mentor, so their basic computer skills can be assessed before proceeding further with the APT
- The mentor can override an unsuccessful CSQS result by either correcting the errors in the learner's CSQS while it is still live on the screen, or by going into the assessor's **Student Management Area** and overriding the learner's CSQS score

▶ Instructions

▶ To answer the questions, click on a button or type in a box.

▶ For math, use a pencil and paper if you need to. Then answer on the computer.

▶ Click the **Next** button to go to the next question.

▶ Keep working as far as you can.

▶ Skip any questions you don't understand or can't do.

▶ When you are done, check all your work. Use the **Back** button or the numbers at the bottom of the screen to go back to the questions you have already done.

▶ When you are sure you have completed and checked all the work you are able to do, click the **Finish** button at the bottom of the screen.

▶ You may want to use the audio button even if you can do the reading. But don't. Only use the audio button if you cannot read the words. Using the audio button will change your reading level.

Next ▶

APT -- Web Page Dialog

▶ Please see your assessor about your computer skills before continuing.

OK



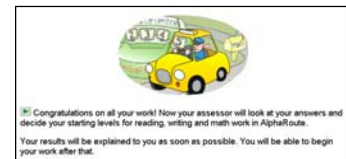
**TASK 3:**  
**Work through the APT as a learner**

Refer to the **Challenge Approach to APT** section in the [Assessor's Guide](#) to become familiar with the APT assessment approach. Once you have gone through the CSQS successfully, you are ready to work through the APT activities as a practice learner:

- After reading the **Instructions** screen, click on the **Next** button to begin
- As you work through the APT, make some deliberate mistakes, use the audio buttons at times, skip some screens, and generally try anything which will generate the range of possible results learners may encounter as they work through the assessment on their own

When working through the APT, learners should be aware that:

- They are encouraged to complete as many activities as they can, before clicking on the **I'm Done** button
- The **I'm Done** button is always accessible at the bottom right of the activity screens
- By clicking on the numbers in the bottom menu, learners are able to jump to any screen in the APT, to review their answers and make changes if they wish
- A final click on the [here](#) link at the bottom of the screen will end the session and record all responses



Click on the **I'm Done** button and then the [here](#) link to end your session. Once you have completed the APT as a practice learner, your work as an assessor can begin. Proceed to **Module 6: Review APT assessment results** to learn more.

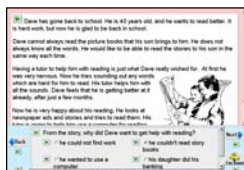


**User Tip:**  
**The various activity levels are colour coded**

To ensure the divisions between activity levels do not intimidate learners, there are no identifying level markers or question numbers in the APT. However, for the assessors' convenience, the different levels are identifiable by their colour-coded backgrounds.



Level 1: yellow



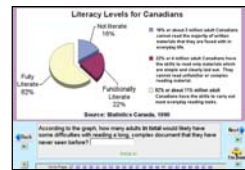
Level 2: pink



Level 3: green



Level 4: blue



Level 5: purple



**Have any questions?**

Call Ian de Souza at 1-800-788-1120 extension 129 or email your questions to [arsupport@alphaplus.ca](mailto:arsupport@alphaplus.ca).