



Student Experience Training Manual

This guide is designed to help students quickly get started with the Tutoring Program. It provides step-by-step instructions for accessing exams, taking tests, and utilizing support resources.

Within FocalPoint, students will follow these steps:

Step 1: Receive Your Login

- To access FocalPoint, visit <https://lms.backpack.education>
(You may want to bookmark this URL)
- There you will login with your username and password.

PLEASE LOGIN TO APP

By logging in to this confidential site, you are acknowledging that you understand and will comply with the requirements to protect confidential student data under the **Family Educational Rights and Privacy Act (FERPA)**. You are further agreeing to responsibly use the data for the benefit of the students for whom you have a legitimate educational interest.

Username

Password

Login

[Forgot password](#)

Remember my login

FOCALPOINT K12

Contact Us : 866-377-4265
EMail : support@FocalPointK12.com

- You will be receiving your username and password from either your Test Coordinator (TC) or from your Tutor.

Step 2: Access the Enrollment Page

- When you log in, you will see the enrollment page.
- This page displays all the tests you are registered for. You will have a tile for your pre-test at the beginning of the tutoring session and, when it is time, you will have a tile for your post-test.

The screenshot shows the 'Examinations' page in the FocalPoint FP Examcenter. The page has a teal header with the FocalPoint logo and 'FP Examcenter'. On the left, there is a user profile for 'EO' (Examtaker 01 FPSummative) with a navigation menu containing 'Examinations' and 'Help'. The main content area is titled 'Examinations' and features a search bar. Below the search bar are three exam tiles:

- Summative Exam 1 - Math 5**: Test Date: Sep 4, 2024 - Dec 30, 2024; Status: Not Started
- Summative Exam 1 - New Test Demo**: Test Date: Mar 21, 2025 - Mar 27, 2025; Status: Not Started
- Summative Exam 1 - ELA 5**: Test Date: Sep 4, 2024 - Dec 31, 2024; Status: Completed

Step 3: Explore Your Test Registrations

- Each test tile displays key details about your test, including the title, date, and status.
- If a test is marked "**Not Started**," it means you haven't begun the test yet.

The screenshot shows a test registration card for 'Session 01 3MATH Pre-Test'. The card displays the following information:

- Time Slot**: Oct 21, 2023 7:59PM-8:30PM
- Start Date**: Oct 21, 2023
- End Date**: Oct 31, 2023
- School 01**: 1151 S Forest Ave, Tempe Arizona AZ 85281, +1 855-278-5080
- Status**: Not Started
- Launch** button

Step 4: Launch the Test

- Click the "Launch" button to begin the test.

Session 01 3ELA Pre-Test Time Slot : Oct 21,2023 11:00PM-11:55PM

Start Date **End Date**
Oct 21,2023 Oct 31,2023

School 01 **Status**
1151 S Forest Ave Not Started Launch
Tempe Arizona AZ 85281
+1 855-278-5080

- If the button is grayed out; it means that your Tutor hasn't activated the test. This ensures you take the test at the right time.

Step 5: Start the Test

- When your test is ready, click the launch button.
- You'll be presented with test instructions.
- After reading the instructions you can begin the test.



oct21 Arizonaexamtaker

Session 01 - 4ELA Pre-Test

Instructions:

1. Total duration of the test is 30 minutes.
2. There will be 25 questions in the test.
3. The total points for the test is 39.
4. No points are awarded or deducted for answers that are not selected.

BEGIN TEST

You're now ready to take your tests! If you have any questions or need assistance, please ask your tutor or refer to our support resources. As a reminder, you can:

- Visit the [Help Center](#) from the [Help](#) menu in FocalPoint.
- Call: 866.377.4265
- Email: Support@focalpointk12.com

Good luck with your exams!