



## PLACEMENT TEST INSTRUCTIONS

### Intensive English Program English Language Studies and International Programs

Prior to starting the Intensive English Program (IEP) a placement test determines the English proficiency level of students. Upon completing the placement test, students are placed in the level best suited to their English ability. This test is available 24 hours after activating your UMnetID.

**The test is entirely internet-based. Please complete it before arrival at the University of Manitoba.**

The total time required to take the test is approximately two hours. The test has three parts:

		<b>Maximum Time</b>
Part I	Practice Test	12 minutes
Part II	Placement Test (Grammar, Reading, and Listening)	75 minutes
Part III	Placement Test (Writing)	30 minutes

You must complete all three parts in **one sitting**. The time clock will continue to run if you exit the test at any time.

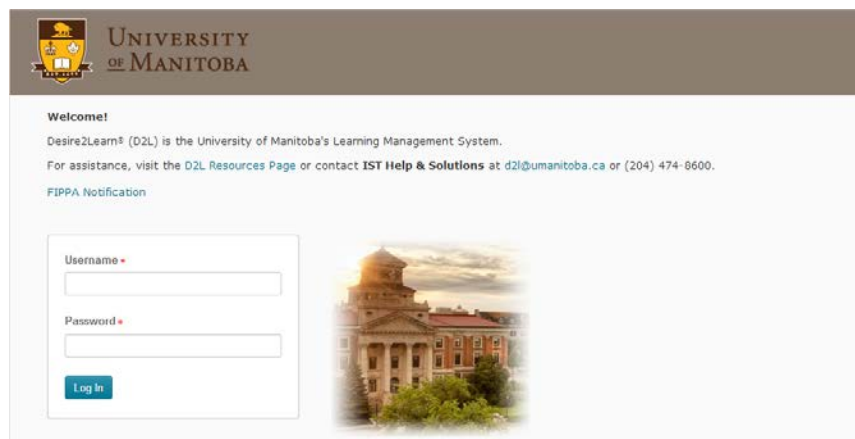
**This test will not count towards your grade. Each student must take the test on his/her own. The use of dictionaries, seeking help from another person, or any other form of assistance is not permitted.**

#### Before you take the test:

You must create your UMnetID, and then **wait 24 hours** to take the placement test. If you do not have your UMnetID, go to <http://umanitoba.ca/computing/ist/accounts/claimid.html>.

#### Instructions to take the test:

1. Be sure that your device supports Adobe Flash Player. To install or update, please visit [get.adobe.com/flashplayer](http://get.adobe.com/flashplayer). **To take the test, it is recommended that you use [Internet Explorer](#).**
2. In your internet browser, go to [umanitoba.desire2learn.com](http://umanitoba.desire2learn.com). The following page should open.





- Before you login, [click here for a System Check](#). The following page should open in a new tab.

**System Check**

The following checks ensure that your browser is properly configured to use the system.

✔ All checks passed!

**Critical System Checks**

- ✔ JavaScript  
Pass - Your web browser supports JavaScript.
- ✔ Cookies  
Pass - Cookies are enabled in your browser.

**Non-critical System Checks**

- ✔ Browser  
Pass - Your browser is fully supported.
- ✔ Flash  
Pass - Your browser has a compatible Adobe Flash plug-in.
- ✔ Display  
Pass - Your screen resolution meets the recommended 1,024 by 768 pixels.
- ✔ Rich Content Editing  
Pass - Your browser supports rich content editing.

If your browser passes the required System Checks, close the tab and continue to #4. If it does not, you may need to adjust your browser settings.

- Back at the login page, type in your username and password. Click “Log In.”

**Username \***

**Password \***

**Log In**

This is your UMnetID.

This is the password you created with your UMnetID.



- Once you have logged in, you will arrive at your Desire2Learn (D2L) home screen.

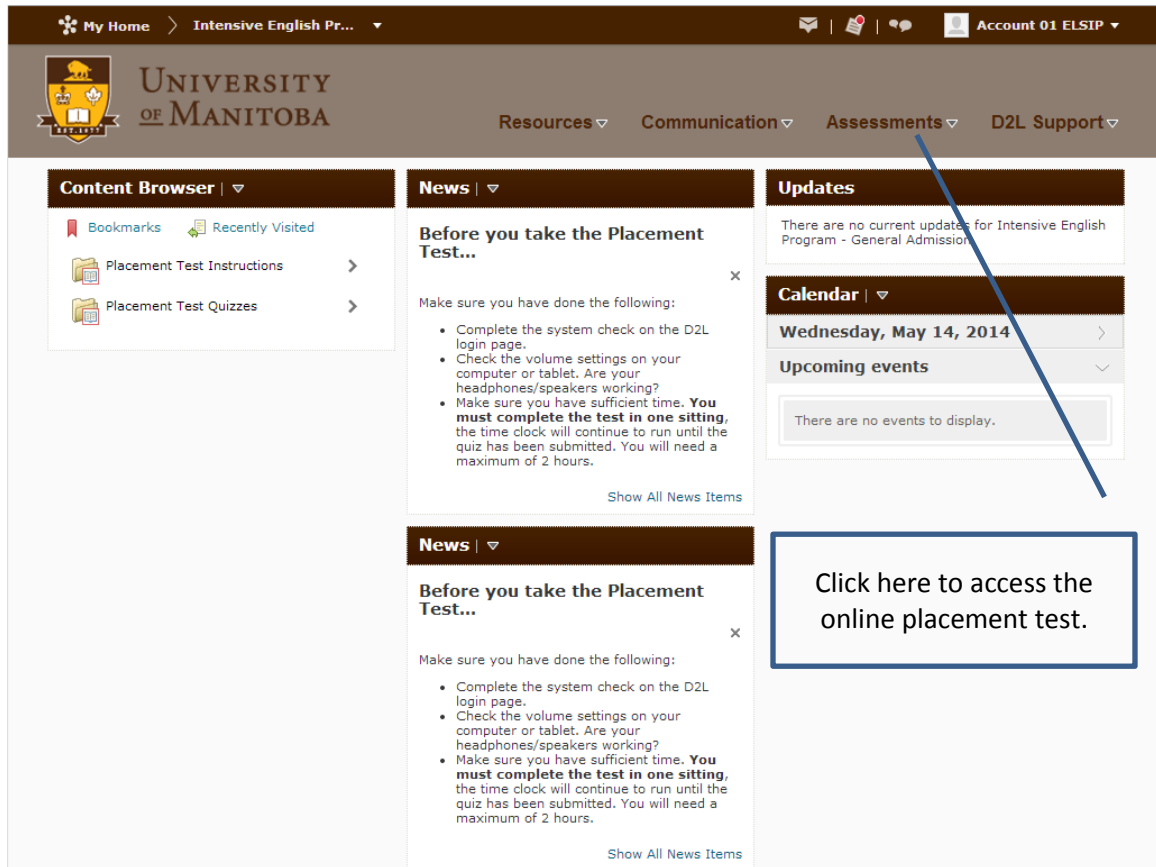
From the home screen you can access your courses, update your profile, change your preferences, etc.

- On the home screen, you will find the box “My Courses.” Click on the course link that says “IEP-02##-E## - Placement Test.”

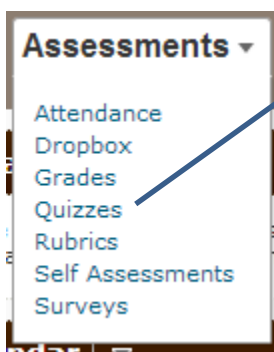
The online placement test is found in this course.



7. You will arrive at the IEP Placement Test home page. In the navigation bar, click “Assessments.”



8. A dropdown will appear. Select “Quizzes.”



Click here to access the online placement test.



9. On this page you will find the quiz list. Click on “Part I - Practice Test.”

My Home > Intensive English Pr... Account 01 ELSIP

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### Quiz List Help

Current Quizzes	Attempts
Part I - Practice Test always	0 / 10
Part II - Placement Test (Grammar, Reading, and Listening) always	0 / 1
Part III - Placement Test (Writing) always	0 / 1

Begin with Part I. This quiz will not count towards your final score.

10. Read the quiz details and instructions. Click on “Start Quiz!”

My Home > Intensive English Pr... Account 01 ELSIP

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Quiz List > Summary

### Summary - Part I - Practice Test

**Description**  
Carefully read the instructions for each section. Questions are formatted as multiple choice or fill-in-the-blanks. You must score 7/9 before moving on to Part 2. [No points]

**Quiz Details**

**Current Time**  
2:33 PM Update

**Current User**  
Account 01 ELSIP (username: elsip01)

**Quiz Period**  
always

**Time Allowed**  
12

**Attempts**  
Allowed - 10, Completed - 0

**Instructions**  
You can "Save" your response to each question as you work through the quiz. When you navigate to the Next Page or Previous Page, all your responses on the current page will be automatically saved.  
Before you submit the quiz, you will have the opportunity to return to questions that you may have missed or have not yet answered. You can submit your quiz responses past the time period allocated for taking this quiz but doing so will result in a score of zero being assigned. A non-zero score can be manually reassigned at a later time.  
When you have finished reviewing these instructions, click on "Start Quiz" to begin Attempt 1.  
**Note:** Your quiz may take a few minutes to be set up.  
**The timer will not begin until after the set up process is finished.**

**Start Quiz!**

When you are ready to begin, click here.

[Note: Each quiz has a time limit; the clock will continue to count if you exit the quiz at any time. Be sure to complete all quizzes in one sitting.]



- 11. Complete all answers to the quiz. When you have finished, click on "Save All Responses." Then click on "Go To Submit Quiz."

When you are finished, save your responses.

Submit the quiz after you have saved all responses.

On the next page, click on "Submit Quiz."

Submit your responses to complete the quiz.

- 12. If you are satisfied with your Practice Test score, go on to "Part II - Placement Test (Grammar, Reading, and Listening)."

Current Quizzes	Attempts
Part I - Practice Test always	0 / 10
Part II - Placement Test (Grammar, Reading, and Listening) always	0 / 1
Part III - Placement Test (Writing) always	0 / 1

Follow step #10 and #11 to start and complete Part II.

Click here to start the Grammar, Reading, and Listening test.

- 13. When you have finished Part II, return to the Quiz List and Select "Part III – Placement Test (Writing)." Follow step #10 and #11 to complete Part III.

Click here to start the Writing test.



14. If you notice a red star next to any quiz, enter the quiz and click “Go To Submit” and “Submit Quiz.” When you have submitted the quiz, our office will be automatically notified by email.

Current Quizzes	Attempts
Part I - Practice Test always	1* / 10
Part II - Placement Test (Grammar, Reading, and Listening) always	0 / 1
Part III - Placement Test (Writing) always	0 / 1

\* You have an attempt in progress

Click on the quiz name to submit your responses.

Results of the online placement test will be provided at the orientation day.

If you have questions or experience difficulties during the placement test, please contact:

**Ms. Janine Guinn**

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Best of luck!