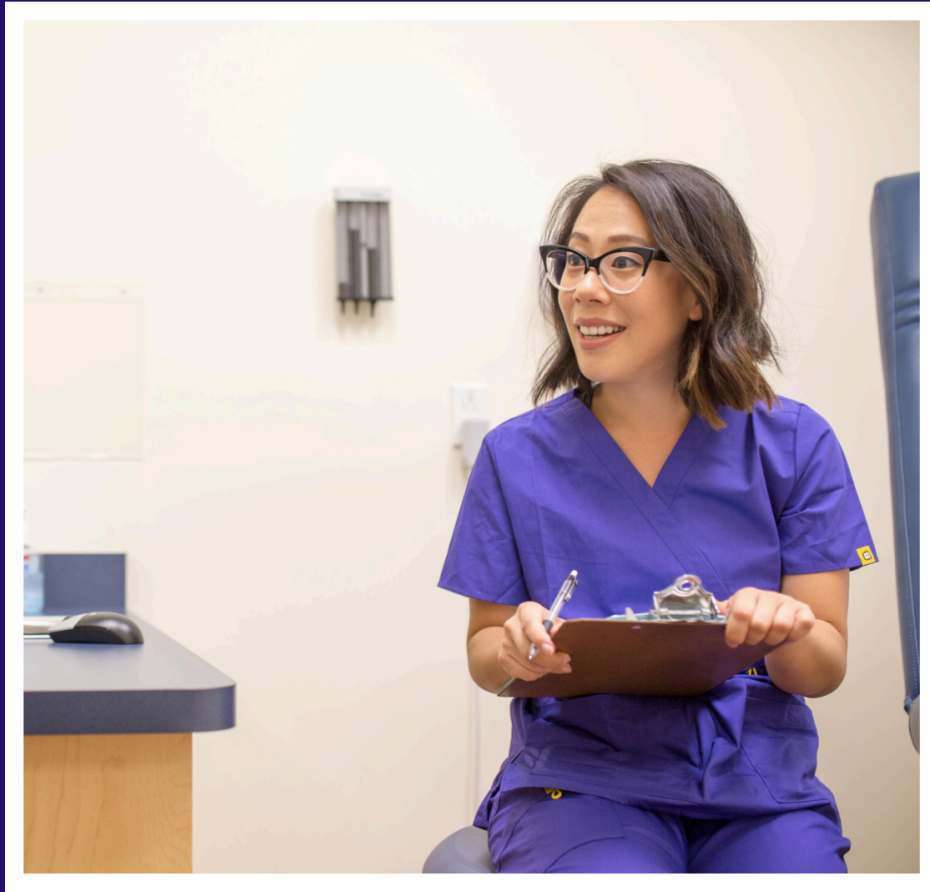




NURSING PROGRAM FACULTY MANUAL

Urgent Faculty Support: (866) 920-6311

Last Updated: 6/17/25

Using Your Faculty Manual



This guide is intended to help you, **our valued faculty partner**, get the most out of your Kaplan Integrated Testing Program.

Here you'll find information on all of your resources, including testing and remediation, reporting, and our NCLEX® review services and materials, best practices, Kaplan research, and white papers. You'll also learn how to get started with your access and who to contact for assistance.

Need Immediate Assistance?

Your **Educator Portal** homepage provides you all the information you need to get in touch with the right contact to support you. We have Support Representatives available by phone (866-920-6311) and chat to provide real-time urgent assistance with technical issues.

Table of Contents

Click the specific section or page title you'd like to directly navigate to.

Kaplan's Program

- [Program Overview](#)
- [Your Support Team](#)
- [Accessibility & Accommodations](#)
- [Skills Demonstration Videos](#)
- [DxR Mid-Fidelity Simulations \(RN\)](#)
- [NCLEX® Prep](#)
- [Nursing School Success Tutorials](#)
- [Channel & Flashcards](#)

Operational Support

- [Rosters](#)
- [Secure Testing Tools](#)
- [Kaplan RN Curriculum Map](#)
- [Kaplan PN Curriculum Map](#)

Testing Information

- [Nursing Admissions Test](#)
- [Integrated Testing](#)
- [Focused Review Testing](#)
- [Test Blueprints and Statistics](#)

Helpful Links

- [RN NCLEX Resource Guide](#)
- [PN NCLEX Resource Guide](#)
- [Technical Requirements](#)

Program Overview



About the Program

The Kaplan Nursing Integrated Testing Program consists of a series of online testing and remediation resources designed to evaluate and remediate the nursing knowledge of students in an undergraduate pre-licensure program.

Supporting Outcomes

Testing results enable nursing school faculty to:

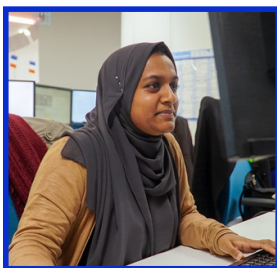
- Identify at-risk students in real time
- Evaluate course outcomes to identify gaps
- Assess and evaluate program outcomes



Academic Integrity

The security, validity, and reliability of our exams are of utmost importance to Kaplan. When students and faculty first sign into Kaplan, they are asked to read our “Enrollment Agreement” and agree to them before continuing. Neither students nor faculty may post or copy and paste any Kaplan material without consent from Kaplan.

Your Support Team



Faculty Support Line

Our Faculty Support representatives are available for urgent assistance via phone (866-920-6311) or chat through your Educator Portal.



Client Success Manager

Your Client Success Manager is your strategic, day-to-day partner and can help you plan for success and connect you with Kaplan capabilities.



Nursing Educator Consultant

Your Nurse Educator Consultant can assist you with academic support, including curriculum mapping and faculty training.

Accommodations

Accessibility

Kaplan is committed to making web-based, electronic content accessible to all people who use the site, including those with disabilities. We strive to make our site an equal experience for everyone, as well as providing reasonable accommodations to allow qualified individuals the opportunity to participate in programs and services. Students, faculty, and Administrators who have questions are encouraged to contact our Accessibility Coordinator at accessibility@kaplan.com. For more information on Kaplan's commitment to accessibility, please visit our [accessibility statement](#).

ADA Testing Instructions

When a student is approved for extended timing accommodation, the tests will be untimed. Before beginning a test, the student should see an "UNTIMED" stamp next to scheduled Integrated tests, Focused Review tests, and NCLEX prep resources. If the student sees a "TIMED" stamp, they should NOT begin the test and alert the proctor that the student is not receiving extended time. *Please note that a timing accommodation affects all future Integrated tests for marked students. The time adjustment only has to be made once. There is no need to designate again for future tests.*

- Once the test starts, the student should NOT see a timer.
- If the student sees a timer when beginning the exam, the student should end the test immediately because the student is not receiving extended timing.
- Since an extended timing accommodation makes tests untimed, it is up to the proctor to ensure the student receives the correct amount of time based on their specific accommodations.
- The proctor should actively monitor the timing for each student and be aware of the student's official accommodations.
- Kaplan videos are captioned.

Rosters & Student Access



Cohort Rosters

All students who are enrolled in our program are activated by the submission of cohort rosters submitted by their school. The rosters classify students into cohorts by month and year of graduation.

Initial Roster

Your school should submit an initial student roster using our [New Class Roster Sheet](#) at least 10 business days prior to the requested access start date. Kaplan will activate the student accounts based on the information in the New Class Roster Sheet within 10 business days of receipt of the form.

Student Access

As students are entered into the Kaplan system, they are e-mailed a username and password that provides them with access to all the resources they will utilize in conjunction with the Kaplan program. Students cannot access program materials until after the roster is received and processed by Kaplan.

Roster Changes

Roster changes should be done through the “Manage Cohorts” section on the faculty site. Newly added students cannot access program materials until after the roster is received and processed by Kaplan.

Nursing Admissions Test



The Kaplan Nursing Admissions Test evaluates the basic skills of students who have already been admitted to the nursing program. The Nursing Admissions Test evaluates students' reading, math, writing, critical thinking, and science knowledge. If you would like access to this test, please contact your support team (found on your Educator Portal Homepage) for sign-in information and an orientation.

Integrated Tests

Integrated Tests are secure assessments administered by nursing faculty under proctored conditions. Security features include Kaplan LockDown Browser/Respondus, password protection, and faculty attendance. All tests require live/in-person or Kaplan-approved remote proctoring, with faculty monitoring the test experience.

Purpose & Development

Integrated Tests benchmark student progress throughout nursing school, covering key concepts and major topics from a basic nursing curriculum. These tests assess students' ability to apply the nursing process, including critical thinking and nursing judgment, to client needs and situations, providing feedback on recall, understanding, priority-setting, and judgment.

Developed by the Kaplan Content Team, each test undergoes rigorous review by a panel of nursing faculty. This ensures items accurately reflect course content and align with a basic nursing curriculum leading to licensure, with adjustments made as needed.

Research

To ensure effectiveness as evaluation tools, Kaplan Nursing conducts research studies to determine test reliability and validity. These studies involve administering RN Integrated Tests to ADN/BSN students and PN Integrated Tests to practical/vocational nursing students across geographically diverse schools.

Designed for evaluation, not teaching, Integrated Tests do not provide traditional correct/incorrect answer explanations. Instead, detailed remediation explanations are provided for each question to guide student learning.

Integrated Tests

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Outcomes & Fair Testing Standards

Repeat analysis confirms that Integrated Test results are stable and reliable instruments, continuously monitored for quality and updated on a continuous cycle. These tests assist faculty and administrators in ascertaining student strengths and weaknesses in recalling and applying nursing knowledge in clinical situations, and in applying critical thinking and clinical judgment skills. Test results help faculty identify knowledge and learning deficits in specific content areas at the end of the program.

In accordance with industry's Fair Testing standards, Kaplan Nursing recommends that Integrated Tests not be used as the sole criteria for progression or graduation from a nursing program. They should be considered one of several indicators of student accomplishment, and Kaplan Best Practices for Grading and Remediation are recommended.

Test Interface

The test interface mirrors that of the NCLEX-RN® and PN exams, providing students with a question stem, answer choices, a pop-up calculator, and a countdown clock. Students maintain forward progress, unable to revisit questions, advancing by selecting "Next" and concluding the test with the "Quit" tab.



Integrated Tests

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Integrated Test Features

- Secure Environment: Administered under strict proctored conditions (live in-person or Kaplan-approved remote service).
- Faculty-Scheduled & Monitored: Scheduling is managed by faculty, with test windows up to 8 hours (though test allotment time is recommended).
- Targeted Remediation: Provides topical content for remediation; does not display question-and-answer explanations to maintain test security and assess higher-level application of knowledge.
- Test Length & Duration: Allot approximately 72 seconds per question, with most exams taking 90-102 minutes, and Predictors potentially exceeding 3.5 hours.
- Forward Progression Only: Students advance through the test sequentially and cannot return to previously answered questions; each question must be answered to proceed.
- Automated Submission: Tests automatically submit upon time completion.

Comprehensive Item Types:

Integrated Tests incorporate a diverse range of question formats to thoroughly assess nursing competencies, including:

- Four-option, multiple-choice
- Multiple-response (select all that apply)
- Fill-in-the-blank (math/numeric entry)
- Hot-spot
- Ordered-response
- Case base (case study)
- Standalone items (bow-tie, trend)
- Matrix multiple choice
- Multiple response (# of items)
- Multiple response grouping
- Drop-Down (cloze, rationale)
- Drag and Drop (cloze, rationale)
- Highlight (text, table)

Secure Testing

Kaplan's Integrated Tests are administered in a highly secure environment to ensure the integrity of the evaluation process. This includes strict proctored conditions, either live in-person or via a Kaplan-designated, approved remote proctoring service.

Respondus LockDown Browser

Kaplan LockDown Browser is mandatory for use of Integrated Tests. The browser will prevent students from navigating away from or taking screenshots during Integrated Tests. Please view our [Technical Requirements](#) document for device-specific instructions for downloading.

In Person Proctoring

Faculty actively ensure the security and integrity of the testing experience by monitoring all in person testing sessions. View our [Faculty Proctoring](#) and [Student Testing](#) Guides.

Remote Proctoring

Secure tests can be administered through a Kaplan-designated, approved remote proctoring service, providing a flexible yet secure testing environment. This ensures that all security features are maintained and the integrity of the test experience is monitored by nursing faculty, even when not in a physical classroom. Please view our [Technical Requirements](#) document for device-specific instructions for remote proctoring.

Focused Review Tests

Focused Review Tests are unsecure, non-proctored practice tests available to students 24/7 for on-demand content review and topical retesting. Designed for coaching, these tests provide comprehensive remediation, including rationales for all answers and alternative question wording, accessible from any device to enhance comprehension and reinforce learning.

Purpose & Development

These non-proctored practice tests offer on-demand content review by body system, enabling topical retesting. Designed for coaching, they provide rationales for all answers, comprehensive content remediation, and "Plain English for Nursing" — alternate question wording available during remediation to enhance comprehension.

Key Operational Features

- Unsecured & Flexible: Available 24/7, no scheduling required, unlimited repetitions.
- Detailed Remediation: Includes Q&A, rationales (correct/distractors), in-depth content remediation, and alternate question wording.
- Structure: Each RN test contains 30 questions, each PN test contains 10-15 questions.
- Convenient: Available from the student homepage on any internet-enabled computer or mobile device.

Remediation

After completion of a test, students receive rationales for all answers and comprehensive content remediation (brief overview, nursing/interdisciplinary focus, medical management). Video remediation is also available for most topics.

Test Blueprints & Statistics

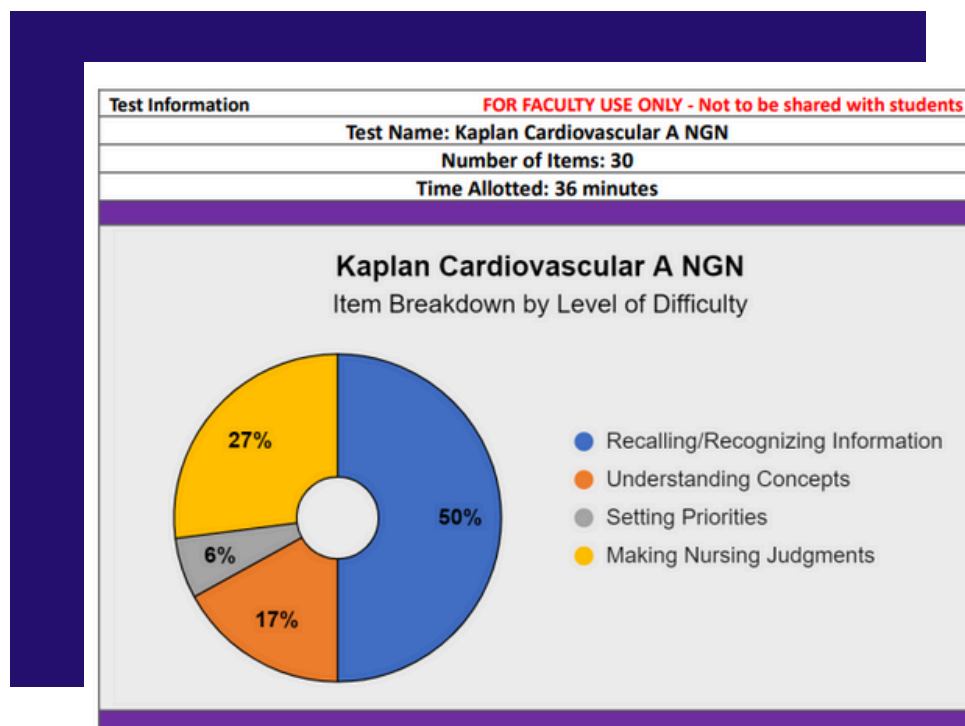
All test blueprints are for faculty use ONLY.

Using Blueprints

Faculty are responsible for establishing specific score requirements and thresholds for their classes and cohorts, utilizing Kaplan's comprehensive statistical reports, best practice recommendations, and individual course reports. The 'at-risk' flags within Kaplan faculty reports serve as a quick visual indicator, highlighting student performance at or just above the 50th percentile rank of the norm group to identify those who may benefit from additional support. It is important to note that Kaplan Nursing is not responsible for classroom grading or the systematic evaluation plan (SEP).

Blueprint Links

Access the most up-to-date blueprints [here](#). Kaplan Nursing is dedicated to update blueprints and statistics with changes and on a planned 3 year cycle as applicable. Note: blueprints for Integrated Tests are linked to the test itself and can also be viewed during the Integrated Test scheduling process.



Sample Blueprint Image

Clinical Resources

Skills Demonstration Videos

Clinical Skills Videos give students a preview of the skills taught in lab/clinical or may be used to reinforce basic nursing techniques after class. The 23 featured videos were created by a nursing instructor as a free student resource through the Open RN Nursing Skills Open Educational Resources (OER) textbook, funded by a HEERF grant.

Kaplan does not endorse or sponsor this content. The inclusion of this content within our materials is used for educational and informational/illustrative purposes only and does not imply official endorsement by OpenRN or the CC BY 4.0 license. One video was developed by Payne Bolton School of Nursing at Case Western (Oxygen via Bag Valve Mask).

Access to additional skills video libraries that include Nursing (RN/LPN/LVN) and Essential Nursing Skills videos can be found on the associated links located on the study plan.

Skills Demonstration Video List

- Administering Oxygen
- Applying Sterile Gloves
- Ambulation From a Wheelchair
- Ambulatory Assistive Devices
- Assessing Blood Pressure
- Back Rub
- Bed Bath
- Enteral Nutrition Administration
- Enteral Tube Medication Administration
- Hand Hygiene with Alcohol Based Hand Sanitizer
- Hand Hygiene with Soap and Water
- Making an Occupied Bed
- Making an Unoccupied Bed
- Male Indwelling (Foley) Catheter Insertion
- Nasogastric Tube: Insertion
- Nasogastric Tube: Removal
- Obtaining Temperature, Pulse, and Respirations
- Oxygen via Bag Valve Mask
- Positioning a Client from the Supine to the Lateral Side-Lying Position
- Range of Motion Exercises for the Hip and Knee
- Range of Motion Exercises for the Shoulder
- Rectal Temperature
- Tracheostomy Suctioning

[Return to Table of Contents](#)

DxR Mid-Fidelity Client Simulations

Completing mid-fidelity simulations requires students to critically think and make clinical judgments. The Kaplan RN Integrated Testing Program includes 14 client simulations divided into modules. These modules are organized according to the steps of the nursing process and are designed to help students improve their critical thinking skills. The cases include the following:

- Novice - Breast Cancer - Adult
- Novice - Epilepsy - Pediatric
- Novice - Fundamentals of Nursing - Adult
- Novice - Gastroenteritis - Pediatric
- Novice - Hyperthyroidism - Maternity
- Novice - Mental Health - Adult
- Novice - Pneumonia - Adult
- Novice - Type 2 Diabetes - Adult
- Advanced - Cerebral Vascular Accident - Adult
- Advanced - COPD - Adult
- Advanced - Fractured Femur- Adult
- Advanced - Hypertension - Adult
- Advanced - Premature Rupture of Membranes - Maternity
- Advanced - Sickle Cell Crisis - Pediatric

Kaplan Nursing recognizes that there are certain behaviors required for making appropriate clinical judgment. Students need to engage in the following behaviors while completing the simulations:

- Identify fact versus assumption
- Validate information
- Identify missing information
- Cluster related data
- Identify patterns
- Draw valid conclusions
- Set priorities
- Evaluate and/or revise thinking

DxR Mid-Fidelity Client Simulations

In each simulation, students are presented with a description of a client situation including a medical diagnosis. Students progress through care of the client using the modules organized by the nursing process framework. This makes it easy for students to identify strengths and weaknesses in prioritization and case management. Links to online learning resources are provided for additional study. The modules for each case study include the following:

- Assessment: Identification and linking of pertinent client data to the appropriate categories; the client data presented in chart format include lab values, x-rays, and diagnostic tests
- Physical Exam: Completion of a virtual physical examination, including selection of appropriate virtual equipment and evaluation of realistic heart and lung sounds plus determination of priority nursing diagnosis for the client based on the available client data from the chart and physical examination
- Care planning/implementation
- Evaluation: Evaluation of client's outcomes based on data supplied in the situation and chart information

At the completion of each module, students receive immediate online feedback about how they performed according to the behaviors of critical thinking. Faculty have real-time online access to students' results and a downloadable report of individual or aggregate results. Students may repeat a simulation or a specific module. **However, the first grade is the only grade that will be saved in the system and reported on the faculty site.** If students repeat a module and/or simulation, they must be instructed to print a copy of their new grade as it will not be saved in the system.

NCLEX® Preparation



Overview

The NCLEX® Preparation Resources provide comprehensive preparation for the NCLEX-RN® and NCLEX-PN® exams. Resources include thousands of practice questions that emulate the ones seen on the actual exams. Strategy and content review videos are available online, and a three-day (RN) or two-day (PN/LVN) critical thinking NCLEX® preparation class is available online or in person.

NCLEX® Review Course

This is a live three-day with one day on-line review for RN or two-day review for PN/LVN, held in the classroom or online and taught by a specially trained Kaplan nurse educator and covering the specific strategies and critical thinking needed to address passing-level questions on the NCLEX® examination



NCLEX® Review Resources

This is a suite of tests: Qbank, Question Trainers, Sample NCLEX® Tests, and NCLEX® Predictor Tests, as well as workshops, Video Content Review, Video Question (lesson) Review, Strategy Tools (Kaplan Decision Tree) for reference, and live and recorded content review and test taking strategies on The Channel.

Nursing School Success Tutorials

The Nursing School Success Tutorial is a collection of short videos for use at the beginning of a nursing program or throughout as needed. The videos review basic study skills, time management, stress management, and nursing dosage and calculation.

The **Nursing School Success Study Skills Videos** series consists of the following:

- **Classes:** Learn how to make the most of attending classes using techniques such as active listening.
- **Taking Notes:** Find out how to take notes effectively.
- **Studying:** Learn how to study in the manner that works best for you.
- **Remembering:** Find out what you can do to improve your retention of information.
- **Reading Textbooks:** Learn how to read your textbooks efficiently.
- **Time Management:** Learn how to make the best use of your time.
- **Stress Reduction:** Learn about ways you can work through stressful situations.
- **Preparing for the Exam:** Learn ways to help you get ready for success on exams.

Dosage and Calculation Workshop contains video and audio instruction. It consists of three modules, the approximate total amount of time is 40 to 50 minutes long. It includes review of different methods of problem solving: Basic Math, Dimensional Analysis, and Ratio and Proportion.



Content Resources

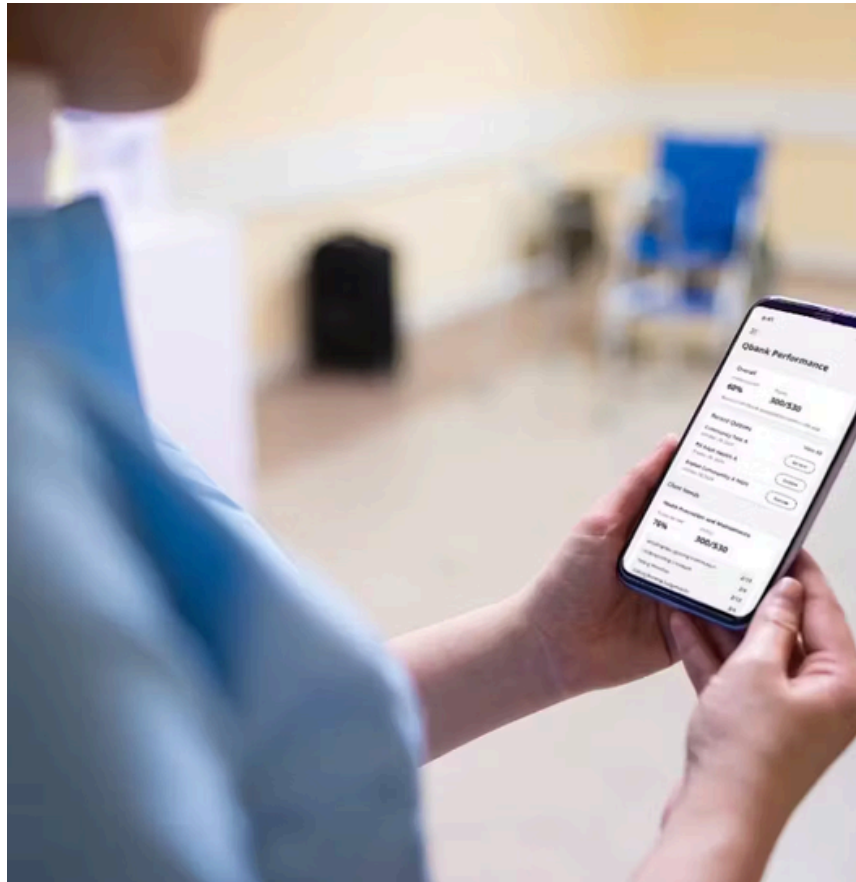
Channel

This resource will provide RN and PN nursing students with classroom lectures, activities, and test items to support their current learning. It will provide students with the salient content review they've requested from us. It is recommended that students use the Channel resources at multiple times during their nursing education. The content focus will help students currently enrolled in nursing programs. Specific topics will enhance their reading, lectures, and clinical experiences. As students move toward NCLEX preparation they will be able to use the Channel for review of content plus test-taking strategies (like Select all That Apply items) as well as NCLEX preparation. Each week the channel will have a new live session, as well as recorded lessons for students to review on demand. To access the NCLEX Channel go to your student homepage and click on the "Channel" button at the top. You will be able to identify upcoming sessions as well as recordings.

Flashcards

When Kaplan RN and PN students log-in to their resources, they will see a "Flashcards" tab at the top of their Study Plan, taking them to the flashcard suite. 897 digital pharmacology flashcards covering 299 medications across 22 drug types frequently tested on the NCLEX are available on the student site. Students will be able to test themselves on:

- Medication purpose
- Side effects
- Nursing considerations



[Return to Table of Contents](#)

Crucial Content Channel Sessions

Eight sessions (offered both live and recorded) covering the crucial content that students need to stay sharp between the end of class and taking the NCLEX®. Sessions include crucial content and associated NCLEX®-style questions, with guided critical thinking exercises provided by an expert nurse educator. Session videos will be indexed by subject/topic to help students hone in on specific portions of the videos where they want to concentrate their efforts.

Session Name	Description
Session One	Fundamentals
Session Two	Med/Surg I
Session Three	Pharmacology
Session Four	Med/Surg II
Session Five	Maternal Health
Session Six	Pediatric Issues
Session Seven	Psychosocial Integrity
Session Eight	Med/Surg III