NOTE: Students must be given paper rulers with inch and centimeter markings for this session. These rulers are provided as part of the test materials. For session 1 only, students must be given blank, unlined scratch paper, which is not part of the materials provided.

If students use a Form LM test, they MUST use an answer document marked FORM LM.

Students Using Regular-English forms 1–6 and Form SF
Students Using Form LM

[Page numbers in this box are illustrative only.]

In the bolded oral instructions you read to students (preceded by the SAY command) if there is a difference in any reference to page numbers for the regular-English form and Form LM, the bolded instructions will appear as follows:

SAY …and open your test booklet to page 61 (LM—page 62).

In this example, page 61 is for the regular-English forms and page 62 is for the Form LM test.

For students using regular-English forms 1–6 and SF you would read:

SAY …and open your test booklet to page 61.

For students using Form LM you would read:

SAY …and open your test booklet to page 62.

If you do NOT see the reference to LM in parentheses, then the page numbers are the same for all students taking the grade 7 test.

Make sure that all desks are cleared and that each student has two soft-lead (No. 2) pencils with erasers.

SAY سأعطيكم كتيب الاختبار ووثيقة الإجابة، ولكن لا تفتح كتيب الاختبار أو وثيقة الإجابة حتى أخبرك ماذا يجب أن تفعل.

If this is the very first session of testing, distribute the test booklets and the answer documents and proceed to the oral instructions immediately below this box. If Student ID labels have already been affixed to the answer documents, make sure students get the answer document with their Student ID label.

If this is not the very first session of testing, distribute the test booklets and answer documents, making sure that each student gets the test booklet and answer document with his or her name on it. Then skip to the oral instructions that immediately follow the directions in the next box below.
If students use Form LM tests, skip the oral instructions about test form number in this box. There is no Test Form grid for Form LM tests.

Point to the Student Name line on the front of the test booklet and the Student Name line on the back of the answer document that you are using for demonstration.

If students will be using calculators provided by the school, distribute the calculators.

Demonstrate breaking the fourth seal. Make sure all students have page 55 showing.

Pause for replies.
Grade 7 — Mathematics — Session 1 (continued)

هل لدى أحد أي استفسار؟

Answer any questions students may have. Repeat the sample if necessary.

وأين نظر إلى النموذج B، وقرأ السؤال في صمت. ضع علامة على الفراغ الخاص بإجابتك.

Pause while students mark their answers.

هل لدى أحد أي استفسار؟

Pause for replies.

هل لدى أحد أي استفسار؟

Answer any questions. Repeat the sample if necessary.

If you are using calculators,

والآن أخرجوا آلاتكم الحاسبة. تأكدوا من تشغيل آلاتكم الحاسبة، وتأكدوا أنها تعمل بشكل سليم عن طريق القيام بعملية حسابية بسيطة مثل "5 زائد 5 يساوي 10." ارفع يدك إذا كانت الآلة الحاسبة لا تعمل.

Make sure everyone’s calculator is working properly. If you have extra calculators, replace those that are not working. If you have no extra calculators and a student’s calculator is not working, tell him or her to put it aside and not use it. Also tell students that using a calculator is optional, and that they do not have to use a calculator to take the test.

يمكن تمثيل أي كلمات أو جمل في الاختبار أو وضع خط تحتها إذا كان ذلك يساعدك في الإجابة عن الأسئلة.

يمكنك تمييز أي كلمات أو جمل في الاختبار أو وضع خط تحتها إذا كان ذلك يساعدك في الإجابة عن الأسئلة.

أي إجابة اخترت؟

هذا صحيح. كان يجب عليك وضع علامة على الفراغ الخاص بالحرف "D" — ستة وثلاثون في المائة. هل لدى أحد أي استفسار؟

يوال السؤال الأول من هذا الاختبار في هذه الصفحة بعد نماذج الأسئلة مباشرةً. ستجيب عن السؤال الأول وعن بقية الأسئلة بنفسك. استمر في العمل حتى تصل إلى أسفل الصفحة رقم 69 (الصفحة رقم 68) حيث تجد كلمة "توقف." تذكر: اختار نسب إجابة. ثم ضع علامة على الفراغ الخاص بإجابتك في وثيقة الإجابة. إذا انتهيت من عملك مبكرًا يمكنك أن تراجع إجاباتك الموجودة في الصفحات من رقم 55 حتى رقم 69 (الصفحة رقم 68) ، ولكن لا تتصفح أي صفحات أخرى.
Skip the following paragraph below this box if you decide not to allow the students to read a book after they finish the test session. Say to the students:

عندما تنتهي من الإجابة أغلق كتيبك والزم الصمت حتى أقول: "توقف".

Then proceed directly to the paragraph below that begins with “Does anyone have a question?”

If you have a question, please raise your hand, and I will come to you to give you a test paper and an answer sheet. When you finish all the questions in this section, you can read any book in silence until the end of the test session. Once you hand in your test paper and answer sheet, you will end the test session. You will not be allowed to change any answer, so make sure you check all your answers before you raise your hand to hand in the testing materials.

Does anyone have a question?

After any questions have been answered, SAY

عندما تريد وضع علامة على الإجابة، لوّن كامل فقاعة الإجابة التي تختارها بقلمك. لا تشير إلى إجابتك بوضع دائرة حول فقاعة الإجابة، أو وضع علامة "X" عليها، أو وضع نقطة داخلها. يلزم أن تكون فقاعة الإجابة التي تختارها ملوّنة بالكامل. إضافة إلى ذل، لا تضع علامة على أي من فقاعات الإجابات الخاطئة. فلا يجب أن تكون هناك علامة سوى داخل فقاعة الإجابة التي تختارها.

إضافة إلى ذلك، لا تضع علامة على أية من فقاعات الإجابات الخاطئة. فلا يجب أن تكون هناك علامة سوى داخل فقاعة الإجابة التي تختارها.

فيه لدى أحد أي استفسار؟

While the students are working, walk quietly around the room to make sure they are following directions and marking their answers in the correct section of the answer document. Check to see that students mark only one answer for each question and that they go on until they finish the questions on page 69 (LM – page 68). If a student has trouble understanding what to do, explain as quickly and as quietly as you can. Do not give help on specific test questions.

After 30 minutes, write 15 MINUTES LEFT on the board.

After 45 minutes, determine whether any students are still actively engaged and working on this test session.
Grade 7 — Mathematics — Session 1 (continued)

If all students are finished after 45 minutes have elapsed,

توقف. انتهت هذه الجلسة. إذا كنت لم تنتهي من الإجابة بعد، من فضلك ضع قلمك جانبي وأغلق كتب الامتحان.

If some students are still working,

استمر في العمل من فضلك. لديك 10 دقائق إضافية للانتهاء من هذه الجلسة.

If all students have finished before the extra 10 minutes have elapsed or if students are still working after the extra 10 minutes have elapsed,

توقف. انتهت هذه الجلسة. إذا كنت لم تنتهي من الإجابة بعد، من فضلك ضع قلمك جانبي وأغلق كتب الامتحان.

If calculators were provided by the school, you may collect the calculators for redistribution on the next mathematics test session.

Test booklets, answer documents, rulers, and Reference Sheets should be collected from students if session 2 does not immediately follow session 1 or if otherwise necessary to ensure the security of test materials. Make sure you have one answer document and one test booklet from each student. If session 2 is to be administered on the same day as session 1, students should be given a break of at least 10 minutes between sessions.

Scratch paper should be collected from students after session 1 is completed. Used scratch paper should be destroyed (shredded). Students will not be given separate, blank, unlined scratch paper for sessions 2 or 3 unless it is to provide an accommodation for a student with an IEP or a Section 504 Plan.
Reminder—before you begin Session 2

If you are administering session 2 to students using Form LM tests, please review the information on page 69 about the short-response items in session 2.

NOTES:

• Students must be given Reference Sheets and paper rulers with inch and centimeter markings for this session. These are provided as part of the test materials.
• Do not give students blank scratch paper for session 2, unless it is to provide an accommodation for a student with an IEP or a Section 504 Plan.
• The answer space for short-response questions will contain a faint grid area where students are to write their answers.

When you are ready to begin session 2, redistribute the test booklets, answer documents, paper rulers, Reference Sheets, and No. 2 pencils. Make sure that each student receives the same test booklet, answer document, paper ruler, and Reference Sheet that he or she used in session 1.

If students are using calculators provided by the school, redistribute the calculators.

When the students are ready,

Secretary, in a few minutes, the second session of the mathematics test. The second session contains 38 multiple-choice questions.

You will have at least 45 minutes to answer the questions. Questions numbered 42 through 68 are multiple-choice questions. Be sure to place a mark on the answer space provided in the answer document.

If you are not sure about an answer, you may choose the best option. If you change your mind, be sure to erase the previous answer completely.

Questions 62, 61, and 63 are short-response questions. Follow the instructions in each question, and write your answers on pages 24 through 27 of the answer document.

If you finish answering the questions early, you can check your answers for the second session only. Do not go back to any questions from the first session or go to the third session.

Have any questions?
Grade 7 — Mathematics — Session 2 (continued)

If you have students who are eligible for LEP accommodations and prefer to write in Spanish, if you have students who are eligible for LEP accommodations and prefer to write in Spanish.

إذا كنت تتحدث اللغة الإسبانية يمكنك كتابة إجاباتك عن الأسئلة التي تتطلب إجابات قصيرة إما باللغة الإسبانية أو الإنجليزية.

For Students Using Form LM Tests

If you have only students who do not speak Spanish in the test session, read the following directions.

عندما تنتهي من الإجابة عن أسئلة الاختيار من متعدد يجب عليك الانتقال إلى أسئلة الإجابات القصيرة في الصفحات رقم 87 و88 و89. هل لديك أي استفسارات؟ [توقف قليلا].

Go to the next SAY command outside of this box that begins “You will have at least 45 minutes…”

If you have only students who speak Spanish in the test session, read the following directions.

عندما تنتهي من أسئلة الاختيار من متعدد يجب عليك الانتقال إلى أسئلة الإجابات القصيرة في الصفحات رقم 90 حتى رقم 95 ترتدي أسئلة الإجابات القصيرة باللغتين الإنجليزية والإسبانية جنبًا إلى جنب. يمكنك كتابة إجابتك باللغة الإنجليزية أو الإسبانية. هل لديك أي استفسارات؟ [توقف قليلا].

Go to the next SAY command outside of this box that begins “You will have at least 45 minutes…”

If you have both kinds of students, you will read the following directions.

إذا كنت لا تتحدث اللغة الإسبانية فستجد أسئلة الإجابات القصيرة في الصفحات رقم 87 و88 و89. 

إذا كنت تتحدث اللغة الإسبانية، فستجد أسئلة الإجابات القصيرة في الصفحات رقم 90 حتى رقم 95. توجد أسئلة الإجابات القصيرة باللغتين الإنجليزية والإسبانية جنبًا إلى جنب. يمكنك كتابة إجابتك باللغة الإنجليزية أو الإسبانية. هل لديك أي استفسارات؟ [توقف قليلا].

Go to the next SAY command outside of this box that begins “You will have at least 45 minutes…”

سيكون لديك 45 دقيقة على الأقل للانتهاء من هذه الجلسة. وساعلمك قبل انتهاء الوقت ب 15 دقيقة. بعد مرور 45 دقيقة إذا كنت لم تنتهي من الإجابة بعد، يسمح لك بعض دقائق إضافية لمواصلة الإجابة عن أسئلة الاختبار.

يمكنك تمييز أي كلمات أو جمل في الاختيار أو وضع خط تحتها إذا كان ذلك يساعدك في الإجابة عن الأسئلة. 

استخدم قلم رصاص رقم 2 فقط للاختيار أو كتابة إجابتك.
Grade 7 — Mathematics — Session 2 (continued)

When answering multiple-choice questions, you may use the space in the test booklet as a scratchpad.

You should also use the space in the answer sheet designated for short answer questions.

If you find that you have answered any questions that require short answers on the wrong page, it is best to signal me immediately.

Written answers on the wrong page receive lower grades or no grade at all.

Skip the following paragraph below this box if you decide not to allow the students to read a book after they finish the test session. Say to the students:

When you are finished answering questions, close your book and remain silent until I say:

"Stop.

Then proceed directly to the paragraph below that begins with "Does anyone have a question?"

If you finish early and have answered all questions in this session, raise your hand and I will come to you to collect your test booklet and answer sheet.

You may then read any book in silence until the end of the session.

After submitting your test booklet and answer sheet, your test session is complete.

You are not allowed to change any answers; please review all answers before raising your hand.

Does anyone have a question?

Answer any questions students may have.

You will choose multiple-choice answers on page 23 of the answer sheet.

You will write short answer questions on pages 24, 25, and 27 of the answer sheet.

Make sure to use the correct page for each question and write your answers in the shaded section on each page.

Has anyone a question?

Answer any questions.

Move to page 74 (M-22) of the test booklet and the answer sheet.

While the students are working, walk quietly around the room to make sure they are following directions and not looking at any other sessions. Do not give help on specific test questions.

After 30 minutes, write 15 MINUTES LEFT on the board.
Grade 7 — Mathematics — Session 2 (continued)

After 45 minutes, determine whether any students are still actively engaged and working on this test session.

If all students are finished after 45 minutes have elapsed,

**SAY**

"توقف. انتهت هذه الجلسة. إذا كنت لم تنتهي من الإجابة بعد، من فضلك ضع قلمك جانبا وأغلق كتيب الاختبار ووثيقة الإجابة."

If some students are still working,

**SAY**

"استمر في العمل من فضلك. لديك 10 دقائق إضافية للانتهاء من هذه الجلسة.

If all students have finished before the extra 10 minutes have elapsed or if students are still working after the extra 10 minutes have elapsed,

**SAY**

"توقف. انتهت هذه الجلسة. إذا كنت لم تنتهي من الإجابة بعد، من فضلك ضع قلمك جانبا وأغلق كتيب الاختبار ووثيقة الإجابة."

If calculators were provided by the school, you may collect the calculators for redistribution on the next mathematics test session.

Test booklets, answer documents, paper rulers, and Reference Sheets should be collected from students if session 3 does not immediately follow session 2 or if otherwise necessary to ensure the security of test materials. Make sure you have one answer document and one test booklet from each student. If session 3 is to be administered on the same day as session 2, students should be given a break of at least 10 minutes between sessions.
Reminder—before you begin Session 3
If you are administering session 3 to students using Form LM tests, please review the information on page 70 about the extended-response items in session 3.

NOTE: Students must be given paper rulers with inch and centimeter markings and Reference Sheets for this session. These rulers and Reference Sheets are provided as part of the test materials. Do not give students blank scratch paper for session 3, unless it is to provide an accommodation for a student with an IEP or a Section 504 Plan.

When you are ready to begin session 3, redistribute the test booklets, answer documents, paper rulers, Reference Sheets, and No. 2 pencils. Make sure that each student receives the same test booklet, answer document, paper ruler, and Reference Sheet that he or she used in session 1 and session 2. Session 3 contains two extended-response problems. There are no multiple-choice questions in session 3.

If the students are using calculators provided by the school, redistribute the calculators.

When the students are ready,

Demonstrate breaking the sixth seal. Make sure all students have page 93 (LM—page 99) showing.

The sixth seal of the book of Revelation is opened. Make sure all students have page 93 showing.

SAY

ستبدأ، في غضون بضع دقائق، الجلسة الثالثة من اختبار الرياضيات أثناء قراءتي لها بصوت مرتفع.

SAY

اتبع التعليمات المذكورة في كتيبك والخاصة بالجلسة الثالثة من اختبار الرياضيات أثناء قراءتي لها بصوت مرتفع.

SAY

عند حل المسألتين رقم 74 و75، تأكد من:

- توضيح كل العمل الذي قمت به لحل المسألة.
- تقسيم إجابتك بشكل واضح.
- كتابة الخطوات التي اتخذتها لحل المسألة بالكلمات.
- كتابة سبب اتخاذ تلك الخطوات التي قمت بها لحل المسألة بالكلمات.
- الكتابة بوضوح قد المستطاع.
Grade 7 — Mathematics — Session 3 (continued)

If you have students who are eligible for LEP accommodations and prefer to write in Spanish,

SAY إذا كنت تتحدث اللغة الإسبانية يمكنك كتابة إجاباتك عن الأسئلة التي تتطلب إجابات مطولة إما باللغة الإسبانية أو الإنجليزية.

For Students Using Form LM Tests

If you have only students who do not speak Spanish in the test session, read these directions.

SAY ستجد المسألة رقم 74 التي تتطلب إجابة مطولة في الصفحة رقم 100 والمسألة رقم 75 في الصفحة رقم 101.

If you have only students who speak Spanish in the test session, read the following directions.

SAY ستجد المسألة رقم 74 التي تتطلب إجابة مطولة في الصفحة رقم 100 والمسألة رقم 75 في الصفحتين رقم 101 و103.

If you have both kinds of students, read the following directions.

SAY إذا كنت لا تتحدث اللغة الإنجليزية ستجد المسألة رقم 74 التي تتطلب إجابة مطولة في الصفحة رقم 100 والمسألة رقم 75.

SAY إذا كنت تتحدث اللغة الإسبانية ستجد المسألة رقم 74 التي تتطلب إجابة مطولة في الصفحتين رقم 102 و103، والمسألة رقم 75 في الصفحتين رقم 104 و105.

Go to the next SAY command outside of this box that begins “You will have at least 45 minutes….”

If you have only students who do not speak Spanish in the test session, read these directions.

SAY ستجد المسألة رقم 74 التي تتطلب إجابة مطولة في الصفحة رقم 100 والمسألة رقم 75.

If you have only students who speak Spanish in the test session, read the following directions.

SAY ستجد المسألة رقم 74 التي تتطلب إجابة مطولة في الصفحتين رقم 101 و103.

If you have both kinds of students, read the following directions.

SAY إذا كنت لا تتحدث اللغة الإنجليزية ستجد المسألة رقم 74 التي تتطلب إجابة مطولة في الصفحة رقم 100 والمسألة رقم 75.

SAY إذا كنت تتحدث اللغة الإسبانية ستجد المسألة رقم 74 التي تتطلب إجابة مطولة في الصفحتين رقم 102 و103.

Go to the next SAY command outside of this box that begins “You will have at least 45 minutes….”

If you have only students who do not speak Spanish in the test session, read these directions.

SAY ستجد المسألة رقم 74 التي تتطلب إجابة مطولة في الصفحة رقم 100 والمسألة رقم 75.

If you have only students who speak Spanish in the test session, read the following directions.

SAY ستجد المسألة رقم 74 التي تتطلب إجابة مطولة في الصفحتين رقم 101 و103.

If you have both kinds of students, read the following directions.

SAY ستجد المسألة رقم 74 التي تتطلب إجابة مطولة في الصفحتين رقم 101 و103.

Go to the next SAY command outside of this box that begins “You will have at least 45 minutes….”

If you have students who are eligible for LEP accommodations and prefer to write in Spanish,

SAY إذا كنت تتحدث اللغة الإسبانية يمكنك كتابة إجاباتك عن الأسئلة التي تتطلب إجابات مطولة إما باللغة الإسبانية أو الإنجليزية.

For Students Using Form LM Tests

If you have only students who do not speak Spanish in the test session, read these directions.

SAY ستجد المسألة رقم 74 التي تتطلب إجابة مطولة في الصفحة رقم 100 والمسألة رقم 75 في الصفحة رقم 101.

If you have only students who speak Spanish in the test session, read the following directions.

SAY ستجد المسألة رقم 74 التي تتطلب إجابة مطولة في الصفحتين رقم 101 و103.

If you have both kinds of students, read the following directions.

SAY إذا كنت لا تتحدث اللغة الإنجليزية ستجد المسألة رقم 74 التي تتطلب إجابة مطولة في الصفحة رقم 100 والمسألة رقم 75.

SAY إذا كنت تتحدث اللغة الإسبانية ستجد المسألة رقم 74 التي تتطلب إجابة مطولة في الصفحتين رقم 102 و103.

Go to the next SAY command outside of this box that begins “You will have at least 45 minutes….”
Grade 7—Mathematics—Session 3 (continued)

You can underline words or sentences in the test or write below them if it helps you answer the questions. However, do not use a highlighter in your answers. Use only number 2 pencils to write your answers.

For each question requiring a long answer, there are two answer sheets in the test booklet for you to write your answer on. You can use either page you wish.

If you finish a question early and have checked all your answers for this session, you may raise your hand and I will come to you to collect the test booklet and the answer sheets. You may then read any book in the room while you are sitting in your seat until the end of the test period. Once I receive the test booklet and answer sheets from you, your test period is over. You cannot retrieve your test booklet and answer sheets to change any answer; please ensure you review your answers before raising your hand to submit your test materials.

If anyone has questions?

Skip the following paragraph below this box if you decide not to allow the students to read a book after they finish the test session. Say to the students:

When you are finished with the test, please close your book and keep silent until I say: "Stop." Then proceed directly to the paragraph below that begins with "Does anyone have a question?"

If you finish early, you may raise your hand, and I will come to you to collect your test booklet and answer sheets. Then, you may read any book you wish in the room while you are sitting in your seat until the end of the test period. Once I receive your test booklet and answer sheets, your test period is over. You cannot retrieve your test booklet and answer sheets to change any answer; please ensure you review your answers before raising your hand to submit your test materials.

If anyone has questions?

While the students are working, quietly walk around the room to ensure they are following directions and are not looking at any other sessions. Do not answer any specific test questions.

After 30 minutes, write 15 MINUTES LEFT on the board.

If you finish early, please close your book and keep silent until I say: "Stop." If you have time, you may begin working on question 65. If not, move on to question 64 and then begin working on question 65.

If you finish early, you may raise your hand, and I will come to you to collect your test booklet and answer sheets. Then, you may read any book you wish in the room while you are sitting in your seat until the end of the test period. Once I receive your test booklet and answer sheets, your test period is over. You cannot retrieve your test booklet and answer sheets to change any answer; please ensure you review your answers before raising your hand to submit your test materials.

If anyone has questions?

While the students are working, quietly walk around the room to ensure they are following directions and that they are not looking at any other sessions. Do not answer any specific test questions.

After 30 minutes, write 15 MINUTES LEFT on the board.

If you finish early, please close your book and keep silent until I say: "Stop." If you have time, you may begin working on question 65. If not, move on to question 64 and then begin working on question 65.

If you finish early, you may raise your hand, and I will come to you to collect your test booklet and answer sheets. Then, you may read any book you wish in the room while you are sitting in your seat until the end of the test period. Once I receive your test booklet and answer sheets, your test period is over. You cannot retrieve your test booklet and answer sheets to change any answer; please ensure you review your answers before raising your hand to submit your test materials.

If anyone has questions?

While the students are working, quietly walk around the room to ensure they are following directions and that they are not looking at any other sessions. Do not answer any specific test questions.

After 30 minutes, write 15 MINUTES LEFT on the board.

If you finish early, please close your book and keep silent until I say: "Stop." If you have time, you may begin working on question 65. If not, move on to question 64 and then begin working on question 65.

If you finish early, you may raise your hand, and I will come to you to collect your test booklet and answer sheets. Then, you may read any book you wish in the room while you are sitting in your seat until the end of the test period. Once I receive your test booklet and answer sheets, your test period is over. You cannot retrieve your test booklet and answer sheets to change any answer; please ensure you review your answers before raising your hand to submit your test materials.

If anyone has questions?
After 45 minutes, determine whether any students are still actively engaged and working on this test session.

If all students are finished after 45 minutes have elapsed, SAY:

توقف. انتهت هذه الجلسة. إذا كنت لم تنتهي من الإجابة بعد، من فضلك ضع قلمك جانبي وأغلق كتيب الاختبار ووثيقة الإجابة. إذا كنت لم تنتهي من الإجابة بعد، من فضلك ضع قلمك جانبي وأغلق كتيب الاختبار ووثيقة الإجابة.

If some students are still working, SAY:

استمر في العمل من فضلك. لديك 10 دقائق إضافية للانتهاء من هذه الجلسة.

If all students have finished before the extra 10 minutes have elapsed or if students are still working after the extra 10 minutes have elapsed, SAY:

توقف. انتهت هذه الجلسة. إذا كنت لم تنتهي من الإجابة بعد، من فضلك ضع قلمك جانبي وأغلق كتيب الاختبار ووثيقة الإجابة. إذا كنت لم تنتهي من الإجابة بعد، من فضلك ضع قلمك جانبي وأغلق كتيب الاختبار ووثيقة الإجابة.

If calculators were provided by the school, you may collect the calculators.

Make sure each student’s name is on the answer document and the test booklet before you collect them. After you collect all the test booklets and answer documents, make sure that you have one test booklet and one answer document from each student who took the test and that each student has marked the form number of his or her test booklet in the Test Form grid on the front of the answer document. Students or the teacher may keep the paper ruler and the Reference Sheet.

If students have not completed all grade 7 tests, and you will not be the person to administer the reading or science test sessions, return the test booklets and answer documents (including unused test materials) to your School Coordinator so that the materials can be redistributed as the school test schedule requires.

If students have completed all grade 7 tests, mark the applicable selections in the FOR TEACHER USE ONLY grid (see page 21), the ACCOM CLASSIFICATION grid (see pages 21–24), and the WRITTEN RESPONSE IN SPANISH grid (see page 15) on the front of each student’s answer document.

When students have completed all grade 7 tests, separate the answer documents and test booklets into two bundles. Make sure you have one answer document and one test booklet from each student, and return all test materials (including unused test materials) to your School Coordinator.