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.

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 3 test.*

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

SAY میں آپ کو آپ کے ٹیسٹ کا کتابچہ دے رہا/رہی ہوں۔ اپنے کتابچے کو نہ کھولیں جب تک کہ میں بتا نہ دوں کہ کیا کرنا ہے۔

If this is the very first session of testing, distribute the test booklets and proceed to the oral instructions immediately below this box. If Student ID labels have already been affixed to the grade 3 test booklets, make sure students get the test booklet with their Student ID label.

If this is not the very first session of testing, distribute the test booklets, making sure that *each student* gets the test booklet with *his* or *her* name on it. Then skip to the oral instructions immediately below the line on the next page.
Point to the proper area on the back cover of test booklet that you are using for demonstration.

Distribute the scratch paper and the rulers.

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

Now look at Sample A in the box.

Make sure all students have found Sample A.

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

Pause while students mark their answers.

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

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 test booklet. Check to see that students mark only one answer for each question and that they go on until they finish the questions on page 74. 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.

If all students are finished after 45 minutes have elapsed,

If some students are still working,

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,

Test booklets and paper rulers 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 test booklet from each student. If session 2 is 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 must not be given separate, blank 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 39 about the short-response items in session 2.

NOTES:

- Students must be given paper rulers with inch and centimeter markings for this session. These rulers 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. A WORK SPACE box is provided on several pages in session 2. Students may use these spaces as scratch paper for the multiple-choice questions.

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

When the students are ready,

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

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When the students are ready,

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

When the students are ready,
For Students Using Form LM Tests

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

جيب اپ نے کثیر الکتخبی سوالات کو ختم کر لیا ہو، تو اپ کو صفحہ 100، 101 اور 102 پر دئیے بونے مختص جوابات والے سوالات کی چلتی جانی ہے۔ اپ بر سوال کے لئے اپنے جوابات کو سوال والے صفحے پر بیج کیا ہے؟

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.

جيب اپ نے کثیر الکتخبی سوالات کو ختم کر لیا ہو، تو اپ کو صفحہ 104 سے 109 پر دئیے بونے مختص جوابات والے سوالات پر دئیے بیج ہے۔ اپ بر سوال کے لئے اپنے جوابات کو سوال والے صفحے پر لکھین گی؟

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.

جب آپ نے کثیر الکتخبی سوالات کو ختم کر لیا ہو، تو اپ کو صفحہ 100، 101 اور 102 پر دئیے بونے مختص جوابات والے سوالات کو دیکھیں گے۔ اپ بر سوال کے لئے اپنے جوابات کو سوال والے صفحے پر لکھیں گی؟

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

Für Studenten, die Form LM-Tests verwenden

Wenn Sie nur Schüler haben, die nicht spanisch sprechen, lesen Sie die folgenden Anweisungen.

Wenn Sie nur Schüler haben, die spanisch sprechen, lesen Sie die folgenden Anweisungen.

Wenn Sie Schüler von beiden Arten haben, lesen Sie die folgenden Anweisungen.

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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:

"جب آپ نے کام ختم کر لیا ہو، تو اپنے کتابچے کو بند کرکے خاموشی سے بیٹھے رہیں۔ جب تک میں "رکیں" نہ کوئی

سکے، اس بات کا یقین کر لیں کہ اپنے کتابچے کو واپس نہیں لے سکتے، اس لسے بیرون طرح سے چیک کر لیا ہیں۔

کیا کسی کا کوئی سوال ہے؟

Answer any questions students may have.

While the students are working, walk quietly around the room to make sure that they are following directions and that they are not looking at any other sessions. 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.

If all students are finished after 45 minutes have elapsed,

"آپ نے یہ ٹیسٹ سیشن ختم کیا ہے۔ اگر آپ نے ایسا نہیں کیا ہے، تو براہ مہربانی اپنی پنسل نیچے رکھ دیں اور اپنے ٹیسٹ کا کتابچہ کو بند کر دیں۔"

If some students are still working,

"براہ مہربانی کام کو جاری رکھیں۔ آپ کو یہ سیشن ختم کرنے کے لئے 10 منٹ مزید مل سکتے ہیں۔"
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,

रक जानिए। यदि टेस्ट सीशन का अंत है और 10 मिनट अतिरिक्त का अवधारणा है या यदि छात्र/छात्रा को 10 मिनट अतिरिक्त के बाद भी कार्य कर रहा है, तो कहें "सय। यह टेस्ट सीशन का अंत है। यदि आप पहले इसे कर नहीं किया है, तो पंखुड़ी नीचे रखें और टेस्ट के नोटबुक को बंद करें।"

Test booklets and paper rulers 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 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 40 about the extended-response items in session 3.

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. 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, paper rulers, and No. 2 pencils. Make sure that each student receives the same test booklet and paper ruler 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.

When students are ready,

When students are ready, SAY


Answer any questions.
If you have students who are eligible for LEP accommodations and prefer to write in Spanish, tell them to write their answers in Spanish.

For Students Using Form LM Tests

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

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

Go to the next command outside of this box that begins “You will have at least 45 minutes...”
While the students are working, walk quietly around the room to make sure that they are following directions and that they are not looking at any other sessions. 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.

If all students are finished after 45 minutes have elapsed,

If some students are still working,
Grade 3—Mathematics—Session 3 (continued)

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,

رك جانئ۔ یہ اس ٹیسٹ سیشن کا اختتام ہے۔ اگر آپ نے پہلے ایسا نہیں کیا ہے، تو براہ مہربانی اپنی پنسل نچھال دئے اور اپنے ٹیسٹ کے کتابچے کو بند کر دئے۔ اپنے کاغذی رولر کو اپنے ٹیسٹ کے کتابچے کی اندر نہ رکھیں۔

SAY

Make sure each student’s name is on the test booklet before you collect them. After you collect all the test booklets, make sure that you have one test booklet from each student who took the test. Students or the teacher may keep the paper rulers.

If students have not completed all grade 3 tests, and you will not be the person to administer the reading test sessions, return the test booklets (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 3 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 test booklet.

When students have completed all grade 3 tests, make sure you have one test booklet from each student and return all test materials (including unused test materials) to your School Coordinator.