



Directions for Administering the ISASP

Directions for Reading (Online)

Start Testing

SAY

We have scheduled _____ minutes for testing today.

Put everything away before you begin testing. Only your testing ticket, pencil or pen, and scratch paper may be on your desk during testing. If you are a student with text-to-speech, you may also have headphones on your desk. Write your name on your scratch paper.

You may not access your cell phone or other devices during testing. You must close everything that is open on your testing device and may not access anything else during testing.

Do not talk or work with other students. If you have questions when signing in, raise your hand.

[Distribute testing materials, if not already provided.]

SAY

[If students are entering their username and password, follow these instructions. If already entered by the proctor, skip this section.]

You should see the TestNav Sign In screen. Check that your name is on the top of the testing ticket. *[For students with text-to-speech]* Put on your headphones and select Test Audio on the Sign In screen to make sure that the sound is not muted. You may change the volume as needed.

SAY

Using your testing ticket, enter your username and password. Select the Sign In button. You should now see the Welcome screen. It shows your name and the name of your grade and test. If your name or grade is not correct, please raise your hand. Select the Start button.

[Assist any students, as needed.]



Directions for Reading (Online)

Start Testing continued....

SAY

Today, you will take a Reading test.

For this test, you will read a set of reading passages. Read each passage, and then answer the questions about what you have read.

- Read each question, then choose the best answer.
- Some questions will give you directions for how to answer the question. Follow these directions and answer the question.
- Other questions will ask you to write a response. Enter your response in the box provided beneath the question. Only responses entered in the box will be scored.
- This test will consist of three stages. A screen that says “Passages and Questions” will tell you when you are starting a stage. Another screen will tell you when you have reached the end of a stage and will give you additional instructions. You may return to any question in the stage you are working on and change your answers, but once you leave a stage you will not be able to return to previous questions.
- You must answer each question to move on to the next question. You may not skip questions.

SAY

Select the Start button to begin your test. If you have questions, raise your hand.

[During testing, circulate the room among the students to make certain they are navigating the test environment correctly.]

End Testing

SAY

[When you are ready to end testing, announce the end of the testing period.]

Stop testing. Testing time has now ended. Submit the Reading test. I will now collect your test materials.

- Circulate the room to ensure all students have successfully exited out of TestNav and collect student testing materials.
- Ensure all students are in Exited or Completed status in PearsonAccess^{next}.
- Return all test materials, including scratch paper and testing tickets to your DAC or SAC. Report any missing materials and absent students.
- Report any testing irregularities to your DAC or SAC.