

Script for Administering PBT DC Science for All Grades

Test Administrators are required to strictly adhere to the script provided for administering the DC Science assessment. The instructions will be found in boxes in bold on the following pages.

All directions that you are to read to students are indicated by the word “SAY” and are in boxes so they stand out from the regular text. Read these directions exactly as written using a calm, natural tone. If you made an error in reading a direction, stop and say, “I made a mistake, listen again.” Then read the direction again.

Instructions for Testing Part 1

Section	Section Testing Time	Required Materials	Start Time	Stop Time
Part 1	60 minutes	<ul style="list-style-type: none">• Test/Answer Booklets• Scratch paper• Pencils		
End of Part 1 – Students STOP				

SAY: Today, you will be taking the DC Science Assessment.

You may not have any unapproved electronic devices at your desk. Making calls, texting, taking pictures, and browsing the internet are not allowed. If you have any electronic devices, including cell phones, on your person or nearby, please turn them off and raise your hand.

If a student raises his or her hand, follow your school/LEA policy to collect and store the devices until the test is complete. Certain electronic devices may be allowed for accommodation purposes only during testing. Verify student accommodations prior to starting the test.

SAY: Please sit quietly while I distribute the test materials. Do NOT open your Test book until I tell you to do so.

Distribute test /answer booklet, scratch paper, pencils, and any approved accessibility/accommodations tools, if needed.

SAY: Now, look at your Test book and make sure it has the correct grade on the cover. Raise your hand if you have a Test book for another grade.

If a student has the wrong grade test book, immediately collect the booklet, and contact the School Test Coordinator.

SAY: This test consists of multiple choice questions, interactive questions, and constructed response questions. The multiple choice questions require you to select the correct answer from a set of choices and darken the appropriate circle in the Test book. Interactive questions require you to follow specific instructions to answer the questions. Constructed response questions require you to write your response in the provided lines of the Test book.

SAY: Now turn to page 3 in your Test book. Read the directions to yourself as I read them aloud. Remember to read all directions and information in the Test book.

Check for understanding and make sure everyone is on the same page.

SAY: Welcome! Today you will be taking the DC Science Assessment. There are a total of 30 questions on this assessment. The test will be divided into two parts. You will have 60 minutes to answer 15 questions in each part of the test. Your test booklet is also an answer booklet, so remember to write your final answers or select the correct responses in this booklet.

To answer the questions on this test, you may be asked to read passages. Read each passage and question carefully and then choose the best answer for each question. You may need to read across multiple pages to see the entire item. Some questions require more than one response. You may look back at the passage as often as necessary.

For questions that ask you to explain, describe, or answer in your own words, write your responses in the space provided. You may use scratch paper to organize your thinking before writing your response in the space provided.

For interactive questions, follow the instructions provided with each item.

If you are unsure about an answer, select or compose an answer you think is the best response. You can always go back to the items you are unsure of after you've answered all other questions in the part.

Finally, before beginning the test, please write your name on the bottom of the cover page and wait for the test administrator to inform you to turn the page.

Circulate throughout the room to make sure all students have placed their names in the correct space on the front page of the Test book.

SAY: Each page of the Test book has a direction shown in the bottom, right-hand corner. Please look at the direction "Go On" on page 3. A "Go On" at the

bottom of the page indicates that there are more questions to answer in this Part.

When you come to the word “STOP” at the bottom of the page, you have finished Part 1. You may go back over Part 1 and check your answers, but do not go on to Part 2. Make sure that you have marked all answers clearly and have only responded to constructed response questions in the space provided. When you have finished with Part 1, close your test book and sit quietly until everyone else has finished.

When you are sure that all students understand the directions, continue.

SAY: Please raise your hand during testing if you have a question. Remember that during testing, you may not talk to other students or look at another student’s. You may not share materials or use materials that I did not give you.

(Pause)

You will have 60 minutes to complete Part 1. I will help you keep track of the time by recording the remaining testing time on the board. If you finish early, you may review your answers in Part 1 only.

Do you have any questions?

(Pause)

Answer any questions students may have. Repeat any of the instructions, as necessary. Write the start time, end time, and time remaining on the board.

SAY: Turn to page 4 of Part 1, you may begin.

Monitor student progress to ensure that they remain in the appropriate part of the test. Periodically change the remaining time on the board at 30 minutes remaining and 10 minutes remaining.

Instructions for Ending Part 1

When time has ended for Part 1, instruct the students about next steps if you plan to continue testing after a short break or finishing the test on a separate day.

SAY: Please stop working and put down your pencil. This is the end of Part 1. Please close your Test Book. I will now collect your Test Books and scratch paper.

Collect all test materials and scratch paper. Make sure you receive a Test Book from each student taking the test. If you will be testing after an extended break (i.e., lunch, afternoon session changes, next day), return the Test books to the Test Coordinator for secure storage until the beginning of Part 2 testing.

If you plan to begin testing Part 2 after a short break (i.e., bathroom break, stretch break, or small snack break), maintain secure possession of Test books at all times during the break.

When you plan to take a short break

SAY: We will be taking a short break before beginning Part 2 of the test. Please prepare to take a “___ minute (state time)” break. During this time, you will be allowed to “_____ (describe activity)”. At exactly “_____ (state time)” we will return to testing mode, and you will be expected to return to your seats to complete Part 2.

When you plan to take an extended break

SAY: We have concluded the first Part of the test. We will conclude Part 2 of the test “_____ (state when)”. Please prepare for dismissal to “_____ (state location)”.

Instructions for Testing Part 2

Section	Section Testing Time	Required Materials	Start Time	Stop Time
Part 2	60 minutes	<ul style="list-style-type: none">• Test/Answer Booklets• Scratch paper• Pencils		
End of Part 2 – Students STOP				

If you are testing after an extended break, remember to verify that students do not have any unapproved electronic devices in their possession. Remove any unapproved devices, and ensure students’ desks are free and clear of ancillary materials. Refer to the language in Part 1 of the script.

SAY: Today we are going to take Part 2 of the DC Science Assessment.
(Pause)
I am now going to pass out the test materials you will need. Please do not open your Test book until I tell you to do so.

Distribute all test materials to students.

SAY: Please be sure your name is on the front cover of your Test book.

Pause while students check to make sure they have the correct Test books.

SAY: Now turn to page “__ (see pages below)” in your Test book. Read the directions to yourself as I read them aloud. Remember to read all directions and information in the Test book.
Grade 5 – Page 33

Check for understanding and make sure everyone is on the same page.

SAY: Welcome! Today you will be taking the DC Science Assessment. There are a total of 30 questions on this assessment. The test will be divided into two parts. You will have 60 minutes to answer 15 questions in each part of the test. Your test booklet is also an answer booklet, so remember to write your final answers or select the correct responses in this booklet.

To answer the questions on this test, you may be asked to read passages. Read each passage and question carefully and then choose the best answer for each question. You may need to read across multiple pages to see the entire item. Some questions require more than one response. You may look back at the passage as often as necessary.

For questions that ask you to explain, describe, or answer in your own words, write your responses in the space provided. You may use scratch paper to organize your thinking before writing your response in the space provided.

For interactive questions, follow the instructions provided with each item.

If you are unsure about an answer, select or compose an answer you think is the best response. You can always go back to the items you are unsure of after you've answered all other questions in the part.

Finally, before beginning the test, please ensure your name is on the bottom of the cover page and wait for the test administrator to inform you to turn the page.

Circulate throughout the room to monitor that the students are on Part 2 of the test.

SAY: Each page of the Test book has a direction shown in the bottom, right-hand corner. Please look at the direction "Go On" on page 33 (or 29). A "Go On" at the bottom of the page indicates that there are more questions to answer in this Part.

When you come to the word "STOP" at the bottom of the page, you have finished Part 2. You may go back over Part 2 only and check your answers, but do not go back to Part 1. Make sure that you have marked all answers clearly and have only responded to constructed response questions in the space provided. When you have finished with Part 2, close your Test book and sit quietly until everyone else has finished.

When you are sure that all students understand the directions, continue.

SAY: Please raise your hand during testing if you have a question. Remember that during testing, you may not talk to other students or look at another student's Test book. You may not share materials or use materials that I did not give you.

(Pause)

You will have 60 minutes to complete Part 2. I will help you keep track of the time by recording the remaining testing time on the board. If you finish early, you may review your answers in Part 2 only.

Do you have any questions?

(Pause)

Answer any questions students may have. Repeat any of the instructions, as necessary. Write the start time, end time, and time remaining on the board.

SAY: Turn to page 34 (or 30) of Part 2, you may begin.

Monitor student progress to ensure that they remain in the appropriate part of the test. Periodically change the remaining time on the board starting at 30 minutes remaining and 10 minutes remaining.

Instructions for Ending Part 2

When time has ended for Part 2, instruct the students about next steps.

SAY: Please stop working and put down your pencil. This is the end of the DC Science assessment. Please close your Test Book. I will now collect your Test Books and scratch paper.

Collect all test materials and scratch paper. Make sure you receive a Test Book from each student taking the test. Return the Test Books to the Test Coordinator for secure storage until answers are transcribed into the online form.