

N

Y

Stat

T

т

P

am

E

La

a

A т

a

Mat

mat

F

T т

S

A m

т at

'

Ma

a

Pa

-Ba

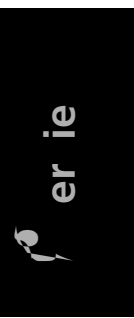
Table of Contents

er ie

Admini ering
the Field Te t



er ie



2022 Confidential Information

For a i fan e i th:	Conf a t:
<ul style="list-style-type: none"> Requesting additional secure field test materials such as field test booklets (including large type, braille, and alternative language editions [for Math—Spanish only]) Returning secure field test materials 	Questar Assessment Inc. (Questar) Customer Support Telephone: 866-997-0695 Fax: 866-688-0419 <u>Email</u> (ny.3-8.help@questarai.com)
<ul style="list-style-type: none"> Errors in the school’s shipment of secure field test materials, such as field test booklets (including large type, braille, and alternative language editions [for Math—Spanish only]) 	Questar Assessment Inc. (Questar) Customer Support Telephone: 866-997-0695 Fax: 866-688-0419 <u>Email</u> (ny.3-8.help@questarai.com) See page 12.
<ul style="list-style-type: none"> Administration of the field test Testing policies regarding accommodations and security of field test materials 	The Office of State Assessment Telephone: 518-474-5902

Important reminder: Check the Serial g (3.8 653P141) / P Lang (en-U1) Langg / PI 313 PD 2) / BT/

How to Use This School Administrator's Manual for Paper-Based Field Testing

School Administrator's Manual for Paper-Based Field Testing

W

Arts Field Tests Teacher's Directions for Paper-Based Field Testing
Teacher's Directions for Paper-Based Field Testing

2022 English Language
2022 Mathematics Field Tests

Part 1

Preparing for the Paper-Based Field Test

General Features of the 2022 Grade 3–8 English Language Arts and Mathematics Field Tests

Preparing for the Paper-Based Field Tests

March 23 – June 3, 2022

Field Test Site Preparation Requirements and Responsibilities

Teacher's Directions for Paper-Based Field Testing

Field Test Preparation Responsibilities of Principals:

Teacher's Directions for Paper-Based Field Testing

Testing Accommodation for Students with Disabilities

Appendix E: Paper-Based Field

Students to Be Field Tested

English Language Learner

-

-

-

-

-

available only in Spanish

Appendix E

Appendix E

Administrator Planning Step for Paper-Based Field Test Preparation

for Paper-Based Field Testing

Appendix A: School Administrator Checklist

Long-Term Planning

Announce Field Test Date

-
-



Tool for the 2022 Grade 3–8 Mathematics Paper-Based Field Test Administration

Use of Reference Sheet

Short-Term Planning

Review Field Test Material

School Administrator's Manual for Paper-Based Field Testing
Teacher's Directions for Paper-Based Field Testing

- *School Administrator's Manual for Paper-Based Field Testing*
- *Teacher's Directions for Paper-Based Field Testing*
- *Teacher's Directions for Paper-Based Field Testing*

Teacher's

- Paper-Based Field Testing Setup Pre-Material Tracking Log

Appendix B

-

-

Prepare the Field Testing Room()

-

-

-

-

-

-

-

Part 2

Administering the Paper-Based Field Test

School Administrator Responsibilities

The responsibilities of the school administrator are:

-
-
-
-
-
-
-
-
-

Prepare the 2022 Grade 3–8 Paper-Based Mathematics Separate Field Test Material

-
-
-
-
-

Under no circumstances may a school open the shrink-wrapped package and affix the student identification label to the field test booklet prior to the date that the field test will be administered.

Supervision of Students

Unauthorized Materials

Use of Communications Devices

At the beginning of each field test administration, proctors must read the following statement to all students taking State examinations:

- Cell phone
- Smartwatch
- Tablet
- Laptop
- PDA
- Smartwatch
- Smartwatch
- Smartwatch
- Smartwatch
- Smartwatch

Proctor: repeat list of devices.

Administering the Paper-Based Field Test

Note:

only

Student Cheating



2 2



2



2



2

2

2

Proctoring



2



2



2



2

2



2

2

2

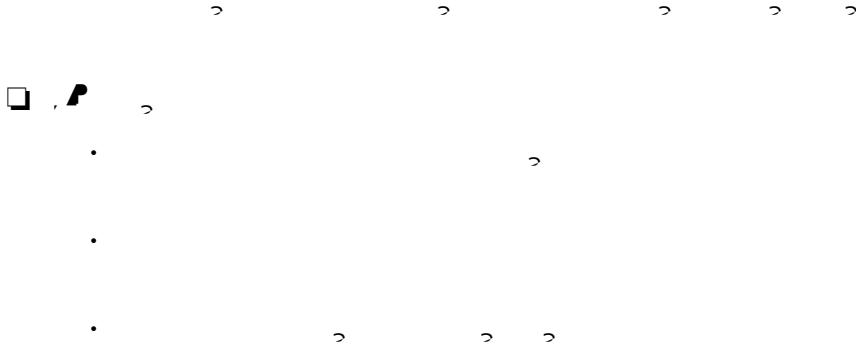
Part 3

After Paper-Based Field Testing

Concluding the Field Test Session

Administrator Checklist for Returning Site Pre-Field Test Material

-
-
-
-
-
-



Appendi^e

Appendix C: Paper-Based Field Testing Mathematics Tool

Rulers and Protractors



Calculators



Grade 3-5

Grade 6

Grade of a form-function indicator with a core root or a
scientific indicator
N/T

Grade 7-8

Grade of a scientific indicator
N/T

Appendix D: Paper-Based Field Testing Accommodations for English Language Learners

English Language Learners

- *Separate Location*

- *Translated Editions (Mathematics only)*—

- *Bilingual Dictionaries and Glossaries*

Former English Language Learners

Appendix F: Specific Paper-Based Field Testing Accommodations

Accommodations Specific to the 2022 Grades 3–8 English Language Arts Field Tests

Use of Spell Checking Devices/Software

P P P P

Test Read

P P P P

P P P P

Use of Scribes

W

after

• P P P P

P P

• P

•

•

•

Accommodations Specific to the 2022 Grades 3–8 Mathematics Field Tests

Test Read

P *P*

P

W

P

>

☒

Use of Manipulative Devices

Use of Mathematics Spatial Boards with Large Type or Braille Editions

Use of Calculators and Mathematics Tables

Grade 3-5

Grade 6

Use of a four-function calculator with a square root key or a scientific calculator

Grade 7-8

Use of a scientific calculator



**Grade 3-8
English Language Arts
and Mathematics Field Test
School Administrator's Manual
for Paper-Based Field Testing**

2022 Edition

