


4.10 Script for Administering PARCC Mathematics

On the first read through, Test Administrators are required to adhere to the scripts provided in this manual for administering the PARCC assessment. Read word-for-word the bold instructions in each SAY box to students. You may not modify or paraphrase the wording in the SAY boxes. Some of the SAY boxes are outlined with a dashed line and should ONLY be read aloud if they are applicable to your students. Some directions may differ slightly by unit and are noted within the administration script.


4.10.1 Grade 3 – Mathematics – All Units

Unit	Unit Testing Time	Required Materials	Start Time	Stop Time
Units 1–3	Grade 3: 60 Minutes	<ul style="list-style-type: none"> • Test booklets • Rulers • Pencils • Scratch paper 		
End of all Units – Students Stop				


Instructions for Preparing to Test

 Deklarasyon	<p>Jodi a, ou pral pase evalyasyon matematik.</p> <p>Ou pa ka genyen okenn aparèy elektwonik nou pa apwouve sou biwo w la. Ou pa gen pèmisyon ni pou fè koutfil, ni pou voye tèks, ni pou fè foto. Si ou gen nenpòt aparèy elektwonik, tankou telefòn selilè ou, avèk ou kounye a, tanpri fèmen li epi leve men w. Si yo jwenn ou ak aparèy elektwonik ki pa apwouve pandan tè la, yo ka pa korije tè ou a.</p>
---	---

If a student raises their hand, collect the electronic device (or follow your school/LEA policy) and store it until the unit is complete. Certain electronic devices may be allowed for accommodations purposes only during testing. Contact your Test Coordinator if you have questions regarding electronic devices.

 Deklarasyon	<p>Tanpri chita trankil pandan m ap distribye materyèl egzamen yo.</p>
---	---

Distribute scratch paper, wooden No. 2 pencils, and approved accessibility/accommodations tools, if needed for certain students. Then, distribute all test materials (see required materials list above).

 Deklarasyon	<p>Pou Inite 1: Ekri non w ak non fanmi w nan Kaz A pa anlè ti liv egzamen an.</p> <p>Pou Inite 2 oswa Inite 3: Verifye pou w asire w non w ak non fanmi w ekri nan Kaz A pa anlè ti liv egzamen w lan.</p>
---	---

Make sure that each student has written their name on the test booklet.

Instructions for Administering All Units

Deklarasyon

Sèvi ak etikèt sou arebò paj la, ouvri ti liv egzamen an nan premye paj Inite 1 an epi swiv toutpandan m ap li konsiy yo.

Jodi a, ou pral pase Inite __ (mete kou ki apwopriye a) nan Egzamen Matematik Klas 3yèm ane a. Ou pap ka itilize kalkilatri.

Tanpri li chak kesyon. Epi, swiv konsiy yo bay pou reponn chak kesyon. Make repons ou yo lè w ranpli ti wonn ki nan ti liv egzamen w lan konplètman. Pa kite okenn mak kreyon pa deyò wonn yo. Si ou bezwen chanje yon repons, sonje pou efase premye repons ou nèt.

Si yon kesyon mande ou pou montre oswa eksplike travay ou, ou dwe fè sa pou ou kapab resevwa tout pwèn an. Y ap korije sèlman repons ki ekri nan espas yo bay la.

Si w pa konnen repons pou yon kesyon, ou ka pase nan kesyon ki vin annapre a. Si w fini bonè, ou ka revize repons ou yo ak nenpòt kesyon ou pa t reponn SÈLMAN nan evalyasyon sa a. Pa fè anyen lè yo mande kanpe.

Ale nan paj apre a pandan m ap kontinye li enstriksyon yo.

Enstriksyon pou Ranpli Tablo Repons lan

1. Travay sou pwoblèm nan epi jwenn yon repons.
2. Ekri repons ou nan kaz ki anlè tablo a.
3. Ekri sèlman yon nonb oswa senbòl nan chak kaz. Pa kite yon kaz vid nan mitan yon repons.
4. Anba chak kaz ranpli ti wonn ki koresponn avèk chif oswa senbòl ou te ekri anwo a. Fè yon mak solid ki ranpli wonn nan nèt.
5. Pa ranpli ti wonn anba yon kaz ou pa itilize.
6. Gade pi ba w ap jwenn egzanp sou fason pou ranpli yon tablo repons kòrèkteman.

Deklarasyon


Nou fini avèk enstriksyon yo nan ti liv tès ou a.


Lè w wè siy GO ON nan ti liv egzamen w la, ou ka ale nan paj apre a. Lè ou rive nan siy STOP nan ti liv egzamen ou, PA kontinye jouk lè nou mande ou pou fè sa.

Egzanp siy GO ON ak STOP endike sou tablo a.


Si ou fini bonè epi ou fin verifye travay ou a nèt, leve men w epi m ap pase pran materyèl egzamen w yo. Depi mwen pran materyèl egzamen w yo, ou pap kapab genyen yo ankò.

Read from OPTION A, B, or C below based on your local policy (refer to your School Test Coordinator).

 Deklarasyon	<p>CHWA A</p> <p>Apri mwen pran materyèl egzamen ou yo, tanpri chita trankil jouk lè inite a fini.</p>
	<p>CHWA B</p> <p>Apri mwen pran materyèl egzamen ou yo, m ap voye ou ale.</p>
	<p>CHWA C</p> <p>Apri mwen pran materyèl egzamen ou yo, ou ka li yon liv oswa lòt materyèl ki admisib jouk lè inite a fini.</p>

 Deklarasyon	<p>Èske ou gen nenpòt kesyon?</p>
--	--

Answer student questions.

 Deklarasyon	<p>W ap gen 60 minit pou fini inite sa a. M ap fè ou konnen lè ou gen 10 minit ki rete pou fini egzamen an.</p> <p>Ale nan paj apre a. Ou ka kòmanse travay kounye a.</p>
--	---

Write the starting time and stopping time in the timing box (Figure 3.0 Timing Box Example).

Actively proctor while students are testing:

- Redirect students as necessary (Section 4.6.2).
- Collect test materials as students complete testing (Section 4.8.1).
- If students have questions about an item, tell them, “Do the best you can.”
- If students indicate that a test item seems irregular, refer to Section 4.6.4.

Instructions for Taking a Break During Testing

The following are permitted during test administration at the discretion of the Test Administrator:

- One stretch break of up to three minutes for the entire classroom during testing for each unit. The stopping time should be adjusted by no more than three minutes if there is a stretch break.
- Individual restroom breaks during testing (do not adjust stop time).

The following security measures must be followed:

- Students must be supervised at all times during breaks.
- Test booklets must be closed or covered.
- Students are not permitted to talk to each other during testing or breaks during testing.
- Students are not permitted to use electronic devices, play games or engage in activities that may compromise the validity of the test.

If taking a three-minute stand and stretch break during the unit:

Deklarasyon

Tanpri kanpe sou tès la, mete fèy bouyon w lan nan ti liv egzamen w lan, epi fèmen ti liv egzamen an. Nou pral pran yon poz an silans pandan twa minit. Li entèdi pou moun pale.

After taking a classroom break, ensure students open their test booklets and continue testing where they left off.

Deklarasyon

Louvri ti liv egzamen w lan epi kontinye tès la.

Instructions for When 10 Minutes of Unit Time Remain

When 10 minutes of unit time remain,

Deklarasyon

Ou gen 10 minit ki rete.

Continue to actively proctor while students are testing.

Instructions for Ending the Unit

When the unit time is finished,

Deklarasyon

Sispann travay. Kounye a, tan yo te bay pou egzamen an fini. Fèmen ti liv egzamen w lan. Verifye si non w ekri nan ti liv egzamen an. Mwen pral ranmase materyèl egzamen yo.

- Collect test booklets, scratch paper, testing tools, and accessibility/accommodations tools (as needed) from students.
- Return all test materials to your School Test Coordinator. Report any missing materials and absent students.
- Report any testing irregularities to your School Test Coordinator.

If you are administering more than one unit in the same day, allow students to take a short break (e.g., restroom break, stretch break) or an extended break (e.g., lunch). Once students have returned and are seated, read the script to move onto the next unit.

4.10.2 Grades 4 and 5 Mathematics - All Units


The administration script under Section 4.10.2 will be used for all units of the Grades 4 and 5 mathematics test.

On the first read through, Test Administrators are required to adhere to the scripts provided in this manual for administering the PARCC assessment. Read word-for-word the bold instructions in each SAY box to students. You may not modify or paraphrase the wording in the SAY boxes. Some of the SAY boxes are outlined with a dashed line and should ONLY be read aloud if they are applicable to your students. Some directions may differ slightly by unit and are noted within the administration script.

Unit	Unit Testing Time	Required Materials	Start Time	Stop Time
Units 1–3	Grades 4 and 5: 60 Minutes	<ul style="list-style-type: none"> • Test booklets • Answer documents • Mathematics reference sheets (grade 5 only) • Rulers and protractors • Pencils • Scratch paper 		
End all Units – Students Stop				

Grades 4 and 5
Mathematics
All Units


Instructions for Preparing to Test

 Deklarasyon	<p>Jodi a, ou pral pase evalyasyon matematik.</p> <p>Ou pa ka genyen okenn aparèy elektwonik nou pa apwouve sou biwo w la. Ou pa gen pèmisyon ni pou fè koutfil, ni pou voye tèks, ni pou fè foto. Si ou gen nenpòt aparèy elektwonik, tankou telefòn selilè ou, avèk ou kounye a, tanpri fèmen li epi leve men w. Si yo jwenn ou ak aparèy elektwonik ki pa apwouve pandan tèks la, yo ka pa korije tèks ou a.</p>
---	---

If a student raises their hand, collect the electronic device (or follow your school/LEA policy) and store it until the unit is complete. Certain electronic devices may be allowed for accommodations purposes only during testing. Contact your Test Coordinator if you have questions regarding electronic devices.

 Deklarasyon	<p>Tanpri chita tranquil pandan m ap distribiye materyèl egzamen yo.</p>
--	---

Distribute scratch paper, wooden No. 2 pencils, and approved accessibility/accommodations tools, if needed for certain students. Then, distribute all test materials (see required materials list above).

 Deklarasyon	<p>Pou Inite 1: Ekri non w ak non fanmi w nan Kaz A pa anlè ti liv egzamen w lan ak dokiman repons ou a.</p> <p>Pou Inite 2 oswa Inite 3: Verifye pou w asire w non w ak non fanmi w ekri nan Kaz A pa anlè ti liv egzamen w lan.</p>
--	---

Make sure that each student has written their name on the test booklet and answer document.

Instructions for Administering All Units

Deklarasyon

Sèvi ak etikèt sou arebò paj la, ouvri ti liv tè s la nan premye paj evalyasyon ___ (mete evalyasyon ki apwopriye a) epi swiv toutpandan m ap li konsiy yo.

Jodi a, ou pral pase Inite __ (mete inite ki apwopriye a) nan __ (klas 4yèm oswa 5yèm ane — chwazi klas ki apwopriye a) nan Egzamen Matematik la. Ou pap ka itilize kalkilatrè.

Tanpri li chak kesyon. Epi, swiv konsiy yo bay pou reponn chak kesyon. Make repons ou yo lè w ranpli nèt tout anndan ti wonn ki nan dokiman repons ou a. Pa kite okenn mak kreyon pa deyò wonn yo. Si ou bezwen chanje yon repons, sonje pou efase premye repons ou nèt.

Si yon kesyon mande ou pou montre oswa eksplike travay ou, ou dwe fè sa pou ou kapab resevwa tout pwèn an. Y ap korije sèlman repons ki ekri nan espas yo bay la.

Si w pa konnen repons pou yon kesyon, ou ka pase nan kesyon ki vin annapre a. Si w fini bonè, ou ka revize repons ou yo ak nenpòt kesyon ou pa t reponn SÈLMAN nan evalyasyon sa a. Pa fè anyen lè yo mande kanpe.

Ale nan paj apre a pandan m ap kontinye li enstriksyon yo.

Enstriksyon pou Ranpli Tablo Repons lan

1. Travay sou pwoblèm nan epi jwenn yon repons.
2. Ekri repons ou nan kaz ki anlè tablo a.
3. Ekri sèlman yon nonb oswa senbòl nan chak kaz. Pa kite yon kaz vid nan mitan yon repons.
4. Anba chak kaz ranpli ti wonn ki koresponn avèk chif oswa senbòl ou te ekri anwo a. Fè yon mak solid ki ranpli wonn nan nèt.
5. Pa ranpli ti wonn anba yon kaz ou pa itilize.
6. Ou pa kapab antre fraksyon nan yon tablo repons epi si ou fè sa ou pap resevwa pwèn. Antre fraksyon yo kòm nonb desimal.
7. Gade pi ba w ap jwenn egzanz sou fason pou ranpli yon tablo repons kòrèkteman.

Deklarasyon


Nou fini avèk enstriksyon yo nan ti liv tè s ou a.


Lè w wè siy GO ON nan ti liv egzamen w la, ou ka ale nan paj apre a. Lè ou rive nan siy STOP nan ti liv egzamen ou, PA kontinye jouk lè nou mande ou pou fè sa.

Egzanz siy GO ON ak STOP endike sou tablo a.


Si ou fini bonè epi ou fin verifye travay ou a nèt, leve men w epi m ap pase pran materyèl egzamen w yo. Depi mwen pran materyèl egzamen w yo, ou pap kapab genyen yo ankò.

Read from OPTION A, B, or C below based on your local policy (refer to your School Test Coordinator).

 Deklarasyon	CHWA A Apri mwen pran materyèl egzamen ou yo, tanpri chita trankil jouk lè inite a fini.
	CHWA B Apri mwen pran materyèl egzamen ou yo, m ap voye ou ale.
	CHWA C Apri mwen pran materyèl egzamen ou yo, ou ka li yon liv oswa lòt materyèl ki admisib jouk lè inite a fini.

 Deklarasyon	Èske ou gen nenpòt kesyon?
--	----------------------------

Answer student questions.

 Deklarasyon	W ap gen 60 minit pou fini inite sa a. M ap fè ou konnen lè ou gen 10 minit ki rete pou fini egzamen an. Ale nan paj apre a. Ou ka kòmanse travay kounye a.
--	--

Write the starting time and stopping time in the timing box (Figure 3.0 Timing Box Example).

Actively proctor while students are testing:

- Redirect students as necessary (Section 4.6.2).
- Collect test materials as students complete testing (Section 4.8.1).
- If students have questions about an item, tell them, “Do the best you can.”
- If students indicate that a test item seems irregular, refer to Section 4.6.4.

Instructions for Taking a Break During Testing

The following are permitted during test administration at the discretion of the Test Administrator:

- One stretch break of up to three minutes for the entire classroom during testing for each unit. The stopping time should be adjusted by no more than three minutes if there is a stretch break.
- Individual restroom breaks during testing (do not adjust stop time).

The following security measures must be followed:

- Students must be supervised at all times during breaks.
- Test booklets and answer documents must be closed or covered.
- Students are not permitted to talk to each other during testing or breaks during testing.
- Students are not permitted to use electronic devices, play games or engage in activities that may compromise the validity of the test.

If taking a three-minute stand and stretch break during the unit:

Deklarasyon

Tanpri kanpe sou tè s la, mete fèy bouyon w lan nan dokiman repons ou a, mete dokiman repons ou a nan ti liv egzamen w lan, epi fèmen ti liv egzamen an. Nou pral pran yon poz an silans pandan twa minit. Li entèdi pou moun pale.

After taking a classroom break, ensure students open their test booklets and answer documents and continue testing where they left off.

Deklarasyon

Louvri ti liv egzamen w lan ak dokiman repons ou yo epi kontinye tè s la.

Instructions for When 10 Minutes of Unit Time Remain

When 10 minutes of unit time remain,

Deklarasyon

Ou gen 10 minit ki rete.

Continue to actively proctor while students are testing.

Instructions for Ending the Unit

When the unit time is finished,

Deklarasyon

Sispann travay. Kounye a, tan yo te bay pou egzamen an fini. Fèmen ti liv egzamen w lan ak dokiman repons ou a.

Verifye si non w ekri nan ti liv egzamen w lan ak dokiman repons ou a. Mwen pral ranmase materyèl egzamen yo.

- Collect all test materials from students.
- Return all test materials to your School Test Coordinator. Report any missing materials and absent students.
- Report any testing irregularities to your School Test Coordinator.

If you are administering more than one unit in the same day, allow students to take a short break (e.g., restroom break, stretch break) or an extended break (e.g., lunch). Once students have returned and are seated, read the script to move onto the next unit.


4.10.3 Grades 6, 7, and High School Mathematics – Unit 1

The administration script under Section 4.10.3 will be used for Unit 1 of the Grades 6, 7, and high school mathematics assessments. Refer to Section 4.10.5 for the administration script for Unit 2 and Unit 3 of the Grades 6, 7, 8, and High School mathematics assessment.

On the first read through, Test Administrators are required to adhere to the scripts provided in this manual for administering the PARCC assessment. Read word-for-word the bold instructions in each SAY box to students. You may not modify or paraphrase the wording in the SAY boxes. Some of the SAY boxes are outlined with a dashed line and should ONLY be read aloud if they are applicable to your students. Some directions may differ slightly by unit and are noted within the administration script.

Unit	Unit Testing Time	Required Materials	Start Time	Stop Time
Unit 1: Non-Calculator Section	Grades 6 and 7: 60 Minutes High School: 90 Minutes	<ul style="list-style-type: none"> • Test booklets • Answer documents • Mathematics reference sheets • Rulers and protractors (required for Grades 6 and 7) • Pencils • Scratch paper 		
Students Go On				
Unit 1: Calculator Section		<ul style="list-style-type: none"> • In addition to above, calculators 		
End of Unit 1 – Students Stop				


Instructions for Preparing to Test

 <p>Deklarasyon</p>	<p>Jodi a, ou pral pase evalyasyon matematik.</p> <p>Ou pa ka genyen okenn aparèy elektwonik nou pa apwouve sou biwo w la. Ou pa gen pèmisyon ni pou fè koutfil, ni pou voye tèks, ni pou fè foto. Si ou gen nenpòt aparèy elektwonik, tankou telefòn selilè ou, avèk ou kounye a, tanpri fèmen li epi leve men w. Si yo jwenn ou ak aparèy elektwonik ki pa apwouve pandan tèks la, yo ka pa korije tèks ou a.</p>
--	---

If a student raises their hand, collect the electronic device (or follow your school/LEA policy) and store it until the unit is complete. Certain electronic devices may be allowed for accommodations purposes only during testing. Contact your Test Coordinator if you have questions regarding electronic devices.

 <p>Deklarasyon</p>	<p>Tanpri chita trankil pandan m ap distribiyè materyèl egzamen yo.</p>
--	--

Distribute scratch paper, wooden No. 2 pencils, and approved accessibility/accommodations tools, if needed for certain students. Then, distribute all test materials (see required materials list above).

 <p>Deklarasyon</p>	<p>Ekri non w ak non fanmi w nan Kaz A pa anlè ti liv egzamen w lan ak dokiman repons ou a.</p>
--	--

Make sure that each student has written their name on the test booklet and answer document.

Instructions for Administering Unit 1

Deklarasyon

Sèvi ak etikèt sou arebò paj la, ouvri ti liv egzamen an nan premye paj Inite 1 an epi swiv toutpandan m ap li konsiy yo.

Jodi a, ou pral pase Inite 1 nan __ (klas 6yèm, 7yèm oswa kou ki apwopriye a) nan Egzamen Matematik la. Inite 1 an gen de seksyon. Nan premye seksyon an, ou pap ka itilize yon kalkilatis. Nan dezyèm seksyon an, w ap ka itilize yon kalkilatis. Ou pap gen pèmasyon pou retounen nan premye seksyon tèl la apre ou fin kòmanse seksyon kote ou ka itilize yon kalkilatis la. W ap bezwen konplete ni seksyon ki pap bezwen kalkilatis la ni seksyon w ap bezwen kalkilatis nan Inite 1 an nan tan yo ba w la.

Tanpri li chak kesyon. Epi, swiv konsiy yo bay pou reponn chak kesyon. Make repons ou yo lè w ranpli nèt tout anndan ti wonn ki nan dokiman repons ou a. Pa kite okenn mak kreyon pa deyò wonn yo. Si ou bezwen chanje yon repons, sonje pou efase premye repons ou nèt.

Si yon kesyon mande ou pou montre oswa eksplike travay ou, ou dwe fè sa pou ou kapab resevwa tout pwèn an. Y ap korije sèlman repons ki ekri nan espas yo bay la.

Si w pa konnen repons pou yon kesyon, ou ka pase nan kesyon ki vin annapre a. Lè w fini ak premye seksyon an, ou ka revize repons ou yo ak nenpòt kesyon ou pa t reponn nan seksyon sa a SÈLMAN. Depi ou revize repons ou yo, kontinye nan seksyon kote ou ka itilize yon kalkilatis. Lè w ap bezwen ale nan seksyon kalkilatis la, leve men w pou w resevwa kalkilatis ou a.

Ale nan paj apre a pandan m ap kontinye li enstriksyon yo.

Enstriksyon pou Ranpli Tablo Repons lan

1. Travay sou pwoblèm nan epi jwenn yon repons.
2. Ekri repons ou nan kaz ki anlè tablo a.
3. Ekri sèlman yon nonb oswa senbòl nan chak kaz. Pa kite yon kaz vid nan mitan yon repons.
4. Anba chak kaz ranpli ti wonn ki koresponn avèk chif oswa senbòl ou te ekri anwo a. Fè yon mak solid ki ranpli wonn nan nèt.
5. Pa ranpli ti wonn anba yon kaz ou pa itilize.
6. Ou pa kapab antre fraksyon nan yon tablo repons epi si ou fè sa ou pap resevwa pwèn. Antre fraksyon yo kòm nonb desimal.
7. Gade pi ba w ap jwenn egzanp sou fason pou ranpli yon tablo repons kòrèkteman.

Deklarasyon


Nou fini avèk enstriksyon yo nan ti liv tèl ou a.

Lè w wè siy GO ON nan ti liv egzamen w la, ou ka ale nan paj apre a. Lè ou rive nan siy STOP nan ti liv egzamen ou, PA kontinye jouk lè nou mande ou pou fè sa.

Egzanp siy GO ON ak STOP endike sou tablo a.


Si ou fini bonè epi ou fin verifye travay ou a nèt nan seksyon kalkilatè a, leve men w epi m ap pase pran materyèl egzamen w yo. Depi mwen pran materyèl egzamen w yo, ou pap kapab genyen yo ankò.

Read from OPTION A, B, or C below based on your local policy (refer to your School Test Coordinator).

	CHWA A Aprè mwen pran materyèl egzamen ou yo, tanpri chita trankil jouk lè inite a fini.
	CHWA B Aprè mwen pran materyèl egzamen ou yo, m ap voye ou ale.
	CHWA C Aprè mwen pran materyèl egzamen ou yo, ou ka li yon liv oswa lòt materyèl ki admisib jouk lè inite a fini.

	Èske ou gen nenpòt kesyon?
---	-----------------------------------

Answer student questions.

	<p>Ou pral gen...</p> <ul style="list-style-type: none"> • Klas 6yèm ak 7yèm ane: 60 minit • Klas Tèminal: 90 minit <p>... pou w konplete ni seksyon ki pap bezwen kalkilatri la ni seksyon w ap bezwen kalkilatri nan inite sa a. Lè tès la rete 20 minit pou fini, m ap fè w sonje pou w ale nan seksyon kalkilatri la, si w poko fè sa. M ap fè ou konnen lè ou gen 10 minit ki rete pou fini egzamen an.</p> <p>Ale nan paj apre a. Ou ka kòmanse travay kounye a.</p>
---	---

Grades 6, 7, and
High School
Mathematics
Unit 1

Write the starting time and stopping time in the timing box (Figure 3.0 Timing Box Example).

Actively proctor while students are testing:

- Redirect students as necessary (Section 4.6.2).
- Once students reach the first stop sign in their test booklet (below the stop sign, the test booklet will state: “You have come to the end of the non-calculator section in Unit 1 of the test”), ensure students are moving on to the calculator section.
- Distribute grade/course-appropriate/accommodations appropriate calculators when students complete the non-calculator section (refer to Sections 4.2 and 4.3 for more information).
- Collect test materials as students complete testing (Section 4.8.1).
- If students have questions about an item, tell them, “Do the best you can.”
- If students indicate that a test item seems irregular, refer to Section 4.6.4.

Instructions for Taking a Break During Testing


The following are permitted during test administration at the discretion of the Test Administrator:

- One stretch break of up to three minutes for the entire classroom during testing for each unit. The stopping time should be adjusted by no more than three minutes if there is a stretch break.
- Individual restroom breaks during testing (do not adjust stop time).

The following security measures must be followed:

- Students must be supervised at all times during breaks.
- Test booklets and answer documents must be closed or covered.
- Students are **not permitted to talk to each other** during testing or breaks during testing.
- Students are not permitted to use electronic devices, play games or engage in activities that may compromise the validity of the test.

If taking a three-minute stand and stretch break during the unit:


	<p>Tanpri kanpe sou tè s la, mete fèy bouyon w lan nan dokiman repons ou a, mete dokiman repons ou a nan ti liv egzamen w lan, epi fèmen ti liv egzamen an. Nou pral pran yon poz an silans pandan twa minit. Li entèdi pou moun pale.</p>
---	---

After taking a classroom break, ensure students open their test booklets and answer documents and continue testing where they left off.

	<p>Louvri ti liv egzamen w lan ak dokiman repons ou yo epi kontinye tè s la.</p>
---	---

Instructions for When 20 Minutes of Unit Time Remain

When 20 minutes of unit time remain,

	<p>Ou gen 20 minit ki rete. Kòm rapèl, ni seksyon ki pa bezwen kalkilatri s la ni seksyon ki bezwen kalkilatri s yo dwe fini nan tan sa a.</p>
--	---

Instructions for When 10 Minutes of Unit Time Remain


When 10 minutes of unit time remain,

	<p>Ou gen 10 minit ki rete.</p>
---	--

Continue to actively proctor while students are testing.

Instructions for Ending the Unit

When the unit time is finished, read the following optional SAY box if there are students with test materials.

	<p>Sispann travay. Kounye a, tan yo te bay pou egzamen an fini. Fèmen ti liv egzamen w lan ak dokiman repons ou a.</p> <p>Verifye si non w ekri nan ti liv egzamen w lan ak dokiman repons ou a. Mwen pral ranmase materyèl egzamen yo.</p>
---	---

- Collect all test materials from students.
- Return all test materials to your School Test Coordinator. Report any missing materials and absent students.
- Report any testing irregularities to your School Test Coordinator.

If you are administering more than one unit in the same day, allow students to take a short break (e.g., restroom break, stretch break) or an extended break (e.g., lunch). Once students have returned and are seated, read the script to move onto the next unit.


4.10.4 Grade 8 Mathematics – Unit 1

The administration script under Section 4.10.4 will be used for Unit 1 of the Grade 8 mathematics test. Refer to Section 4.10.5 for the administration script for Unit 2 and Unit 3 of the Grades 6, 7, 8, and High School mathematics assessment.

On the first read through, Test Administrators are required to adhere to the scripts provided in this manual for administering the PARCC assessment. Read word-for-word the bold instructions in each SAY box to students. You may not modify or paraphrase the wording in the SAY boxes. Some of the SAY boxes are outlined with a dashed line and should ONLY be read aloud if they are applicable to your students. Some directions may differ slightly by unit and are noted within the administration script.

Unit	Unit Testing Time	Required Materials	Start Time	Stop Time
Unit 1	Grade 8: 60 Minutes	<ul style="list-style-type: none"> • Test booklets • Answer documents • Mathematics reference sheets • Rulers • Protractors • Pencils • Scratch paper 		
End of Unit 1 – Students Stop				

Instructions for Preparing to Test

 Deklarasyon	<p>Jodi a, ou pral pase evalyasyon matematik.</p> <p>Ou pa ka genyen okenn aparèy elektwonik nou pa apwouve sou biwo w la. Ou pa gen pèmasyon ni pou fè koutfil, ni pou voye tèks, ni pou fè foto. Si ou gen nenpòt aparèy elektwonik, tankou telefòn selilè ou, avèk ou kounye a, tanpri fèmen li epi leve men w. Si yo jwenn ou ak aparèy elektwonik ki pa apwouve pandan tès la, yo ka pa korije tès ou a.</p>
---	---

If a student raises their hand, collect the electronic device (or follow your school/LEA policy) and store it until the unit is complete. Certain electronic devices may be allowed for accommodations purposes only during testing. Contact your Test Coordinator if you have questions regarding electronic devices.

 Deklarasyon	<p>Tanpri chita trankil pandan m ap distribye materyèl egzamen yo.</p>
--	---

Distribute scratch paper, wooden No. 2 pencils, and approved accessibility/accommodations tools, if needed for certain students. Then, distribute all test materials (see required materials list above).

 Deklarasyon	<p>Ekri non w ak non fanmi w nan Kaz A pa anlè ti liv egzamen w lan ak dokiman repons ou a.</p>
--	--

Make sure that each student has written their name on the test booklet and answer document.

Instructions for Administering Unit 1

Deklarasyon

Sèvi ak etikèt sou arebò paj la, ouvri ti liv egzamen an nan premye paj Inite 1 an epi swiv toutpandan m ap li konsiy yo.

Jodi a, ou pral pase Inite 1 nan __ (8yèm, - chwazi klas ki apwopriye a) nan Egzamen Matematik la. Ou pap ka itilize kalkilatri.

Tanpri li chak kesyon. Epi, swiv konsiy yo bay pou reponn chak kesyon. Make repons ou yo lè w ranpli nèt tout anndan ti wonn ki nan dokiman repons ou a. Pa kite okenn mak kreyon pa deyò wonn yo. Si ou bezwen chanje yon repons, sonje pou efase premye repons ou nèt.

Si yon kesyon mande ou pou montre oswa eksplike travay ou, ou dwe fè sa pou ou kapab resevwa tout pwèn an. Y ap korije sèlman repons ki ekri nan espas yo bay la.

Si w pa konnen repons pou yon kesyon, ou ka pase nan kesyon ki vin annapre a. Si w fini bonè, ou ka revize repons ou yo ak nenpòt kesyon ou pa t reponn SÈLMAN nan evalyasyon sa a. Pa fè anyen lè yo mande kanpe.

Ale nan paj apre a pandan m ap kontinye li enstriksyon yo.

Enstriksyon pou Ranpli Tablo Repons lan

1. Travay sou pwoblèm nan epi jwenn yon repons.
2. Ekri repons ou nan kaz ki anlè tablo a.
3. Ekri sèlman yon nonb oswa senbòl nan chak kaz. Pa kite yon kaz vid nan mitan yon repons.
4. Anba chak kaz ranpli ti wonn ki koresponn avèk chif oswa senbòl ou te ekri anwo a. Fè yon mak solid ki ranpli wonn nan nèt.
5. Pa ranpli ti wonn anba yon kaz ou pa itilize.
6. Ou pa kapab antre fraksyon nan yon tablo repons epi si ou fè sa ou pap resevwa pwèn. Antre fraksyon yo kòm nonb desimal.
7. Gade pi ba w ap jwenn egzanp sou fason pou ranpli yon tablo repons kòrèkteman.

Deklarasyon

Nou fini avèk enstriksyon yo nan ti liv tè s ou a.


Lè w wè siy GO ON nan ti liv egzamen w la, ou ka ale nan paj apre a. Lè ou rive nan siy STOP nan ti liv egzamen ou, PA kontinye jouk lè nou mande ou pou fè sa.

Egzanp siy GO ON ak STOP endike sou tablo a.

Si ou fini bonè epi ou fin verifye travay ou a nèt, leve men w epi m ap pase pran materyèl egzamen w yo. Depi mwèn pran materyèl egzamen w yo, ou pap kapab genyen yo ankò.


Grade 8
Mathematics
Unit 1

Read from OPTION A, B, or C below based on your local policy (refer to your School Test Coordinator).

 Deklarasyon	<p>CHWA A</p> <p>Apre mwen pran materyèl egzamen ou yo, tanpri chita trankil jouk lè inite a fini.</p>
	<p>CHWA B</p> <p>Apre mwen pran materyèl egzamen ou yo, m ap voye ou ale.</p>
	<p>CHWA C</p> <p>Apre mwen pran materyèl egzamen ou yo, ou ka li yon liv oswa lòt materyèl ki admisib jouk lè inite a fini.</p>

 Deklarasyon	<p>Èske ou gen nenpòt kesyon?</p>
--	--

Answer student questions.

 Deklarasyon	<p>W ap gen 60 minit pou fini inite sa a. M ap fè ou konnen lè ou gen 10 minit ki rete pou fini egzamen an.</p> <p>Ale nan paj apre a. Ou ka kòmanse travay kounye a.</p>
--	---

Write the starting time and stopping time in the timing box (Figure 3.0 Timing Box Example).

Actively proctor while students are testing:

- Redirect students as necessary (Section 4.6.2).
- Collect test materials as students complete testing (Section 4.8.1).
- If students have questions about an item, tell them, “Do the best you can.”
- If students indicate that a test item seems irregular, refer to Section 4.6.4.

Instructions for Taking a Break During Testing

The following are permitted during test administration at the discretion of the Test Administrator:

- One stretch break of up to three minutes for the entire classroom during testing for each unit. The stopping time should be adjusted by no more than three minutes if there is a stretch break.
- Individual restroom breaks during testing (do not adjust stop time).

The following security measures must be followed:

- Students must be supervised at all times during breaks.
- Test booklets and answer documents must be closed or covered.
- Students are not permitted to talk to each other during testing or breaks during testing.
- Students are not permitted to use electronic devices, play games or engage in activities that may compromise the validity of the test.

If taking a three-minute stand and stretch break during the unit:

Deklarasyon

Tanpri kanpe sou tès la, mete fèy bouyon w lan nan dokiman repons ou a, mete dokiman repons ou a nan ti liv egzamen w lan, epi fèmen ti liv egzamen an. Nou pral pran yon poz an silans pandan twa minit. Li entèdi pou moun pale.

After taking a classroom break, ensure students open their test booklets and answer documents and continue testing where they left off.

Deklarasyon

Louvri ti liv egzamen w lan ak dokiman repons ou yo epi kontinye tès la.

Instructions for When 10 Minutes of Unit Time Remain

When 10 minutes of unit time remain,

Deklarasyon

Ou gen 10 minit ki rete.

Continue to actively proctor while students are testing.

Instructions for Ending the Unit

When the unit time is finished,

Deklarasyon

Sispann travay. Kounye a, tan yo te bay pou egzamen an fini. Fèmen ti liv egzamen w lan ak dokiman repons ou a.

Verifye si non w ekri nan ti liv egzamen w lan ak dokiman repons ou a. Mwen pral ranmase materyèl egzamen yo.

- Collect all test materials from students.
- Return all test materials to your School Test Coordinator. Report any missing materials and absent students.
- Report any testing irregularities to your School Test Coordinator.


If you are administering more than one unit in the same day, allow students to take a short break (e.g., restroom break, stretch break) or an extended break (e.g., lunch). Once students have returned and are seated, read the script to move onto the next unit.

4.10.5 Grades 6, 7, 8, and High School Mathematics – Units 2 and 3

Test administration scripts for Grades 6, 7, and high school (Algebra I, Geometry, and Algebra II) Unit 1 are in Section 4.10.3. Test administration scripts for Grade 8 Unit 1 are in Section 4.10.4.

Unit	Unit Testing Time	Required Materials	Start Time	Stop Time
Units 2 (6-8 & HS) and 3 (6-8 only)	Grades 6 – 8: 60 Minutes High School: 90 Minutes	<ul style="list-style-type: none"> • Test booklets • Answer documents • Mathematics reference sheets • Pencils • Scratch paper • Calculator • Rulers (required for Grades 6, 7, and 8) • Protractors (required for Grades 6 and 7) 		
End of all units – Students Stop				

Instructions for Preparing to Test


 Deklarasyon	<p>Jodi a, ou pral pase evalyasyon matematik.</p> <p>Ou pa ka genyen okenn aparèy elektwonik nou pa apwouve sou biwo w la. Ou pa gen pèmasyon ni pou fè koutfil, ni pou voye tèks, ni pou fè foto. Si ou gen nenpòt aparèy elektwonik, tankou telefòn selilè ou, avèk ou kounye a, tanpri fèmen li epi leve men w. Si yo jwenn ou ak aparèy elektwonik ki pa apwouve pandan tèks la, yo ka pa korije tèks ou a.</p>
--	---

If a student raises their hand, collect the electronic device (or follow your school/LEA policy) and store it until the unit is complete. Certain electronic devices may be allowed for accommodations purposes only during testing. Contact your Test Coordinator if you have questions regarding electronic devices.

 Deklarasyon	<p>Tanpri chita trankil pandan m ap distribye materyèl egzamen yo.</p>
--	---

Remember that students wrote their names on their test booklets and answer documents in the previous unit.

Distribute scratch paper, wooden No. 2 pencils, and approved accessibility/accommodations tools, if needed for certain students. Then, distribute all test materials (see required materials list above).

 Deklarasyon	<p>Verifye pou asire w non w ekri anlè ti liv Egzamen w lan ak dokiman repons ou a. (Yon ti pòz)</p> <p>Tanpri leve men w si non w pa anlè ti liv egzamen w lan oswa dokiman repons ou a.</p>
--	---

Make sure that each student has received their own test booklet and answer document. If necessary, assist students with making sure they are using the test booklet and answer document that belong to them.

Instructions for Administering Each Unit

Deklarasyon

Sèvi ak etikèt sou arebò paj la, ouvri ti liv tèss la nan premye paj evalyasyon__ (mete evalyasyon ki apwopriye a) epi swiv toutpandan m ap li konsiy yo.

Jodi a, ou pral pase Inite __ (mete nimewo inite ki apwopriye a) nan __ (mete klas/kou ki apwopriye a) nan Egzamen Matematik. W ap ka itilize kalkilatris.

Tanpri li chak kesyon. Epi, swiv konsiy yo bay pou reponn chak kesyon. Make repons ou yo lè w ranpli nèt tout anndan ti wonn ki nan dokiman repons ou a. Pa kite okenn mak kreyon pa deyò wonn yo. Si ou bezwen chanje yon repons, sonje pou efase premye repons ou nèt.

Si yon kesyon mande ou pou montre oswa eksplike travay ou, ou dwe fè sa pou ou kapab resevwa tout pwèn an. Y ap korije sèlman repons ki ekri nan espas yo bay la.

Si w pa konnen repons pou yon kesyon, ou ka pase nan kesyon ki vin annapre a. Si w fini bonè, ou ka revize repons ou yo ak nenpòt kesyon ou pa t reponn SÈLMAN nan evalyasyon sa a. Pa fè anyen lè yo mande kanpe.

Ale nan paj apre a pandan m ap kontinye li enstriksyon yo.

Enstriksyon pou Ranpli Tablo Repons lan

1. Travay sou pwoblèm nan epi jwenn yon repons.
2. Ekri repons ou nan kaz ki anlè tablo a.
3. Ekri sèlman yon nonb oswa senbòl nan chak kaz. Pa kite yon kaz vid nan mitan yon repons.
4. Anba chak kaz ranpli ti wonn ki koresponn avèk chif oswa senbòl ou te ekri anwo a. Fè yon mak solid ki ranpli wonn nan nèt.
5. Pa ranpli ti wonn anba yon kaz ou pa itilize.
6. Ou pa kapab antre fraksyon nan yon tablo repons epi si ou fè sa ou pap resevwa pwèn. Antre fraksyon yo kòm nonb desimal.
7. Gade pi ba w ap jwenn egzanp sou fason pou ranpli yon tablo repons kòrèkteman.

Deklarasyon


Nou fini avèk enstriksyon yo nan ti liv tèss ou a.

Lè w wè siy GO ON nan ti liv egzamen w la, ou ka ale nan paj apre a. Lè ou rive nan siy STOP nan ti liv egzamen w la, PA kontinye jouk lè nou mande w pou fè sa.

Egzanp siy GO ON ak STOP endike sou tablo a.


Si ou fini bonè epi ou fin verifye travay ou a nèt nan inite sa a, leve men w epi m ap pase pran materyèl egzamen w yo. Depi mwen pran materyèl egzamen w yo, ou pap kapab genyen yo ankò.

Read from OPTION A, B, or C below based on your local policy (refer to your School Test Coordinator).

 Deklarasyon	CHWA A Apre mwen pran materyèl egzamen ou yo, tanpri chita trankil jouk lè inite a fini.
	CHWA B Apre mwen pran materyèl egzamen ou yo, m ap voye ou ale.
	CHWA C Apre mwen pran materyèl egzamen ou yo, ou ka li yon liv oswa lòt materyèl ki admisib jouk lè inite a fini.

 Deklarasyon	Èske ou gen nenpòt kesyon?
--	-----------------------------------

Answer student questions.

 Deklarasyon	Ou pral gen... <ul style="list-style-type: none"> • Klas 6yèm–8yèm ane: 60 minit • Klas Tèminal: 90 minit ... pou fini inite sa a. M ap fè ou konnen lè ou gen 10 minit ki rete pou fini egzamen an. Ale nan paj apre a. Ou ka kòmanse travay kounye a.
--	---

Write the starting time and stopping time in the timing box (Figure 3.0 Timing Box Example).

Actively proctor while students are testing:

- Redirect students as necessary (Section 4.6.2).
- Collect test materials as students complete testing (Section 4.8.1).
- If students have questions about an item, tell them, “Do the best you can.”
- If students indicate that a test item seems irregular, refer to Section 4.6.4.

Instructions for Taking a Break During Testing


The following are permitted during test administration at the discretion of the Test Administrator:

- One stretch break of up to three minutes for the entire classroom during testing for each unit. The stopping time should be adjusted by no more than three minutes if there is a stretch break.
- Individual restroom breaks during testing (do not adjust stop time).


The following security measures must be followed:

- Students must be supervised at all times during breaks.
- Test booklets must be closed or covered.
- Students are **not permitted to talk to each other** during testing or breaks during testing.
- Students are not permitted to use electronic devices, play games, or engage in activities that may violate the validity of the test.

If taking a three-minute stand and stretch break during the unit:

	<p>Tanpri kanpe sou tès la, mete fèy bouyon w lan nan dokiman repons ou a, mete dokiman repons ou a nan ti liv egzamen w lan, epi fèmen ti liv egzamen an. Nou pral pran yon poz an silans pandan twa minit. Li entèdi pou moun pale.</p>
---	--

After taking a classroom break, ensure students open their test booklets and answer documents and continue testing where they left off.

	<p>Louvri ti liv egzamen w lan epi kontinye tès la.</p>
---	--

Instructions for When 10 Minutes of Unit Time Remain


When 10 minutes of unit time remain,

	<p>Ou gen 10 minit ki rete.</p>
---	--

Continue to actively proctor while students are testing.

Instructions for Ending the Unit

When the unit time is finished,

	<p>Sispann travay. Kounye a, tan yo te bay pou egzamen an fini. Fèmen ti liv egzamen w lan ak dokiman repons ou a.</p> <p>Verifye si non w ekri nan ti liv egzamen w lan ak dokiman repons ou a. Mwen pral ranmase materyèl egzamen yo.</p>
---	---

- Collect all test materials from students.
- Return all test materials to your School Test Coordinator. Report any missing materials and absent students.
- Report any testing irregularities to your School Test Coordinator.

If you are administering more than one unit in the same day, allow students to take a short break (e.g., restroom break, stretch break) or extended break (e.g., lunch). Once students have returned and are seated, read the script to move on to the next unit.