

4.11 Script for Administering PARCC Mathematics


4.11.1 Grades 3, 4, and 5 Mathematics – All Units

The administration script under Section 4.11.1 will be used for all units of the Grades 3-5 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 3–5 (each unit): 60 Minutes	<ul style="list-style-type: none"> • Student testing tickets • Pencils • Scratch paper 		
End of Unit 1 – Students Submit Final Answers				

It is critical to ensure that students have the appropriate accessibility features and accommodations prior to testing. Refer to Section 3.3 for further instructions on how to check accessibility features and accommodations. Before students can begin testing, the test session must be started in PearsonAccess^{next}. Additionally, the unit must be unlocked (refer to Section 4.3 for more information). Speak to your School Test Coordinator to determine who will complete these two tasks prior to testing. Test Administrators must make sure all testing devices are turned on and logged on to TestNav (follow your school/LEA instructions for accessing the **Sign-In** page. Make sure all testing devices display the **Sign-In** screen as shown under the Checking Audio Section). **If headphones are needed for accessibility purposes, make sure they are plugged in prior to launching TestNav (except for headphones that are used as noise buffers).**

 <p>Sabihin ang</p>	<p>Sa araw na ito, kukunin mo ang Mathematics Assessment.</p> <p>Hindi maaaring may anumang elektronikong device sa iyong desk maliban sa device na gagamitin mo para sa pagsusulit. Hindi pinapayagan ang pagtawag, pag-text, pagkuha ng mga larawan, at pag-browse sa internet. Kung may dala ka ngayong anumang hindi inaaprubahang elektronikong device, pati na mga cell phone, paki-off ang mga ito at itaas ang iyong kamay. Kung mahuli kang may hindi inaaprubahang elektronikong device habang kumukuha ng pagsusulit, maaaring hindi bigyan ng score ang iyong pagsusulit.</p>
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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. Please contact your Test Coordinator if you have questions regarding electronic devices.

Checking Audio (for Mathematics Accessibility Features only)

Sabihin ang Siguraduhing nakasaksak sa device ang iyong headphones at saka isuot ang mga ito. Nasa iyong screen sa ibaba ng button na “Sign In (Mag-sign In)” ang isang link na tinatawag na “Test Audio (Subukan ang Audio).” Pindutin ang link para masiguradong may naririnig ka sa iyong headphones at i-adjust ang volume sa pinakamalakas. Maaari mong i-adjust ang volume sa pagsusulit kapag nagsimula ka na.

See below for a screenshot of the **Test Audio** function. Test Administrators should assist students with audio adjustments as needed.



Instructions for Logging In


Sabihin ang Pakiusap, maupo nang tahimik habang ipinamamahagi ko ang iyong mga ticket sa pagsusulit ng estudyante at scratch paper.
HUWAG mag-log in hangga’t hindi ko sinasabi.

Distribute scratch paper, mathematics reference sheets (Grade 5 only, if locally printed), and student testing tickets as well as optional mathematics tools as applicable. Make sure students have pencils. If a student has a calculator accommodation in their IEP or 504 plan, make sure the student receives the appropriate device.

Sabihin ang Ngayon, tingnan ang iyong ticket sa pagsusulit ng estudyante at siguraduhing nakasulat dito ang iyong pangalan at apelyido. Itaas ang iyong kamay kung wala pa sa iyo ang **iyong ticket.**


If a student has the wrong ticket, provide the correct student testing ticket to the student. If you do not have the correct student testing ticket, contact the School Test Coordinator.


STUDENT TESTING TICKET	
Student:	LastName, FirstName
State ID#:	XXXXXXXX A
Session:	SessionName
Date of Birth:	20YY-MM-DD
Test:	Test Name
<p>You are authorized to take the electronic version of this test. You will be asked to provide the following information in order to access the test on the device. Please wait for the instructions from the test monitor before proceeding.</p>	
<p>Select Your State in the TestNav application.</p>	
Username:	9088286671
Password:	77fb77
<p>(OPTIONAL) Local Testing Device ID: _____</p>	

	<p>Ngayon, ilagay ang iyong Username gaya ng ipinapakita sa ibaba ng iyong ticket. (I-pause.)</p> <p>Kasunod nito, ilagay ang Password gaya ng ipinapakita sa ibaba ng iyong ticket. (I-pause.)</p> <p>Ngayon, pindutin ang button na “Sign In (Mag-sign In).” (I-pause.)</p> <p>Hanapin ang iyong pangalan sa kanang itaas na sulok ng screen. Kung hindi sa iyo ang nakikita mong pangalan, pakitaas ang iyong kamay. Dapat nasa screen na “Available Tests (Mga Available na Pagsusulit)” ka na sa puntong ito. Pinudutin ang button na “Start (Magsimula)” para sa Unit __ (punan ng angkop na unit). Dapat nakikita mo ang screen na “Welcome.”</p>
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Circulate throughout the room to make sure all students have successfully logged in. Retype the Username and Password for a student, if necessary. Passwords are not case sensitive. If the student does not see their correct name on the login screen, close the browser, open a new browser window, and log the student back in with the correct student testing ticket.


Instructions for Administering All Units

	<p>Pindutin ang kahong “Start (Magsimula)” sa gitna ng screen. Sundan ako habang binabasa ko ang mga tagubilin sa screen. Maaaring kailangan mong gamitin ang scroll bar sa kanan para makasunod. HUWAG pindutin ang button na “Start (Magsimula)” hangga’t hindi ko sinasabi.</p> <p>Sa araw na ito, kukunin mo ang Unit __ (punan ng angkop na unit) ng Grade __ (grade 3, 4, o 5 — piliin ang angkop na grade level) Mathematics Test. Hindi ka maaaring gumamit ng calculator.</p> <p>Basahin ang bawat tanong. Pagkatapos, sundin ang mga tagubilin para sa pagsagot sa bawat tanong. Kung hihilingan ka ng tanong na ipakita o ipaliwanag ang iyong ginawa, dapat mo iyong gawin para matanggap ang buong credit. Ilagay ang iyong sagot sa kahon na nakalagay sa iyong screen. Ang nailagay na mga sagot lang sa kahon para sa sagot ang bibigyan ng score.</p> <p>Kung hindi mo alam ang sagot sa isang tanong, maaari mo itong i-bookmark at pumunta sa susunod na tanong. Kung maaga kang makakatapos, maaari mong i-review ang iyong mga sagot at anumang tanong na maaaring na-bookmark mo.</p>
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 Sabihin ang	<p>Ito na ang katapusan ng mga tagubilin para sa pagsusulit. Huwag magpatuloy hangga't hindi sinasabi sa iyo na magpatuloy.</p> <p>Habang nasa pagsusulit, itaas ang iyong kamay kung may maging anumang problema sa iyong device para sa pagsusulit para matulongan kita. Hindi kita matutulungan sa mga tanong sa pagsusulit o sa mga online na tool sa panahon ng pagsusulit.</p> <p>Kung may kasamang drawing box ang tanong, maaari mo itong gamitin para magdagdag ng drawing na makakatulong para (Grade 3: ipaliwanag) (Grade 4 at 5: suportahan) ang iyong (mga) sagot. Bibigyan ng score ang anumang ginawa o drawing na inilagay sa drawing box.</p>
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Read from OPTION A, B, or C below based on your local policy (refer to your School Test Coordinator).

 Sabihin ang	<p>OPSYON A</p> <p>Pagkatapos mong mag-log out sa pagsusulit, maupo nang tahimik hanggang sa matapos ang unit.</p>
	<p>OPSYON B</p> <p>Pagkatapos mong mag-log out sa pagsusulit, idi-dismiss na kita.</p>
	<p>OPSYON C</p> <p>Pagkatapos mong mag-log out sa pagsusulit, maaari kang magbasa ng isang aklat o ibang pinapayagang materyal hanggang sa matapos ang unit.</p>


 Sabihin ang	<p>Mayroon ka bang anumang tanong?</p>
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Answer any questions.

Instructions for Starting the Test

 Sabihin ang	<p>Mag-scroll sa ibaba ng screen.</p> <p>(I-pause.)</p> <p>Pindutin ang button na “Start (Magsimula).”</p> <p>(I-pause.)</p> <p>Dapat nasa pagsusulit ka na ngayon.</p>
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Pause to make sure all students are in the correct unit.

 Sabihin ang	<p>Mayroon kang 60 minuto para makumpleto ang unit na ito. Ipapaalam ko rin sa iyo kapag 10 minuto na lang ang natitira para tapusin ang pagsusulit.</p> <p>Maaari ka nang magsimula.</p>
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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 4.7.3).
- If technology issues occur during testing, assist students as needed. Follow the protocol in Section 4.7.1, as applicable, if any technology issues cause a disruption.
- Ensure students are logging out of TestNav as they complete the unit (Section 4.9.1).
- Collect test materials as students complete testing (Section 4.9.2).
- If students have questions about an item, tell them, “Do the best you can.”
- If students indicate that a test item is not functioning appropriately, refer to Section 4.7.5.
- Ensure that any absent students are locked out of the unit (Section 4.3).

Instructions for Taking a Break During Testing and Testing Interruptions


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.
- Student screens must not be visible to other students.
- 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:


	Pakiusap na huminto at takpan o i-off ang iyong screen. Magkakaroon tayo ng tahimik na tatlong minutong break para magpahingalay. Hindi pinapayagan ang pagsasalita.
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After taking a classroom break, be sure students are seated and device screens are visible:

	Maaari mo nang ituloy ang pagsusulit.
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Instructions for When 10 Minutes of Unit Time Remain


When 10 minutes of unit time remain,

	Mayroon ka na lang natitirang 10 minuto.
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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 still actively testing. If a second unit will be administered after a short break, stop the directions after exiting the unit. (Do not have students log out of TestNav.)



Sabihin ang

Huminto na sa pagsagot. Tapos na ang oras ng pagsusulit.

Pindutin ang “Review (Pag-review)” na drop-down menu sa kaliwang itaas ng iyong pagsusulit.

Mula sa “Review (Pag-review)” menu, mag-scroll pababa at pindutin ang “End of Section (Katapusan ng Seksyon).”

Pindutin ang button na “Submit Final Answers (Isumite ang mga Final na Sagot).” Pagkatapos nito, makakakita ka ng mensaheng nagtatanong ng “Are you sure you want to submit final answers? (Sigurado ka bang gusto mong isumite ang mga final na sagot?)”

Pindutin ang button na “Yes, Submit Final Answers (Oo, Isumite ang mga Final na Sagot).”

Kokolektahin ko na ngayon ang ticket sa pagsusulit ng estudyante at scratch paper.

- Circulate throughout the room to make sure all students have successfully logged off. Then, collect student testing tickets and scratch paper.
- Ensure all students are in **Completed** status for the unit in PearsonAccess^{next} at the end of the unit.
- 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.


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

The administration script under Section 4.11.2 will be used for Unit 1 of the Grades 6, 7, and High School mathematics (Algebra I, Geometry, and Algebra II) test. Refer to Section 4.11.4 for the administration script for Unit 2 and Unit 3.

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"> • Student testing tickets • Pencils • Scratch paper 		
Students Submit Section				
Unit 1: Calculator Section				
End of Unit 1 – Students Submit Final Answers				

It is critical to ensure that students have the appropriate accessibility features and accommodations prior to testing. Refer to Section 3.3 for further instructions on how to check accessibility features and accommodations. Before students can begin testing, the test session must be started in PearsonAccess^{next}. Additionally, the unit must be unlocked (refer to Section 4.3 for more information). Speak to your School Test Coordinator to determine who will complete these two tasks prior to testing. Test Administrators must make sure all testing devices are turned on and logged on to TestNav (follow your school/LEA instructions for accessing the **Sign-In** page. Make sure all testing devices display the **Sign-In** screen as shown under the Checking Audio Section). **If headphones are needed for accessibility purposes, make sure they are plugged in prior to launching TestNav (except for headphones that are used as noise buffers).**

 <p>Sabihin ang</p>	<p>Sa araw na ito, kukunin mo ang Mathematics Assessment.</p> <p>Hindi maaaring may anumang elektronikong device sa iyong desk maliban sa device na gagamitin mo para sa pagsusulit. Hindi pinapayagan ang pagtawag, pag-text, pagkuha ng mga larawan, at pag-browse sa internet. Kung may dala ka ngayong anumang hindi inaaprubahang elektronikong device, pati na mga cell phone, paki-off ang mga ito at itaas ang iyong kamay. Kung mahuli kang may hindi inaaprubahang elektronikong device habang kumukuha ng pagsusulit, maaaring hindi bigyan ng score ang iyong pagsusulit.</p>
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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. Please contact your Test Coordinator if you have questions regarding electronic devices.

Checking Audio (for Mathematics Accessibility Features only)

Sabihin ang Siguraduhing nakasaksak sa device ang iyong headphones at saka isuot ang mga ito. Nasa iyong screen sa ibaba ng button na “Sign In (Mag-sign In)” ang isang link na tinatawag na “Test Audio (Subukan ang Audio).” Pindutin ang link para masiguradong may naririnig ka sa iyong headphones at i-adjust ang volume sa pinakamalakas. Maaari mong i-adjust ang volume sa pagsusulit kapag nagsimula ka na.

See below for a screenshot of the **Test Audio** function. Test Administrators should assist students with audio adjustments as needed.



Instructions for Logging In


Sabihin ang Pakiusap, maupo nang tahimik habang ipinamamahagi ko ang iyong mga ticket sa pagsusulit ng estudyante at scratch paper. **HUWAG mag-log in hangga’t hindi ko sinasabi.**

Distribute scratch paper, mathematics reference sheets (if locally printed), and student testing tickets as well as optional mathematics tools as applicable. Make sure students have pencils. If a student has a calculator accommodation in their IEP or 504 plan, make sure the student receives the appropriate device.

Sabihin ang Ngayon, tingnan ang iyong ticket sa pagsusulit ng estudyante at siguraduhing nakasulat dito ang iyong pangalan at apelyido. Itaas ang iyong kamay kung wala pa sa iyo ang **iyong ticket.**


If a student has the wrong ticket, provide the correct student testing ticket to the student. If you do not have the correct student testing ticket, contact the School Test Coordinator.


STUDENT TESTING TICKET	
Student:	LastName, FirstName
State ID#:	XXXXXXXX A
Session:	SessionName
Date of Birth:	20YY-MM-DD
Test:	Test Name
You are authorized to take the electronic version of this test. You will be asked to provide the following information in order to access the test on the device. Please wait for the instructions from the test monitor before proceeding.	
Select Your State in the TestNav application.	
Username:	9088286671
Password:	77fb77
(OPTIONAL) Local Testing Device ID: _____	


 <p>Sabihin ang</p>	<p>Ngayon, ilagay ang iyong Username gaya ng ipinapakita sa ibaba ng iyong ticket. (I-pause.)</p> <p>Kasunod nito, ilagay ang Password gaya ng ipinapakita sa ibaba ng iyong ticket. (I-pause.)</p> <p>Ngayon, pindutin ang button na “Sign In (Mag-sign In).” (I-pause.)</p> <p>Hanapin ang iyong pangalan sa kanang itaas na sulok ng screen. Kung hindi sa iyo ang nakikita mong pangalan, pakitaas ang iyong kamay. Dapat nasa screen na “Available Tests (Mga Available na Pagsusulit)” ka na sa puntong ito. Pindutin ang button na “Start (Magsimula)” para sa Unit 1. Dapat nakikita mo ang screen na “Welcome.”</p>
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Circulate throughout the room to make sure all students have successfully logged in. Retype the Username and Password for a student, if necessary. Passwords are not case sensitive. If the student does not see their correct name on the login screen, close the browser, open a new browser window, and log the student back in with the correct student testing ticket.


Instructions for Administering Unit 1


 <p>Sabihin ang</p>	<p>Pindutin ang kahong “Start (Magsimula)” sa gitna ng screen. Sundan ako habang binabasa ko ang mga tagubilin sa screen. Maaaring kailangan mong gamitin ang scroll bar sa kanan para makasunod. HUWAG pindutin ang button na “Start (Magsimula)” hangga’t hindi ko sinasabi.</p> <p>Sa araw na ito, kukunin mo ang Unit 1 ng __ (grade 6, 7 o ang angkop na kurso) Mathematics Test. May dalawang seksyon ang Unit 1. Sa unang seksyon, hindi ka maaaring gumamit ng calculator. Sa ikalawang seksyon, maaari kang gumamit ng calculator. Hindi ka papayagang bumalik sa unang seksyon ng pagsusulit kapag nagsimula ka na sa seksyong ginagamitan ng calculator. Dapat mong kumpletuhin ang seksyong ginagamitan at hindi ginagamitan ng calculator ng Unit 1 sa loob ng itinakdang oras.</p> <p>Basahin ang bawat tanong. Pagkatapos, sundin ang mga tagubilin para sa pagsagot sa bawat tanong.</p> <p>Kung hihilingan ka ng tanong na ipakita o ipaliwanag ang iyong ginawa, dapat mo iyong gawin para matanggap ang buong credit. Ilagay ang iyong sagot sa kahon na nakalagay sa iyong screen. Ang nailagay na mga sagot lang sa kahon para sa sagot ang bibigyan ng score.</p> <p>Kung hindi mo alam ang sagot sa isang tanong, maaari mo itong i-bookmark at pumunta sa susunod na tanong. Kapag natapos mo na ang unang seksyon, maaari mong i-review ang iyong mga sagot at anumang tanong na maaaring na-bookmark mo sa seksyon LANG na ito. Kapag na-review mo na ang iyong mga sagot, pumunta sa seksyong ginagamitan ng calculator sa pamamagitan ng pagsusumite sa mga sagot para sa unang seksyon. Itaas ang iyong kamay kung kailangan mo ng tulong sa kung paano pumunta sa seksyong ginagamitan ng calculator.</p>
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 <p>Sabihin ang</p>	<p>OPSYONAL KUNG GUMAGAMIT NG MGA HAND-HELD NA CALCULATOR: Itaas ang iyong kamay para matanggap ang iyong calculator kapag handa ka nang lumipat sa seksyong ginagamitan ng calculator.</p>
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	<p>Ito na ang katapusan ng mga tagubilin sa iyong screen. Huwag magpatuloy hangga't hindi sinasabi sa iyo na magpatuloy.</p> <p>Habang nasa pagsusulit, itaas ang iyong kamay kung may maging anumang problema sa iyong device para sa pagsusulit para matulungan kita. Hindi kita matutulungan sa mga tanong sa pagsusulit o sa mga online na tool sa panahon ng pagsusulit.</p> <p>Kapag natiyak mo na ang iyong sagot sa seksyong ginagamitan ng calculator, itaas ang iyong kamay at bibigyan kita ng instruksyong mag-log out sa pagsusulit. At, kokolektahin ko na ang ticket sa pagsusulit ng estudyante at scratch paper.</p>
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Read from OPTION A, B, or C below based on your local policy (refer to your School Test Coordinator).

	<p>OPSYON A</p> <p>Pagkatapos mong mag-log out sa pagsusulit, maupo nang tahimik hanggang sa matapos ang unit.</p>
	<p>OPSYON B</p> <p>Pagkatapos mong mag-log out sa pagsusulit, idi-dismiss na kita.</p>
	<p>OPSYON C</p> <p>Pagkatapos mong mag-log out sa pagsusulit, maaari kang magbasa ng isang aklat o ibang pinapayagang materyal hanggang sa matapos ang unit.</p>

	<p>Mayroon ka bang anumang tanong?</p>
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Answer any questions.

Instructions for Starting the Test

	<p>Mag-scroll sa ibaba ng screen.</p> <p>(I-pause.)</p> <p>Pindutin ang button na “Start (Magsimula).”</p> <p>(I-pause.)</p> <p>Dapat nasa pagsusulit ka na ngayon.</p>
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Pause to make sure all students are in the correct unit.

Sabihin
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Mayroon kang . . .

- Grade 6 at 7: **60 minuto**
- High School: **90 minuto**

. . . para kumpletuhin ang seksyong ginagamitan at hindi ginagamitan ng calculator sa unit na ito. Kapag 20 minuto na lang ang natitira para tapusin ang pagsusulit, papaalalahanan kitang lumipat sa seksyong ginagamitan ng calculator, kung hindi mo pa nagagawa iyon. Ipapaalam ko rin sa iyo kapag 10 minuto na lang ang natitira para tapusin ang pagsusulit.

Maaari ka nang magsimula.

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 4.7.3).
- If technology issues occur during testing, assist students as needed. Follow the protocol in Section 4.7.1, as applicable, if any technology issues cause a disruption.
- If you are assisting students and see “Submit Section” or “Start Section” on the TestNav screen, this means that the student is ready to transition into the calculator section. Ensure students are moving on to the calculator section. When the non-calculator section is complete, students will need to “Submit Section” in order to move on to the calculator section and log out of TestNav as they complete the unit (Section 4.9.1).
- Distribute grade/course-appropriate/accommodation-appropriate calculators (if using hand-held calculators) when students complete the non-calculator section (refer to Section 4.2 for more information).
- Ensure students are logging out of TestNav as they complete the unit (Section 4.9.1).
- Collect test materials as students complete testing (Section 4.9.2).
- If students have questions about an item, tell them, “Do the best you can.”
- If students indicate that a test item is not functioning appropriately, refer to Section 4.7.5.
- Ensure that any absent students are locked out of the unit (Section 4.3).

Instructions for Taking a Break During Testing and Testing Interruptions

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.
- Student screens must not be visible to other students.
- 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:

Sabihin
ang


Pakiusap na huminto at takpan o i-off ang iyong screen. Magkakaroon tayo ng tahimik na tatlong minutong break para magpahingalay. Hindi pinapayagan ang pagsasalita.

After taking a classroom break, be sure students are seated and device screens are visible:

	<p>Maaari mo nang ituloy ang pagsusulit.</p>
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Instructions for When 20 Minutes of Unit Time Remain

When 20 minutes of unit time remain,

	<p>Mayroon ka na lang natitirang 20 minuto. Bilang paalala, dapat mong kumpletuhin ang seksyong ginagamitan at hindi ginagamitan ng calculator sa loob ng oras na ito.</p>
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Instructions for When 10 Minutes of Unit Time Remain


When 10 minutes of unit time remain,

	<p>Mayroon ka na lang natitirang 10 minuto.</p>
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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 still actively testing. If a second unit will be administered after a short break, stop the directions after exiting the unit. (Do not have students log out of TestNav.)

	<p>Huminto na sa pagsagot. Tapos na ang oras ng pagsusulit.</p> <p>Pindutin ang “Review (Pag-review)” na drop-down menu sa kaliwang itaas ng iyong pagsusulit.</p> <p>Mula sa “Review (Pag-review)” menu, mag-scroll pababa at pindutin ang “End of Section (Katapusan ng Seksyon).”</p> <p>Pindutin ang button na “Submit Final Answers (Isumite ang mga Final na Sagot).” Pagkatapos nito, makakakita ka ng mensaheng nagtatanong ng “Are you sure you want to submit final answers? (Sigurado ka bang gusto mong isumite ang mga final na sagot?)”</p> <p>Pindutin ang button na “Yes, Submit Final Answers (Oo, Isumite ang mga Final na Sagot).”</p> <p>Kokolektahin ko na ngayon ang ticket sa pagsusulit ng estudyante at scratch paper.</p>
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- Circulate throughout the room to make sure all students have successfully logged off. Then, collect student testing tickets and scratch paper.
- Ensure all students are in **Completed** status for the unit in PearsonAccess^{next} at the end of the unit.
- 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.


4.11.3 Grade 8 Mathematics – Unit 1

The administration script under Section 4.11.3 will be used for Unit 1 of the Grade 8 mathematics test. Refer to Section 4.11.4 for the administration script for Unit 2 and Unit 3 of the Grades 6, 7, 8 and high school 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
Unit 1: Non-Calculator	Grade 8: 60 Minutes	<ul style="list-style-type: none"> • Student testing tickets • Pencils • Scratch paper 		
End of Unit 1 – Students Submit Final Answers				

It is critical to ensure that students have the appropriate accessibility features and accommodations prior to testing. Refer to Section 3.3 for further instructions on how to check accessibility features and accommodations. Before students can begin testing, the test session must be started in PearsonAccess^{next}. Additionally, the unit must be unlocked (refer to Section 4.3 for more information). Speak to your School Test Coordinator to determine who will complete these two tasks prior to testing. Test Administrators must make sure all testing devices are turned on and logged on to TestNav (follow your school/LEA instructions for accessing the **Sign-In** page. Make sure all testing devices display the **Sign-In** screen as shown under the Checking Audio Section). **If headphones are needed for accessibility purposes, make sure they are plugged in prior to launching TestNav (except for headphones that are used as noise buffers).**

 <p>Sabihihang</p>	<p>Sa araw na ito, kukunin mo ang Mathematics Assessment.</p> <p>Hindi maaaring may anumang elektronikong device sa iyong desk maliban sa device na gagamitin mo para sa pagsusulit. Hindi pinapayagan ang pagtawag, pag-text, pagkuha ng mga larawan, at pag-browse sa internet. Kung may dala ka ngayong anumang hindi inaaprubahang elektronikong device, pati na mga cell phone, paki-off ang mga ito at itaas ang iyong kamay. Kung mahuli kang may hindi inaaprubahang elektronikong device habang kumukuha ng pagsusulit, maaaring hindi bigyan ng score ang iyong pagsusulit.</p>
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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. Please contact your Test Coordinator if you have questions regarding electronic devices.

Checking Audio (for Mathematics Accessibility Features only)

 <p>Sabihihang</p>	<p>Siguraduhing nakasaksak sa device ang iyong headphones at saka isuot ang mga ito. Nasa iyong screen sa ibaba ng button na “Sign In (Mag-sign In)” ang isang link na tinatawag na “Test Audio (Subukan ang Audio).” Pindutin ang link para masiguradong may naririnig ka sa iyong headphones at i-adjust ang volume sa pinakamalakas. Maaari mong i-adjust ang volume sa pagsusulit kapag nagsimula ka na.</p>
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See below for a screenshot of the **Test Audio** function. Test Administrators should assist students with audio adjustments as needed.

Instructions for Logging In

Pakiusap, maupo nang tahimik habang ipinamamahagi ko ang iyong mga ticket sa pagsusulit ng estudyante at scratch paper.

HUWAG mag-log in hangga't hindi ko sinasabi.

Distribute scratch paper, mathematics reference sheets (if locally printed), and student testing tickets as well as optional mathematics tools as applicable. Make sure students have pencils. If a student has a calculator accommodation in their IEP or 504 plan, make sure the student receives the appropriate device.

Ngayon, tingnan ang iyong ticket sa pagsusulit ng estudyante at siguraduhing nakasulat dito ang iyong pangalan at apelyido. Itaas ang iyong kamay kung wala pa sa iyo ang iyong ticket.

If a student has the wrong ticket, provide the correct student testing ticket to the student. If you do not have the correct student testing ticket, contact the School Test Coordinator.

STUDENT TESTING TICKET

Student: LastName, FirstName
State ID#: XXXXXXXX A
Session: SessionName
Date of Birth: 20YY-MM-DD
Test: Test Name

You are authorized to take the electronic version of this test. You will be asked to provide the following information in order to access the test on the device. Please wait for the instructions from the test monitor before proceeding.

Select **Your State** in the TestNav application.

Username: 9088286671 **Password:** 77fb77

(OPTIONAL) Local Testing Device ID: _____

Sabihin ang

Ngayon, ilagay ang iyong Username gaya ng ipinapakita sa ibaba ng iyong ticket.

(I-pause.)

Kasunod nito, ilagay ang Password gaya ng ipinapakita sa ibaba ng iyong ticket.

(I-pause.)

Ngayon, pindutin ang button na “Sign In (Mag-sign In).”

(I-pause.)

Hanapin ang iyong pangalan sa kanang itaas na sulok ng screen. Kung hindi sa iyo ang nakikita mong pangalan, pakitaas ang iyong kamay. Dapat nasa screen na “Available Tests (Mga Available na Pagsusulit)” ka na sa puntong ito. Pindutin ang button na “Start (Magsimula)” para sa Unit 1. Dapat nakikita mo ang screen na “Welcome.”

Circulate throughout the room to make sure all students have successfully logged in. Retype the Username and Password for a student, if necessary. Passwords are not case sensitive. If the student does not see their correct name on the login screen, close the browser, open a new browser window, and log the student back in with the correct student testing ticket.

Instructions for Administering Unit 1

Sabihin ang

Pindutin ang kahong “Start (Magsimula)” sa gitna ng screen. Sundan ako habang binabasa ko ang mga tagubilin sa screen. Maaaring kailangan mong gamitin ang scroll bar sa kanan para makasunod. **HUWAG** pindutin ang button na “Start (Magsimula)” hangga’t hindi ko sinasabi.

Sa araw na ito, kukunin mo ang Unit 1 ng Grade __ (8 — piliin ang angkop na grade level) Mathematics Test. Hindi ka maaaring gumamit ng calculator.

Basahin ang bawat tanong. Pagkatapos, sundin ang mga tagubilin para sa pagsagot sa bawat tanong. Kung hihilingan ka ng tanong na ipakita o ipaliwanag ang iyong ginawa, dapat mo iyong gawin para matanggap ang buong credit. Ilagay ang iyong sagot sa kahon na nakalagay sa iyong screen. Ang nailagay na mga sagot lang sa kahon para sa sagot ang bibigyan ng score.

Kung hindi mo alam ang sagot sa isang tanong, maaari mo itong i-bookmark at pumunta sa susunod na tanong. Kung maaga kang makakatapos, maaari mong i-review ang iyong mga sagot at anumang tanong na maaaring na-bookmark mo.


Sabihin ang

Ito na ang katapusan ng mga tagubilin sa iyong screen. Huwag magpatuloy hangga’t hindi sinasabi sa iyo na magpatuloy.

Habang nasa pagsusulit, itaas ang iyong kamay kung may maging anumang problema sa iyong device para sa pagsusulit para matulungan kita. Hindi kita matutulungan sa mga tanong sa pagsusulit o sa mga online na tool sa panahon ng pagsusulit.

Kapag natiyak mo na ang iyong sagot sa seksyong ito, itaas ang iyong kamay at bibigyan kita ng instruksyong mag-log out sa pagsusulit. At, kokolektahin ko na ang ticket sa pagsusulit ng estudyante at scratch paper.


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

	<p>OPSYON A</p> <p>Pagkatapos mong mag-log out sa pagsusulit, maupo nang tahimik hanggang sa matapos ang unit.</p>
	<p>OPSYON B</p> <p>Pagkatapos mong mag-log out sa pagsusulit, idi-dismiss na kita.</p>
	<p>OPSYON C</p> <p>Pagkatapos mong mag-log out sa pagsusulit, maaari kang magbasa ng isang aklat o ibang pinapayagang materyal hanggang sa matapos ang unit.</p>


	<p>Mayroon ka bang anumang tanong?</p>
---	---

Answer any questions.

Instructions for Starting the Test

	<p>Mag-scroll sa ibaba ng screen.</p> <p>(I-pause.)</p> <p>Pindutin ang button na “Start (Magsimula).”</p> <p>(I-pause.)</p> <p>Dapat nasa pagsusulit ka na ngayon.</p>
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Pause to make sure all students are in the correct unit.

	<p>Mayroon kang 60 minuto para makumpleto ang unit na ito. Ipapaalam ko rin sa iyo kapag 10 minuto na lang ang natitira para tapusin ang pagsusulit.</p> <p>Maaari ka nang magsimula.</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 4.7.3).
- If technology issues occur during testing, assist students as needed. Follow the protocol in Section 4.7.1, as applicable, if any technology issues cause a disruption.
- Ensure students are logging out of TestNav as they complete the unit (Section 4.9.1).
- Collect test materials as students complete testing (Section 4.9.2).
- If students have questions about an item, tell them, “Do the best you can.”
- If students indicate that a test item is not functioning appropriately, refer to Section 4.7.5.
- Ensure that any absent students are locked out of the unit (Section 4.3).

Instructions for Taking a Break During Testing and Testing Interruptions


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.
- Student screens must not be visible to other students.
- 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>Pakiusap na huminto at takpan o i-off ang iyong screen. Magkakaroon tayo ng tahimik na tatlong minutong break para magpahingalay. Hindi pinapayagan ang pagsasalita.</p>
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After taking a classroom break, be sure students are seated and device screens are visible:

	<p>Maaari mo nang ituloy ang pagsusulit.</p>
--	---

Instructions for When 10 Minutes of Unit Time Remain

When 10 minutes of unit time remain,

	<p>Mayroon ka na lang natitirang 10 minuto.</p>
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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 still actively testing. If a second unit will be administered after a short break, stop the directions after exiting the unit. (Do not have students log out of TestNav.)

Sabihin ang

Huminto na sa pagsagot. Tapos na ang oras ng pagsusulit.

Pindutin ang “Review (Pag-review)” na drop-down menu sa kaliwang itaas ng iyong pagsusulit.

Mula sa “Review (Pag-review)” menu, mag-scroll pababa at pindutin ang “End of Section (Katapusan ng Seksyon).”

Pindutin ang button na “Submit Final Answers (Isumite ang mga Final na Sagot).” Pagkatapos nito, makakakita ka ng mensaheng nagtatanong ng “Are you sure you want to submit final answers? (Sigurado ka bang gusto mong isumite ang mga final na sagot?)”

Pindutin ang button na “Yes, Submit Final Answers (Oo, Isumite ang mga Final na Sagot).”

Kokolektahin ko na ngayon ang ticket sa pagsusulit ng estudyante at scratch paper.

- Circulate throughout the room to make sure all students have successfully logged off. Then, collect student testing tickets and scratch paper.
- Ensure all students are in **Completed** status for the unit in PearsonAccess^{next} at the end of the unit.
- 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.


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

The administration script under Section 4.11.4 will be used for Unit 2 and Unit 3 of the Grades 6, 7, 8, and High School mathematics (Algebra I, Geometry, and Algebra II) test. The administration script for Unit 1 of the Grades 6, 7, and high school mathematics assessments can be found in Section 4.11.2. The administration script for Unit 1 of the Grades 8 mathematics assessments can be found in Section 4.11.3.

Unit	Unit Testing Time	Required Materials	Start Time	Stop Time
Unit 2	Grades 6–8: 60 Minutes High School: 90 Minutes	<ul style="list-style-type: none"> • Student testing tickets • Pencils • Scratch paper 		
End of Unit 2 – Students Submit Final Answers				
Unit 3	Grades 6–8: 60 Minutes	<ul style="list-style-type: none"> • Student testing tickets • Pencils • Scratch paper 		
End of Unit 3 – Students Submit Final Answers				


It is critical to ensure that students have the appropriate accessibility features and accommodations prior to testing. Refer to Section 3.3 for further instructions on how to check accessibility features and accommodations.

Before students can begin testing, the test session must be started in PearsonAccess^{next}. Additionally, the unit must be unlocked (refer to Section 4.3 for more information). Speak to your School Test Coordinator to determine who will complete these two tasks prior to testing. Test Administrators must make sure all testing devices are turned on and logged on to TestNav (follow your school/LEA instructions for accessing the **Sign-In** page). Make sure all testing devices display the **Sign-In** screen as shown below (under the Checking Audio Section). **If headphones are needed for accessibility purposes, make sure they are plugged in prior to launching TestNav (except for headphones that are used as noise buffers).**

 <p>Sabihin ang</p>	<p>Sa araw na ito, kukunin mo ang Mathematics Assessment.</p> <p>Hindi maaaring may anumang elektronikong device sa iyong desk maliban sa device na gagamitin mo para sa pagsusulit. Hindi pinapayagan ang pagtawag, pag-text, pagkuha ng mga larawan, at pag-browse sa internet. Kung may dala ka ngayong anumang hindi inaaprubahang elektronikong device, pati na mga cell phone, paki-off ang mga ito at itaas ang iyong kamay. Kung mahuli kang may hindi inaaprubahang elektronikong device habang kumukuha ng pagsusulit, maaaring hindi bigyan ng score ang iyong pagsusulit.</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. Please contact your Test Coordinator if you have questions regarding electronic devices.

Checking Audio (for Mathematics Accessibility Features only)

 <p>Sabihin ang</p>	<p>Siguraduhing nakasaksak sa device ang iyong headphones at saka isyuot ang mga ito. Nasa iyong screen sa ibaba ng button na “Sign In (Mag-sign In)” ang isang link na tinatawag na “Test Audio (Subukan ang Audio).” Pindutin ang link para masiguradong may naririnig ka sa iyong headphones at i-adjust ang volume sa pinakamalakas. Maaari mong i-adjust ang volume sa pagsusulit kapag nagsimula ka na.</p>
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See below for a screenshot of the **Test Audio** function. Test Administrators should assist students with audio adjustments as needed.

Instructions for Logging In


	<p>Pakiusap, maupo nang tahimik habang ipinamamahagi ko ang iyong mga ticket sa pagsusulit ng estudyante at scratch paper.</p> <p>HUWAG mag-log in hangga't hindi ko sinasabi.</p>
--	--

Distribute scratch paper, mathematics reference sheets (if locally printed), and student testing tickets as well as optional mathematics tools as applicable. Make sure students have pencils. If a student has a calculator accommodation in their IEP or 504 plan, make sure the student receives the appropriate device.

	<p>Ngayon, tingnan ang iyong ticket sa pagsusulit ng estudyante at siguraduhing nakasulat dito ang iyong pangalan at apelyido. Itaas ang iyong kamay kung wala pa sa iyo ang iyong ticket.</p>
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If a student has the wrong ticket, provide the correct student testing ticket to the student. If you do not have the correct student testing ticket, contact the School Test Coordinator.


STUDENT TESTING TICKET	
Student:	LastName, FirstName
State ID#:	XXXXXXXX A
Session:	SessionName
Date of Birth:	20YY-MM-DD
Test:	Test Name
<p>You are authorized to take the electronic version of this test. You will be asked to provide the following information in order to access the test on the device. Please wait for the instructions from the test monitor before proceeding.</p>	
<p>Select Your State in the TestNav application.</p>	
Username:	9088286671
Password:	77fb77
<p>(OPTIONAL) Local Testing Device ID: _____</p>	

 <p>Sabihin ang</p>	<p>Ngayon, ilagay ang iyong Username gaya ng ipinapakita sa ibaba ng iyong ticket. (I-pause.)</p> <p>Kasunod nito, ilagay ang Password gaya ng ipinapakita sa ibaba ng iyong ticket. (I-pause.)</p> <p>Ngayon, pindutin ang button na “Sign In (Mag-sign In).” (I-pause.)</p> <p>Hanapin ang iyong pangalan sa kanang itaas na sulok ng screen. Kung hindi sa iyo ang nakikita mong pangalan, pakitaas ang iyong kamay. Dapat nasa screen na “Available Tests (Mga Available na Pagsusulit)” ka na sa puntong ito. Pindutin ang button na “Start (Magsimula)” para sa Unit __ (punan ng angkop na unit number). Dapat nakikita mo ang screen na “Welcome.”</p>
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Circulate throughout the room to make sure all students have successfully logged in. Retype the Username and Password for a student, if necessary. Passwords are not case sensitive. If the student does not see their correct name on the login screen, close the browser, open a new browser window, and log the student back in with the correct student testing ticket.


Instructions for Administering Each Unit

 <p>Sabihin ang</p>	<p>Pindutin ang kahong “Start (Magsimula)” sa gitna ng screen. Sundan ako habang binabasa ko ang mga tagubilin sa screen. Maaaring kailangan mong gamitin ang scroll bar sa kanan para makasunod. HUWAG pindutin ang button na “Start (Magsimula)” hangga’t hindi ko sinasabi.</p> <p>Sa araw na ito, kukunin mo ang Unit __ (punan ng angkop na unit number) ng __ (punan ng angkop na grade/kurso) Mathematics Test. Maaari kang gumamit ng calculator. May inilaang calculator sa toolbar para magamit mo.</p> <p>Basahin ang bawat tanong. Pagkatapos, sundin ang mga tagubilin para sa pagsagot sa bawat tanong.</p> <p>Kung hihilingan ka ng tanong na ipakita o ipaliwanag ang iyong ginawa, dapat mo iyong gawin para matanggap ang buong credit. Ilagay ang iyong sagot sa kahon na nakalagay sa iyong screen. Ang nailagay na mga sagot lang sa kahon para sa sagot ang bibigyan ng score.</p> <p>Kung hindi mo alam ang sagot sa isang tanong, maaari mo itong i-bookmark at pumunta sa susunod na tanong. Kung maaga kang makakatapos, maaari mong i-review ang iyong mga sagot at anumang tanong na maaaring na-bookmark mo.</p>
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 <p>Sabihin ang</p>	<p>Ito na ang katapusan ng mga tagubilin sa iyong screen. Huwag magpatuloy hangga’t hindi sinasabi sa iyo na magpatuloy.</p> <p>Habang nasa pagsusulit, itaas ang iyong kamay kung may maging anumang problema sa iyong device para sa pagsusulit para matulungan kita. Hindi kita matutulungan sa mga tanong sa pagsusulit o sa mga online na tool sa panahon ng pagsusulit.</p> <p>Kapag natiyak mo na ang iyong sagot sa seksyong ito, itaas ang iyong kamay at bibigyan kita ng instruksyong mag-log out sa pagsusulit. At, kokolektahin ko na ang ticket sa pagsusulit ng estudyante at scratch paper.</p>
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Read from OPTION A, B, or C below based on your local policy (refer to your School Test Coordinator).

	<p>OPSYON A</p> <p>Pagkatapos mong mag-log out sa pagsusulit, maupo nang tahimik hanggang sa matapos ang unit.</p>
	<p>OPSYON B</p> <p>Pagkatapos mong mag-log out sa pagsusulit, idi-dismiss na kita.</p>
	<p>OPSYON C</p> <p>Pagkatapos mong mag-log out sa pagsusulit, maaari kang magbasa ng isang aklat o ibang pinapayagang materyal hanggang sa matapos ang unit.</p>


	<p>Mayroon ka bang anumang tanong?</p>
---	---

Answer any questions.

Instructions for Starting the Test

	<p>Mag-scroll sa ibaba ng screen.</p> <p>(I-pause.)</p>
	<p>Pindutin ang button na “Start (Magsimula).”</p> <p>(I-pause.)</p>
	<p>Dapat nasa pagsusulit ka na ngayon.</p>

Pause to make sure all students are in the correct units.

	<p>Mayroon kang . . .</p> <ul style="list-style-type: none"> ● Grade 6–8: 60 minuto ● High School: 90 minuto <p>. . . para makumpleto ang unit na ito. Ipapaalam ko sa iyo kapag 10 minuto na lang ang natitira para tapusin ang pagsusulit.</p>
	<p>Maaari ka nang magsimula.</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 4.7.3).
- If technology issues occur during testing, assist students as needed. Follow the protocol in Section 4.7.1, as applicable, if any technology issues cause a disruption.
- If students have questions about an item, tell them, “Do the best you can.”
- If students indicate that a test item is not functioning appropriately, refer to Section 4.7.5.
- Ensure that any absent students are locked out of the unit (Section 4.3).
- Assist students in logging out of TestNav as they complete the unit (Section 4.9.1).
- Collect test materials as students complete testing (Section 4.9.2).

Instructions for Taking a Break During Testing and Testing Interruptions


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.
- Student screens must not be visible to other students.
- 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>Pakiusap na huminto at takpan o i-off ang iyong screen. Magkakaroon tayo ng tahimik na tatlong minutong break para magpahingalay. Hindi pinapayagan ang pagsasalita.</p>
---	--

After taking a classroom break, be sure students are seated and device screens are visible:

	<p>Maaari mo nang ituloy ang pagsusulit.</p>
--	---

Instructions for When 10 Minutes of Unit Time Remain

When 10 minutes of unit time remain,

	<p>Mayroon ka na lang natitirang 10 minuto.</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 still actively testing. If a second unit will be administered after a short break, stop the directions after exiting the unit. (Do not have students log out of TestNav.)

**Sabihin
ang**

Huminto na sa pagsagot. Tapos na ang oras ng pagsusulit.

Pindutin ang “Review (Pag-review)” na drop-down menu sa kaliwang itaas ng iyong pagsusulit.

Mula sa “Review (Pag-review)” menu, mag-scroll pababa at pindutin ang “End of Section (Katapusan ng Seksyon).”

Pindutin ang button na “Submit Final Answers (Isumite ang mga Final na Sagot).” Pagkatapos nito, makakakita ka ng mensaheng nagtatanong ng “Are you sure you want to submit final answers? (Sigurado ka bang gusto mong isumite ang mga final na sagot?)” Pindutin ang button na “Yes, Submit Final Answers (Oo, Isumite ang mga Final na Sagot).”

Kokolektahin ko na ngayon ang ticket sa pagsusulit ng estudyante at scratch paper.

- Circulate throughout the room to make sure all students have successfully logged off. Then, collect student testing tickets and scratch paper.
- Ensure all students are in **Completed** status for the unit in PearsonAccess^{next} at the end of the unit.
- 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.