

NYS ELA Assessment - April 2010
6th Grade

Day 1 (Book 1) - Tuesday, April 27, 2010

Periods 1 & 2

1. Be sure students with testing modifications have gone to the appropriate rooms.
2. Take attendance on colored roster.
3. ***Keep materials for any absent students separate (paper clipped to the Attendance Sheet).***
4. Begin reading directions found on page 7.
5. Distribute Student Answer sheets
6. *Continue reading*
7. Distribute Book 1 to each student.
8. Instruct students to print their first and last name on the front cover of Book 1.
9. *Continue reading*
10. Write the START time and END time on the board.
11. ***Be an ACTIVE proctor (do NOT grade papers, read, work on the computer, etc.). Circulate the room ensuring that students are working and recording their answers on the answer sheet.***
12. *Remind students when there are 10 minutes left.*
13. ***At the end of the assessment, say "STOP". All students should put their pencils down and close their test booklets.***
14. ***Collect all answer sheets and alphabetize them. Count to be sure you have all of them.***
15. ***Collect all Book 1's and alphabetize them. Count to be sure you have all of them.***
16. ***Place ALL testing materials in the plastic bag (Instructions, Attendance roster, Book 1's, answer sheets, pencils)***