

4.10.2 Grade 3 – ELA/Literacy – All Units

The administration script under Section 4.10.2 will be used for all units for the Grade 3 ELA/L Test.

On the first read through, TAs are required to adhere to the scripts provided in this manual for administering the CCRS summative 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 1–2	Grade 3: 75 Minutes	<ul style="list-style-type: none"> • Test booklets • Pencils • Scratch paper 		
End of all units – Students Stop				

Instructions for Preparing to Test

Kódiní	Dííjjí éí Bilagáana Bizaad bee áda’ool’jjí choo’í/saad wólta’ dóó bee na’adzo bee nidaatnishgo bíhool’áá’ígíí íishjáán ádadoolíí. T’áádoole’é atsinilt’ish yee deiyíjeehígíí ła’ sínídahígi nanijaahgo éí doo bee haz’áą da. Bee hane’í bee hojilne’, bee saad atch’í’ ádajil’í, eda’jile’, dóó internet biyi’góó nazhnitá doo bee haz’áą da. Atinilt’ish yee deiyíjeehígíí doo bee ła’ da ádaat’éhígíí, bee hane’í da éí anídanigiz dóó yadidíílnih. Atinilt’ish yee deiyíjeehígíí doo nich’í’ ła’ dago díí test baa na’aldeehgo nanijaahgo éí test íinilaagíí doo yídóoltah da.
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If a student raises his or her hand, collect the electronic device (or follow your school DoDEA policy) and store it until the unit is complete. Certain electronic devices may be allowed for accommodations purposes only during testing. Please contact your STC if you have questions regarding electronic devices.

Kódiní	T’áádoo íits’a’í nahísóotą bee test ádadoolííígíí naashniih biná.
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Distribute scratch paper, wooden No. 2 pencils, and approved accessibility/accommodations tools, if needed for certain students. Then, distribute test booklets.

Kódiní	Unit 1 dáą’: Aląajj’ dóó akéédóó nízhí’ ádíílíí test booklet hódahgo Box A góne’. Unit 2 dáą’: Aląajj’ dóó akéédóó nízhí’ test booklet Box A góne’ bikáá’doo íishjáán.
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Make sure each student has written his or her name on the test booklet. If necessary, assist students with making sure they are using the test booklet that belong to them.

Instructions for Administering Unit 1

<p>Kódíní</p>	<p>Naaltsoos bibaahjigo bé'áshjéé'ígíí bee test booklet aq'ánílééh test booklet Unit __ (unit bikáá' ánílééh) áłtségo'ne' siltsoozígíí áádóó saad níní'jigo nináát yínishta' doo. Naaltsoos AHÓÓŁTÁÁD LÁGO ákó nilééh dííniidgo índa ahidíftał.</p> <p>Dííjį́ éí Unit __ (unit bikáá' ánílééh) táá' wólta'góne' Bilagáana Bizaad bee áda'ool'jį́ choo'į́/saad wólta' dóó bee na'adzo test hadadidołíft.</p> <p>Saad dahnaazhjaa'ígíí dóó na'ídíkíd éí dayídóoltał. Answer ádaate'go nída'asdzoóígíí t'áá át'é deidooshjį́ft. Ná'ásdzoóígíí bilááhgóó éí doo hada'aszogo ájíléeł da. Answer łahgo ájíléełgo éí áłtsé answer ájilaayéę k'éé'jį́fchxqłł.</p> <p>Na'ídíkídígíí ła' bína'ídéékídígíí baa hółne'go, response, bikáá' ánílééh nididooniit. Báá hółne'go ánílééhígíí éí test booklet biyi' bá haz'ánígóne' ádíłíft. Response bá haz'ánígóne' ádaalyaaígíí t'éíyá yídóoltał.</p> <p>Bína'ídíkídígíí answer doo nił bééhózin dago, éí t'óó náás díínáát. T'ahdoo e'elkeedgóó attso ínilaago answer ádeinilaaígíí nídadíníł'jį́ft dóó na'ídíkíd t'áadoo answer ádeinilaayéę nídínił'jį́ft díí unit binishínłnishígíí t'éí ááh ha'ní.</p>
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<p>Kódíní</p>	<p>Díí test booklet bik'ehgo binidíłnishígíí éí kojį́ attso.</p> <p>Test booklet bikáagi GO ON bikáago, éí ahidíftał dóó binanılłnish doo. STOP bikáa'go éí doo náásgóó binijılłnish da, DOO náás dahjidiighááh da t'áadoo ákónílééh níni. GO ON dóó STOP baa hane'go board bikáá'.</p> <p>T'ahdoo baa ilkeedí díí unit attso ínilaago dóó binishínłnishyéę nidani'jį́go yadidíłłnih áádóó bee test ínilaagíí náhideeshłłah. Éí t'áá attso náháłáago éí doo baa náhonít'í da.</p>
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Read from OPTION A, B, or C below based on DoDEA or school policy (refer to your STC).

<p>Kódíní</p>	<p>A góne'</p> <p>Answer ádeinilaagíí attso yah ínínilgo, t'áadoo íits'a'í sínídáa doo unit íftsojį́.</p>
<p>Kódíní</p>	<p>B góne'</p> <p>Answer ádeinilaagíí attso yah ínínilgo, ni'deeshnih.</p>
<p>Kódíní</p>	<p>C góne'</p> <p>Answer ádeinilaagíí attso yah ínínilgo, naaltsoos da yíníłta' doo éí doodago naaltsoos nich'į́ bee lánígíí yíníłta'go unit íftsojį́.</p>

Kódíni	Ha'át'íi da daats'í bína'idítkid?
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Answer student questions.

Kódíni	<p>Díí test binanilnishgo kónízahjji' ná haz'á . . . (unit bina'anishígíí)</p> <p>Táá' wólta' Unit á: tsotsidiin dóó bi'aan ashdla' dah'alzhinji'</p> <p>Táá' wólta' Unit ą: tsotsidiin dóó bi'aan ashdla' dah'alzhinji'</p> <p>. . . díí Unit ątso ątso binidadoołnish. Neeznáá dah'alzhin yidziihgo nihił hodeeshnih.</p> <p>Naaltsoos anááhíttáád. K'ad binidaatnish.</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 4.6.2).
- 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.
- Ensure students do not move on to other units.

Instructions for Taking a Break During Testing

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

- 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:

Kódíni	<p>Áłtsé ni'adaat'ééh naaltsoos bik'i' na'agazí test booklet biih niłtsóós, dóó ąłch'j' ąnıl'ééh.</p> <p>Táá' dah'alzhinji' deidiidzjił dóó nihiinídadooch'i. T'áadoo yádaatti'í doo.</p>
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After taking a classroom break, ensure students open their test booklets and continue testing where they left off.

Kódíní

Test booklet ąą'ádaaťééh dóó test náásgóó binidaaťnish.

Instructions for When 10 Minutes of Unit Time Remain

When 10 minutes of unit time remain,

Kódíní

Neeznáá dah'alzhin yidziih.

Continue to actively proctor while students are testing.

Instructions for Ending the Unit

When the unit time is finished,

Kódíní

Binidaaťnishígíí ni' ádaaťééh. Testing bá hoo'a'yęę bíighah azlįį'. Test booklet atch'į' ádaaťééh.

Test booklet nihízhí' dabikáa'doo íishjáán. Bee test ádaaťééhígíí náhideeshtah.

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

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.

4.12 Script for Administering English Language Arts/Literacy (ELA/L)

The administration script under Section 4.12.1 will be used for all units for the ELA/L Test. On the first read through, TAs are required to adhere to the scripts provided in this manual for administering the CCRS summative 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.

4.12.1 Grades 4 – High School School ELA/Literacy – All Units

Unit	Unit Testing Time	Required Materials	Start Time	Stop Time
Unit 1	Grades 4 – 8 and 10: 90 Minutes	<ul style="list-style-type: none"> • Test booklets • Answer documents • Pencils • Scratch paper 		
End of all units – Students Stop				

Instructions for Preparing to Test

Kódíni	<p>Dííjí éi Bilagáana Bizaad bee áda’ool’jít choo’í/saad wólta’ dóo bee na’adzo bee nidaatnishgo bíhool’áq’ígíí íishjáán ádadoolíít.</p> <p>T’áadoole’é atsinilt’ish yee deiyíjeehígíí ta’ sínidahígi nanijaahgo éi doo bee haz’áq da. Bee hane’í bee hojilne’, bee saad atch’í’ ádajil’í, eda’jile’, dóo internet biyi’góo nazhnitá doo bee haz’áq da. Atinilt’ish yee deiyíjeehígíí doo bee lá da ádaat’éhígíí, bee hane’í da éi anídanigiz dóo yadidílnih. Atinilt’ish yee deiyíjeehígíí doo nich’í’ lá dago díí test baa na’aldeehgo nanijaahgo éi test íinilaaígíí doo yídóoltah da.</p>
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If a student raises his or her hand, collect the electronic device (or follow your school DoDEA policy) and store it until the unit is complete. Certain electronic devices may be allowed for accommodations purposes only during testing. Please contact your STC if you have questions regarding electronic devices.

Kódíni	<p>T’áadoo íits’a’í nahísóotá bee test ádadoolííígíí naashnih biná.</p>
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Distribute scratch paper, wooden No. 2 pencils, and approved accessibility/accommodations tools, if needed for certain students. Then, distribute test booklets and answer documents.

Kódíni	<p>Unit 1 binídinilnishgo: Aláajj’ dóo akááqdóo nízhí’ test booklet hódahdi bikáá’ ánilééh dóo answer bikáá’ ádaalne’ígíí Box A biyi’góne’ ánilééh.</p> <p>Unit 2 doodago á binídinilnishgo: Aláajj’ dóo akááqdóo nízhí’ test booklet hódahdi bikáá’ ánilééh dóo answer bikáá’ ádaalne’ígíí Box A biyi’góne’ ánilééh.</p>
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Make sure each student has written his or her name on the 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

<p>Kódíni</p>	<p>Naaltsoos bibaąhǰigo bé’áshjéé’ígíí bee test booklet ąą’ánílééh test booklet Unit __ (unit bikáá’ ánílééh) áłtséǵóne’ siltsoozígíí áádóó saad níní’ǰigo nináát yíníshṭa’ doo. Naaltsoos AHÓÓŁTÁÁD LÁGO ákó nilééh díiniidgo índa ahidííłta.</p> <p>Dííǰí éí Unit __ (unit bikáá’ ánílééh) binidíílnish éí wólta’ǵóne’ yíníłta’ígíí [grade yíníłta’ígíí bikáá’ ánílééh] Ó Bilagáana bizaad bee yáΘ’/wólta’ bíhoo’ąą’ígíí bínánídíkíd’.</p> <p>Saad dahnaazhjaa’ígíí dóó na’ídíkíd éí dayídóolta. Answer ádaate’go nída’asdzoóígíí t’áá át’é deidooshǰíł. Ná’ásdzooígíí bilááhǵóó éí doo hada’asdzogo áǰílééh da. Answer łahgo áǰíléehgo éí áłtsé answer áǰílaayéę k’ée’ǰíłchxǵh.</p> <p>Nanídíkídígíí ła’ bínánidéékídígíí baa hólne’go saad bikáá’ ánílééh nididoonił. Bína’ídíkídígíí áđajile’ígíí, response, naaltsoos bikáa’gi bá haz’áníǵóne’ t’éí adajile’. Bína’ídíkídigo nát’ąą’ baa hólne’ígíí éí bá haz’áníǵóne’ t’éí áđadıílił. Response bá haz’áníǵóne bína’ídíkídígíí áǰílaaígíí t’éiyá yídóolta doo score ádoolníł.</p> <p>Bína’ídíkídígíí answer doo nił bééhózin dago, éí t’óó náás díináát. T’ahdoo e’elkeedǵóó attso ínilaago answer ádeinilaaígíí nídadínił’ǰíł dóó na’ídíkíd t’áadoo answer ádeinilaayéę níđíníł’ǰíł díí unit binishíniłnishígíí t’éí ááh ha’ní.</p>
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<p>Kódíni</p>	<p>Díí test booklet bik’ehgo binidíílnishígíí éí kǵǰ’ attso.</p> <p>Test booklet bikáagi GO ON bikáago, éí ahidííłtał dóó binaniłnish doo. STOP bikáa’go éí doo náásǵóó binijilnish da, DOO náás dahǰídiǵháah da t’áadoo ákónílééh níní.</p> <p>GO ON dóó STOP baa hane’go board bikáa’.</p> <p>T’ahdoo baa ílkeedí díí unit attso ínilaago dóó binishíniłnishyéę nídánínił’ǰíłgo yadıdíiłnih áádóó bee test ínilaaígíí náhideeshłta. Éí t’áá attso náháłáago éí doo baa náhonít’i’ da.</p>
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Read from OPTION A, B, or C below based on local policy (refer to your STC).

<p>Kódíni</p>	<p>A ǵóne’</p> <p>Answer ádeinilaaígíí attso yah íniłnilgo, t’áadoo íłts’a’í sínídáa doo unit íłłtsoǰǰ’.</p>
<p>Kódíni</p>	<p>B ǵóne’</p> <p>Answer ádeinilaaígíí attso yah íniłnilgo, ni’deeshnih.</p>
<p>Kódíni</p>	<p>C ǵóne’</p> <p>Answer ádeinilaaígíí attso yah íniłnilgo, naaltsoos da yíníłta’ doo éí doodago naaltsoos nich’ǰ’ bee lánígíí yíníłta’go unit íłłtsoǰǰ’.</p>

<p>Kódíni</p>	<p>Ha’át’íi da daats’í bína’ídíłkid?</p>
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Answer student questions.

<p>Kódíní</p> <p>Hastáá-sosts'id, Tseebíí, dóó Hódahdi wólta'ígíí</p>	<p>Kónízahjí' ná hoo'a' Nááhást'édiin dah'alzhinjí' díí unit atso ádíííí. 10 dah'a zhin yidziihgo bee nihíí hodeeshnih.</p> <p>Naaltsos anááhíí'táád. K'ad nihinaanish.</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 4.6.2).
- 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.

Ensure students do not move on to other units.

Instructions for Taking a Break During Testing

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

- 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>Kódíní</p>	<p>Test binidaatnishígíí k'ad ní' ádaat'ééh, naaltsos bik'i na'agazí answer bikáá' ádaate'ígíí, answer document, biih dadoo'tsos. Answer document éí test booklet biih dadoo'tsos dóó test booklet atch'j' ádadoolíí. Táá' dah'alzhinjí' t'áádoó íits'a'í nidahísíitáágo hodidoonaat. Doo yádajittí' da.</p>
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After taking a classroom break, ensure students open their test booklets and answer documents and continue testing where they left off.

<p>Kódíní</p>	<p>Test booklets dóó answer documents aa'ádaat'ééh dóó test náasjj' binidaatnish.</p>
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Instructions for When 10 Minutes of Unit Time Remain

When 10 minutes of unit time remain,

Kódíni	Neeznáá dah'alzhin yidziih.
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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 with secure test materials.

Kódíni	Nidaa'nishígíí ní' ádaah'tééh. Test bá hoo'a'ígíí altso bíghah azljj. Test booklet dóó answer atch'j ánidaahdlééh. Test bee ádaah'tééhígíí náhideeshłah.
	Test booklet dóó answer document íishjáán nihízhí' dabikáa' doo. Test bee ádaah'tééhígíí náhideeshłah.

- Collect test booklets, answer documents, scratch paper, testing tools, and accommodations tools (as needed) from students.
- Return all test materials to your STC. Report any missing materials and absent students.
- Report any testing irregularities to your STC.

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.