

TEST ADMINISTRATION

DOS AND DON'TS

DO:

- Use adaptations and extensive supports that are familiar and typically used with the student
- Prepare the student for assessment: make the student comfortable, set a purpose for reading, math, etc.
- Allow adequate wait time for student responses
- Follow directions outlined in the manual and scoring rubric
- Test all students based on their enrolled grade level
- Administer the MTAS 1-on-1 during the required window of time
- Submit all student scores by the final testing date
- Download paper copy of scoring sheet

Don't:

- Change/modify the content of the tasks
(i.e., vocabulary, answer key, # of answer options, order of answer option, answer options provided)
- Skip any levels of the rubric
- Re-administer a task to a student after a response is received
- Clue/cue a student to the correct response
(i.e., facial expression, voice tone)