

February 20, 2003

TO: ALL DISTRICT TESTING COORDINATORS

Subject: Grades 9 and 10/11 TAKS Test Administrator Manuals and Grades 10 and 11 English Language Arts Survey

The first page of this fax contains updates for the Grades 9 and 10/11 TAKS test administrator manuals. The second page consists of a survey to be completed by all Grade 10 and 11 English Language Arts test administrators.

Test Administrator Manuals

In the Grade 9 TAKS manual, the students are instructed to write their test form number in the space provided on their answer document. However, this space is not present on the answer document.

The figure below shows directions from page **38** of the Grade 9 TAKS manual. Test administrators should omit the shaded text below when instructing students to fill out the information on the answer document.

SAY **Print your first and last name in the space marked “STUDENT NAME” at the top of your test booklet.**

When students are finished, continue.

**Omit
this
text.**

SAY **Look at the front of your test booklet. On each test booklet is a test form number. Find the space labeled “TEST FORM” on your answer document. Write the number of the test form you have in the boxes and fill in the circles below the number you have written.**

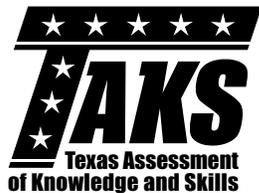
When students are finished, continue.

In the Grades 10 and 11 TAKS manual, information about the “Other” score code field contains text that is no longer current. The figure below shows you how to update the information on page **14** of the Grades 10 and 11 TAKS manual.

O = Other, such as test administration irregularity, illness during testing, one-time LEP postponement, ^O foreign exchange student waiver, ~~or exit level student has passed the appropriate end of course examinations and did not take the TAKS test. The end of course examinations will no longer be administered after spring 2003.~~

Please distribute this page to all Grade 9, 10, and 11 TAKS test administrators. The Grade 9 TAKS reading test and the Grades 10 and 11 English Language Arts tests will be administered on February 25, 2003. The remaining Grades 9, 10, and 11 tests will be administered on April 29–May 2, 2003. This page may be duplicated as needed. In addition, please distribute the survey on the second page of this fax to all Grade 10 and 11 English Language Arts test administrators. Please call the Texas Education Agency, Student Assessment Division with any questions at (512) 463-9536. We apologize for the inconvenience.

Carolyn Farace
Project Manager



Grades 10 and 11 English Language Arts 2003 Survey

Grade

- 10
- 11

1. How long did it take the first student to finish the test?

2. How long did it take the majority of the students to finish the test?

- Less than 1 hour
- 1 hour to 2 hours
- 2 hours to 3 hours
- 3 hours to 4 hours
- More than 4 hours

3. How long did it take the last student to finish the test?

Comments from students concerning the tests, if any:

General comments:

Please fax this evaluation to 512-899-8367 or return it to the following address:

Texas Education Agency
Student Assessment Division
Attention: English Language Arts Survey
1701 North Congress Ave.
Austin, TX 78701

We appreciate your time and comments.