

December Supplement to the 2012 STAAR End-of-Course Test Administration Directions

Due to the use of separate answer documents in December for English I, English II, and English III writing and reading assessments for the State of Texas Assessments of Academic Readiness (STAAR) end-of-course (EOC) assessments, as well as the absence of field-test items, the test administration directions that appear in the 2011-2012 Test Administrator Manuals have been adjusted for the December 2012 STAAR EOC administration.

If you choose, you may have test administrators mark the following changes in the scripts for the **2012 End-of-Course Test Administrator Manual** (used for the spring administrations.) Alternatively, you may download the adjusted scripts from TEA's Student Assessment Division website and print them for test administrators. Each script is a separate document, so you need only print the scripts you will need.

Below is a list of changes to the 2012 Texas Administrator Manual (End-of-Course) that are required for the December STAAR assessments. Deletions are struck through, and additions/replacements are underscored.

Changes to Administration Directions for STAAR English I, English II, and English III Writing Assessments

For paper administrations, please note the following changes:

Page 45:

- Line 2 of the third to last paragraph: “[**COURSE**] **WRITING** at the top-right . . .
- Line 1 of the last paragraph: **Now find the words “WRITING TEST BOOKLET #” at the top of your answer document.**

Page 46:

- Line 1 of the first paragraph: *Point to ~~WRITING TEST BOOKLET #~~ field on the answer document given to you for demonstration purposes.*

Page 46:

- Lines 1–2 of paragraph 2: **Copy the nine-digit number from the back of your test booklet into the boxes beside the words “WRITING TEST BOOKLET #” on your answer document.**

Page 47:

- Line 2 of first paragraph: **In the written composition part, you will write two compositions.**
- Lines 1–4 of paragraph 4: **Now turn to the page in your test booklet titled “WRITTEN COMPOSITION #1,” which is at the end of the revising and editing section. You should see a row of triangles above the title. If you do not see the triangles, raise your hand. The same row of triangles will appear on page 3 of your answer document, where you will write “WRITTEN COMPOSITION #1.” Now turn to the page in your test booklet titled “WRITTEN COMPOSITION #2.” You should see a row of squares above the title. If you do not see the squares, raise your hand. The same row of squares will appear on page 4 of your answer document where you will write “WRITTEN COMPOSITION #2.” The pages following each writing task in your test booklet are blank and can be used to plan each composition.**
- Line 1 of paragraph 5: *Assist any students who have not found the correct composition. Answer all questions before continuing.*

- Lines 1–6 of last paragraph: **Now look at pages 3 and 4 of your answer document. On page 3 you should see a row of triangles above the title, “COMPOSITION #1.” Page 3 is where you will write “COMPOSITION #1.” On page 4 you should see a row of squares above the title, “COMPOSITION #2.” Page 4 is where you will write “COMPOSITION #2.” and page 5 is where you will write “COMPOSITION #3.” When you are ready to write each composition, be sure to write on the lined pages in your answer document. Make sure that you are writing each composition on the correct lined page. Each composition does not have to completely fill the lined page, but it must not be longer than the page.**

Page 48:

- Lines 1–2 of paragraph 6: **~~Stop when you have finished writing your third composition.~~**

For online administrations:

Page 80:

- Lines 2–4 of paragraph 4: **The first section of this assessment consists of revising and editing questions and two written compositions.**

Changes to Administration Directions for STAAR English I, English II, and English III Reading Assessments

For paper administrations, please note the following changes:

Page 51:

- Line 1 of the last paragraph: **Now find the words “READING TEST BOOKLET #” at the top of your answer document.**

Page 52:

- Line 1 of the first paragraph: *Point to READING TEST BOOKLET # field on the answer document given to you for demonstration purposes.*

Page 52:

- Lines 1–2 of paragraph 2: **Copy the nine-digit number from the back of your test booklet into the boxes beside the words “READING TEST BOOKLET #” on your answer document.**
- Insert the following after paragraph 3:
SAY Now open your answer document to page 2. Look at the honor statement located at the top of the page. Please read and sign the honor statement.

If a student asks if he or she must sign the honor statement, tell the student, “That decision is up to you. Signing the honor statement is not required, but you are expected to follow the testing rules even if you do not sign it.”

It is not the responsibility of the test administrator to check to see if students have signed the honor statement.

When students have had time to complete the honor statement, continue.

- Lines 1–3 of paragraph 9: **Now open your answer document to page 6 and find the section marked “READING.” Now open your answer document to page 2 and find the multiple-choice questions listed below the honor statement.** You will mark your answers to the multiple-choice questions on this page.
- Lines 1–5 of last paragraph: **Look at your answer document on page 3 and find the boxes marked “SHORT ANSWER #1” and “SHORT ANSWER #2.” Now go to page 7 in your answer document and find the boxes marked “SHORT ANSWER #2” and “SHORT ANSWER #3.”** You will write your answers to the two short answer questions in these boxes. Make sure that you are writing each short answer in the correct box. It is very important that you are responding to “SHORT ANSWER #1” in the box titled “SHORT ANSWER #1” and “SHORT ANSWER #2” in the box titled “SHORT ANSWER #2.”

Page 53:

- Lines 1–2 of last paragraph: **Stop when you have finished writing your third short answer.**

Changes to Administration Directions for STAAR Modified English I Writing Assessment

Page 59:

- Lines 2–6 of the first paragraph: **The first section consists of revising and editing multiple-choice questions; the second consists of a written composition.** In the revising and editing part, you will read several short passages and answer a series of multiple-choice questions. In the written composition part, you will write two compositions a composition.
- Insert the following after paragraph 2: **You will not use all the circles on your answer document. Stop when you finish the last question in your test booklet. Do you have any questions about this?**

Answer all questions before continuing.

During the test, you may explain these directions again if a student has questions about the extra spaces on the answer document.

- Paragraph 4: **Now turn to the page in your test booklet titled “WRITTEN COMPOSITION #1,”** which is at the end of the revising and editing section. **There are two writing tasks in this section.** When you get to the writing tasks task, you will read the prompt to yourself. But if you would like me to read it to you, you can raise your hand at that time. The pages following the writing task in your test booklet are blank and can be used to plan your composition. You may make notes here to help you decide what to write. In addition, you may write an outline to help you arrange your ideas in an order that makes sense, or you may write a rough draft. Remember that the more planning you do, the clearer and more complete your composition is likely to be. Are there any questions?
- Lines 1–3 of the last paragraph: **Now look at page 3 of your answer document titled “WRITTEN COMPOSITION.”** Page 3 is where you will write your composition. and page 4 is where you will write “COMPOSITION #2.” When you are ready to write the composition, be sure to write on the lined page in your answer document.

Page 60:

- Lines 1–2 of the first paragraph: **Do not write outside the box on the lined page. Twenty-six lines have been provided for you to write your composition.**

Page 61:

- Lines 1–2 of paragraph 2: ~~**Stop when you have finished writing your second composition.**~~

Changes to Administration Directions for STAAR Modified English I Reading Assessment

Page 66:

- Lines 1–2 of paragraph 10: **Now open your answer document to page 4 and find the section marked “READING.”**
- Insert the following after paragraph 10: **You will not use all the circles on your answer document. Stop when you finish the last question in your test booklet. Do you have any questions about this?**

Answer all questions before continuing.

During the test, you may explain these directions again if a student has questions about the extra spaces on the answer document.

Changes to Administration Directions for STAAR, STAAR L, and STAAR Modified Algebra I, Geometry, Algebra II, Biology, Chemistry, Physics, World Geography, World History, and U.S. History Assessments

Page 75:

- The boxed text at the top of the page should read “For STAAR Modified” instead of “For STAAR L.” For the December 2012 STAAR EOC administration, STAAR Modified will have fewer test items, but the STAAR L assessments will have the same number of items as the STAAR assessments.

Changes to Administration Directions for All Paper Administrations

Language regarding monitoring has been clarified. After the “SAY” directions for all paper administrations (pages 49, 54, 62, 70, and 78) make the following change.

*If a student submits his or her test materials before the end of the four-hour time period, you **must** check that the student’s answers are marked on the answer document. If they are not, say to the student, “**You have not recorded your answers on the answer document. Please go back and mark your answers on it now.**”*