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It is important to read this entire document prior to administering the sample test.
The Department has entered into a partnership with CTB/McGraw-Hill for the development of the elementary- and intermediate-level assessments in Mathematics. Teachers from across the State have worked with us in a variety of activities to ensure that the tests will be appropriate measures of student achievement of the New York State Learning Standards.

It is suggested that Book 1 and Book 2 of the Grade 8 Mathematics Sample Test be administered in one continuous session on the same day and that Book 3 be administered on the next day.

Day 1, Book 1:
- multiple-choice questions

Day 1, Book 2:
- short-response and extended-response questions

Day 2, Book 3:
- short-response and extended-response questions

Each multiple-choice question is followed by four choices, one of which is correct. Students will record their responses on a separate answer sheet.

The short-response and extended-response questions require students to write (rather than select) an appropriate response. These questions will allow students to take different paths to a solution and to use different strategies.

By following the guidelines in this document, you can help ensure that the sample test will be equitable for all students. A series of instructions will help you organize the materials and sample testing schedule for maximum efficiency.
CHECK YOUR SAMPLE TEST MATERIALS
To administer this sample test, you will need the materials listed below.

For the teacher:
• Sample Test 2005 Teacher’s Directions
• Book 1
• Book 2
• Book 3
• Do Not Disturb sign (not provided)
• Extra No. 2 pencils with erasers (not provided)

For each student:
• Answer sheet (for Book 1 only)
• Book 1
• Book 2
• Book 3
• Punch-Out Tools sheet
• No. 2 pencil with eraser (not provided)
• Envelopes for Punch-Out Tools (not provided)
• Scientific calculator (for Book 2 and Book 3 only; not provided)
  NOTE: Graphing calculators are not permitted.

PLAN YOUR SAMPLE TESTING SCHEDULE
• It is suggested that Book 1 and Book 2 be administered on the same day and that Book 3 be administered on the next day.
• Schedule testing to allow sufficient time for instructions and preparations. See Page 3 for time requirements.
• Read the Sample Test 2005 Teacher’s Directions in its entirety prior to administering the sample test.
  • Review Step 4, “Administer the Sample Test,” before each section.
  • Read directions at a moderate, steady pace.
  • Adhere to testing time limits.
  • Call time if all students complete the section early.
  • Avoid testing just after students have had strenuous physical activity.

Sample Test Format and Schedule
The sample test is divided into three books: Book 1, Book 2, and Book 3.

Book 1 contains multiple-choice questions. Each multiple-choice question is followed by four choices, one of which is the correct answer. Students will answer the multiple-choice questions in Book 1 by filling in circles on their answer sheets. Book 2 and Book 3 contain short-response and extended-response questions. These questions require the students to write their responses. Students will write their responses for these questions directly in their sample test books.

The three sections of the sample test will take approximately three hours of testing time. It is suggested that the sample test be administered on two consecutive days as described in the chart on the next page. If all students
Accommodations

Students with Disabilities

In general, students with disabilities should be provided with the testing accommodations specified in their Individualized Education Programs (IEPs) or Section 504 Accommodation Plans (504 Plans) when taking this sample test. However, testing accommodations that alter the measurement of a construct being tested are not permitted on elementary- and intermediate-level State assessments. Only those testing accommodations that do not alter the construct of the test are permitted.

Testing accommodations in students’ IEPs or 504 Plans that are reading-related—for example, reading the test to the student—are permitted for these Mathematics Sample Tests. However, test questions may never be modified or simplified nor may the school provide additional examples.

Use of Calculators

Book 1: Because Book 1 assesses a student’s proficiencies involving calculations, the use of a calculator or mathematics tables will not be allowed. Students whose IEPs or 504 Plans specify the use of an abacus will be permitted to use such a device with these Mathematics Sample Tests.

Book 2 and Book 3: The use of calculators is standard for all students. (Students must use scientific calculators. Graphing calculators are not permitted.)

Limited-English-Proficient (LEP) Students

Information on accommodations for LEP students can be found in the New York State Testing Program’s 2005 School Administrator’s Manual. A copy of this document was mailed to the school principal prior to the administration of the 2005 Grades 4 and 8 Mathematics Tests. It is also available on the Department’s web site at www.emsc.nysed.gov/osa.
PREPARE SAMPLE TEST MATERIALS

Punch-Out Tools
• Each student must have one set of Punch-Out Tools.
• Photocopy the Punch-Out Tools sheet, one copy per student.
• Cut out the tools and place one set of tools in an envelope for each student. The envelopes will be used for distributing and collecting the tools during test administration.
• Before administering the sample test, give students the opportunity to familiarize themselves with the tools.

Answer Sheets
• Locate the separate answer sheet that has been provided for this sample test.
• Make sure you have photocopied a sufficient number of answer sheets to distribute to your students.
• Students will be recording their answers to the multiple-choice questions (Book 1) on their answer sheets, but will be writing their answers to the short-response and extended-response questions (Book 2 and Book 3) directly in their sample test books.

ADMINISTER THE SAMPLE TEST

Day 1, Book 1

Make sure you have a copy of Book 1.

Make sure each student has a No. 2 pencil.

Students may not use scrap paper.

No extra paper is to be distributed to students. (In operational testing, only the responses on students’ answer sheets will be scored.)

SAY The sample test is divided into three books. Today you will answer the questions in Book 1 and Book 2. Tomorrow, you will answer the questions in Book 3. You will not be permitted to use your calculators to answer the questions in Book 1.

Distribute an answer sheet to each student. Ask the students to look at their answer sheets.

SAY Write your name in the space provided at the bottom of Page 1 of the answer sheet. For the questions in Book 1, you will mark your answers on this answer sheet. When marking answers on the answer sheet, you will fill in the circle for the letter that matches your answer for each question. Use only a No. 2 pencil. You may not use a pen.
When you fill in the circles, make heavy black marks.
If you make a mistake, erase it completely.
Make no stray marks.
Are there any questions?

Distribute a set of Punch-Out Tools (ruler and protractor) in an envelope to each student. Explain to the students that they will use these tools to help them solve some of the problems on the sample test. Make sure each student’s name is on the envelope for collecting and redistributing the Punch-Out Tools.

Distribute a Book 1 to each student. Make sure each student has a No. 2 pencil. Students may not use scrap paper.

SAY This is your Book 1.
Do not open your sample test book until I tell you to do so.
All answers must be marked on the answer sheet.
Book 1 of the sample test contains multiple-choice questions. Read each problem in the sample test book carefully and answer the questions. On the answer sheet, you will fill in the letter that matches your answer for each question.
Open your sample test book to Page 1. You will see Tips for Taking the Sample Test and information in a box. I will read the sentences aloud while you read along silently.

Read aloud the Tips for Taking the Sample Test and the information in the box.

SAY Now look at Sample A on Page 3.
Check to see that all students are on Sample A in the sample test book.

SAY Answer sample questions A and B. When you have finished, stop working.
Give students time to answer Samples A and B. Then discuss the samples with them. The correct answer for Sample A is choice C, the correct answer for Sample B is choice J.

SAY Read the directions and questions carefully. You may use your tools to help you solve any problem on the sample test. When you see the words GO ON at the bottom of a page, keep going to the next page. When you come to the word STOP, you have finished Book 1. You may go back and check your work. When you have finished, sit quietly until I call time. You will have 45 minutes to complete Book 1. I will write the time on the board. You must work independently and you may not speak with each other while this sample test is being administered. Are there any questions?

Pause to answer questions. When you are confident that everyone understands how to take the sample test,

SAY Turn to Page 5, question 1.
Check to see that all students are on question 1 in the sample test book.

SAY You may begin.

Record the time.

Be sure that students are filling in the circles on the answer sheet appropriately by making their marks heavy and dark with a No. 2 pencil.
After 35 minutes,

**SAY** You have 10 more minutes to complete this part of the sample test.

*Record the time.*

After 45 minutes (or sooner, if you are sure everyone has finished),

**SAY** Please stop working. This is the end of Book 1. Close your books. Leave your tools on your desktop. We will answer the questions in Book 2 later today. Now I will collect the answer sheets and sample test books.

*Make sure students keep the Punch-Out Tools on their desktops. Collect all sample test books and answer sheets.*

**Day 1, Book 2**

*Distribute a Book 2 to each student. Make sure each student has a scientific calculator and a No. 2 pencil. Have on hand a copy of Book 2.*

**Do not** redistribute the answer sheets; all answers to the questions in Book 2 will be written in the sample test book. No extra paper is to be distributed to the students. Only the responses in their sample test books will be scored.

**SAY** This is your Book 2. You will now answer the questions in Book 2. Write your name on the cover in the space provided.

*Do not open your sample test book until I tell you to do so.*

**Hold up your copy of Book 2. Open your book to Page 1 and point to the section, Tips for Taking the Sample Test.**

**SAY** Open your sample test book to Page 1. You will see Tips for Taking the Sample Test and information in a box. I will read the sentences aloud, as I did in the last section, while you read along silently.

*Read aloud the Tips for Taking the Sample Test and the information in the box.*

**SAY** Please remove your Mathematics Reference Sheet to use during this section of the sample test.

For Book 2, you will write your answers in the sample test book. Read the directions and questions carefully. Be sure to write clearly and legibly. It is important to show all your work as well as your final answer in the sample test book. You may use your tools, Mathematics Reference Sheet, and calculator to help you solve any problem in this section of the sample test. Are there any questions?

*Pause to answer questions. When you are confident that everyone understands how to take the sample test,*

**SAY** When you see the words GO ON at the bottom of a page, keep going to the next page. When you come to the word STOP, you have finished Book 2. You may go back and check your work. When you have finished, sit quietly until I call time. You will have 35 minutes to complete Book 2. I will write the time on the board. You must work independently and you may not speak with each other while this sample test is being administered. Are there any questions?
Pause to answer questions.

**SAY** Turn to Page 3, question 28.

*Check to see that all students are on question 28 in the sample test book.*

**SAY** You may begin.

*Record the time.*

**After 25 minutes,**

**SAY** You have 10 more minutes to complete this part of the sample test.

*Record the time.*

**After 35 minutes (or sooner, if you are sure everyone has finished),**

**SAY** Please stop working. This is the end of Book 2. Close your books. Put your tools in the envelope. We will answer the questions in Book 3 tomorrow. Now I will collect the sample test books and the tools.

*Collect all sample test books and envelopes.*

**Day 2, Book 3**

*Distribute a Book 3 and a set of Punch-Out Tools to each student. Make sure each student has a scientific calculator and a No. 2 pencil. Have on hand a copy of Book 3.*

*Do not redistribute the answer sheets; all answers to the questions in Book 3 will be written in the sample test book. No extra paper is to be distributed to the students. Only the responses in their sample test books will be scored.*

**SAY** This is your Book 3. Today you will answer the questions in Book 3. Write your name on the cover in the space provided.

Do not open your sample test books until I tell you to do so.

**Hold up your copy of Book 3. Open your book to Page 1 and point to the section, Tips for Taking the Sample Test.**

**SAY** Open your sample test book to Page 1. You will see Tips for Taking the Sample Test and information in a box. Please follow along while I read aloud.

*Read aloud the Tips for Taking the Sample Test and the information in the box.*

**SAY** Please remove your Mathematics Reference Sheet from the front of your sample test book to use during this section of the sample test.

For Book 3, you will write your answers in your sample test book. Read the directions and questions carefully. Be sure to write clearly and legibly. It is important to show all your work as well as your final answers in the sample test book. You may use your tools, Mathematics Reference Sheet, and calculator to help you solve any problem in this section of the sample test. Are there any questions?
Pause to answer questions. When you are confident that everyone understands how to take the sample test,

**SAY** When you see the words GO ON at the bottom of a page, keep going to the next page. When you come to the word STOP, you have finished Book 3. You may go back and check your work. When you have finished, sit quietly until I call time. You will have 65 minutes to complete Book 3. I will write the time on the board. You must work independently and you may not speak with each other while this sample test is being administered. Are there any questions?

Pause to answer questions.

**SAY** Turn to Page 3, question 34.

*Check to see that all students are on question 34 in the sample test book.*

**SAY** You may begin.

*Record the time.*

*After 55 minutes,*

**SAY** You have 10 more minutes to complete this part of the sample test.

*Record the time.*

*After 65 minutes (or sooner, if you are sure everyone has finished),*

**SAY** Please stop working. This is the end of the sample test. Close your books. Put your tools in the envelope. Now I will collect the sample test books and the tools.

*Collect all sample test books and envelopes.*