



**2026 Test Proctor Grades 5 and 8 Scripts
for Paper-Based Testing**

Science

**The Test Proctor Grades 5 and 8 Scripts must be used with the
*Test Administration and Proctoring Manual.***

Change Log

Description of Change	Version	Publish Date
90 minute sections	Version 1	October 3, 2025
Transcription warning	Version 1	October 3, 2025
Test Booklet instructions	Version 1	October 3, 2025

Test Proctoring Script for Administering Science

The Test Proctoring Script will be used for all sections of the grades 5 and 8 Illinois Science Assessment (ISA). Each section of the exam has a 90-minute time limit.

To record their responses, students will circle their answers in the Paper Test Booklets. For constructed response items, students will write their answers on the lines provided in their Paper Test Booklets. All student responses must be transcribed into TestNav and follow the transcription policy. Your School Test Coordinator is responsible for managing the transcription of paper science tests into TestNav; however, you may be asked to assist with the transcription.

Test Proctors are required to adhere to the scripts provided for administering the ISA. 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 section and are noted within the administration script.

Before testing begins, display a GO ON and STOP sign at the front of the room where students are able to see the GO ON and STOP signs. These signs are located on the support site at <https://il.mypearsonsupport.com>. Navigate to Resources > ISA Summative Resources > Administration Information > Test Proctor Scripts and Resources.

Students will be asked to fill out the cover of the Paper Test Booklet with their first and last name, Student State Identifier, school, and district. Help students with this task by writing the name of the school and district on a display in the room where all students can see.

When you picked up your testing materials, your School Test Coordinator should have provided you with student print cards/testing tickets that include Student State Identifiers. Student State Identifiers can also be printed from your Proctor Dashboard using the Print Cards button in the upper-left corner of the screen.

If you will be administering the paper test assessment without access to the Proctor Dashboard, located in the Illinois Assessment Platform, please acquire the Student State Identifier number for each student BEFORE you begin testing.

It's important that students fill out their test booklet cover correctly so that the correct student responses are matched to the correct student in TestNav when the test is transcribed.

Each section of the ISA has a 90-minute time-limit. Time must be kept by the Test Proctor. Test-Nav will **not** automatically shut off after 90 minutes. It is the responsibility of the Test Proctor to prompt students to stop testing when the testing time has been reached.

Grades 5 and 8 – All Sections

Section	Required Materials	Section Time
Sections 1–3	<ul style="list-style-type: none"> • Test booklets • Pencils • Scratch paper • Calculator 	90 minutes

IMPORTANT!

If you have not received training on how to properly administer the assessment for your assigned group of students, please contact your School Test Coordinator for instructions prior to administering this assessment. You must then read and agree to the terms by signing the security agreement, if you have not done so. Failure to abide by the terms of the agreement may result in sanctions by ISBE including (but not limited to) score invalidation or employment and licensure consequences.

Instructions for Preparing to Test

Diga	<p>Hoy van a hacer la evaluación de Ciencias.</p> <p>No pueden tener ningún dispositivo electrónico no aprobado en su escritorio. No se permite realizar llamadas, enviar mensajes de texto, ni tomar fotografías. Si tienen cualquier dispositivo electrónico, como un teléfono celular, en su poder en este momento, por favor, apáguelo y levanten la mano. Si se encuentra un dispositivo electrónico no aprobado en su poder durante la evaluación, es posible que no se califique su examen.</p>
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If a student raises his or her hand, collect the electronic device (or follow your school/district policy) and store it until the section is complete. Certain electronic devices may be allowed for accommodations purposes only during testing. Contact your Test Coordinator if you have questions regarding electronic devices.

Diga	<p>Por favor, permanezcan sentados y en silencio mientras distribuyo los materiales de examen.</p>
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Distribute scratch paper, wooden Number 2 pencils, and approved accessibility/accommodations tools, if needed for certain students. Then, distribute all test materials (see required materials list above).

Diga	<p>Escriban su nombre y apellido, el número de su ID estatal del alumno, su fecha de nacimiento, el nombre de su escuela y el nombre de su distrito en la parte superior de su cuadernillo de examen.</p> <p>Si se trata de la Sección 2 o 3: Verifiquen que su nombre y apellido(s) estén escritos en la parte superior de su cuadernillo de examen.</p>
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Make sure that each student has accurately completed the student information at the top of the test booklet before moving on.

Instructions for Administering All Sections

Diga	<p>Mediante los rótulos en el borde de la hoja, abran su cuadernillo de examen en la primera página de la Sección _ (indicar el número de sección correspondiente) y sigan mi lectura de las instrucciones.</p> <p>Hoy van a hacer el examen de Ciencias de Illinois de _ grado (5.º u 8.º grado — indicar el grado correspondiente).</p> <p>Lean cuidadosamente la información y la pregunta para cada ítem y luego encierren la(s) mejor(es) respuesta(s) para cada pregunta. Pueden volver a mirar cada ítem de esta sección siempre que lo necesiten. Si necesitan modificar una respuesta, asegúrense de borrar por completo la primera respuesta. Todas las respuestas que requieran una explicación escrita deben escribirse en las líneas proporcionadas en el cuadernillo de examen.</p> <p>Cuando terminen la sección, podrán revisar cualquier pregunta y sus respuestas ÚNICAMENTE en esta sección. Si tienen alguna pregunta, levanten la mano y uno de los supervisores del examen les ayudará.</p>
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Diga	<p>Este es el final de las instrucciones de su cuadernillo de examen.</p> <p>Cuando vean un cartel de CONTINÚA en su cuadernillo de examen, podrán pasar a la siguiente página. Al llegar a un cartel de PARE en su cuadernillo de examen, *NO* sigan hasta que se les indique que lo hagan.</p> <p>En la pizarra se muestran ejemplos de carteles de CONTINÚA y PARE.</p> <p>Cuando terminen y hayan revisado completamente su trabajo, levanten la mano y recogeré sus materiales de examen. Una vez que haya recogido sus materiales, no podrán volver a pedirlos.</p>
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Read from OPTION A, B, or C below based on local policy (refer to your School Test Coordinator).

Diga	<p>OPCIÓN A</p> <p>Cuando haya recogido sus materiales de examen, por favor, permanezcan sentados y en silencio hasta que termine la sección.</p>
	<p>OPCIÓN B</p> <p>Cuando haya recogido sus materiales de examen, dejaré que se retiren.</p>
	<p>OPCIÓN C</p> <p>Cuando haya recogido sus materiales de examen, podrán leer un libro u otros materiales permitidos hasta que haya terminado la sección.</p>

Diga	<p>Tendrán 90 minutos para completar esta sección. Les avisaré cuando queden 10 minutos de tiempo de examen.</p> <p>¿Tienen alguna pregunta?</p>
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Answer student questions.

Diga	<p>Pasen a la siguiente página. Pueden comenzar a trabajar ahora.</p>
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Actively proctor while students are testing:

- Redirect students as necessary.
- Collect test materials as students complete testing.
- If students have questions about an item, tell them, “Do the best you can.”

Instructions for Taking a Break During Testing

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

- One stretch break of up to three minutes for the entire classroom during testing for each section.
- Individual restroom breaks during testing.

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 section:

Diga	Por favor, dejen el examen, coloquen su papel borrador en el cuadernillo de examen y cierren su cuadernillo de examen. Tomaremos un descanso silencioso de estiramiento de tres minutos. No se permite hablar.
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After taking a classroom break, ensure students open their test booklets and continue testing where they left off.

Diga	Abran su cuadernillo de examen y continúen el examen.
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Instructions for When 10 Minutes of Section Time Remain

When 10 minutes of section time remain,

Diga	Quedan 10 minutos.
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Continue to actively proctor while students are testing.

Instructions for Ending the Section

When the section time is finished, read the following optional SAY box if there are students with secure test materials.

Diga	Dejen de trabajar. Ha terminado el tiempo de examen. Cierren su cuadernillo de examen. Verifiquen que su nombre esté escrito en el cuadernillo de examen. Recogeré sus materiales de examen.
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- Collect all test materials from students.
- Return all test materials to your School Test Coordinator. Report any missing materials and absent students.
- Report any testing irregularities to your School Test Coordinator.

If you are administering more than one section in the same day, allow students to take a short break (e.g., restroom break, stretch break) or an extended break (e.g., lunch). Once students have returned and are seated, read the script to move onto the next section.





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