



**2025 Test Proctor Grades 5 and 8 Scripts  
for Computer-Based Testing**

**Science**

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



## Test Proctoring Script for Administering Science

### All Grades – All Sections

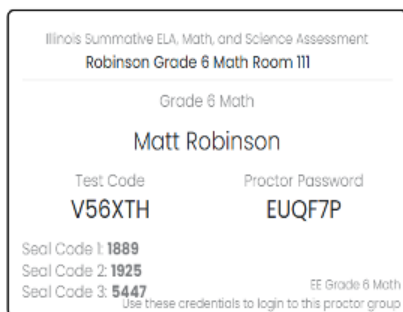
This Test Proctoring Script will be used for Sections 1 through 3 of the science assessment.

On the first read through, Test Proctors are required to adhere to the scripts provided in this manual 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.

| Section      | Required Materials  |
|--------------|---|
| Sections 1–3 | <ul style="list-style-type: none"> <li>• Student testing tickets</li> <li>• Pencils</li> <li>• Scratch paper</li> </ul> |

Before students enter the room:

1. Log into your Proctoring Session with your Test Proctor testing ticket. Go to <https://il.adamexam.com/#/proctor> and enter the test code and proctor password from your ticket into the login screen and click submit.
2. Read and agree to the Proctor Acknowledgement.
3. Select the Save button to view your dashboard.
4. Display the Test Code and Seal Code 1 on a board in the front of the room where all students can see both the test and seal code. Only display one seal code at a time to prevent students from completing additional test sections.
5. Watch the Test Management for Test Proctors and Support Staff training video on the Illinois Support Site at <https://il.mypearsonsupport.com>.



Illinois Summative ELA, Math, and Science Assessment  
Robinson Grade 6 Math Room III

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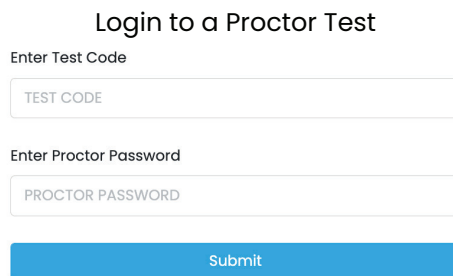
Grade 6 Math

**Matt Robinson**

Test Code: **V56XTH**      Proctor Password: **EUQF7P**

Seal Code 1: **1889**  
Seal Code 2: **1925**  
Seal Code 3: **5447**

EE Grade 6 Math  
Use these credentials to login to this proctor group



### Login to a Proctor Test

Enter Test Code

Enter Proctor Password

**Submit**

It is critical to ensure that students have the appropriate accessibility features and accommodations prior to testing. Refer to Section 3.2 of the Test Administration and Proctoring Manual for further instructions on how to check accessibility features and accommodations. Additionally, watch the Test Management for Test Proctors and Test Support Staff training video on the Illinois Support Site at <https://il.mypearsonsupport.com>. Test Proctors must make sure all testing devices are turned on and logged on to the TestNav application. **\*If headphones are needed for accessibility purposes, make sure they are plugged in prior to launching TestNav (except for headphones that are used as noise buffers).\***

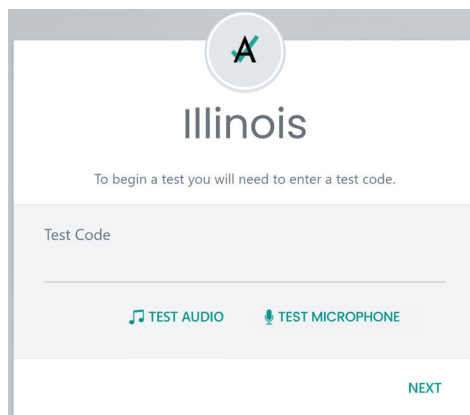
|   |   |
|---|---|
| <p style="text-align: center;"><b>Sabihin ang</b></p> | <p><b>Sa araw na ito, kukunin ninyo ang Science Assessment.</b></p> <p>Hindi kayo maaaring magkaroon ng anumang mga elektronikong device sa inyong desk, bukod sa inyong device sa pagsusulit. Hindi pinahihintulutan ang pagtawag, pag-text, pagkuha ng mga litrato, at pag-browse sa internet. Kung mayroon kayong anumang hindi inaaprubahang mga elektronikong device ngayon, kabilang ang mga cell phone, mangyaring i-off ang mga ito at itaas ang inyong kamay. Kung mahuli kayong may hindi inaaprubahang elektronikong device habang kumukuha ng pagsusulit, maaaring hindi mabigyan ng score ang inyong pagsusulit.</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. Please contact your Test Coordinator if you have questions regarding electronic devices.

### Checking Audio and Microphone

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| <p style="text-align: center;"><b>Sabihin ang</b></p> | <p><b>Siguraduhing nakasaksak sa device ang inyong headphones at isuat ang mga ito. Sa inyong screen, piliin ang “Test Audio” link para masiguradong may naririnig kayo sa inyong headphones at i-adjust ang volume sa pinakamalakas. Maaari ninyong i-adjust ang volume sa pagsusulit kapag nagsimula na kayo. Piliin ang “Test Microphone” link para matiyak na maire-record ninyo ang inyong pagsasalita gamit ang audio recorder. I-click ang back button upang bumalik sa “Sign In” screen.</b></p> |
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See below for a screenshot of the **Test Audio** and **Test Microphone** functions. Test Proctors should assist students with audio adjustments and testing the microphone as needed.



### Instructions for Logging In

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| <p style="text-align: center;"><b>Sabihin ang</b></p> | <p><b>Pakiusap, maupo nang tahimik habang ipinamamahagi ko ang inyong mga ticket sa pagsusulit ng estudyante at scratch paper.</b></p> <p><b>*HUWAG* mag-log in hangga’t hindi ko sinasabi.</b></p> |
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Distribute scratch paper and student testing tickets. Make sure students have pencils.

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**Ngayon, tingnan ang inyong ticket sa pagsusulit ng estudyante at siguraduhing nakasulat dito ang inyong pangalan at apelyido. Itaas ang inyong kamay kung wala sa inyo ang \*INYONG\* ticket.**

If a student has the wrong ticket, provide the correct student testing ticket to the student. If you do not have the correct student testing ticket, contact the School Test Coordinator.

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| <p>Illinois Summative ELA, Math, and Science Assessment</p> <p><b>Estelle Bond</b></p> <hr/> <p>EE Grade 6 Math</p> <p>Last Name Bond</p> <p>State ID 100000933</p> <p style="text-align: right;">Grade 6 Math<br/>Grade 06</p> |
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**Ngayon, ilagay ang Test Code na ito (ituro ang ipinapakitang test code) at i-click ang Next.**

(I-pause.)

**Kasunod, ilagay ang inyong Apelyido at ID ng Estado tulad ng lumalabas sa inyong testing ticket at i-click ang Next.**

(I-pause.)


**Ngayon, kumpirmahin ang Test at ang Inyong Pangalan at i-click ang Next.**


(I-pause.)

(Ipo-pause ang mga pagsusulit ng mag-aaral sa screen ng Waiting Approval hanggang sa maaprubahang ma-test ang mga ito ng proctor. Maaaring aprubahan ng mga proctor ang mga mag-aaral na mag-test bilang isang klase o indibidwal.) **Dapat ay nakarating na kayo ngayon sa Seal Code screen. Ilagay ang Seal Code na ito (ituro ang ipinapakitang seal code) at i-click ang Next.**


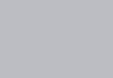
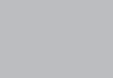
Circulate throughout the room to make sure all students have successfully logged in. Retype the test code, last name, and state ID for a student, if necessary. Test Codes are not case sensitive. If the student does not see his or her correct name on the login screen, have the student log out of the application, and log the student back in with the correct student testing ticket.


**Instructions for Administering All Sections**

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|  <p>Sabihin ang</p> | <p><b>Sundan ako habang binabasa ko ang mga tagubilin sa screen. Maaaring kailangan ninyong gamitin ang scroll bar sa kanan para makasunod.</b></p> <p><b>Sa araw na ito, kukunin ninyo ang Seksyon __ ng Grade __ (grade 5 o 8 — piliin ang angkop na grade level) Science Test.</b></p> <p><b>Basahin ang bawat tanong. Pagkatapos, sundin ang mga tagubilin para sagutin ang bawat tanong. Kung ibinilin sa inyo ng tanong na ipakita o ipaliwanag ang inyong gawain, kailangan ninyong gawin ito para matanggap ang buong credit. Ilagay ang inyong sagot sa kahon na ipinapakita sa inyong screen. Ang mga sagot lamang na ilalagay sa kahon ng sagot ang bibigyan ng score.</b></p> <p><b>Kung hindi ninyo alam ang sagot sa isang tanong, maaari ninyo itong i-bookmark at pumunta sa susunod na tanong. Kapag natapos na ninyo ang seksyon, maaari ninyong i-review ang inyong mga sagot at anumang tanong na maaaring na-bookmark ninyo sa seksyon LANG na ito.</b></p> |
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|  <p>Sabihin ang</p> | <p><b>Ito na ang katapusan ng mga tagubilin para sa pagsusulit. Huwag magpatuloy hanggang sa sabihin sa inyong gawin ito.</b></p> <p><b>Sa oras ng pagsusulit, itaas ang inyong kamay kung nahihirapan kayo sa inyong device sa pagsusulit, upang matulungan ko kayo. Hindi ko kayo matutulungan sa mga tanong sa pagsusulit o sa mga online na tool sa panahon ng pagsusulit.</b></p> |
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Read from OPTION A, B, or C below based on local policy (refer to your School Test Coordinator).

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|  <p>Sabihin ang</p> | <p><b>OPSYON A</b></p> <p><b>Pagkatapos ninyong isumite ang inyong mga sagot, maupo nang tahimik hanggang sa matapos ang seksyon.</b></p>  |
|  <p>Sabihin ang</p> | <p><b>OPSYON B</b></p> <p><b>Pagkatapos ninyong isumite ang inyong mga sagot, idi-dismiss ko na kayo.</b></p>  |
|  <p>Sabihin ang</p> | <p><b>OPSYON C</b></p> <p><b>Pagkatapos ninyong isumite ang inyong mga sagot, maaari kayong magbasa ng aklat o iba pang mga pinapayagang materyal hanggang sa matapos ang seksyon.</b></p> |


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|  <p>Sabihin ang</p> | <p><b>Mayroon ba kayong mga tanong?</b></p> |
|--|---|

Answer any questions.

### Instructions for Starting the Test

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|  | <p><b>Mag-scroll papunta sa ibaba ng screen.</b><br/>(I-pause.)</p> <p><b>Piliin ang “Start” na button.</b><br/>(I-pause.)</p> <p><b>Dapat nasa pagsusulit na kayo ngayon.</b></p> |
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Pause to make sure all students are in the correct section.

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|  | <p><b>Maaari na kayong magsimula.</b></p> |
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Actively proctor while students are testing:

- Redirect students as necessary.
- If technology issues occur during testing, assist students as needed. Follow the protocol in Section 5.4 of the TAM, as applicable, if any technology issues cause a disruption.
- Ensure students are logging out of TestNav after submitting a section.
- Collect test materials as students complete testing.
- If students have questions about an item, tell them, “Do the best you can.”
- If students indicate that a test item is not functioning appropriately, refer to Section 5.5 of the TAM.

### Instructions for Taking a Break During Testing and Testing Interruptions


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.
- Student screens must not be visible to other students.
- 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:

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|  | <p><b>Pakiusap na huminto at takpan o i-off ang inyong screen. Kukuha tayo ng tahimik na pahinga ng tatlong minuto. Hindi pinapayagan ang pagsasalita.</b></p> |
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After taking a classroom break, be sure students are seated and device screens are visible:



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Maaari na ninyong ituloy ang pagsusulit.

Continue to actively proctor while students are testing.

Circulate throughout the room to make sure all students have successfully logged off. Then, collect student testing tickets and scratch paper.

- Ensure all students are in **Exited** status if they have not completed the test, or **Completed** status if they have finished all sections.
- 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 extended break (e.g., lunch). Once students have returned and are seated, read the script to move on to the next section.