



**2026 Test Proctor Large Print Scripts for  
Paper-Based Testing**

**Spanish Science**



## Tasks for Test Proctors to Complete BEFORE Large Print Testing

Note:

- Students will circle their answers in the Large Print Test Booklets. For constructed response items, students will write their answers on the lines provided in their Large Print Test Booklets. All student responses must be transcribed into TestNav and follow the transcription policy. **Failure to transcribe student responses from the test booklet into TestNav will result in the student not receiving a valid scale score.**
- Throughout the scripts, there are several instances which instruct Test Proctors to demonstrate an activity. Ensure that this is done where it is visible for each student (e.g., on the board or near the student).

Before students arrive for each section, do the following:

- Ensure that the testing room is prepared.
- Make sure you have the correct test booklets for your group to be tested.
- For science sections, ensure that you have sufficient calculators for students.
- Make sure you have a list of the accommodations for the students testing, consult the plan established in **Appendix A** of the *Accessibility Features and Accommodations Manual*.
  - If the students in your section need a word-to-word dictionary as an accommodation, have these available to students or allow students to bring their own.

Post a copy of the STOP and GO ON signs on the board to show students what the signs in the book look like. Signs may be downloaded from the Illinois Support Site at <https://il.mypearsonsupport.com>.

## Reminders for Test Proctors DURING Large Print Testing

During testing, you must focus your full attention on the students at all times to confirm that they are working independently. Ensure that all student desks are free of any prohibited materials, and that all prohibited aids in the classroom have been removed or covered.

If a student starts a test section and leaves school without finishing (e.g., due to illness, family emergency), he or she may be allowed to complete that test on a different day. If you have concerns about a student completing a section before the end of the school day, you should not allow the student to begin. If a student leaves during a section, contact the School Test Coordinator.

If you have questions regarding policy, security breaches, or irregularities, consult your School Test Coordinator.


Read only the bold instructions within each **SAY** box to students. Text that is outside the **SAY** boxes includes directions for Test Proctors to follow and should not be read to students. Test Proctors are permitted to clarify **only** scripted administration instructions after reading the script word-for-word. No passages or test items may be clarified.

### Script for Administering Large Print Grades 5 and 8 Science – All Sections


On the first read through, Test Proctors are required to adhere to the scripts provided in this manual for administering the Illinois Science Assessment. 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.

Section	Required Materials
Sections 1-3	<ul style="list-style-type: none"> <li>• Test booklets</li> <li>• Calculator</li> <li>• Pencils</li> <li>• Scratch paper</li> </ul>
End of All Sections – Students <b>Stop</b>	


#### Instructions for Preparing to Test

 <p><b>Diga</b></p>	<p>Hoy van a hacer la evaluación de Ciencias.</p> <p><b>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.</b></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.


 <p><b>Diga</b></p>	<p><b>Por favor, permanezcan sentados y en silencio mientras distribuyo los materiales de examen.</b></p>
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Distribute scratch paper, wooden No. 2 pencils, and approved accessibility/accommodations tools, if needed for certain students. Then, distribute test booklets.


 <p><b>Diga</b></p>	<p>Si se trata de la Sección 1: <b>Escriban su nombre y apellido(s) en la parte superior de su cuadernillo de examen.</b></p> <p>(Pausa).</p> <p>Si se trata de la Sección 2 o 3: <b>Por favor, levanten la mano si su nombre no está en la parte superior de su cuadernillo de examen.</b></p>
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Make sure that each student has written his or her name on the test booklet or has received their own test booklet.

 <p><b>Diga</b></p>	<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>¡Les damos la bienvenida! Hoy van a hacer el examen de Ciencias de Illinois de _ grado (indicar el grado correspondiente).</p> <p>Lean cuidadosamente la información y la pregunta para cada ítem y luego seleccionen la(s) mejor(es) respuesta(s) para cada pregunta. Pueden volver a mirar cada ítem de esta sección siempre que lo necesiten. Todas las respuestas que requieran una explicación escrita se deben incluir en el recuadro de respuestas proporcionado.</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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 <p><b>Diga</b></p>	<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 la palabra 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 en esta sección, 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 state or local policy.

 <p><b>Diga</b></p>	<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>

 <p><b>Diga</b></p>	<p>¿Tienen alguna pregunta?</p>
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Answer student questions.

<b>Diga</b>	<b>Pasen a la siguiente página. Pueden comenzar a trabajar ahora.</b>
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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:

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

<b>Diga</b>	<b>Abran su cuadernillo de examen y continúen el examen.</b>
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Continue to actively proctor while students are testing.

**Instructions for Ending the Section**

- Collect all test materials.
- 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 on to the next section.





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