

NATIONAL CENTER FOR EDUCATION STATISTICS
NATIONAL ASSESSMENT OF EDUCATIONAL PROGRESS

Appendices

The National Assessment of Educational Progress (NAEP)

2018 Field Trial

OMB# 1850-0803 v.209



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Appendix A: Notification Letter from NAEP State Coordinator to Principal

NAEP 2018 Field Trial Notification Letter From NAEP STATE COORDINATOR TO SCHOOL PRINCIPAL (all grades)

Red text should be customized before mail merge; **highlighted text** represents mail merge fields

Dear Principal,

Your school will be participating in the National Assessment of Educational Progress (NAEP) 2018 Field Trial. NAEP is the largest nationally representative and continuing assessment of what students in the United States know and can do in various subjects. It is administered by the National Center for Education Statistics (NCES), within the U.S. Department of Education. As part of the NAEP 2018 Field Trial, students will participate in **civics, geography, mathematics, reading, science, or U.S. history** assessments. The results from the field trial will not be released but will be used to inform NAEP assessments.

Students will use tablets provided by NAEP to complete the assessment. Each student will be assessed in only one subject. As NAEP transitions to digitally based assessments, results from these assessments will help determine how to maximize the use of tablets. More information about NAEP can be found at <http://nces.ed.gov/nationsreportcard/about/schools.asp>.

Include the following paragraph for grade 4 ORF schools only. A subset of students may be selected to participate in an oral reading fluency study, which offers students an opportunity to put their basic reading skills into practice. The module allows students to read a series of passages aloud and assesses their aptitude in decoding, word recognition, and fluency to yield descriptive data on how well students respond to oral reading challenges. The recorded student responses provide context and meaning to the assessment results.

NAEP representatives provide significant support to schools: they bring all necessary materials and equipment, including tablets, and administer the assessment. Outlined below is a broad overview of the assessment:

- **Subjects:** **Civics, geography, mathematics, reading, science, or U.S. history**
- **Grade:** **4, 8, or 12**
- **Sessions:** Two sequential sessions of approximately 25 students each
For ORF schools only: Two sequential sessions, one with 25 students and one with 12 students
- **Session Duration:** Approximately 120 minutes for students, including transition time and instructions
For ORF schools only: Approximately 120 or 135 for students, including transition time and instructions
- **Assessment Administrators:** NAEP representatives
- **Assessment Date:** December **XX**, 2017

To prepare for the assessment, please do the following:

- Place the scheduled assessment date, **December XX, 2017**, on your school calendar.
- Designate a school coordinator to serve as the liaison for the NAEP study activities in your school. The school coordinator should be familiar with testing protocols and procedures.
- Send the school coordinator contact information to me at **email address**.

A NAEP representative responsible for administering the assessment will contact your school coordinator in early December. During the assessment, we would appreciate the presence of a school staff person as an observer in each session. A staff member's presence can have a positive impact on students' motivation and performance.

Again, I would like to express my appreciation for your assistance with this very important assessment of our nation's students. Our chief state school officer, **name**, supports NAEP and encourages your students' participation.

I look forward to collaborating with you and your school coordinator to ensure the successful administration of the NAEP 2018 Field Trial. Should you have questions, please contact me at **telephone number** or **email address**.

Sincerely,

NAEP State Coordinator

National Center for Education Statistics (NCES) is authorized to conduct NAEP by the National Assessment of Educational Progress Authorization Act (20 U.S.C. §9622) and to collect students' education records from education agencies or institutions for the purposes of evaluating federally supported education programs under the Family Educational Rights and Privacy Act (FERPA, 34 CFR §§ 99.31(a)(3)(iii) and 99.35). All of the information provided by school staff and students may be used only for statistical purposes and may not be disclosed, or used, in identifiable form for any other purpose except as required by law (20 U.S.C. §9573 and 6 U.S.C. §151).

**National Assessment of Educational Progress (NAEP) 2018 Field Trial
School Coordinator Information and Contact Form**

The Requirements for the NAEP School Coordinator are that he/she:

- Be familiar with how students participate in statewide assessments;
- Has time to complete preparation activities; and
- Has time on the day of testing to meet with the NAEP field staff that will administer the assessments to review logistics, show the NAEP field staff testing location(s), get students to the testing locations, debrief with the NAEP field staff, etc.

The designated NAEP School Coordinator will need to:

- Visit the NAEP website at <http://nationsreportcard.gov> for sample questions, previous results, and other NAEP publications; and
- Work with the NAEP contractor staff to plan for assessment locations, provide a list of sampled students, indicate accommodations needed for selected students with Individualized Education Plans, Section 504 Plans, and/or English language learners (ELL), and notify the parents/guardians of sampled students.

A representative from Westat, the contractor responsible for administering the assessment, will contact your NAEP School Coordinator to discuss preparations for the assessment.

Please indicate your designated school coordinator, his or her position at your school, and his or her contact information for this study:

School:

District:

Name:

Position:

Email:

Phone:

Return the form via email

NAEP State Coordinator Name, State NAEP State Coordinator

Email: **email address**

Please return this form by **Month, Day, 2017**

Appendix B: Parent/Legal Guardian Notification Letter

NAEP 2018 Field Trial PARENT/LEGAL GUARDIAN NOTIFICATION LETTER

(Insert School Letterhead)

(Insert Date Here)

Dear Parent or Legal Guardian:

School name will participate in the National Assessment of Educational Progress (NAEP) on **date**. NAEP is the largest nationally representative and continuing assessment of what students know and can do in various subjects. It is administered by the National Center for Education Statistics (NCES), within the U.S. Department of Education. NAEP is different from our state assessment because it provides a common measure of student achievement across the country. The results are released as The Nation's Report Card, which provides information about student achievement to educators, parents, policymakers, and the public.

Your child **will/might** take an assessment in one of the following subjects: **mathematics, reading, science, or social studies**. In addition to subject area questions, NAEP survey questionnaires are voluntarily completed by students. The survey questionnaires provide valuable information about participating students' educational experiences and opportunities to learn both in and out of the classroom. More information is available at <https://nces.ed.gov/nationsreportcard/parents> under the section "What Questions Does NAEP Ask?"

The assessment takes about 120 minutes for most students. **For ORF schools only: The assessment takes about 120-135 minutes for most students.**

The information collected is used for statistical purposes only.

- Your child's grades will not be affected.
- Students may be excused for any reason, are not required to complete the assessment, and may skip any question.
- While the assessment is voluntary, NAEP depends on student participation to help policymakers improve education. However, if you do not want your child to participate, please notify me in writing by **date**.

There is no need to study in preparation for NAEP, but please encourage your child to do his or her best. A brochure that explains what participation in NAEP means for you and your child is available at <http://nces.ed.gov/nationsreportcard/pdf/parents/2012469.pdf>. Contact NAEP State Coordinator **name** at **telephone number** or at **email address** if you have any questions.

We are excited that our school is participating in NAEP. We know that **school name**'s students will show what our nation's students know and can do.

Sincerely,

School Principal

National Center for Education Statistics (NCES) is authorized to conduct NAEP by the National Assessment of Educational Progress Authorization Act (20 U.S.C. §9622) and to collect students' education records from education agencies or institutions for the purposes of evaluating federally supported education programs under the Family Educational Rights and Privacy Act (FERPA, 34 CFR §§ 99.31(a)(3)(iii) and 99.35). All of the information provided by school staff and students may be used only for statistical purposes and may not be disclosed, or used, in identifiable form for any other purpose except as required by law (20 U.S.C. §9573 and 6 U.S.C. §151).

Appendix C: School Contact Script

NAEP 2018 Field Trial Study School Contact Script

Note: Information in grey boxes is not to be read; rather, these are instructions to the NAEP staff.

Hello, _____ (name of school coordinator). My name is _____ and I represent the National Assessment of Educational Progress, or NAEP, which is conducted by the National Center for Education Statistics (NCES), within the U.S. Department of Education. As you know, NAEP will be conducting the NAEP 2018 Field Trial with your (fourth-, eighth-, twelfth-) grade students. I'm calling today to confirm the testing day logistics. This call should just take about 10 minutes; is now a good time?

1. I see that we have scheduled _____ (date) to conduct the study in your school. Does this date still work for you?

<input type="checkbox"/>	Yes	▪ Continue with the script.
<input type="checkbox"/>	No	▪ If possible, arrange a new date. New date: _____ ▪ If no mutually convenient date can be determined, schedule a callback and contact your field manager as soon as possible. Callback date: _____ Time: _____

2. Now I'd like to confirm the method by which you'll be selecting the students to participate.

What is this school's sampling method, according to the NAEP State Coordinator?		
<input type="checkbox"/>	Random sample from entire 4 th , 8 th or 12 th grade class	▪ Confirm method with school coordinator. If he/she has any questions about the sampling process and/or line numbers, refer him/her to the NAEP State Coordinator.
<input type="checkbox"/>	Two classrooms of 25 grade 4, 8, or 12 students	▪ Confirm method with school coordinator. If he/she has any questions about what type of classes to select, refer him/her to the NAEP State Coordinator.

We'll be testing the selected students in two groups of 25. Please use the NAEP Field Trial Administration Form to record the names of the students, with those being tested in the first group listed on lines 1-25 and students being tested in the second group on lines 26-50. When I arrive at your school on the morning of the study, please provide me with this completed form. Now let's discuss any required accommodations, and then we'll discuss the start time of each group.

3. Inside the packet was a document called the NAEP Field Trial Worksheet for Students with Disabilities and English Language Learners. If any students with disabilities or English language learners are sampled for the NAEP 2018 Field Trial, list them in the table below and identify how they should participate in the NAEP 2018 Field Trial. Use the enclosed NAEP inclusion policies for the list of universal design elements and accommodations. You can reference the NAEP subject they are assigned to on the Administration Form.

4. Now let's discuss the testing logistics. As I mentioned, the testing will occur in two groups. Each group will take about 2 hours. We'll need space to set up 25 tablets and keyboards. And, we would prefer a space where we would not have to move our equipment between groups.

IF TESTING TIMES INDICATED BY THE NAEP STATE COORDINATOR: My records indicate that you would like the first group to start at _____ (*time*). At what location can we test that group?

And my records indicate that you would like the second group to start at _____ (*time*). At what location can we test that group?

IF TESTING TIMES NOT INDICATED BY THE NAEP STATE COORDINATOR: Let's talk about what time we can begin each group and the location.

Group A	Time: _____	Location: _____
Group B	Time: _____	Location: _____

My team and I will need about an hour before the first group is scheduled to begin to set up and prepare; so, if we arrive at the school at _____ (*time*), is that OK? And may we have access to _____ (*Group A testing location*) at that time?

5. Now, let's review the status of parent and legal guardian notification. Have the parents and legal guardians been notified?

<input type="checkbox"/>	Yes	▪ Continue with the script.
<input type="checkbox"/>	No	▪ Skip to question 6 .

Please keep a copy of the letter for me that I'll collect on the morning when I arrive at the school.

Were notifications sent to only the parents and legal guardians of the selected students or to the parents and legal guardians of all the students in the (*fourth-, eighth-, or twelfth-*) grade?

<input type="checkbox"/>	Parents/legal guardians of selected students only	▪ Skip to question 7 .
<input type="checkbox"/>	Parents/legal guardians of all students in the grade	On the morning of the assessment, if any of the selected students are absent, we'd like to substitute another (<i>fourth-, eighth-, or twelfth-</i>) grade student in their place so that we can test as many students as possible. ▪ Skip to question 7 .

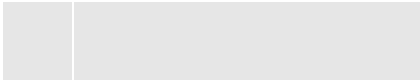
6. As a reminder, the parents and legal guardians of the selected students must be notified before the study can take place. I'd like to call you back to confirm the letter has been sent. When is a good time for me to make that call?

▪ Callback date: _____	Time: _____
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Also, I'll need a copy of the letter for my records, which I'll collect from you on the morning of the study.

Do you plan to notify the parents and legal guardians of only the selected students or the parents and legal guardians of all the students in the (*fourth-, eighth-, or twelfth-*) grade?

<input type="checkbox"/>	Parents/legal guardians of selected students only	▪ Skip to question 7 .
<input type="checkbox"/>	Parents/legal guardians of all students in the selected grade	On the morning of the assessment, if any of the selected students are absent, we'd like to substitute another (<i>fourth-, eighth-, or twelfth-</i>)



grade student in their place so that we can test as many students as possible.

7. I have just a few other logistical questions to ask you, so that the study runs as smoothly as possible.

When my team and I arrive at your school on the morning of the study, where should we park?

We will wear our NAEP identification badges and check in at the main office. Are there other procedures or protocols specific to your school that we need to follow?

Is there anything scheduled that might interrupt the session, such as a fire drill or assembly?

Once the session has begun, students arriving late can be admitted to the session if a tablet is available. If no tablet is available, how should we handle students who arrive too late?

What is your policy regarding restroom breaks during testing? Do students who leave the testing room need a hall pass or need to be accompanied by school staff?

How should we contact the office from the testing location if we need assistance in the case of an emergency?

8. Those are all of the questions I have for you at this time. Do you have any questions for me?

If you have any questions before the study date, I can be reached by phone at (*telephone number*) or by email (*email address*). Please add my email address to your address book to avoid the spam blocker. You can also call the NAEP Help Desk at 1-800-283-NAEP (6237). Thank you for your time.

Appendix D: Worksheet for Students with Disabilities and English Language Learners

Authorization and Confidentiality Assurance

National Center for Education Statistics (NCES) is authorized to conduct NAEP by the National Assessment of Educational Progress Authorization Act (20 U.S.C. §9622) and to collect students' education records from education agencies or institutions for the purposes of evaluating federally supported education programs under the Family Educational Rights and Privacy Act (FERPA, 34 CFR §§ 99.31(a)(3)(iii) and 99.35).

All of the information you provide may be used only for statistical purposes and may not be disclosed, or used, in identifiable form for any other purpose except as required by law (20 U.S.C. §9573 and 6 U.S.C. §151)

Paperwork Burden Statement

According to the Paperwork Reduction Act of 1995, no persons are required to respond to a collection of information unless it displays a valid OMB control number. The valid OMB control number for this voluntary information collection is 1850-0803. The time required to complete this information collection is estimated to be 10 minutes, on average, for each student identified as SD and/or ELL, including the time to review instructions and complete and review the information collection. If you have any comments concerning the accuracy of the time estimate, suggestions for improving this collection, or any comments or concerns regarding the status of your individual submission, please write to: *National Assessment of Educational Progress (NAEP), National Center for Education Statistics (NCES), Potomac Center Plaza, 550 12th St., SW, 4th floor, Washington, DC 20202.*

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Appendix E: Inclusion Policy for Pilot Subjects: ELL Template

Note: **Red text** should be customized

The **State/District Name Department of Education** expects that most English language learners will be included on the National Assessment of Educational Progress (NAEP). **Only English language learners who have been enrolled in U.S. schools for less than 1 full academic year before the NAEP assessment and cannot access NAEP may be excluded from any NAEP assessment.** All other English language learners should participate in NAEP with or without NAEP-allowed accommodations. If you have questions about the NAEP accommodations, please contact **NAEP State Coordinator name**, NAEP State Coordinator at **email address** or **telephone number**.

Several accommodations provided on the **State/District Name** assessments are not necessary for the NAEP assessments because they are available for all students through NAEP's universal design elements. The chart below is divided into three sections: (1) universal design elements that will be available to **all students**, (2) accommodations provided **by the test delivery system**, and (3) accommodations provided **outside the test delivery system**. NAEP accommodations are only allowed for English language learners.

Please keep in mind that NAEP does not produce results for individual students or schools, unlike the **State/District Name** state assessments. In other words, the NAEP assessments do not impose consequences for the student or the school and are instead intended purely to provide a picture of educational performance and progress.

Please note all assessments are not the same and are developed to measure specific constructs. Therefore, NAEP may not allow all accessibility features and accommodations the **State/District Name** state assessments allow. The following are the expectations for inclusion on NAEP:

- 1) Students who have the read aloud accommodation for the reading comprehension section on the **State/District Name** state assessment should be included in the NAEP reading assessment without the accommodation.
- 2) Students who receive multiple-day testing on the **State/District Name** state assessments should take the NAEP assessments in one day with breaks as needed. NAEP is much shorter than the state assessments, so multiple-day testing is not offered. Students take up to 60 minutes of subject matter content and answer survey questions about their educational experiences.

**NAEP Universal Design Elements for English Language Learners (ELL)
Grade 12 Pilot—Math and Grades 4, 8, and 12 Pilots—Reading and Science
Digitally Based Assessments on Tablet**

Universal Design Element	Subject	Description
Zooming	Math-Tablet Reading-Tablet Science-Tablet	Enlarges content onscreen up to two times the default text/image size on the screen while preserving clarity, contrast, and color. NOTE: Does not include the toolbar, item tabs, scrollbars, calculator, and equation editor.
One-on-One Testing Experience	Math-Tablet Reading-Tablet Science-Tablet	All students have earbuds to reduce distractions and interact on a one-on-one basis with the tablet. NOTE: Students will be tested in the regular session with up to 25 students. If students need to be assessed in a smaller group, please select the accommodation Separate Session.
Directions Only Read Aloud/Text-to-Speech (English)	Math-Tablet Reading-Tablet Science-Tablet	General directions read aloud to all students. Directions within the assessment can be read aloud using text-to-speech.
Directions Explained/Clarified	Math-Tablet Reading-Tablet Science-Tablet	Students can raise their hand at any time and ask the test administrator to clarify or explain directions.
Read Aloud/Text-to-Speech (English) Occasional or Most or All	Math-Tablet Science-Tablet	Students select any text to be read aloud using text-to-speech. Read Aloud/Text-to-Speech accommodation is not allowed for reading passages or reading items.
Use a Computer/Tablet to Respond	Math-Tablet Reading-Tablet Science-Tablet	All students respond on NAEP-provided tablets.
Color Theming	Math-Tablet Reading-Tablet Science-Tablet	Option 1: black text on white background (default) Option 2: white text on black background Option 3: black text on beige background NOTE: This tool is not available for the tutorial and some items.
Scratch work/Highlighter Capability	Math-Tablet Reading-Tablet Science-Tablet	Allows freehand drawing and highlighting on the screen for most content.
Elimination Capability	Math-Tablet Reading-Tablet Science-Tablet	Students can gray out answer choices for multiple-choice items. NOTE: This tool is not available for constructed-response items.
Volume Adjustment	Math-Tablet Reading-Tablet Science-Tablet	Students can raise or lower the volume using the tablet's volume buttons.
Closed Captioning	Math-Tablet Reading-Tablet Science-Tablet	All voice-over narration is closed captioned.
Scratch Paper	Math-Tablet Reading-Tablet Science-Tablet	Administrators will inform students that scratch paper (and pencil) is available upon request.

**NAEP Accommodations for English Language Learners (ELL)
Grade 12 Pilot—Math and Grades 4, 8, and 12 Pilots—Reading and Science
Digitally Based Assessments on Tablet**

Accommodation Provided by Test Delivery System	Subject	Description
Extended Time	Math-Tablet Reading-Tablet Science-Tablet	Extra time is given to complete the assessment. NOTE: If state test is untimed, students <u>may or may not</u> require extended time on NAEP. NAEP is a timed but not a “speeded” test. (It is not designed to evaluate how many questions a student can answer in a limited amount of time). Generally, most students are able to complete the NAEP cognitive sections in the time allowed.
Accommodation Provided Outside Test Delivery System	Subject	Description
Breaks During Testing	Math-Tablet Reading-Tablet Science-Tablet	Students are allowed to take breaks as requested or at predetermined intervals during the assessment. Students can take the assessment in more than one sitting during a single day.
Separate Session	Math-Tablet Reading-Tablet Science-Tablet	Students are tested in a separate testing area away from other students. NOTE: This could be testing in a small group or one-on-one.
Familiar Person Present in Testing Room	Math-Tablet Reading-Tablet Science-Tablet	The aide that regularly works with the student must be present in the testing room during the time of the assessment. NOTE: Only trained NAEP staff may conduct the assessment session.
Uses Template	Math-Tablet Reading-Tablet Science-Tablet	Provided by the school. <ul style="list-style-type: none"> Masking, color overlays, line readers, and place markers
Special Equipment	Math-Tablet Reading-Tablet Science-Tablet	Provided by the school. <ul style="list-style-type: none"> FM system, amplification equipment, auditory amplification device Noise buffers, study carrels, blinders, special lighting, adaptive furniture Stress ball or sensory fidget item
Preferential Seating	Math-Tablet Reading-Tablet Science-Tablet	Provided by the school. <ul style="list-style-type: none"> Location with minimal distractions, reduce distractions, quiet location or setting Front of the class, close to the test administrator
Cueing to Stay on Task	Math-Tablet Reading-Tablet Science-Tablet	Provided by a school staff member. <ul style="list-style-type: none"> Monitor for understanding, monitor placement of responses Redirect to stay on task, reminders to stay on task, prompts to stay on task Verbal encouragement, reinforcement, refocus Track test items
Bilingual Dictionary (in any language)	Math-Tablet Science-Tablet	Provided by the school. A handheld electronic or hardcopy bilingual dictionary in any language that contains English translations of words but does not contain definitions. It is sometimes referred to as a “word-for-word” dictionary, “word-to-word translation dictionary,” or a “bilingual word list.” A bilingual dictionary is not allowed for reading.
Other (Specify)	Math-Tablet Reading-Tablet Science-Tablet	Any accommodation not listed above. Please check with your NAEP State Coordinator to see if other accommodations are allowed on NAEP.

Appendix F: Inclusion Policy for Pilot Subjects: SD Template

Note: Red text should be customized

The **State/District Name Department of Education** expects that most students with disabilities will be included on the National Assessment of Educational Progress (NAEP). **Only students who meet (or met) participation criteria for the Name of Alternate Assessment based on Alternate Achievement Standards may be excluded from any NAEP assessment.** All other students with disabilities should participate in NAEP with or without NAEP-allowed accommodations. If you have questions about the NAEP accommodations, please contact **NAEP State Coordinator name**, NAEP State Coordinator at **email address** or **telephone number**.

Several accommodations provided on the **State/District Name** assessments are not necessary for the NAEP digitally based assessments because they are available for all students through universal design elements. The chart below is divided into three sections: (1) universal design elements that will be available to **all students**, (2) accommodations provided **by the test delivery system**, and (3) accommodations provided **outside the test delivery system**. NAEP accommodations are only allowed for a student on an Individualized Education Program (IEP) or Section 504 Plan.

Please keep in mind that NAEP does not produce results for individual students or schools, unlike the **State/District Name** state assessments. In other words, the NAEP assessments do not impose consequences for the student or the school and are instead intended purely to provide a picture of educational performance and progress.

Please note all assessments are not the same and are developed to measure specific constructs. Therefore, NAEP may not allow all accessibility features and accommodations the **State/District Name** state assessments allow. The following are the expectations for inclusion on NAEP:

- 1) Students who have the read aloud accommodation for the reading comprehension section on the **State/District Name** state assessment should be included in the NAEP reading assessment without the accommodation.
- 2) Only students who require a calculator for testing in their IEP or Section 504 Plans are eligible for the NAEP calculator version of the test.
- 3) Students who receive multiple-day testing on the **State/District Name** state assessments should take the NAEP assessments in one day with breaks as needed. NAEP is much shorter than the state assessments, so multiple-day testing is not offered. Students take up to 60 minutes of subject matter content and answer survey questions about their educational experiences.

**NAEP Universal Design Elements for Students with Disabilities (SD)
Grade 12 Pilot—Math and Grades 4, 8, and 12 Pilots—Reading and Science
Digitally Based Assessments on Tablet**

Universal Design Element	Subject	Description
Zooming	Math-Tablet Reading-Tablet Science-Tablet	Enlarges content onscreen up to two times the default text/image size on the screen while preserving clarity, contrast, and color. NOTE: Does not include the toolbar, item tabs, scrollbars, calculator, and equation editor.
One-on-One Testing Experience	Math-Tablet Reading-Tablet Science-Tablet	All students have earbuds to reduce distractions and interact on a one-on-one basis with the tablet. NOTE: Students will be tested in the regular session with up to 25 students. If students need to be assessed in a smaller group, please select the accommodation Separate Session.
Directions Only Read Aloud/Text-to-Speech (English)	Math-Tablet Reading-Tablet Science-Tablet	General directions are read aloud to all students. Directions within the assessment can be selected and read aloud by the system using text-to-speech.
Directions Explained/Clarified	Math-Tablet Reading-Tablet Science-Tablet	Students can raise their hand at any time and ask the test administrator to clarify or explain directions.
Read Aloud/Text-to-Speech (English) Occasional or Most or All	Math-Tablet Science-Tablet	Students select some or all text to be read aloud by the system using text-to-speech. Read Aloud/Text-to-Speech accommodation is not allowed for reading passages or reading items.
Use a Computer/Tablet to Respond	Math-Tablet Reading-Tablet Science-Tablet	All students respond on NAEP-provided tablets.
Color Theming	Math-Tablet Reading-Tablet Science-Tablet	Option 1: black text on white background (default) Option 2: white text on black background Option 3: black text on beige background NOTE: This tool is not available for the tutorial and some items.
Scratch work/Highlighter Capability	Math-Tablet Reading-Tablet Science-Tablet	Allows freehand drawing and highlighting on the screen for most content.
Elimination Capability	Math-Tablet Reading-Tablet Science-Tablet	Students can gray out answer choices for multiple-choice items. NOTE: This tool is not available for constructed-response items.
Volume Adjustment	Math-Tablet Reading-Tablet Science-Tablet	Students can raise or lower the volume using the tablet's volume buttons.
Closed Captioning	Math-Tablet Reading-Tablet Science-Tablet	All voice-over narration is closed captioned.
Scratch Paper	Math-Tablet Reading-Tablet Science-Tablet	Administrators will inform students that scratch paper (and pencil) is available upon request.

**NAEP Accommodations for Students with Disabilities (SD)
Grade 12 Pilot—Math and Grades 4, 8, and 12 Pilots—Reading and Science
Digitally Based Assessments on Tablet**

Accommodation Provided by Test Delivery System	Subject	Description
Extended Time	Math-Tablet Reading-Tablet Science-Tablet	Extra time is given to complete the assessment. NOTE: If state test is untimed, students <u>may or may not</u> require extended time on NAEP. NAEP is a timed but not a “speeded” test (it is not designed to evaluate how many questions a student can answer in a limited amount of time). Generally, most students are able to complete the NAEP cognitive sections in the time allowed.
Calculator Version of the Test	Math-Tablet	Provides a test form that permits the use of a calculator. The calculator is an onscreen calculator provided as part of the assessment system. NOTE: Calculator Version of the Test only available for mathematics.
Accommodation Provided Outside Test Delivery System	Subject	Description
Breaks During Testing	Math-Tablet Reading-Tablet Science-Tablet	Students are allowed to take breaks as requested or at predetermined intervals during the assessment. Students can take the assessment in more than one sitting during a single day.
Separate Session	Math-Tablet Reading-Tablet Science-Tablet	Students are tested in a separate testing area away from other students. NOTE: This could be testing in a small group or one-on-one.
Familiar Person Present in Testing Room	Math-Tablet Reading-Tablet Science-Tablet	The aide that regularly works with the student must be present in the testing room during the time of the assessment. NOTE: Only trained NAEP staff may conduct the assessment session.
Uses Template	Math-Tablet Reading-Tablet Science-Tablet	Provided by the school. <ul style="list-style-type: none"> Masking, color overlays, line readers, and place markers
Special Equipment	Math-Tablet Reading-Tablet Science-Tablet	Provided by the school. <ul style="list-style-type: none"> FM system, amplification equipment, auditory amplification device Noise buffers, study carrels, blinders, special lighting, adaptive furniture Stress ball or sensory fidget item
Preferential Seating	Math-Tablet Reading-Tablet Science-Tablet	Provided by the school. <ul style="list-style-type: none"> Location with minimal distractions, reduce distractions, quiet location or setting Front of the class, close to the test administrator
Cueing to Stay on Task	Math-Tablet Reading-Tablet Science-Tablet	Provided by a school staff member. <ul style="list-style-type: none"> Monitor for understanding, monitor placement of responses Redirect to stay on task, reminders to stay on task, prompts to stay on task Verbal encouragement, reinforcement, refocus Track test items

Accommodation Provided Outside Test Delivery System	Subject	Description
Directions Only Presented in Sign Language	Math-Tablet Reading-Tablet Science-Tablet	A qualified sign language interpreter at the school signs the instructions included in the session script.
Other (Specify)	Math-Tablet Reading-Tablet Science-Tablet	Any accommodation not listed above. Please check with your NAEP State Coordinator to see if other accommodations are allowed on NAEP.

Appendix G: Inclusion Policy for Social Studies (operational): ELL Template

Note: **Red text** should be customized

The **State/District Name Department of Education** expects that most English language learners will be included on the National Assessment of Educational Progress (NAEP). **Only English language learners who have been enrolled in U.S. schools for less than 1 full academic year before the NAEP assessment and cannot access NAEP may be excluded from any NAEP assessment.** All other English language learners should participate in NAEP with or without NAEP-allowed accommodations. If you have questions about the NAEP accommodations, please contact **NAEP State Coordinator name**, NAEP State Coordinator for **State/District Name** at **email address** or **telephone number**.

Several accommodations provided on the **State/District Name** assessments are not necessary for the NAEP assessments because they are available for all students through universal design elements. The chart below is divided into three sections: (1) universal design elements that will be available to **all students**, (2) accommodations provided **by the test delivery system**, and (3) accommodations provided **outside the test delivery system**. NAEP accommodations are only allowed for English language learners.

Please keep in mind that NAEP does not produce results for individual students or schools, unlike the **State/District Name** state assessments. In other words, the NAEP assessments do not impose consequences for the student or the school and are instead intended purely to provide a picture of educational performance and progress.

Please note all assessments are not the same and are developed to measure specific constructs. Therefore, NAEP may not allow all accessibility features and accommodations the **State/District Name** state assessments allow. The following are the expectations for inclusion on NAEP:

- 1) Students who receive multiple-day testing on the **State/District Name** state assessments should take the NAEP assessments in one day with breaks as needed. NAEP is much shorter than the state assessments, so multiple-day testing is not offered. Students take up to 60 minutes of subject matter content and answer survey questions about their educational experiences.

**NAEP Universal Design Elements for English Language Learners (ELL)
Grade 8 Social Studies
Digitally Based Assessment on Tablet**

Universal Design Element	Subject	Description
Zooming	Social Studies-Tablet	Enlarges content onscreen up to two times the default text/image size on the screen while preserving clarity, contrast, and color. NOTE: Does not include the toolbar, item tabs, scrollbars, calculator, and equation editor.
One-on-One Testing Experience	Social Studies-Tablet	All students have earbuds to reduce distractions and interact on a one-on-one basis with the tablet. NOTE: Students will be tested in the regular session with up to 25 students. If students need to be assessed in a smaller group, please select the accommodation Separate Session.
Directions Only Read Aloud/Text-to-Speech (English)	Social Studies-Tablet	General directions are read aloud to all students. Directions within the assessment can be selected and read aloud by the system using text-to-speech.
Directions Explained/Clarified	Social Studies-Tablet	Students can raise their hand at any time and ask the test administrator to clarify or explain directions.
Read Aloud/Text-to-Speech (English) – Occasional or Most or All	Social Studies-Tablet	Students select some or all text to be read aloud by the system using text-to-speech.
Use a Computer/Tablet to Respond	Social Studies-Tablet	All students respond on NAEP-provided tablets.
Color Theming	Social Studies-Tablet	Option 1: black text on white background (default) Option 2: white text on black background Option 3: black text on beige background NOTE: This tool is not available for the tutorial and some items. If students need all content in high contrast, please select the accommodation High Contrast for Visually Impaired Students.
Scratch work/Highlighter Capability	Social Studies-Tablet	Allows freehand drawing and highlighting on the screen for most content.
Elimination Capability	Social Studies-Tablet	Students can gray out answer choices for multiple-choice items. NOTE: This tool is not available for constructed-response items.
Volume Adjustment	Social Studies-Tablet	Students can raise or lower the volume using the tablet’s volume buttons.
Closed Captioning	Social Studies-Tablet	All voice-over narration is closed captioned.
Scratch Paper	Social Studies-Tablet	Administrators will inform students that scratch paper (and pencil) is available upon request.

**NAEP Accommodations for English Language Learners (ELL)
Grade 8 Social Studies
Digitally Based Assessment on Tablet**

Accommodation Provided by Test Delivery System	Subject	Description
Extended Time	Social Studies-Tablet	Extra time is given to complete the assessment. NOTE: If state test is untimed, students <u>may or may not</u> require extended time on NAEP. NAEP is a timed but not a “speeded” test (it is not designed to evaluate how many questions a student can answer in a limited amount of time). Generally, most students are able to complete the NAEP cognitive sections in the time allowed.
Directions Translated to Spanish	Social Studies-Tablet	All directions are provided in Spanish and English including the tutorial. A toggle button is available on the screens to go back and forth between Spanish and English.
Directions Only Read Aloud/ Text-to-Speech (Spanish)	Social Studies-Tablet	Must be paired with Directions Translated to Spanish. All Spanish translated content is text-to-speech enabled. The tutorial is also available in Spanish.
Spanish/English Version of the Test	Social Studies-Tablet	All content is provided in Spanish and English. A toggle button is available on the screens to go back and forth between Spanish and English.
Read Aloud/Text-to-Speech (Spanish)- Occasional or Most or All	Social Studies-Tablet	Must be paired with the Spanish/English Version of the Test. All Spanish translated content is text-to-speech enabled.
Accommodation Provided Outside Test Delivery System	Subject	Description
Breaks During Testing	Social Studies-Tablet	Students are allowed to take breaks as requested or at predetermined intervals during the assessment. Students can take the assessment in more than one sitting during a single day.
Separate Session	Social Studies-Tablet	Students are tested in a separate testing area away from other students. NOTE: This could be testing in a small group or one-on-one.
Familiar person Present in Testing Room	Social Studies-Tablet	The aide that regularly works with the student must be present in the testing room during time of assessment. NOTE: Only trained NAEP staff may conduct the assessment session.
Uses Template	Social Studies-Tablet	Provided by the school. <ul style="list-style-type: none"> Masking, color overlays, line readers, and place markers
Special Equipment	Social Studies-Tablet	Provided by the school. <ul style="list-style-type: none"> FM system, amplification equipment, auditory amplification device Noise buffers, study carrels, blinders, special lighting, adaptive furniture Stress ball or sensory fidget item

Accommodation Provided Outside Test Delivery System	Subject	Description
Preferential Seating	Social Studies-Tablet	<p>Provided by the school.</p> <ul style="list-style-type: none"> • Location with minimal distractions, reduce distractions, quiet location or setting • Front of the class, close to the test administrator
Cueing to Stay on Task	Social Studies-Tablet	<p>Provided by a school staff member.</p> <ul style="list-style-type: none"> • Monitor for understanding, monitor placement of responses • Redirect to stay on task, reminders to stay on task, prompts to stay on task • Verbal encouragement, reinforcement, refocus • Track test items
Bilingual Dictionary (In any language)	Social Studies-Tablet	<p>Provided by the school.</p> <p>A handheld electronic or hardcopy bilingual dictionary in any language that contains English translations of words but does not contain definitions. It is sometimes referred to as a "word-for-word" dictionary, "word-to-word translation dictionary," or a "bilingual word list."</p>
Other (specify)	Social Studies-Tablet	<p>Any accommodation not listed above. Please check with your NAEP State Coordinator to see if other accommodations are allowed on NAEP.</p>

Appendix H: Inclusion Policy for Social Studies (operational): SD Template

Note: Red text should be customized

The **State/District Name Department of Education** expects that most students with disabilities will be included on the National Assessment of Educational Progress (NAEP). **Only students who meet (or met) participation criteria for the Name of Alternate Assessment based on Alternate Achievement Standards may be excluded from any NAEP assessment.** All other students with disabilities should participate in NAEP with or without NAEP-allowed accommodations. If you have questions about the NAEP accommodations, please contact **NSC name**, NAEP State Coordinator at **email address** or **phone number**.

Several accommodations provided on the **State/District Name** assessments are not necessary for the NAEP digitally based assessments because they are available for all students through universal design elements. The chart below is divided into three sections: (1) universal design elements that will be available to **all students**, (2) accommodations provided **by the test delivery system**, and (3) accommodations provided **outside the test delivery system**. NAEP accommodations are only allowed for a student on an Individualized Education Program (IEP) or Section 504 Plan.

Please keep in mind that NAEP does not produce results for individual students or schools, unlike the **State/District Name** state assessments. In other words, the NAEP assessments do not impose consequences for the student or the school and are instead intended purely to provide a picture of educational performance and progress.

Please note all assessments are not the same and are developed to measure specific constructs. Therefore, NAEP may not allow all accessibility features and accommodations the **State/District Name** state assessments allow. The following are the expectations for inclusion on NAEP:

- 1) Students who receive multiple-day testing on the **State/District Name** state assessments should take the NAEP assessments in one day with breaks as needed. NAEP is much shorter than the state assessments, so multiple-day testing is not offered. Students take up to 60 minutes of subject matter content and answer survey questions about their educational experiences.

NAEP Universal Design Elements for Students with Disabilities (SD)
Grade 8 Social Studies
Digitally Based Assessment on Tablet

Universal Design Element	Subject	Description
Zooming	Social Studies-Tablet	Enlarges content onscreen up to two times the default text/image size on the screen while preserving clarity, contrast, and color. NOTE: Does not include the toolbar, item tabs, scrollbars, calculator, and equation editor.
One-on-One Testing Experience	Social Studies-Tablet	All students have earbuds to reduce distractions and interact on a one-on-one basis with tablet. NOTE: Students will be tested in the regular session with up to 25 students. If students need to be assessed in a smaller group, please select the accommodation Separate Session.
Directions Only Read Aloud/Text-to-Speech (English)	Social Studies-Tablet	General directions are read aloud to all students. Directions within the assessment can be selected and read aloud by the system using text-to-speech.
Directions Explained/Clarified	Social Studies-Tablet	Students can raise their hand at any time and ask the test administrator to clarify or explain directions.
Read Aloud/Text-to-Speech (English) – Occasional or Most or All	Social Studies-Tablet	Students select some or all text to be read aloud by the system using text-to-speech.
Use a Computer/Tablet to Respond	Social Studies-Tablet	All students respond on NAEP-provided tablets.
Color Theming	Social Studies-Tablet	Option 1: black text on white background (default) Option 2: white text on black background Option 3: black text on beige background NOTE: This tool is not available for the tutorial and some items. If students need all content in high contrast, please select the accommodation High Contrast for Visually Impaired Students.
Scratch work/Highlighter Capability	Social Studies-Tablet	Allows freehand drawing and highlighting on the screen for most content.
Elimination Capability	Social Studies-Tablet	Students can gray out answer choices for multiple-choice items. NOTE: This tool is not available for constructed-response items.
Volume Adjustment	Social Studies-Tablet	Students can raise or lower the volume using the tablet’s volume buttons.
Closed Captioning	Social Studies-Tablet	All voice-over narration is closed captioned.
Scratch Paper	Social Studies-Tablet	Administrators will inform students that scratch paper (and pencil) is available upon request.

**NAEP Accommodations for Students with Disabilities (SD)
Grade 8 Social Studies
Digitally Based Assessment on Tablet**

Accommodation Provided by Test Delivery System	Subject	Description
Extended Time	Social Studies-Tablet	Extra time is given to complete the assessment. NOTE: If state test is untimed, students <u>may or may not</u> require extended time on NAEP. NAEP is a timed but not a “speeded” test (it is not designed to evaluate how many questions a student can answer in a limited amount of time). Generally, most students are able to complete the NAEP cognitive sections in the time allowed.
Magnification	Social Studies-Tablet	Magnification of all assessment content, including tools, menus, calculator, and equation editor. Students use screen magnification software to scroll over a portion of the screen to magnify the content on the screen. NOTE: See Zooming under universal design elements to determine if students need additional magnification.
Low Mobility Version of the Test	Social Studies-Tablet	Provides a test form with items that are keyboard navigable and do not require the use of the mouse or touch pad.
High Contrast for Visually Impaired Students	Social Studies-Tablet	Provides a test form with all content that is compatible with high contrast.
Accommodation Provided Outside Test Delivery System	Subject	Description
Breaks During Testing	Social Studies-Tablet	Students are allowed to take breaks as requested or at predetermined intervals during the assessment. Students can take the assessment in more than one sitting during a single day.
Separate Session	Social Studies-Tablet	Students are tested in a separate testing area away from other students. NOTE: This could be testing in a small group or one-on-one.
Familiar person Present in Testing Room	Social Studies-Tablet	The aide that regularly works with the student must be present in the testing room during time of assessment. NOTE: Only trained NAEP staff may conduct the assessment session.
Uses Template	Social Studies-Tablet	Provided by the school. <ul style="list-style-type: none"> Masking, color overlays, line readers, and place markers
Special Equipment	Social Studies-Tablet	Provided by the school. <ul style="list-style-type: none"> FM system, amplification equipment, auditory amplification device Noise buffers, study carrels, blinders, special lighting, adaptive furniture Stress ball or sensory fidget item
Preferential Seating	Social Studies-Tablet	Provided by the school. <ul style="list-style-type: none"> Location with minimal distractions, reduce distractions, quiet location or setting Front of the class, close to the test administrator

Accommodation Provided Outside Test Delivery System	Subject	Description
Cueing to Stay on Task	Social Studies-Tablet	<p>School staff member provides.</p> <ul style="list-style-type: none"> • Monitor for understanding, monitor placement of responses • Redirect to stay on task, reminders to stay on task, prompts to stay on task • Verbal encouragement, reinforcement, refocus • Track test items
Scribe	Social Studies-Tablet	<p>Provided by the school. Student responds orally or by pointing to his/her answers to a scribe provided by the school who records the student's response on the tablet.</p>
Directions Only Presented in Sign Language	Social Studies-Tablet	<p>A qualified sign language interpreter at the school signs the instructions included in the session script.</p>
Presentation in Sign Language	Social Studies-Tablet	<p>A qualified sign language interpreter at the school signs the instructions included in the session script and some or all of the test questions or answer choices for the student.</p>
Response in Sign Language	Social Studies-Tablet	<p>Provided by the school. Student signs his/her responses to a scribe provided by the school who records the responses on the tablet.</p>
Braille Version of the Test	Social Studies-Tablet	<p>Provides a paper-and-pencil Braille test form. NOTE: If a student needs to respond in Braille, select "Other (Specify)" and note the needed accommodation. The student records his/her answers using a Braille output device, a slate and stylus, or an electronic Braille note taker provided by the school, or uses a scribe to record the answers (see Scribe accommodation).</p>
Other (specify)	Social Studies-Tablet	<p>Any accommodation not listed above. Please check with your NAEP State Coordinator to see if other accommodations are allowed on NAEP.</p>

Appendix I: Inclusion Policy for Oral Reading Fluency (ORF): ELL Template

Note: Red text should be customized

The **State/District Name Department of Education** expects that most English language learners will be included on the National Assessment of Educational Progress (NAEP). **Only English language learners who have been enrolled in U.S. schools for less than 1 full academic year before the NAEP assessment and cannot access NAEP may be excluded from any NAEP assessment.** All other English language learners should participate in NAEP with or without NAEP-allowed accommodations. If you have questions about the NAEP accommodations, please contact **NSC name**, NAEP State Coordinator for **State/District Name** at **email address** or **phone number**.

Several accommodations provided on the **State/District Name** assessments are not necessary for the NAEP assessments because they are available for all students through universal design elements. The chart below is divided into three sections: (1) universal design elements that will be available to **all students**, (2) accommodations provided **by the test delivery system**, and (3) accommodations provided **outside the test delivery system**. NAEP accommodations are only allowed for English language learners.

The Oral Reading Fluency (ORF) Study consists of three components:

1. Two reading subject matter blocks of up to 60 minutes where students read passages and answer questions about the passages;
2. An oral reading fluency module of up to 15 minutes where students read aloud word lists and passages, and answer questions orally;
3. A student questionnaire of up to 15 minutes where students answer questions about themselves and their educational experience.

Some universal design elements and accommodations **are not allowed for the 15-minute oral reading fluency module** because of the constructs being measured and the mode of administration. The universal design elements and accommodations that are not allowed for the 15-minute oral reading fluency module are noted in the charts below.

Please keep in mind that NAEP does not produce results for individual students or schools, unlike the **State/District Name** state assessments. In other words, the NAEP assessments do not impose consequences for the student or the school and are instead intended purely to provide a picture of educational performance and progress.

Please note all assessments are not the same and are developed to measure specific constructs. Therefore, NAEP may not allow all accessibility features and accommodations the **State/District Name** state assessments allow. The following are the expectations for inclusion on NAEP:

- 1) Students who have the read aloud accommodation for the reading comprehension section on the **State/District Name** state assessment should be included in the NAEP reading assessment without the accommodation.
- 2) Students who receive multiple-day testing on the **State/District Name** state assessments should take the NAEP assessments in one day with breaks as needed. NAEP is much shorter than the state assessments, so multiple-day testing is not offered. Students take up to 60 minutes of subject matter content and answer survey questions about their educational experiences.

**NAEP Universal Design Elements for English Language Learners (ELL)
Grade 4 ORF—Oral Reading Fluency Study
Digitally Based Assessments on Tablet**

Universal Design Element	Subject	Description
Zooming	ORF-Tablet Not allowed for ORF module	Enlarges content onscreen up to two times the default text/image size on the screen while preserving clarity, contrast, and color. NOTE: Does not include the toolbar, item tabs, scrollbars, calculator, and equation editor.
One-on-One Testing Experience	ORF-Tablet	All students have earbuds to reduce distractions and interact on a one-on-one basis with tablet. NOTE: Students will be tested in the regular session with up to 25 students. If students need to be assessed in a smaller group, please select the accommodation Separate Session.
Directions Only Read Aloud/Text-to-Speech (English)	ORF-Tablet	General directions read aloud to all students. Directions within the assessment can be read aloud using text-to-speech.
Directions Explained/Clarified	ORF-Tablet	Students can raise their hand at any time and ask the test administrator to clarify or explain directions.
Use a Computer/Tablet to Respond	ORF-Tablet	All students respond on NAEP-provided tablets.
Color Theming	ORF-Tablet Not allowed for ORF module	Option 1: black text on white background (default) Option 2: white text on black background Option 3: black text on beige background NOTE: This tool is not available for the tutorial and some items.
Scratch work/Highlighter Capability	ORF-Tablet Not allowed for ORF module	Allows freehand drawing and highlighting on the screen for most content.
Elimination Capability	ORF-Tablet Not allowed for ORF module	Students can gray out answer choices for multiple-choice items. NOTE: This tool is not available for constructed-response items.
Volume Adjustment	ORF-Tablet	Students can raise or lower the volume using the tablet's volume buttons.
Closed Captioning	ORF-Tablet Not allowed for ORF module	All voice-over narration is closed captioned.
Scratch Paper	ORF-Tablet	Administrators will inform students that scratch paper (and pencil) is available upon request.

**NAEP Accommodations for English Language Learners (ELL)
Grade 4 ORF — Oral Reading Fluency Study
Digitally Based Assessments on Tablet**

Accommodation Provided by Test Delivery System	Subject	Description
Extended Time	ORF-Tablet Not allowed for ORF module	Extra time is given to complete the assessment. NOTE: If state test is untimed, students <u>may or may not</u> require extended time on NAEP. NAEP is a timed but not a “speeded” test (it is not designed to evaluate how many questions a student can answer in a limited amount of time). Generally, most students are able to complete the NAEP cognitive sections in the time allowed.
Accommodation Provided Outside Test Delivery System	Subject	Description
Breaks During Testing	ORF-Tablet Not allowed for ORF module	Students are allowed to take breaks as requested or at predetermined intervals during the assessment. Students can take the assessment in more than one sitting during a single day.
Separate Session	ORF-Tablet	Students are tested in a separate testing area away from other students. NOTE: This could be a small group or one-on-one.
Familiar Person Present in Testing Room	ORF-Tablet	The aide that regularly works with the student must be present in the testing room during time of assessment. NOTE: Only trained NAEP staff may conduct the assessment session.
Uses Template	ORF-Tablet	Provided by the school. Masking, color overlays, line reader, and place marker
Special Equipment	ORF-Tablet	Provided by the school. <ul style="list-style-type: none"> • FM system, amplification equipment, auditory amplification device • Noise buffers, study carrel, blinder, special lighting, adaptive furniture • Stress ball or sensory fidget item
Preferential Seating	ORF-Tablet	Provided by the school. <ul style="list-style-type: none"> • Location with minimal distractions, reduce distractions, quiet location or setting • Front of the class, close to the test administrator
Cueing to Stay on Task	ORF-Tablet	School staff member provides. <ul style="list-style-type: none"> • Monitor for understanding, monitor placement of responses • Redirect to stay on task, reminders to stay on task, prompts to stay on task • Verbal encouragement, reinforcement, refocus • Track test items
Other (Specify)	ORF-Tablet	Any accommodation not listed above. Please check with your NAEP State Coordinator to see if other accommodations are allowed on NAEP.

Appendix J: Inclusion Policy for Oral Reading Fluency (ORF): SD Template

Note: Red text should be customized

The **State/District Name Department of Education** expects that most students with disabilities will be included on the National Assessment of Educational Progress (NAEP). **Only students who meet (or met) participation criteria for the Name of Alternate Assessment based on Alternate Achievement Standards may be excluded from any NAEP assessment.** All other students with disabilities should participate in NAEP with or without NAEP-allowed accommodations. If you have questions about the NAEP accommodations, please contact **NSC name**, NAEP State Coordinator for **State/District Name** at **email address** or **phone number**.

Several accommodations provided on the **State/District Name** assessments are not necessary for the NAEP digitally based assessments because they are available for all students through universal design elements. The chart below is divided into three sections: (1) universal design elements that will be available to **all students**, (2) accommodations provided **by the test delivery system**, and (3) accommodations provided **outside the test delivery system**. NAEP accommodations are only allowed for a student on an Individualized Education Program (IEP) or Section 504 Plan.

The Oral Reading Fluency (ORF) Study consists of three components:

1. Two reading subject matter blocks of up to 60 minutes where students read passages and answer questions about the passages;
2. An oral reading fluency module of up to 15 minutes where students read aloud word lists and passages, and answer questions orally;
3. A student questionnaire of up to 15 minutes where students answer questions about themselves and their educational experience.

Some universal design elements and accommodations **are not allowed for the 15-minute oral reading fluency module** because of the constructs being measured and the mode of administration. The universal design elements and accommodations that are not allowed for the 15-minute oral reading fluency module are noted in the charts below.

Please keep in mind that NAEP does not produce results for individual students or schools, unlike the **State/District Name** state assessments. In other words, the NAEP assessments do not impose consequences for the student or the school and are instead intended purely to provide a picture of educational performance and progress.

Please note all assessments are not the same and are developed to measure specific constructs. Therefore, NAEP may not allow all accessibility features and accommodations the **State/District Name** state assessments allow. The following are the expectations for inclusion on NAEP:

- 1) Students who have the read aloud accommodation for the reading comprehension section on the **State/District Name** state assessment should be included in the NAEP reading assessment without the accommodation.
- 2) Students who receive multiple-day testing on the **State/District Name** state assessments should take the NAEP assessments in one day with breaks as needed. NAEP is much shorter than the state assessments, so multiple-day testing is not offered. Students take up to 60 minutes of subject matter content and answer survey questions about their educational experiences.

NAEP Universal Design Elements for Students with Disabilities (SD)
Grade 4 ORF—Oral Reading Fluency Study
Digitally Based Assessments on Tablet

Universal Design Element	Subject	Description
Zooming	ORF-Tablet Not allowed for ORF module	Enlarges content onscreen up to two times the default text/image size on the screen while preserving clarity, contrast, and color. NOTE: Does not include the toolbar, item tabs, scrollbars, calculator, and equation editor.
One-on-One Testing Experience	ORF-Tablet	All students have earbuds to reduce distractions and interact on a one-on-one basis with tablet. NOTE: Students will be tested in the regular session with up to 25 students. If students need to be assessed in a smaller group, please select the accommodation Separate Session.
Directions Only Read Aloud/Text-to-Speech (English)	ORF-Tablet	General directions read aloud to all students. Directions within the assessment can be read aloud using text-to-speech.
Directions Explained/Clarified	ORF-Tablet	Students can raise their hand at any time and ask the test administrator to clarify or explain directions.
Use a Computer/Tablet to Respond	ORF-Tablet	All students respond on NAEP-provided tablets.
Color Theming	ORF-Tablet Not allowed for ORF module	Option 1: black text on white background (default) Option 2: white text on black background Option 3: black text on beige background NOTE: This tool is not available for the tutorial and some items.
Scratch work/Highlighter Capability	ORF-Tablet Not allowed for ORF module	Allows freehand drawing and highlighting on the screen for most content.
Elimination Capability	ORF-Tablet Not allowed for ORF module	Students can gray out answer choices for multiple-choice items. NOTE: This tool is not available for constructed-response items.
Volume Adjustment	ORF-Tablet	Students can raise or lower the volume using the tablet's volume buttons.
Closed Captioning	ORF-Tablet Not allowed for ORF module	All voice-over narration is closed captioned.
Scratch Paper	ORF-Tablet	Administrators will inform students that scratch paper (and pencil) is available upon request.

**NAEP Accommodations for English Language Learners (ELL)
Grade 4 ORF—Oral Reading Fluency Study
Digitally Based Assessments on Tablet**

Accommodation Provided by Test Delivery System	Subject	Description
Extended Time	ORF-Tablet Not allowed for ORF module	Extra time is given to complete the assessment. NOTE: If state test is untimed, students <u>may or may not</u> require extended time on NAEP. NAEP is a timed but not a “speeded” test (it is not designed to evaluate how many questions a student can answer in a limited amount of time). Generally, most students are able to complete the NAEP cognitive sections in the time allowed.
Accommodation Provided Outside Test Delivery System	Subject	Description
Breaks During Testing	ORF-Tablet Not allowed for ORF module	Students are allowed to take breaks as requested or at predetermined intervals during the assessment. Students can take the assessment in more than one sitting during a single day.
Separate Session	ORF-Tablet	Students are tested in a separate testing area away from other students. NOTE: This could be testing in a small group or one-on-one.
Familiar Person Present in Testing Room	ORF-Tablet	The aide that regularly works with the student must be present in the testing room during time of assessment. NOTE: Only trained NAEP staff may conduct the assessment session.
Uses Template	ORF-Tablet	Provided by the school. Masking, color overlays, line readers, and place markers
Special Equipment	ORF-Tablet	Provided by the school. <ul style="list-style-type: none"> • FM system, amplification equipment, auditory amplification device • Noise buffers, study carrels, blinders, special lighting, adaptive furniture • Stress ball or sensory fidget item
Preferential Seating	ORF-Tablet	Provided by the school. <ul style="list-style-type: none"> • Location with minimal distractions, reduce distractions, quiet location or setting • Front of the class, close to the test administrator
Cueing to Stay on Task	ORF-Tablet	School staff member provides. <ul style="list-style-type: none"> • Monitor for understanding, monitor placement of responses • Redirect to stay on task, reminders to stay on task, prompts to stay on task • Verbal encouragement, reinforcement, refocus • Track test items
Other (Specify)	ORF-Tablet	Any accommodation not listed above. Please check with your NAEP State Coordinator to see if other accommodations are allowed on NAEP.

Appendix K: Field Trial Administration Form

Authorization and Confidentiality Assurance

National Center for Education Statistics (NCES) is authorized to conduct NAEP by the National Assessment of Educational Progress Authorization Act (20 U.S.C. §9622) and to collect students' education records from education agencies or institutions for the purposes of evaluating federally supported education programs under the Family Educational Rights and Privacy Act (FERPA, 34 CFR §§ 99.31(a)(3)(iii) and 99.35).

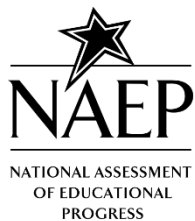
All of the information you provide may be used only for statistical purposes and may not be disclosed, or used, in identifiable form for any other purpose except as required by law (20 U.S.C. §9573 and 6 U.S.C. §151)

Paperwork Burden Statement

According to the Paperwork Reduction Act of 1995, no persons are required to respond to a collection of information unless it displays a valid OMB control number. The valid OMB control number for this voluntary information collection is 1850-0803. The time required to complete this information collection is estimated to average 15 minutes including the time to review instructions and complete and review the information collection. If you have any comments concerning the accuracy of the time estimate, suggestions for improving this collection, or any comments or concerns regarding the status of your individual submission, please write to: *National Assessment of Educational Progress (NAEP), National Center for Education Statistics (NCES), Potomac Center Plaza, 550 12th St., SW, 4th floor, Washington, DC 20202.*

OMB No. 1850-0803 APPROVAL EXPIRES 7/31/2019

NAEP 2018 Field Trial Administration Form



School Name: _____

Session #: _____

Group A (25 Students): Start Time _____ Location _____

Group B (25 Students): Start Time _____ Location _____

A	B	C	D
Line #	Group A or B	Student Name	Subject
01			
02			
03			
04			
05			
06			
07			
08			
09			
10			
11			
12			
13			
14			
15			
16			
17			
18			
19			
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A	B	C	D
Line #	Group A or B	Student Name	Subject
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A	B	C	D
Line #	Group A or B	Student Name	Subject
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