

NJSLA–S

New Jersey Student Learning Assessment–Science

2025 Test Administrator Script for Computer-Based Testing

Grades 5, 8, and 11 NJSLA–Science

The 2025 Test Administrator Script for Computer-Based Testing must be used with the *Spring 2025 Test Administrator Manual*.

NJSLA–S CBT 2025

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Grade 5 Science

Using the Test Administrator Script

The administration script in this document will be used for all units of the NJSLA–S. The script must be used with the *Spring 2025 Test Administrator Manual*. On the first read-through, Test Administrators (TAs) are required to adhere to this script for administering the NJSLA–S. Read word-for-word the bold instructions in each “**Say**” box to students. Do not modify or paraphrase the wording in the “**Say**” boxes. Some of the “**Say**” boxes are outlined with a dashed line and should be read aloud **only** if they are applicable to the students testing. Some directions may differ slightly by unit and are noted within the administration script. Text that is outside the “**Say**” boxes includes directions for Test Administrators to follow and should not be read to students.

Grade 5 Science Testing Times and Materials—All Units

Unit	Unit Testing Time	Required Materials	Start Time	Stop Time
Unit 1	45 minutes	<ul style="list-style-type: none"> • Pencils • Scratch paper • Student testing tickets 	Write time	Write time
Unit 2	45 minutes	<ul style="list-style-type: none"> • Pencils • Scratch paper • Student testing tickets 	Write time	Write time
Unit 3	45 minutes	<ul style="list-style-type: none"> • Pencils • Scratch paper • Student testing tickets 	Write time	Write time
Unit 4	45 minutes	<ul style="list-style-type: none"> • Pencils • Scratch paper • Student testing tickets 	Write time	Write time

Before students can begin testing, the test session must be started in PearsonAccess^{next}. Additionally, the unit must be unlocked (refer to **Section 4.2** of the *Spring 2025 Test Administrator Manual* for more information). Speak to your School Test Coordinator (STC) to determine who will complete these two tasks prior to testing. TAs must make sure all testing devices are turned on and have the TestNav app open. Make sure all testing devices display the **Sign-In** screen as shown under the Checking Audio section. Make sure headphones are plugged in for all students using text-to-speech and do an audio check prior to launching TestNav.

It is critical to ensure that students have the appropriate accessibility features and accommodations prior to testing. To verify student accessibility features and accommodations, reach out to the School or District Test Coordinator. Refer to **Section 6.1** and **Section 6.2** of the *Spring 2025 Test Administrator Manual* for further instructions on how to check accessibility features and accommodations.

NJSLA–S Grade 5 CBT 2025

According to New Jersey Administrative Code (N.J.A.C.) 6A:8-4.1(e), “District boards of education shall be responsible for ensuring the security of all components of the Statewide assessment system that are administered within the school district.” Unauthorized electronic devices can significantly undermine the integrity of test results, thereby compromising a district’s ability to evaluate and interpret student performance accurately. Upholding rigorous standards to protect the assessment process ensures that the data used to inform educational initiatives are both valid and reliable.

For any and all technology related issues, please refer to **Section 4.3 and 4.3.1** of the *Spring 2025 Test Administrator Manual*.

Test Administrator Script

Instructions for Preparing to Test

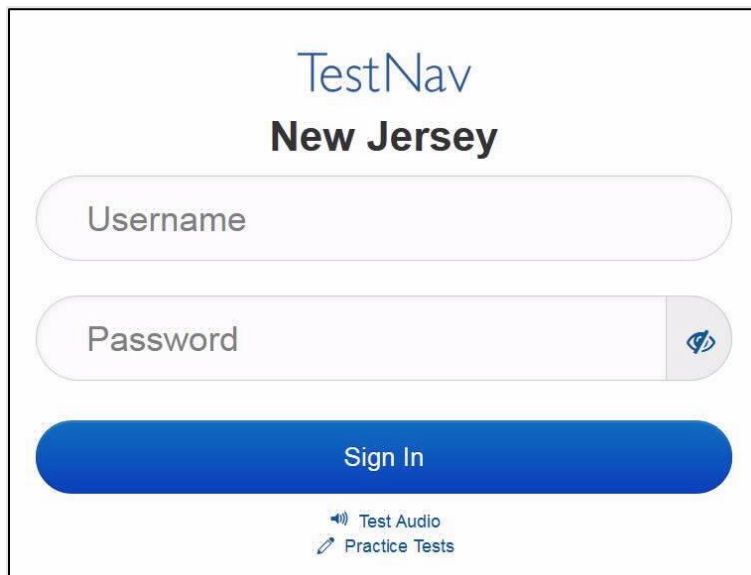
Diga:	<p>Hoy harán la evaluación de Ciencias.</p> <p>No pueden tener ningún dispositivo electrónico no aprobado en sus escritorios. No se permite hacer llamadas, enviar mensajes de texto, tomar fotos ni navegar por internet. Si tienen algún dispositivo electrónico no aprobado con ustedes en este momento, incluidos teléfonos celulares y dispositivos Bluetooth (auriculares o micrófonos), por favor, apáguelos y levanten la mano. Si se encuentra que tienen dispositivos electrónicos no aprobados durante el examen, su examen podría no ser calificado.</p>
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If a student raises their hand, collect the electronic device (or follow the school/district policy) and store it until testing for all students has been completed and all secure materials have been collected. Certain electronic devices may be allowed for accommodations purposes only during testing. Please contact your STC immediately if there are questions regarding electronic devices.

Checking Audio (for Students Needing Text-to-Speech Only)

Diga:	<p>Asegúrense de que sus auriculares estén conectados y colóquenselos. En sus pantallas, debajo del botón "Sign In" (Iniciar sesión), hay un enlace llamado "Test Audio" (Probar audio). Seleccionen el enlace para asegurarse de poder escuchar a través de sus auriculares y ajusten el volumen a un nivel que les resulte cómodo. Pueden ajustar el volumen en el examen una vez que hayan empezado.</p> <p>Las configuraciones de texto a voz están ubicadas dentro del recuadro TTS, ubicado a la derecha de cada pregunta del examen en TestNav. El recuadro TTS tiene botones con opciones para controlar la velocidad de lectura y el volumen.</p>
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A screenshot of the **Test Audio** function is provided. TAs should assist students with audio adjustments as needed.



NJSLA–S Grade 5 CBT 2025

Instructions for Logging in

Diga:	Por favor, permanezcan sentados en silencio mientras distribuyo los boletos de examen para el alumno, el papel borrador y otros materiales. No inicien sesión hasta que yo les indique que lo hagan.
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Distribute testing tickets, scratch paper, pencils, and approved accessibility and accommodations tools, if needed, for certain students. As an optional item for science, handheld calculators may be provided.

Note: Handheld calculators must be handled in accordance with the policies outlined in the *Spring 2025 Test Administrator Manual* and in the *Calculator Policy*, which are available on the [New Jersey Assessments Resource Center](#) under **Educator Resources > Test Administration Resources**.

Diga:	Ahora revisen su boleto de examen para el alumno y asegúrense de que tenga su nombre y apellido(s). Si no tienen su boleto, levanten la mano.
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STUDENT TESTING TICKET	
Student:	SAMPLE STUDENT
State ID#:	1234567890
Session:	Sample Session
Date of Birth:	2010-01-01
Test:	Science
You are authorized to take the electronic version of this test. You will be asked to provide the following information in order to access the test on the device. Please wait for the instructions from the test monitor before proceeding.	
Select New Jersey in the TestNav Application.	
Username:	1111111111 Password: ab1111
(OPTIONAL) Local Testing Device ID: _____	

If a student has the wrong ticket, provide the correct student testing ticket to the student. If the correct student testing ticket is missing, contact your STC.

Diga:	<p>Ahora, ingresen su Nombre de usuario como se muestra en la parte inferior de su boleto.</p> <p>(Pausa).</p> <p>Luego, ingresen la Contraseña como aparece en su boleto.</p> <p>(Pausa).</p> <p>Ahora, seleccionen el botón "Sign In" (Iniciar sesión).</p> <p>(Pausa).</p>
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Diga:	<p>Busquen su nombre en la esquina superior derecha de la pantalla. Si el nombre que ven no es el suyo, por favor, levanten la mano.</p> <p>Ahora deberían estar en la pantalla "Available Tests" (Exámenes disponibles). Seleccionen el botón "Start" (Comenzar) para la Unidad _____ (indicar la unidad correspondiente). Deberían ver una pantalla de bienvenida.</p>
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Circulate throughout the room to make sure all students have successfully logged in. Retype the username and password for a student, if necessary. Passwords are not case-sensitive. If any students do not see their correct name on the login screen, close TestNav, reopen it, and log the students back in with the correct student testing ticket.

Instructions for Administering Each Unit

Diga:	<p>Seleccionen el recuadro "Start Test Now" (Comenzar el examen ahora), ubicado en el medio de la pantalla. Sigam mi lectura de las instrucciones que aparecen en la pantalla. Es posible que tengan que usar la barra de desplazamiento ubicada a la derecha para seguir la lectura. No seleccionen el botón "Start" (Comenzar) hasta que yo les indique que lo hagan.</p>
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Diga:	<p>Hoy harán la Unidad _____ (indicar la unidad correspondiente) del examen de Ciencias para 5.º grado. Podrán usar calculadora. Pueden usar la calculadora disponible en la barra de herramientas.</p> <p>Lean cada pregunta. Luego, sigan las instrucciones para responder cada pregunta. Si una pregunta les pide mostrar o explicar su trabajo, deberán hacerlo para recibir el puntaje completo. Coloquen su respuesta en el recuadro proporcionado en la pantalla. Solo se calificarán las respuestas incluidas en el recuadro de respuestas.</p> <p>Si no saben la respuesta a una pregunta, pueden marcarla y pasar a la siguiente pregunta. Si terminan temprano, pueden revisar sus respuestas y cualquier pregunta que puedan haber marcado.</p>
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Diga:	<p>Este es el final de las instrucciones en su pantalla. No continúen hasta que se les indique que lo hagan.</p> <p>Algunas palabras o frases podrían estar subrayadas. Si ven palabras o frases subrayadas, pueden abrir el enlace que les mostrará un glosario emergente que les dará la definición de la palabra o frase.</p> <p>Durante el examen, levanten la mano si tienen alguna dificultad con su dispositivo de evaluación para que pueda ayudarlos. No podré ayudarles con las preguntas del examen o con las herramientas en línea durante el examen.</p> <p>Una vez que hayan revisado su trabajo, levanten la mano y les daré instrucciones para cerrar la sesión de examen. Luego recogeré sus boletos de examen para el alumno y el papel borrador. Una vez que hayan salido del examen, no podrán volver a iniciar sesión.</p>
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Read from Option A, B, or C based on local policy (contact your STC with any questions).

Diga:	<p>Opción A:</p> <p>Una vez que hayan cerrado la sesión de examen, permanezcan sentados en silencio hasta que el examen haya terminado.</p> <p>Opción B:</p> <p>Una vez que hayan cerrado la sesión de examen, los dejaré retirarse.</p> <p>Opción C:</p> <p>Una vez que hayan cerrado la sesión de examen, pueden leer un libro u otros materiales permitidos hasta que haya terminado la unidad.</p>
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Diga:	<p>¿Alguna pregunta?</p>
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Answer any questions.

Instructions for Starting the Test

Diga:	<p>Seleccionen el botón "Start" (Comenzar).</p> <p>(Pausa).</p> <p>Ahora deberían estar en el examen.</p>
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Pause to make sure all students are in the correct unit.

Regular time:

Diga:	<p>Tendrán 45 minutos para completar esta unidad. Les avisaré cuando queden 10 minutos de tiempo de examen.</p> <p>Pueden comenzar a trabajar.</p>
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For extended time students only:

If students are testing with extended time accommodations, it may be necessary to adjust the amount of time students will have to complete this unit. Refer to the student's accommodations.

Diga:	<p>Opción A:</p> <p>Tendrán _____ horas para completar esta unidad. Les avisaré cuando queden _____ minutos de tiempo de examen. Pueden comenzar a trabajar.</p> <p>Opción B:</p> <p>Pueden tomarse todo el tiempo que necesiten para completar esta unidad, hasta el final del día escolar. Les avisaré cuando queden _____ minutos. Pueden comenzar a trabajar.</p>
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Write the starting time and stopping time in the timing box (**Figure 2.0** of the *Spring 2025 Test Administrator Manual* Timing Box Example). Actively proctor while students are testing:

- Redirect students as necessary (**Section 2.9.1**).
- If technology issues occur during testing, assist students as needed. Follow the protocol in **Section 4.3**, as applicable, if any technology issues cause a disruption.
- Assist students in logging out of TestNav as they complete the unit (**Section 4.4**).
- Collect test materials as students complete testing (**Section 2.10**).
- If students have questions about an item, tell them, “Do the best you can.” (**Section 2.8**)
- If students indicate that a test item is not functioning appropriately, refer to **Section 4.3.1**.
- Ensure that any absent students are locked out of the unit.

Instructions for Taking a Break during Testing

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

- One stretch break of up to three minutes is allowed for the entire classroom during testing for each unit. The stopping time should be adjusted by no more than three minutes if there is a stretch break.
- Individual restroom breaks are allowed during testing (do not adjust; stop time except for students who have frequent breaks in accordance with row 2f of Table 2, Administrative Considerations, in the *NJSLA and NJGPA Accessibility Features and Accommodations (AF&A) Manual*, which is available at the [New Jersey Assessments Resource Center](#), located under **Educator Resources > Test Administration Resources**).

TAs must adhere to the following security measures:

- Students must be supervised at all times during breaks.
- 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 unauthorized 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 unit:

Diga:	Por favor, detengan el examen y cubran o apaguen su pantalla. Tomaremos una pausa de tres minutos para estirarnos en silencio. No se permite hablar.
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After taking a classroom break, be sure students are seated and device screens are visible.

Diga:

Ahora pueden reanudar el examen.

Continue to actively proctor while students are testing.

Instructions for When 10 Minutes of Unit Time Remain

When 10 minutes of unit time remain (**Note:** Do not read the following text to students with an extended time accommodation.):

Diga:

Les quedan 10 minutos.

Instructions for Ending the Unit

When the unit time is finished, read the following (optional) “**Say**” box if there are students still actively testing. If a second unit will be administered after a short break, stop the directions after the students submit their final answers. Do not have students log out of TestNav. For the next unit, start at “Find your name . . .” at the end of the Instructions for Logging In section.

Diga:

Dejen de trabajar. El tiempo de examen ha terminado.

Usen el botón “Review” (Revisar) que se encuentra más arriba o la lista que se encuentra a continuación para volver y revisar sus respuestas. Una vez que hayan terminado, usen el botón “Submit Final Answers” (Enviar las respuestas finales) que se encuentra debajo para enviar sus respuestas.

Ahora recogeré sus boletos de examen para el alumno y el papel borrador.

Circulate throughout the room to make sure all students have successfully logged off. To log off, select the “User dropdown menu” at the top right corner and select “Sign out of TestNav.” Then, collect student testing tickets and scratch paper. Also, collect any handheld calculators that were used and adhere to the policies outlined in the *Spring 2025 Test Administrator Manual* and in the *Calculator Policy*, which are available on the [New Jersey Assessments Resource Center](#) under **Educator Resources > Test Administration Resources**.

- Ensure all students are in **Completed** status for the unit in PearsonAccess^{next} at the end of the unit.
- Return all test materials to your STC. Report any missing materials and absent students.
- Report any testing irregularities to your STC.

If more than one unit is being administered on the same day, allow students to take a short break (e.g., restroom break or stretch break) or extended break (e.g., lunch). Once students have returned and are seated, read the appropriate script to move on to the next unit.

Grade 8 Science

Using the Test Administrator Script

The administration script in this document will be used for all units of the NJSLA–S. The script must be used with the *Spring 2025 Test Administrator Manual*. On the first read-through, Test Administrators (TAs) are required to adhere to this script for administering the NJSLA–S. Read word-for-word the bold instructions in each “**Say**” box to students. Do not modify or paraphrase the wording in the “**Say**” boxes. Some of the “**Say**” boxes are outlined with a dashed line and should be read aloud **only** if they are applicable to the students testing. Some directions may differ slightly by unit and are noted within the administration script. Text that is outside the “**Say**” boxes includes directions for Test Administrators to follow and should not be read to students.

Grade 8 Science Testing Times and Materials—All Units

Unit	Unit Testing Time	Required Materials	Start Time	Stop Time
Unit 1	45 minutes	<ul style="list-style-type: none"> • Pencils • Scratch paper • Student testing tickets 	Write time	Write time
Unit 2	45 minutes	<ul style="list-style-type: none"> • Pencils • Scratch paper • Student testing tickets 	Write time	Write time
Unit 3	45 minutes	<ul style="list-style-type: none"> • Pencils • Scratch paper • Student testing tickets 	Write time	Write time
Unit 4	45 minutes	<ul style="list-style-type: none"> • Pencils • Scratch paper • Student testing tickets 	Write time	Write time

Before students can begin testing, the test session must be started in PearsonAccess^{next}. Additionally, the unit must be unlocked (refer to **Section 4.2** of the *Spring 2025 Test Administrator Manual* for more information). Speak to your School Test Coordinator (STC) to determine who will complete these two tasks prior to testing. TAs must make sure all testing devices are turned on and have the TestNav app open. Make sure all testing devices display the **Sign-In** screen as shown under the Checking Audio section. Make sure headphones are plugged in for all students using text-to-speech and do an audio check prior to launching TestNav.

It is critical to ensure that students have the appropriate accessibility features and accommodations prior to testing. To verify student accessibility features and accommodations, reach out to the School or District Test Coordinator. Refer to **Section 6.1** and **Section 6.2** of the *Spring 2025 Test Administrator Manual* for further instructions on how to check accessibility features and accommodations.

NJSLA–S Grade 8 CBT 2025

According to New Jersey Administrative Code (N.J.A.C.) 6A:8-4.1(e), “District boards of education shall be responsible for ensuring the security of all components of the Statewide assessment system that are administered within the school district.” Unauthorized electronic devices can significantly undermine the integrity of test results, thereby compromising a district’s ability to evaluate and interpret student performance accurately. Upholding rigorous standards to protect the assessment process ensures that the data used to inform educational initiatives are both valid and reliable.

For any and all technology related issues please refer to **Section 4.3 and 4.3.1** of the *Spring 2025 Test Administrator Manual*.

Test Administrator Script

Instructions for Preparing to Test

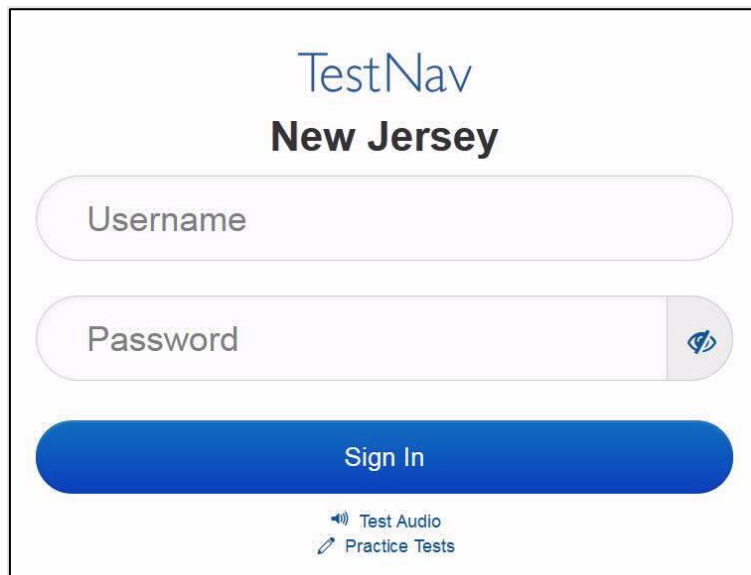
Diga:	<p>Hoy harán la evaluación de Ciencias.</p> <p>No pueden tener ningún dispositivo electrónico no aprobado en sus escritorios. No se permite hacer llamadas, enviar mensajes de texto, tomar fotos ni navegar por internet. Si tienen algún dispositivo electrónico no aprobado con ustedes en este momento, incluidos teléfonos celulares y dispositivos Bluetooth (auriculares o micrófonos), por favor, apáguelos y levanten la mano. Si se encuentra que tienen dispositivos electrónicos no aprobados durante el examen, su examen podría no ser calificado.</p>
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If a student raises their hand, collect the electronic device (or follow the school/district policy) and store it until testing for all students has been completed and all secure materials have been collected. Certain electronic devices may be allowed for accommodations purposes only during testing. Please contact your STC immediately if there are questions regarding electronic devices.

Checking Audio (for Students Needing Text-to-Speech Only)

Diga:	<p>Asegúrense de que sus auriculares estén conectados y colóquenselos. En sus pantallas, debajo del botón "Sign In" (Iniciar sesión), hay un enlace llamado "Test Audio" (Probar audio). Seleccionen el enlace para asegurarse de poder escuchar a través de sus auriculares y ajusten el volumen a un nivel que les resulte cómodo. Pueden ajustar el volumen en el examen una vez que hayan empezado.</p> <p>Las configuraciones de texto a voz están ubicadas dentro del recuadro TTS, ubicado a la derecha de cada pregunta del examen en TestNav. El recuadro TTS tiene botones con opciones para controlar la velocidad de lectura y el volumen.</p>
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A screenshot of the **Test Audio** function is provided. TAs should assist students with audio adjustments as needed.



NJSLA–S Grade 8 CBT 2025

Instructions for Logging in

Diga:	Por favor, permanezcan sentados en silencio mientras distribuyo los boletos de examen para el alumno, el papel borrador y otros materiales. No inicien sesión hasta que yo les indique que lo hagan.
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Distribute testing tickets, scratch paper, pencils, and approved accessibility and accommodations tools, if needed, for certain students. As an optional item for science, handheld calculators may be provided. Periodic tables may also be distributed if the school has chosen to print them.

Note: Handheld calculators must be handled in accordance with the policies outlined in the *Spring 2025 Test Administrator Manual* and in the *Calculator Policy*, which are available on the [New Jersey Assessments Resource Center](#) under **Educator Resources > Test Administration Resources**.

Diga:	Ahora revisen su boleto de examen para el alumno y asegúrense de que tenga su nombre y apellido(s). Si no tienen su boleto, levanten la mano.
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STUDENT TESTING TICKET	
Student:	SAMPLE STUDENT
State ID#:	1234567890
Session:	Sample Session
Date of Birth:	2010-01-01
Test:	Science
You are authorized to take the electronic version of this test. You will be asked to provide the following information in order to access the test on the device. Please wait for the instructions from the test monitor before proceeding.	
Select New Jersey in the TestNav Application.	
Username:	1111111111 Password: ab1111
(OPTIONAL) Local Testing Device ID: _____	

If a student has the wrong ticket, provide the correct student testing ticket to the student. If the correct student testing ticket is missing, contact your STC.

Diga:	<p>Ahora, ingresen su Nombre de usuario como se muestra en la parte inferior de su boleto.</p> <p>(Pausa).</p> <p>Luego, ingresen la Contraseña como aparece en su boleto.</p> <p>(Pausa).</p> <p>Ahora, seleccionen el botón "Sign In" (Iniciar sesión).</p> <p>(Pausa).</p>
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Diga:	<p>Busquen su nombre en la esquina superior derecha de la pantalla. Si el nombre que ven no es el suyo, por favor, levanten la mano.</p> <p>Ahora deberían estar en la pantalla "Available Tests" (Exámenes disponibles). Seleccionen el botón "Start" (Comenzar) para la Unidad _____ (indicar la unidad correspondiente). Deberían ver una pantalla de bienvenida.</p>
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Circulate throughout the room to make sure all students have successfully logged in. Retype the username and password for a student, if necessary. Passwords are not case-sensitive. If any students do not see their correct name on the login screen, close TestNav, reopen it, and log the students back in with the correct student testing ticket.

Instructions for Administering Each Unit

Diga:	<p>Seleccionen el recuadro "Start Test Now" (Comenzar el examen ahora), ubicado en el medio de la pantalla. Sigam mi lectura de las instrucciones que aparecen en la pantalla. Es posible que tengan que usar la barra de desplazamiento ubicada a la derecha para seguir la lectura. No seleccionen el botón "Start" (Comenzar) hasta que yo les indique que lo hagan.</p>
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Diga:	<p>Hoy harán la Unidad _____ (indicar la unidad correspondiente) del examen de Ciencias para 8.º grado. Podrán usar calculadora. Pueden usar la calculadora disponible en la barra de herramientas.</p> <p>Lean cada pregunta. Luego, sigan las instrucciones para responder cada pregunta. Si una pregunta les pide mostrar o explicar su trabajo, deberán hacerlo para recibir el puntaje completo. Coloquen su respuesta en el recuadro proporcionado en la pantalla. Solo se calificarán las respuestas incluidas en el recuadro de respuestas.</p> <p>Si no saben la respuesta a una pregunta, pueden marcarla y pasar a la siguiente pregunta. Si terminan temprano, pueden revisar sus respuestas y cualquier pregunta que puedan haber marcado.</p>
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Diga:	<p>Este es el final de las instrucciones en su pantalla. No continúen hasta que se les indique que lo hagan.</p> <p>Algunas palabras o frases podrían estar subrayadas. Si ven palabras o frases subrayadas, pueden abrir el enlace que les mostrará un glosario emergente que les dará la definición de la palabra o frase.</p> <p>Durante el examen, levanten la mano si tienen alguna dificultad con su dispositivo de evaluación para que pueda ayudarlos. No podré ayudarles con las preguntas del examen o con las herramientas en línea durante el examen.</p> <p>Una vez que hayan revisado su trabajo, levanten la mano y les daré instrucciones para cerrar la sesión de examen. Luego recogeré sus boletos de examen para el alumno y el papel borrador. Una vez que hayan salido del examen, no podrán volver a iniciar sesión.</p>
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NJSLA–S Grade 8 CBT 2025

Read from Option A, B, or C based on local policy (contact your STC with any questions).

Diga:	<p>Opción A:</p> <p>Una vez que hayan cerrado la sesión de examen, permanezcan sentados en silencio hasta que el examen haya terminado.</p> <p>Opción B:</p> <p>Una vez que hayan cerrado la sesión de examen, los dejaré retirarse.</p> <p>Opción C:</p> <p>Una vez que hayan cerrado la sesión de examen, pueden leer un libro u otros materiales permitidos hasta que haya terminado la unidad.</p>
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Diga:	<p>¿Alguna pregunta?</p>
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Answer any questions.

Instructions for Starting the Test

Diga:	<p>Seleccionen el botón "Start" (Comenzar).</p> <p>(Pausa).</p> <p>Ahora deberían estar en el examen.</p>
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Pause to make sure all students are in the correct unit.

Regular time:

Diga:	<p>Tendrán 45 minutos para completar esta unidad. Les avisaré cuando queden 10 minutos de tiempo de examen.</p> <p>Pueden comenzar a trabajar.</p>
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For extended time students only:

If students are testing with extended time accommodations, it may be necessary to adjust the amount of time students will have to complete this unit. Refer to the student's accommodations.

Diga:	<p>Opción A:</p> <p>Tendrán _____ horas para completar esta unidad. Les avisaré cuando queden _____ minutos de tiempo de examen. Pueden comenzar a trabajar.</p> <p>Opción B:</p> <p>Pueden tomarse todo el tiempo que necesiten para completar esta unidad, hasta el final del día escolar. Les avisaré cuando queden _____ minutos. Pueden comenzar a trabajar.</p>
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Write the starting time and stopping time in the timing box (**Figure 2.0** of the *Spring 2025 Test Administrator Manual* Timing Box Example). Actively proctor while students are testing:

- Redirect students as necessary (**Section 2.9.1**).
- If technology issues occur during testing, assist students as needed. Follow the protocol in **Section 4.3**, as applicable, if any technology issues cause a disruption.
- Assist students in logging out of TestNav as they complete the unit (**Section 4.4**).
- Collect test materials as students complete testing (**Section 2.10**).
- If students have questions about an item, tell them, “Do the best you can.” (**Section 2.8**)
- If students indicate that a test item is not functioning appropriately, refer to **Section 4.3.1**.
- Ensure that any absent students are locked out of the unit.

Instructions for Taking a Break during Testing

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

- One stretch break of up to three minutes is allowed for the entire classroom during testing for each unit. The stopping time should be adjusted by no more than three minutes if there is a stretch break.
- Individual restroom breaks are allowed during testing (do not adjust; stop time except for students who have frequent breaks in accordance with row 2f of Table 2, Administrative Considerations, in the *NJSLA and NJGPA Accessibility Features and Accommodations (AF&A) Manual*, which is available at the [New Jersey Assessments Resource Center](#), located under **Educator Resources > Test Administration Resources**).

TAs must adhere to the following security measures:

- Students must be supervised at all times during breaks.
- 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 unauthorized 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 unit:

Diga:	<p>Por favor, detengan el examen y cubran o apaguen su pantalla. Tomaremos una pausa de tres minutos para estirarnos en silencio. No se permite hablar.</p>
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NJSLA–S Grade 8 CBT 2025

After taking a classroom break, be sure students are seated and device screens are visible.

Diga:

Ahora pueden reanudar el examen.

Continue to actively proctor while students are testing.

Instructions for When 10 Minutes of Unit Time Remain

When 10 minutes of unit time remain (**Note:** Do not read the following text to students with an extended time accommodation.):

Diga:

Les quedan 10 minutos.

Instructions for Ending the Unit

When the unit time is finished, read the following (optional) “**Say**” box if there are students still actively testing. If a second unit will be administered after a short break, stop the directions after the students submit their final answers. Do not have students log out of TestNav. For the next unit, start at “Find your name...” at the end of the Instructions for Logging In section.

Diga:

Dejen de trabajar. El tiempo de examen ha terminado.

Usen el botón “Review” (Revisar) que se encuentra más arriba o la lista que se encuentra a continuación para volver y revisar sus respuestas. Una vez que hayan terminado, usen el botón “Submit Final Answers” (Enviar las respuestas finales) que se encuentra debajo para enviar sus respuestas.

Ahora recogeré sus boletos de examen para el alumno y el papel borrador.

Circulate throughout the room to make sure all students have successfully logged off. To log off, select the “User dropdown menu” at the top right corner and select “Sign out of TestNav.” Then, collect student testing tickets and scratch paper. Also, collect any handheld calculators that were used and adhere to the policies outlined in the *Spring 2025 Test Administrator Manual* and in the *Calculator Policy*, which are available on the [New Jersey Assessments Resource Center](#) under **Educator Resources > Test Administration Resources**. Collect printed periodic tables that were used.

- Ensure all students are in **Completed** status for the unit in PearsonAccess^{next} at the end of the unit.
- Return all test materials to your STC. Report any missing materials and absent students.
- Report any testing irregularities to your STC.

If more than one unit is being administered on the same day, allow students to take a short break (e.g., restroom break or stretch break) or extended break (e.g., lunch). Once students have returned and are seated, read the appropriate script to move on to the next unit.

Grade 11 Science

Using the Test Administrator Script

The administration script in this document will be used for all units of the NJSLA–S. The script must be used with the *Spring 2025 Test Administrator Manual*. On the first read-through, Test Administrators (TAs) are required to adhere to this script for administering the NJSLA–S. Read word-for-word the bold instructions in each “**Say**” box to students. Do not modify or paraphrase the wording in the “**Say**” boxes. Some of the “**Say**” boxes are outlined with a dashed line and should be read aloud **only** if they are applicable to the students testing. Some directions may differ slightly by unit and are noted within the administration script. Text that is outside the “**Say**” boxes includes directions for Test Administrators to follow and should not be read to students.

Grade 11 Science Testing Times and Materials—All Units

Unit	Unit Testing Time	Required Materials	Start Time	Stop Time
Unit 1	60 minutes	<ul style="list-style-type: none"> • Pencils • Scratch paper • Student testing tickets 	Write time	Write time
Unit 2	60 minutes	<ul style="list-style-type: none"> • Pencils • Scratch paper • Student testing tickets 	Write time	Write time
Unit 3	60 minutes	<ul style="list-style-type: none"> • Pencils • Scratch paper • Student testing tickets 	Write time	Write time
Unit 4	60 minutes	<ul style="list-style-type: none"> • Pencils • Scratch paper • Student testing tickets 	Write time	Write time

Before students can begin testing, the test session must be started in PearsonAccess^{next}. Additionally, the unit must be unlocked (refer to **Section 4.2** of the *Spring 2025 Test Administrator Manual* for more information). Speak to your School Test Coordinator (STC) to determine who will complete these two tasks prior to testing. TAs must make sure all testing devices are turned on and have the TestNav app open. Make sure all testing devices display the **Sign-In** screen as shown under the Checking Audio section. Make sure headphones are plugged in for all students using text-to-speech and do an audio check prior to launching TestNav.

It is critical to ensure that students have the appropriate accessibility features and accommodations prior to testing. To verify student accessibility features and accommodations, reach out to the School or District Test Coordinator. Refer to **Section 6.1** and **Section 6.2** of the *Spring 2025 Test Administrator Manual* for further instructions on how to check accessibility features and accommodations.

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According to New Jersey Administrative Code (N.J.A.C.) 6A:8-4.1(e), “District boards of education shall be responsible for ensuring the security of all components of the Statewide assessment system that are administered within the school district.” Unauthorized electronic devices can significantly undermine the integrity of test results, thereby compromising a district’s ability to evaluate and interpret student performance accurately. Upholding rigorous standards to protect the assessment process ensures that the data used to inform educational initiatives are both valid and reliable.

For any and all technology related issues please refer to **Section 4.3 and 4.3.1** of the *Spring 2025 Test Administrator Manual*.

Test Administrator Script

Instructions for Preparing to Test

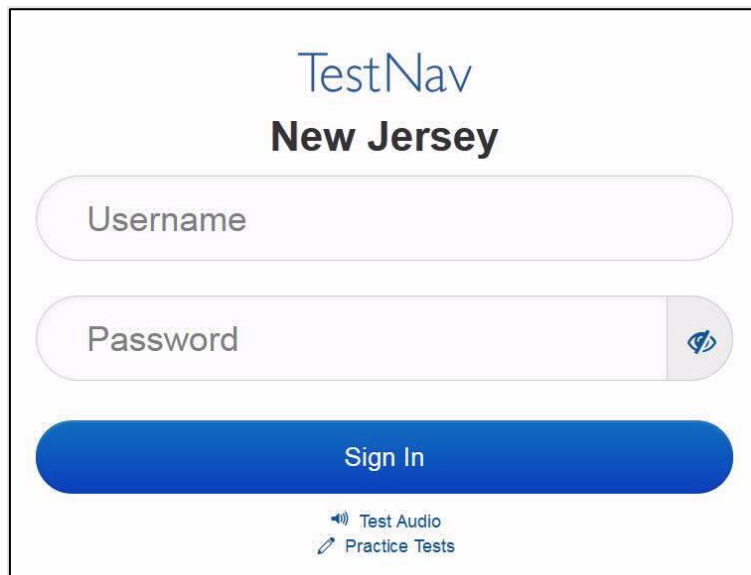
Diga:	<p>Hoy harán la evaluación de Ciencias.</p> <p>No pueden tener ningún dispositivo electrónico no aprobado en sus escritorios. No se permite hacer llamadas, enviar mensajes de texto, tomar fotos ni navegar por internet. Si tienen algún dispositivo electrónico no aprobado con ustedes en este momento, incluidos teléfonos celulares y dispositivos Bluetooth (auriculares o micrófonos), por favor, apáguelos y levanten la mano. Si se encuentra que tienen dispositivos electrónicos no aprobados durante el examen, su examen podría no ser calificado.</p>
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If a student raises their hand, collect the electronic device (or follow the school/district policy) and store it until testing for all students has been completed and all secure materials have been collected. Certain electronic devices may be allowed for accommodations purposes only during testing. Please contact your STC immediately if there are questions regarding electronic devices.

Checking Audio (for Students Needing Text-to-Speech Only)

Diga:	<p>Asegúrense de que sus auriculares estén conectados y colóquenselos. En sus pantallas, debajo del botón "Sign In" (Iniciar sesión), hay un enlace llamado "Test Audio" (Probar audio). Seleccionen el enlace para asegurarse de poder escuchar a través de sus auriculares y ajusten el volumen a un nivel que les resulte cómodo. Pueden ajustar el volumen en el examen una vez que hayan empezado.</p> <p>Las configuraciones de texto a voz están ubicadas dentro del recuadro TTS, ubicado a la derecha de cada pregunta del examen en TestNav. El recuadro TTS tiene botones con opciones para controlar la velocidad de lectura y el volumen.</p>
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A screenshot of the **Test Audio** function is provided. TAs should assist students with audio adjustments as needed.



NJSLA–S Grade 11 CBT 2025

Instructions for Logging in

Diga:	Por favor, permanezcan sentados en silencio mientras distribuyo los boletos de examen para el alumno, el papel borrador y otros materiales. No inicien sesión hasta que yo les indique que lo hagan.
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Distribute testing tickets, scratch paper, pencils, and approved accessibility and accommodations tools, if needed, for certain students. As an optional item for science, handheld calculators may be provided. Periodic tables may also be distributed if the school has chosen to print them.

Note: Handheld calculators must be handled in accordance with the policies outlined in the *Spring 2025 Test Administrator Manual* and in the *Calculator Policy*, which are available on the [New Jersey Assessments Resource Center](#) under **Educator Resources > Test Administration Resources**.

Diga:	Ahora revisen su boleto de examen para el alumno y asegúrense de que tenga su nombre y apellido(s). Si no tienen su boleto, levanten la mano.
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STUDENT TESTING TICKET	
Student:	SAMPLE STUDENT
State ID#:	1234567890
Session:	Sample Session
Date of Birth:	2010-01-01
Test:	Science
You are authorized to take the electronic version of this test. You will be asked to provide the following information in order to access the test on the device. Please wait for the instructions from the test monitor before proceeding.	
Select New Jersey in the TestNav Application.	
Username:	1111111111 Password: ab1111
(OPTIONAL) Local Testing Device ID: _____	

If a student has the wrong ticket, provide the correct student testing ticket to the student. If the correct student testing ticket is missing, contact your STC.

Diga:	<p>Ahora, ingresen su Nombre de usuario como se muestra en la parte inferior de su boleto.</p> <p>(Pausa).</p> <p>Luego, ingresen la Contraseña como aparece en su boleto.</p> <p>(Pausa).</p> <p>Ahora, seleccionen el botón "Sign In" (Iniciar sesión).</p> <p>(Pausa).</p>
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Diga:	<p>Busquen su nombre en la esquina superior derecha de la pantalla. Si el nombre que ven no es el suyo, por favor, levanten la mano.</p> <p>Ahora deberían estar en la pantalla "Available Tests" (Exámenes disponibles). Seleccionen el botón "Start" (Comenzar) para la Unidad _____ (indicar la unidad correspondiente). Deberían ver una pantalla de bienvenida.</p>
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Circulate throughout the room to make sure all students have successfully logged in. Retype the username and password for a student, if necessary. Passwords are not case-sensitive. If any students do not see their correct name on the login screen, close TestNav, reopen it, and log the students back in with the correct student testing ticket.

Instructions for Administering Each Unit

Diga:	<p>Seleccionen el recuadro "Start Test Now" (Comenzar el examen ahora), ubicado en el medio de la pantalla. Sigam mi lectura de las instrucciones que aparecen en la pantalla. Es posible que tengan que usar la barra de desplazamiento ubicada a la derecha para seguir la lectura. No seleccionen el botón "Start" (Comenzar) hasta que yo les indique que lo hagan.</p>
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Diga:	<p>Hoy harán la Unidad _____ (indicar la unidad correspondiente) del examen de Ciencias para la escuela secundaria. Podrán usar calculadora. Pueden usar la calculadora disponible en la barra de herramientas.</p> <p>Lean cada pregunta. Luego, sigan las instrucciones para responder cada pregunta. Si una pregunta les pide mostrar o explicar su trabajo, deberán hacerlo para recibir el puntaje completo. Coloquen su respuesta en el recuadro proporcionado en la pantalla. Solo se calificarán las respuestas incluidas en el recuadro de respuestas.</p> <p>Si no saben la respuesta a una pregunta, pueden marcarla y pasar a la siguiente pregunta. Si terminan temprano, pueden revisar sus respuestas y cualquier pregunta que puedan haber marcado.</p>
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Diga:	<p>Este es el final de las instrucciones en su pantalla. No continúen hasta que se les indique que lo hagan.</p> <p>Algunas palabras o frases podrían estar subrayadas. Si ven palabras o frases subrayadas, pueden abrir el enlace que les mostrará un glosario emergente que les dará la definición de la palabra o frase.</p> <p>Durante el examen, levanten la mano si tienen alguna dificultad con su dispositivo de evaluación para que pueda ayudarlos. No podré ayudarles con las preguntas del examen o con las herramientas en línea durante el examen.</p> <p>Una vez que hayan revisado su trabajo, levanten la mano y les daré instrucciones para cerrar la sesión de examen. Luego recogeré sus boletos de examen para el alumno y el papel borrador. Una vez que hayan salido del examen, no podrán volver a iniciar sesión.</p>
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NJSLA–S Grade 11 CBT 2025

Read from Option A, B, or C based on local policy (contact your STC with any questions).

Diga:	Opción A: Una vez que hayan cerrado la sesión de examen, permanezcan sentados en silencio hasta que el examen haya terminado. Opción B: Una vez que hayan cerrado la sesión de examen, los dejaré retirarse. Opción C: Una vez que hayan cerrado la sesión de examen, pueden leer un libro u otros materiales permitidos hasta que haya terminado la unidad.
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Diga:	¿Alguna pregunta?
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Answer any questions.

Instructions for Starting the Test

Diga:	Seleccionen el botón "Start" (Comenzar). (Pausa). Ahora deberían estar en el examen.
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Pause to make sure all students are in the correct unit.

Regular time:

Diga:	Tendrán 60 minutos para completar esta unidad. Les avisaré cuando queden 10 minutos de tiempo de examen. Pueden comenzar a trabajar.
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For extended time students only:

If students are testing with extended time accommodations, it may be necessary to adjust the amount of time students will have to complete this unit. Refer to the student's accommodations.

Diga:	<p>Opción A:</p> <p>Tendrán _____ horas para completar esta unidad. Les avisaré cuando queden _____ minutos de tiempo de examen. Pueden comenzar a trabajar.</p> <p>Opción B:</p> <p>Pueden tomarse todo el tiempo que necesiten para completar esta unidad, hasta el final del día escolar. Les avisaré cuando queden _____ minutos. Pueden comenzar a trabajar.</p>
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Write the starting time and stopping time in the timing box (**Figure 2.0** of the *Spring 2025 Test Administrator Manual* Timing Box Example). Actively proctor while students are testing:

- Redirect students as necessary (**Section 2.9.1**).
- If technology issues occur during testing, assist students as needed. Follow the protocol in **Section 4.3**, as applicable, if any technology issues cause a disruption.
- Assist students in logging out of TestNav as they complete the unit (**Section 4.4**).
- Collect test materials as students complete testing (**Section 2.10**).
- If students have questions about an item, tell them, “Do the best you can.” (**Section 2.8**)
- If students indicate that a test item is not functioning appropriately, refer to **Section 4.3.1**.
- Ensure that any absent students are locked out of the unit.

Instructions for Taking a Break during Testing

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

- One stretch break of up to three minutes is allowed for the entire classroom during testing for each unit. The stopping time should be adjusted by no more than three minutes if there is a stretch break.
- Individual restroom breaks are allowed during testing (do not adjust; stop time except for students who have frequent breaks in accordance with row 2f of Table 2, Administrative Considerations, in the *NJSLA and NJGPA Accessibility Features and Accommodations (AF&A) Manual*, which is available at the [New Jersey Assessments Resource Center](#), located under **Educator Resources > Test Administration Resources**).

TAs must adhere to the following security measures:

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- Students are **not permitted to talk to each other** during testing or breaks during testing.
- Students are **not permitted** to use unauthorized 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 unit:

Diga:	<p>Por favor, detengan el examen y cubran o apaguen su pantalla. Tomaremos una pausa de tres minutos para estirarnos en silencio. No se permite hablar.</p>
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NJSLA–S Grade 11 CBT 2025

After taking a classroom break, be sure students are seated and device screens are visible.

Diga:

Ahora pueden reanudar el examen.

Continue to actively proctor while students are testing.

Instructions for When 10 Minutes of Unit Time Remain

When 10 minutes of unit time remain (**Note:** Do not read the following text to students with an extended time accommodation.):

Diga:

Les quedan 10 minutos.

Instructions for Ending the Unit

When the unit time is finished, read the following (optional) “**Say**” box if there are students still actively testing. If a second unit will be administered after a short break, stop the directions after the students submit their final answers. Do not have students log out of TestNav. For the next unit, start at “Find your name . . .” at the end of the Instructions for Logging In section.

Diga:

Dejen de trabajar. El tiempo de examen ha terminado.

Usen el botón “Review” (Revisar) que se encuentra más arriba o la lista que se encuentra a continuación para volver y revisar sus respuestas. Una vez que hayan terminado, usen el botón “Submit Final Answers” (Enviar las respuestas finales) que se encuentra debajo para enviar sus respuestas.

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Collect printed periodic tables that were used.

- Ensure all students are in **Completed** status for the unit in PearsonAccess^{next} at the end of the unit.
- Return all test materials to your STC. Report any missing materials and absent students.
- Report any testing irregularities to your STC.

If more than one unit is being administered on the same day, allow students to take a short break (e.g., restroom break or stretch break) or extended break (e.g., lunch). Once students have returned and are seated, read the appropriate script to move on to the next unit.