

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

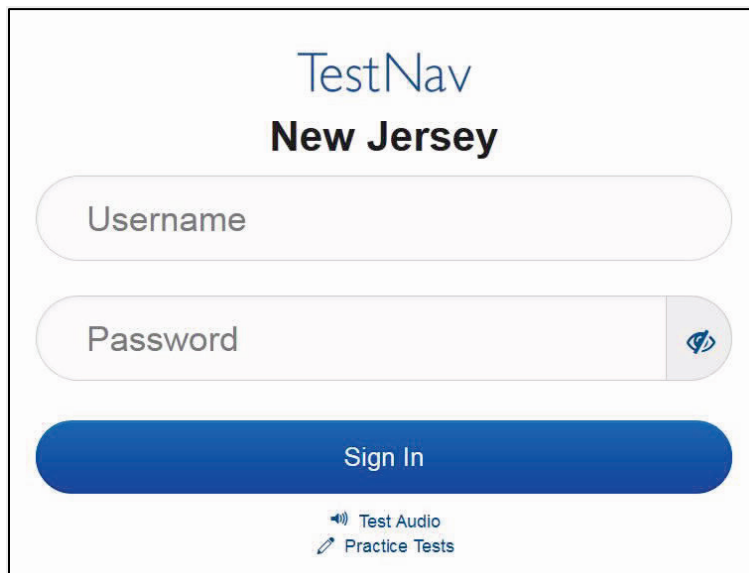
Diga:	<p>Hoje, você fará a avaliação de Ciências.</p> <p>Você não pode ter nenhum dispositivo eletrônico não autorizado em sua mesa. Não é permitido telefonar, enviar mensagens de texto, fotografar nem navegar na Internet. Se você tiver algum dispositivo eletrônico não autorizado com você no momento, incluindo telefones celulares e dispositivos Bluetooth (fones de ouvido ou microfones), desligue-os e levante a mão. Se for descoberto que você está com dispositivos eletrônicos não autorizados durante o teste, seu teste poderá não ser pontuado.</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>Verifique se os fones de ouvido estão conectados e coloque-os. Na tela, abaixo do botão “Sign In” (Entrar), há um link chamado “Test Audio” (Testar áudio). Selecione o link para verificar se os fones de ouvido estão funcionando e ajustar o volume para um nível confortável. Você pode ajustar o volume durante o teste, após o seu início.</p> <p>As configurações de Text-to-Speech (Texto em fala) estão localizadas dentro da caixa TTS à direita de cada pergunta do teste no TestNav. A caixa TTS tem botões com opções para controlar a velocidade e o volume da leitura.</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:	Sente-se em silêncio enquanto distribuo seus cartões de teste, papel de rascunho e outros materiais. Não faça login até eu mandar.
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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:	Agora, verifique se em seu cartão de teste constam seu nome e sobrenome. Levante a mão se não tiver seu cartão de teste.
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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:	Agora, digite seu Nome de usuário conforme mostrado na parte inferior do seu cartão de teste. (Pausa.) Em seguida, insira a Senha conforme mostrado no seu cartão. (Pausa.) Agora, selecione o botão “Sign in” (Entrar). (Pausa.)
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Diga:	<p>Localize seu nome no canto superior direito da tela. Se o nome que você estiver vendo não for o seu, levante a mão.</p> <p>Agora você deve estar na tela “Available Tests” (Testes disponíveis). Selecione o botão “Start” (Iniciar) para a Unidade _____ (preencha com a unidade correspondente). Uma tela de “Welcome” (Boas-vindas) será exibida.</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>Selecione a caixa “Start Test Now” (Iniciar teste agora) no centro da tela. Acompanhe enquanto leio as instruções na tela. Talvez seja necessário usar a barra de rolagem à direita para acompanhar. Não selecione o botão “Start” (Iniciar) até eu mandar.</p>
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Diga:	<p>Hoje, você fará a Unidade _____ (preencha com a unidade correspondente) do Teste de Ciências do 5º Ano. Você poderá usar uma calculadora. Você poderá usar a calculadora disponível na barra de ferramentas.</p> <p>Leia cada pergunta. Em seguida, siga as instruções para responder a cada pergunta. Se uma pergunta pedir que você mostre ou explique seu trabalho, você precisará fazê-lo para receber o crédito total. Digite sua resposta na caixa correspondente na tela. Apenas respostas inseridas na caixa de resposta serão pontuadas.</p> <p>Se você não souber a resposta para uma pergunta, poderá marcá-la como favorita e passar para a seguinte. Se você terminar mais cedo, poderá revisar suas respostas e quaisquer questões que tenha identificado como favoritas.</p>
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Diga:	<p>Este é o final das instruções na tela. Não prossiga até que seja instruído para fazê-lo.</p> <p>Algumas palavras ou frases podem estar sublinhadas. Se você ver alguma palavra ou frase sublinhada, você poderá abrir o link para exibir um glossário pop-up contendo a definição da palavra ou frase.</p> <p>Durante o teste, levante a mão se tiver alguma dificuldade com o dispositivo de teste para que eu possa ajudá-lo. Não poderei ajudá-lo com as perguntas do teste ou com as ferramentas on-line durante o teste.</p> <p>Depois de verificar seu trabalho, levante a mão e eu o instruirei a sair do teste. Em seguida, recolherei seu cartão de teste e seu papel de rascunho. Depois de sair do teste, você não poderá fazer login novamente.</p>
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NJSLA–S Grade 5 CBT 2025

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

Diga:	Opção A: Depois de sair do teste, fique em silêncio até o final do teste. Opção B: Depois de sair do teste, vou dispensá-lo. Opção C: Depois de sair do teste, você poderá ler um livro ou outros materiais permitidos até que a unidade termine.
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Diga:	Você tem alguma pergunta?
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Answer any questions.

Instructions for Starting the Test

Diga:	Selecione o botão “Start” (Iniciar). (Pausa.) Agora você deve estar no teste.
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Pause to make sure all students are in the correct unit.

Regular time:

Diga:	Você terá 45 minutos para concluir esta unidade. Avisarei quando faltar 10 minutos para o teste terminar. Você pode começar a trabalhar agora.
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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>Opção A:</p> <p>Você terá _____ horas para concluir esta unidade. Informarei quando faltar _____ minutos para o teste terminar. Você pode começar a trabalhar agora.</p> <p>Opção B:</p> <p>Você pode levar o tempo necessário para concluir esta unidade, até o final do dia letivo. Informarei quando faltar _____ minutos. Você pode começar a trabalhar agora.</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:	Interrompa o teste e cubra ou desligue a tela. Faremos uma pausa silenciosa de três minutos para alongamento. Não é permitido falar.
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NJSLA–S Grade 5 CBT 2025

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

Diga:	Agora você pode retomar o teste.
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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:	Você tem 10 minutos restantes.
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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:	<p>Pare de trabalhar. O tempo do teste acabou.</p> <p>Use o botão “Review” (Revisar) acima, ou a lista abaixo, para voltar e revisar suas respostas. Quando terminar, use o botão “Submit Final Answers” (Enviar respostas finais) abaixo para enviar suas respostas.</p> <p>Agora recolherei seu cartão de teste e o papel de rascunho.</p>
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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

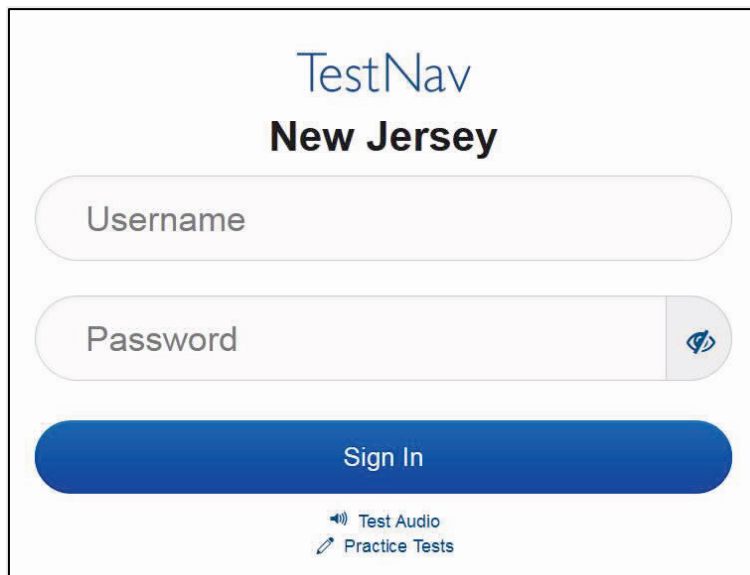
Diga:	<p>Hoje, você fará a avaliação de Ciências.</p> <p>Você não pode ter nenhum dispositivo eletrônico não autorizado em sua mesa. Não é permitido telefonar, enviar mensagens de texto, fotografar nem navegar na Internet. Se você tiver algum dispositivo eletrônico não autorizado com você no momento, incluindo telefones celulares e dispositivos Bluetooth (fones de ouvido ou microfones), desligue-os e levante a mão. Se for descoberto que você está com dispositivos eletrônicos não autorizados durante o teste, seu teste poderá não ser pontuado.</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>Verifique se os fones de ouvido estão conectados e coloque-os. Na tela, abaixo do botão “Sign In” (Entrar), há um link chamado “Test Audio” (Testar áudio). Selecione o link para verificar se os fones de ouvido estão funcionando e ajustar o volume para um nível confortável. Você pode ajustar o volume durante o teste, após o seu início.</p> <p>As configurações de Text-to-Speech (Texto em fala) estão localizadas dentro da caixa TTS à direita de cada pergunta do teste no TestNav. A caixa TTS tem botões com opções para controlar a velocidade e o volume da leitura.</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:	Sente-se em silêncio enquanto distribuo seus cartões de teste, papel de rascunho e outros materiais. Não faça login até eu mandar.
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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:	Agora, verifique se em seu cartão de teste constam seu nome e sobrenome. Levante a mão se não tiver seu cartão de teste.
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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:	Agora, digite seu Nome de usuário conforme mostrado na parte inferior do seu cartão de teste. (Pausa.) Em seguida, insira a Senha conforme mostrado no seu cartão. (Pausa.) Agora, selecione o botão “Sign in” (Entrar). (Pausa.)
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Diga:	<p>Localize seu nome no canto superior direito da tela. Se o nome que você estiver vendo não for o seu, levante a mão.</p> <p>Agora você deve estar na tela “Available Tests” (Testes disponíveis). Selecione o botão “Start” (Iniciar) para a Unidade _____ (preencha com a unidade correspondente). Uma tela de “Welcome” (Boas-vindas) será exibida.</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>Selecione a caixa “Start Test Now” (Iniciar teste agora) no centro da tela. Acompanhe enquanto leio as instruções na tela. Talvez seja necessário usar a barra de rolagem à direita para acompanhar. Não selecione o botão “Start” (Iniciar) até eu mandar.</p>
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Diga:	<p>Hoje, você fará a Unidade _____ (preencha com a unidade correspondente) do Teste de Ciências do 8º Ano. Você poderá usar uma calculadora. Você poderá usar a calculadora disponível na barra de ferramentas.</p> <p>Leia cada pergunta. Em seguida, siga as instruções para responder a cada pergunta. Se uma pergunta pedir que você mostre ou explique seu trabalho, você precisará fazê-lo para receber o crédito total. Digite sua resposta na caixa correspondente na tela. Apenas respostas inseridas na caixa de resposta serão pontuadas.</p> <p>Se você não souber a resposta para uma pergunta, poderá marcá-la como favorita e passar para a seguinte. Se você terminar mais cedo, poderá revisar suas respostas e quaisquer questões que tenha identificado como favoritas.</p>
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Diga:	<p>Este é o final das instruções na tela. Não prossiga até que seja instruído para fazê-lo.</p> <p>Algumas palavras ou frases podem estar sublinhadas. Se você ver alguma palavra ou frase sublinhada, você poderá abrir o link para exibir um glossário pop-up contendo a definição da palavra ou frase.</p> <p>Durante o teste, levante a mão se tiver alguma dificuldade com o dispositivo de teste para que eu possa ajudá-lo. Não poderei ajudá-lo com as perguntas do teste ou com as ferramentas on-line durante o teste.</p> <p>Depois de verificar seu trabalho, levante a mão e eu o instruirei a sair do teste. Em seguida, recolherei seu cartão de teste e seu papel de rascunho. Depois de sair do teste, você não poderá fazer login novamente.</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:	Opção A: Depois de sair do teste, fique em silêncio até o final do teste. Opção B: Depois de sair do teste, vou dispensá-lo. Opção C: Depois de sair do teste, você poderá ler um livro ou outros materiais permitidos até que a unidade termine.
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Diga:	Você tem alguma pergunta?
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Answer any questions.

Instructions for Starting the Test

Diga:	Selecione o botão “Start” (Iniciar). (Pausa.) Agora você deve estar no teste.
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Pause to make sure all students are in the correct unit.

Regular time:

Diga:	Você terá 45 minutos para concluir esta unidade. Avisarei quando faltar 10 minutos para o teste terminar. Você pode começar a trabalhar agora.
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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>Opção A:</p> <p>Você terá _____ horas para concluir esta unidade. Informarei quando faltar _____ minutos para o teste terminar. Você pode começar a trabalhar agora.</p> <p>Opção B:</p> <p>Você pode levar o tempo necessário para concluir esta unidade, até o final do dia letivo. Informarei quando faltar _____ minutos. Você pode começar a trabalhar agora.</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:	Interrompa o teste e cubra ou desligue a tela. Faremos uma pausa silenciosa de três minutos para alongamento. Não é permitido falar.
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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:	Agora você pode retomar o teste.
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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:	Você tem 10 minutos restantes.
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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:	<p>Pare de trabalhar. O tempo do teste acabou.</p> <p>Use o botão “Review” (Revisar) acima, ou a lista abaixo, para voltar e revisar suas respostas. Quando terminar, use o botão “Submit Final Answers” (Enviar respostas finais) abaixo para enviar suas respostas.</p> <p>Agora recolherei seu cartão de teste e o papel de rascunho.</p>
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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

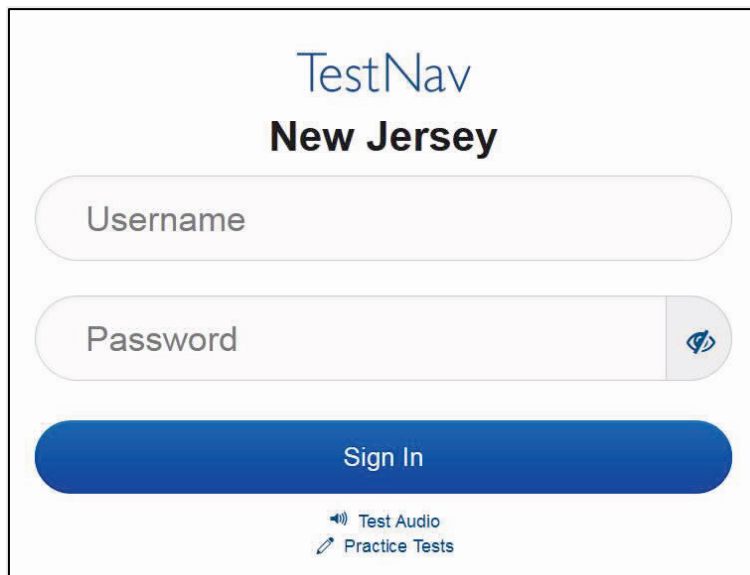
Diga:	<p>Hoje, você fará a avaliação de Ciências.</p> <p>Você não pode ter nenhum dispositivo eletrônico não autorizado em sua mesa. Não é permitido telefonar, enviar mensagens de texto, fotografar nem navegar na Internet. Se você tiver algum dispositivo eletrônico não autorizado com você no momento, incluindo telefones celulares e dispositivos Bluetooth (fones de ouvido ou microfones), desligue-os e levante a mão. Se for descoberto que você está com dispositivos eletrônicos não autorizados durante o teste, seu teste poderá não ser pontuado.</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>Verifique se os fones de ouvido estão conectados e coloque-os. Na tela, abaixo do botão “Sign In” (Entrar), há um link chamado “Test Audio” (Testar áudio). Selecione o link para verificar se os fones de ouvido estão funcionando e ajustar o volume para um nível confortável. Você pode ajustar o volume durante o teste, após o seu início.</p> <p>As configurações de Text-to-Speech (Texto em fala) estão localizadas dentro da caixa TTS à direita de cada pergunta do teste no TestNav. A caixa TTS tem botões com opções para controlar a velocidade e o volume da leitura.</p>
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A screenshot of the **Test Audio** function is provided. TAs should assist students with audio adjustments as needed.



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Instructions for Logging in

Diga:	Sente-se em silêncio enquanto distribuo seus cartões de teste, papel de rascunho e outros materiais. Não faça login até eu mandar.
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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:	Agora, verifique se em seu cartão de teste constam seu nome e sobrenome. Levante a mão se não tiver seu cartão de teste.
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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:	Agora, digite seu Nome de usuário conforme mostrado na parte inferior do seu cartão de teste. (Pausa.) Em seguida, insira a Senha conforme mostrado no seu cartão. (Pausa.) Agora, selecione o botão “Sign in” (Entrar). (Pausa.)
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Diga:	<p>Localize seu nome no canto superior direito da tela. Se o nome que você estiver vendo não for o seu, levante a mão.</p> <p>Agora você deve estar na tela “Available Tests” (Testes disponíveis). Selecione o botão “Start” (Iniciar) para a Unidade _____ (preencha com a unidade correspondente). Uma tela de “Welcome” (Boas-vindas) será exibida.</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>Selecione a caixa “Start Test Now” (Iniciar teste agora) no centro da tela. Acompanhe enquanto leio as instruções na tela. Talvez seja necessário usar a barra de rolagem à direita para acompanhar. Não selecione o botão “Start” (Iniciar) até eu mandar.</p>
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Diga:	<p>Hoje, você fará a Unidade _____ (preencha com a unidade correspondente) do Teste de Ciências do Ensino Médio. Você poderá usar uma calculadora. Você poderá usar a calculadora disponível na barra de ferramentas.</p> <p>Leia cada pergunta. Em seguida, siga as instruções para responder a cada pergunta. Se uma pergunta pedir que você mostre ou explique seu trabalho, você precisará fazê-lo para receber o crédito total. Digite sua resposta na caixa correspondente na tela. Apenas respostas inseridas na caixa de resposta serão pontuadas.</p> <p>Se você não souber a resposta para uma pergunta, poderá marcá-la como favorita e passar para a seguinte. Se você terminar mais cedo, poderá revisar suas respostas e quaisquer questões que tenha identificado como favoritas.</p>
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Diga:	<p>Este é o final das instruções na tela. Não prossiga até que seja instruído para fazê-lo.</p> <p>Algumas palavras ou frases podem estar sublinhadas. Se você ver alguma palavra ou frase sublinhada, você poderá abrir o link para exibir um glossário pop-up contendo a definição da palavra ou frase.</p> <p>Durante o teste, levante a mão se tiver alguma dificuldade com o dispositivo de teste para que eu possa ajudá-lo. Não poderei ajudá-lo com as perguntas do teste ou com as ferramentas on-line durante o teste.</p> <p>Depois de verificar seu trabalho, levante a mão e eu o instruirei a sair do teste. Em seguida, recolherei seu cartão de teste e seu papel de rascunho. Depois de sair do teste, você não poderá fazer login novamente.</p>
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Read from Option A, B, or C based on local policy (contact your STC with any questions).

Diga:	Opção A: Depois de sair do teste, fique em silêncio até o final do teste. Opção B: Depois de sair do teste, vou dispensá-lo. Opção C: Depois de sair do teste, você poderá ler um livro ou outros materiais permitidos até que a unidade termine.
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Diga:	Você tem alguma pergunta?
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Answer any questions.

Instructions for Starting the Test

Diga:	Selecione o botão “Start” (Iniciar). (Pausa.) Agora você deve estar no teste.
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Pause to make sure all students are in the correct unit.

Regular time:

Diga:	Você terá 60 minutos para concluir esta unidade. Avisarei quando faltar 10 minutos para o teste terminar. Você pode começar a trabalhar agora.
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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>Opção A:</p> <p>Você terá _____ horas para concluir esta unidade. Informarei quando faltar _____ minutos para o teste terminar. Você pode começar a trabalhar agora.</p> <p>Opção B:</p> <p>Você pode levar o tempo necessário para concluir esta unidade, até o final do dia letivo. Informarei quando faltar _____ minutos. Você pode começar a trabalhar agora.</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:	Interrompa o teste e cubra ou desligue a tela. Faremos uma pausa silenciosa de três minutos para alongamento. Não é permitido falar.
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After taking a classroom break, be sure students are seated and device screens are visible.

Diga:	Agora você pode retomar o teste.
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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:	Você tem 10 minutos restantes.
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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:	<p>Pare de trabalhar. O tempo do teste acabou.</p> <p>Use o botão “Review” (Revisar) acima, ou a lista abaixo, para voltar e revisar suas respostas. Quando terminar, use o botão “Submit Final Answers” (Enviar respostas finais) abaixo para enviar suas respostas.</p> <p>Agora recolherei seu cartão de teste e o papel de rascunho.</p>
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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.