

**New Jersey DLM Test Administration Observation Form Spring 2020**

**Student Name:**

**Grade Level of Assessment:**

**Test Date(s):**

**School:**

**Test Subject(s):**

**Test Administrator:**

**Cite if applies to all testlets or specific ones (e.g. 1,2,...):**

The purpose of this form is to document any test issues that may indicate a need to change a factor in future testing situations; for example, revising next year's PNP, changing future test location, changing the type of technology device used, etc. The form is also used to document various test conditions such as need to substitute manipulatives, delay testing due to school technology issue, student behavior impacting testlet completion, etc.

This form should be retained in district, and utilized if and when necessary during score review, planned revisions for 2019-2020, etc. You may use this form to capture general information that applies to any/all testlets, or use it to document specific testlet/subject issues. When applicable, circle the "Test Subject" content area and applicable testlet (e.g. 1-9 depending on grade level and subject area), otherwise indicate related subject areas and cite "All".

This form should be shared with the School Assessment Coordinator, and may be shared with staff involved in test preparation for 2019-2020.

1. Testing Location:

Other:

Change for assessment?

2. Testing Conditions that May Have Impacted Student Testing (Select all that apply)

Behavior of the students in the classroom

Environmental conditions

Adults present other than test administrator

Student Ratio

Other

Be specific about anything you selected above

3. Testing Device Used

Other:

Be specific about any issues:

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4. Student Behavior During Testing – indicate any issues or concerns relevant to the test administration
  
5. Completed All Assigned Testlets:    Yes        No        If “No”, discuss with Assessment Coordinator.
  
6. Did the student have difficulty with accessibility? Should the PNP be adjusted? If so, why and how?
  
7. Substitution of Manipulatives – Describe if there were any issues.
  
8. Test Administrator Comments
  - Rate the student’s overall engagement during the DLM assessment:
  
  - Other comments: