

**New Jersey DLM Test Administration Observation Form Spring 2018**

**Student Name:**

**Grade Level of Assessment:**

**Test Date(s):**

**School:**

**Test Subject(s):**

**Test Administrator:**

**Cite if applies to all testlets or specific (e.g. first testlet):**

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 AP, 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, student behavior resulting in completion of testlet during another session, delay in testing due to school technology issue, etc.

This form should be retained in district, and utilized if and when necessary during score review, planned revisions for 2017-2018, 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 which testlet (e.g., 1-9 depending on grade level), otherwise indicate both subjects and cite "All".

This form should be shared with the Assessment Coordinator, and may be shared with staff involved in test preparation for 2017-2018.

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:

**New Jersey DLM Test Administration Observation Form Spring 2018**

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 AP 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: