

## Administration of the Operational Tests

The Grades 3 through 8 English Language Arts and Mathematics Tests are composed of two or three books per grade and will be administered on two or three consecutive days, depending on the grade level.

The table below shows the operational testing times for both content areas at all grade levels.

Grade	Book	English Language Arts		Mathematics	
		Test Time (in minutes)	Prep Time (in minutes)	Test Time (in minutes)	Prep Time (in minutes)
3	1	40	10	45	10
	2	35	15*	40	10
4	1	45	10	50	10
	2	45	15*	50	10
	3	60	10	50	10
5	1	40	10	45	10
	2	30	15*	50	10
6	1	45	10	45	10
	2	45	15*	60	10
	3	60	10	N/A	N/A
7	1	50	10	55	10
	2	30	15*	55	10
8	1**	45	10	50	10
	2**	45	15*	40	10
	3	60	10	70	10

\* Includes time allotted for reading aloud the Listening passage to the students.

\*\* Books 1 and 2 will be administered on the same day.

The tests are to be administered under standard conditions, and directions are to be followed carefully. The same test administration procedures must be used with all students so that valid conclusions can be drawn from the test results.

Complete information about test administration is contained in the *School Administrator's Manual* and the *Teacher's Directions*, which are part of the testing materials shipped to the schools each year.