

## **Student Directions (SCRIPT)**

### **(READ ALOUD)**

“Welcome! You are here to take a Postsecondary Education Readiness Test (P.E.R.T.). It is important for you to do your best on this test because it will help to show if you are ready to take college-level coursework and which courses to place you in next year. It will also demonstrate your level of career readiness.

Remove all materials from your desk. You may not have any electronic or recording devices at your desk, in your pockets, or anywhere you can reach them during testing, even if they are turned off or you do not use them. If you are found with any electronic devices during this test, your test will not be scored. If you have any electronic devices with you right now, please turn them off and raise your hand.

*(Pause. Collect any devices.)*

I cannot help you with answering test questions, but raise your hand if you have any difficulties with your computer or need help submitting your test.

*(Pause. Hand out the pre-made tickets that contain each student's individual username and password. It is extremely important that students are given the correct logins.)*

Now, enter your username and password into College Success. Once logged into your account, you will need to enter the access key to launch your PERT assessment.

*(Announce the appropriate access keys for each of the PERT tests and direct students to enter in the access key for the test he/she must take.)*

Now click ‘submit.’ The PERT test will appear on the test dashboard, and you can click on the test link to begin.

You should now see a Welcome screen. Please raise your hand if you do not see your Welcome screen.

During the test, you must not talk, make any disturbance, ask for help answering a test question, or look at another student's computer screen. You are not allowed to have any electronic or recording devices in your possession, even if you do not use them.

Please do not type any information until I tell you to do so. You will be given 30 test items to answer. The test is not timed; try to answer every question. One question at a time will appear on the computer screen. Take your time to select the answer that you think is correct by clicking on the red star (\*) beside that response. Then click “SUBMIT” at the bottom of the screen. Click

“OK” to finalize your answer choice. Once a question has been answered, you cannot go back to it later to change your answer, so be certain and careful which item you are choosing.

If you are taking the Mathematics subtest, you may use scratch paper and pencil. Please raise your hand if you would like some scratch paper now. Write your name at the top of the scratch paper. On certain questions, you will be allowed to use a built-in pop up calculator that will appear on the bottom of the screen on the left-hand side.

If at any time you need to leave the room, raise your hand. Only one student may leave the room at a time. While outside the testing room, you are NOT permitted to discuss or exchange information about the test with anyone.

Please remember that during and after the test you MUST NOT:

- talk or make any disturbance
- look at another student's computer screen
- ask for help answering any test questions
- have notes or scratch paper, other than what was provided to you
- have any electronic or recording devices in your possession, even if you do not use them

Please raise your hand if you have any questions. (*Pause for questions.*)

When you have completely finished this test, click the “save and exit” button and raise your hand to let the proctor know that you have completed this subtest. Turn in your scratch paper to the proctor if you used any, and wait for further directions.”