



It is extremely important that you follow standard testing procedures when you administer the STAR Early Literacy Enterprise test to your students.

Before you begin testing, please check the following:

- Explain the test to your students. The Pretest Instructions include a script and pages to use as handouts to help you walk through a basic orientation with your students.
- Cover or remove any materials on the walls, whiteboard, and other areas that might help students answer the test items.
- Make sure there is enough light and ventilation in the test area.
- Make sure the area is free from noise. Try to avoid distracting locations or times when other students, school bells, or public address announcements can interfere with student concentration.
- Choose a test time that avoids interruptions; try to have students complete the test in one session.
- Make sure the computer or tablet has a set of headphones plugged in and that the volume is set so the student can hear the audio clearly without disturbing other students.
- If you are administering the test with a tablet computer, make sure the battery is adequately charged.

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The STAR Early Literacy Enterprise test is intended for students in grades pre-K through 3, or roughly, ages 3–9. Older students can take the test too, if appropriate—there are no grade or age restrictions in the software that would prevent administration to an older student. If a student can work through the hands-on training and practice questions unassisted, that student should be able to take a STAR Early Literacy Enterprise test.

Please read the instructions to your students before they take the STAR Early Literacy test. Read each section aloud exactly as it is scripted so that students know what to expect at each stage of the test.

To help your students understand the test format, use pages 5–9 of this document to make handouts.

**Read to Students:** “You are going to take a test called STAR Early Literacy Enterprise. You will answer 27 or more questions. It will take about fifteen minutes to answer all of the questions.

“Do not worry if someone finishes the test before you because every test is different. Do not worry about how many questions you think you get right, or how many you think you get wrong. Everyone will probably miss some of the questions. The main goal is for you to do the best you can.”

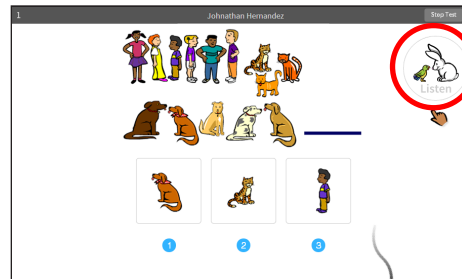
**Picture 1**

This is what the test questions look like. Listen to the question as it is read to you out loud. To hear the question again:

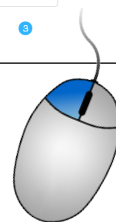
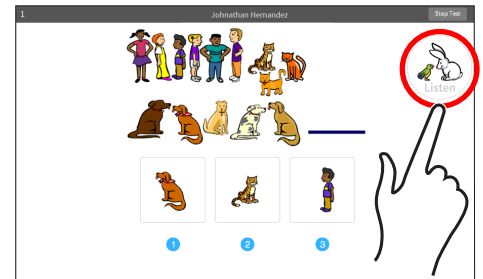
**When using the keyboard:** Press the **L** key.



**When using the mouse:** Click **Listen**.



**When using a tablet:** Tap **Listen**.



## Picture 2

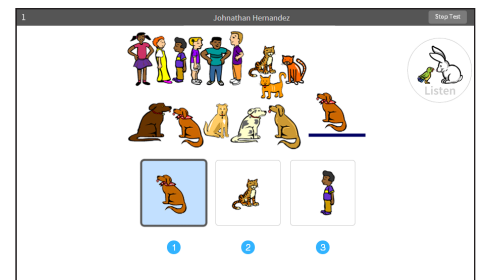
Choosing your answer on the computer is easy. Each question has three possible answers (shown at the bottom of the screen). Choose the one you think is the right answer to the question. You can change your answer choice *before* you enter it.

**When using the keyboard:** Each possible answer has a number below it (**1, 2, or 3**). Press the number on the keyboard that matches the number of your answer choice. If you want to choose a different answer, press the number that matches your new choice.

When you choose an answer, a box appears around it. This shows you which answer you chose; it does *not* mean you have chosen the correct answer.

Once you are satisfied with the answer you have chosen, enter it by pressing the **Enter** or **return** key.

After you have entered your answer to the question, the next question will appear on the screen.



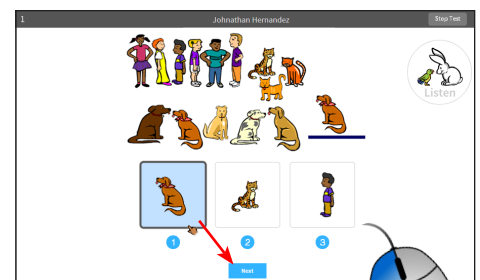
Keyboard

**When using the mouse:** Use the mouse to move the hand to your answer choice and click on it with the left mouse button.

A box appears around the answer you chose; this does *not* mean that you have chosen the correct answer.

Once you are satisfied with the answer you have chosen, enter it by clicking **Next**.

After you have entered your answer to the question, the next question will appear on the screen.



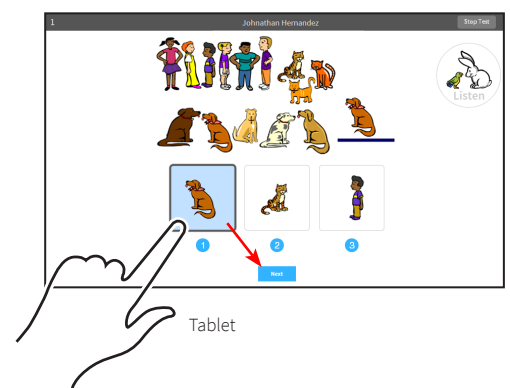
Mouse

**When using a tablet:** Tap your answer choice.

A box appears around the answer you have chosen; this does *not* mean you have chosen the correct answer.

Once you are satisfied with the answer you have chosen, enter your answer choice by tapping **Next**.

After you have entered your answer to the question, the next question will appear on the screen.



Tablet

**Picture 3**

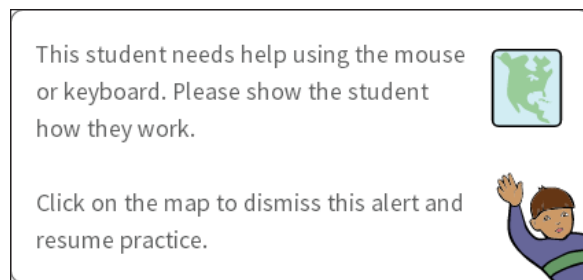
If you see a picture of a clock at the top of the screen, time is almost up for that question. Choose your answer quickly. If you don't choose an answer in time, the test will move on to the next question.



**Picture 4**

Before you take the test, you may have a training session or practice questions. The training questions look just like the real test, but only have one answer to choose. The practice questions look just like the real test.

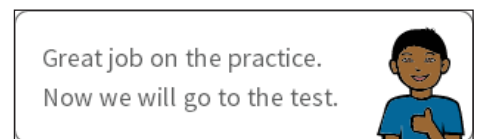
If you see this message during the training or practice questions, you should raise your hand and call the teacher or test monitor. He or she will know what to do.



**Picture 5**

When you finish answering the practice questions, the program will show you the message in Picture 5. The test will start automatically. Relax and get ready; the first question will come up soon. Keep answering the questions until the computer tells you that you have finished the test.

If you don't know the answer to a question, go ahead and choose what you think is the best answer.



When you have finished the test, tell the teacher or test monitor that you are finished so the next student can get started.

If you have any questions about this test, please ask them now. Once the test starts, the teacher or test monitor will not be able to tell you if you have picked the right answer.

**Have fun, and do your best!**

### Picture 1

This is what the test questions look like. Listen to the question as it is read to you out loud. To hear the question again:

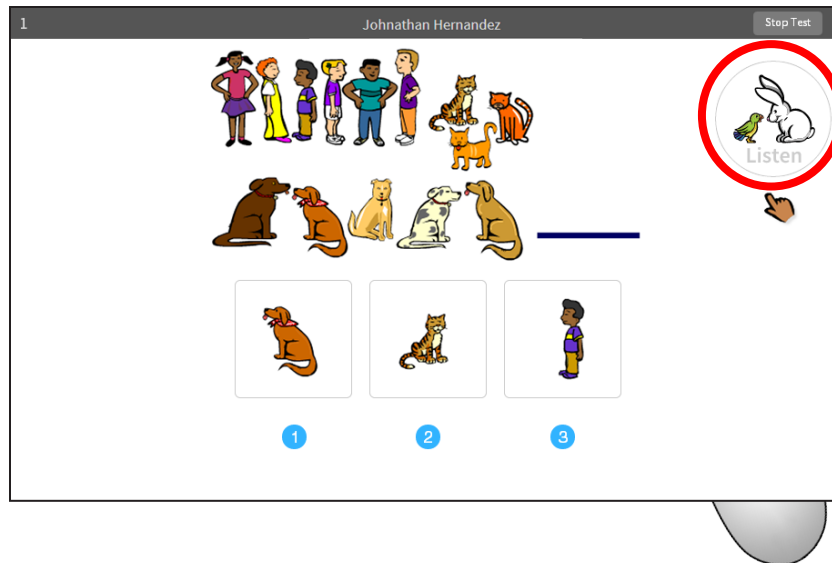
**When using the keyboard:**

Press the **L** key.



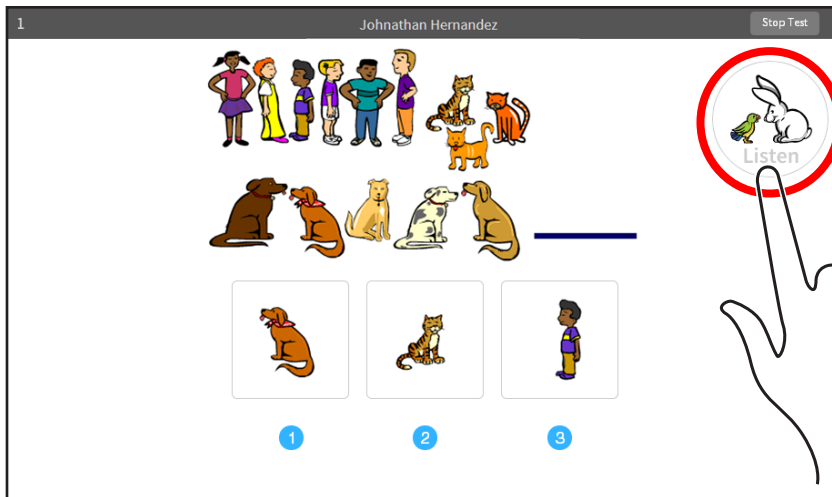
**When using the mouse:**

Click **Listen**.



**On a tablet:**

Tap **Listen**.

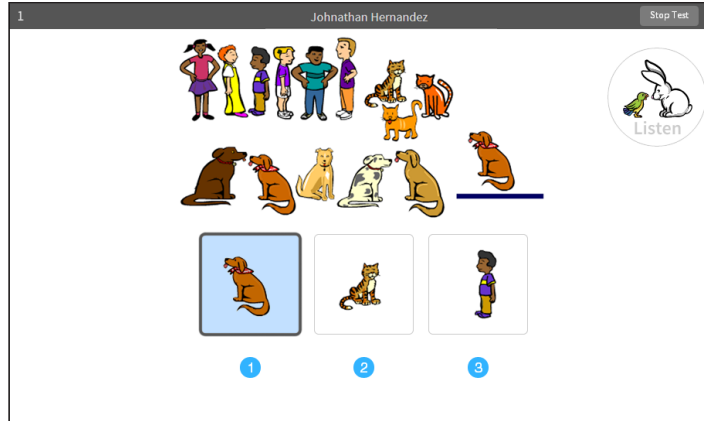


## Picture 2

Choose your answer.

### Using the keyboard:

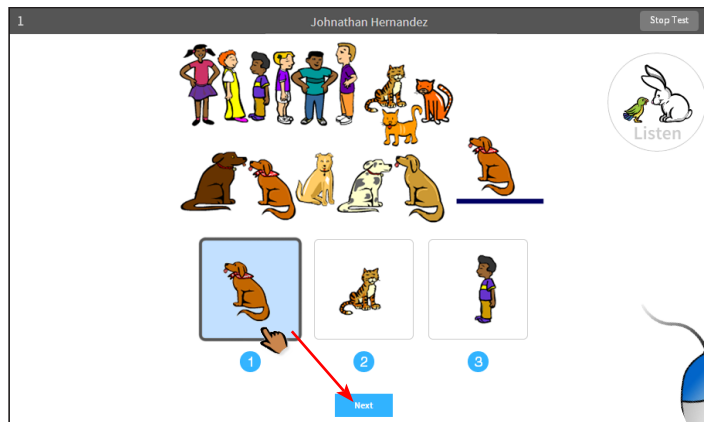
Press the number that matches the number of your answer choice. Then, enter your answer choice by pressing **Enter** or **return**.



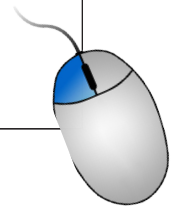
Answer chosen with keyboard

### Using the mouse:

Use the mouse to move the hand to your answer choice and click on it with the left mouse button. Then, enter your answer choice by clicking **Next**.

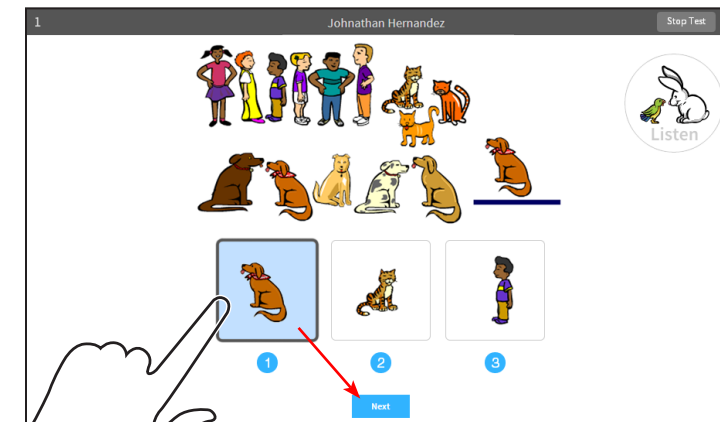


Answer chosen with mouse



### On a tablet:

Tap your answer choice. Then, enter your answer choice by tapping **Next**.



Answer chosen on a tablet

### Picture 3

If you see a picture of a clock at the top of the screen, time is almost up for that question. Choose your answer quickly.



**Picture 4**

If you see this message during the training or practice questions, raise your hand and call the teacher or test monitor. He or she will know what to do.

This student needs help using the mouse or keyboard. Please show the student how they work.



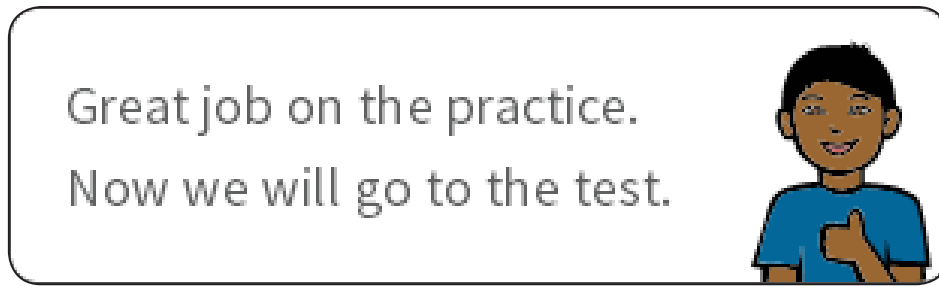
Click on the map to dismiss this alert and resume practice.





**Picture 5**

When you finish answering the practice questions, the program will show you this message.



The test will start automatically. Relax and get ready; the first question will come up soon. Keep answering the questions until the computer tells you that you have finished the test.