

## **Appendix A-8: Suggested Test Reader Script (To be used with student in advance of the day of testing)**

Hi \_\_\_\_\_,

I'm the person who will be reading your test to you when you take your DeSSA Assessment next week in [math/ELA]. I wanted to let you know how we'll work together. When I'm reading a test to you, it's very different from when I'm reading to you during class time. I have to follow certain rules.

- I cannot help you with any answers.
- I cannot click on anything in the screen.<sup>1</sup>
- I will not be using different character voices or changes in my tone when I read. I will be using a very direct voice that does not change very much, no matter how exciting the story or test item gets.
- If there is a picture that has words in it, I will read those words. If you ask, I will re-read the words as well.
- Sometimes there may be something about a word or phrase that might give you a hint if I read it out loud. In those cases, I will skip the word, point to it on screen [or on your booklet if braille or print on demand], and continue to read.
- I can still help you with your [\*\*list any assistive technology that the student may require that would need adult support -- if that support is provided by you].
- You can ask me to re-read parts of the test if you didn't hear me or need more time to think.
- You can ask me to pause my reading if you need to take a break.
- You can ask me to slow down or speed up my reading, or read louder or softer if you are having trouble understanding what I read.
- I will only read certain types of punctuation, but if you need me to re-read a sentence and tell you how it was punctuated, I can do that.
- If you ask me a question about the test all I will say is: "do your best work. I cannot help you with that."
- Do you have any questions for me about how we'll work together during the test?

---

<sup>1</sup> A reader may click on something on the screen only if this is an identified need in the student's IEP or 504 plan and the reader has received appropriate training on when and how to do so.

## References

- Educational Testing Service. (2002). *Guidelines for a Test Reader*. Retrieved from ETS Home:  
[https://www.ets.org/disabilities/test\\_reader/](https://www.ets.org/disabilities/test_reader/)
- Measured Progress / ETS. (2012, April 16). *Mathematics Audio Guidelines*. Retrieved from Smarter Balanced Assessment Consortium:  
<http://www.Smarterbalanced.org/wordpress/wp-content/uploads/2012/05/TaskItemSpecifications/Guidelines/AccessibilityandAccommodations/MathematicsAudioGuidelines.pdf>
- Measured Progress/ETS. (2012, April 16). *ELA Audio Guidelines*. Retrieved from Smarter Balanced Assessment Consortium:  
<http://www.Smarterbalanced.org/wordpress/wp-content/uploads/2012/05/TaskItemSpecifications/Guidelines/AccessibilityandAccommodations/ELAAudioGuidelines.pdf>
- Oregon Department of Education Office of Student Learning and Partnerships. (2012, December).  
*Guidelines for the Read Aloud Accommodation*. Retrieved from Oregon Department of Education Home: [http://www.ode.state.or.us/teachlearn/testing/admin/alt/ea/2-guidelines-for-the-math-read-aloud-accommodation-for-2012-2013-\(3\).pdf](http://www.ode.state.or.us/teachlearn/testing/admin/alt/ea/2-guidelines-for-the-math-read-aloud-accommodation-for-2012-2013-(3).pdf)
- State of Washington Office of Superintendent of Public Instruction. (2013, September).  
*Access Supports and Accommodations Guidelines for State Assessments*. Retrieved from State of Washington Office of Superintendent of Public Instruction:  
<http://www.k12.wa.us/assessment/statetesting/pubdocs/AccommodationManual.pdf>
- West Virginia Department of Education. (December, 2013). *West Virginia Department of Education Office of Assessment and Accountability*. Retrieved from West Virginia Guidelines for Participation in State Assessments, 2013-2014: Guidance on Accommodations for Students with Disabilities and/or Limited English Proficiency in State and District-Wide Testing:  
<http://wvde.state.wv.us/oaa/pdf/ParticipationGuidelines.pdf>