

NECAP Test Administrator Questionnaire: Grades 3-8, October 2010

Instructions: These *Test Administrator Questionnaire* questions are included below for reference purposes only. Please complete this questionnaire online. Go to <http://iservices.measuredprogress.org> and choose “New England Common Assessment Program” from the drop-down box. Click on the link “Questionnaires”.

1. State

- A. Maine
- B. New Hampshire
- C. Rhode Island
- D. Vermont

2. The *Test Administrator Manual* was

- A. very easy to use.
- B. easy to use.
- C. somewhat confusing.
- D. very confusing.

3. The scripts that you read to students from the *Test Administrator Manual* were

- A. very easy for students to understand.
- B. easy for students to understand.
- C. somewhat confusing for students.
- D. very confusing for students.

4. Did the *Test Administrator Manual* provide you with all of the information you needed to successfully administer the NECAP tests?

- A. Yes
- B. No

5. How well did the level of information provided in the webinar presentation meet your needs?

- A. It was insufficient.
- B. It was adequate.
- C. It was more than necessary.
- D. My school did not use the webinar presentation.
- E. I did not know about the webinar presentation.

How helpful were the following support materials as you planned for and administered the NECAP tests?

6. *NECAP Accommodations Guide*

- A. Very helpful
- B. Helpful
- C. Somewhat helpful
- D. Not helpful
- E. I am not familiar with this material.

7. *Preparing Students for NECAP: Tips for Teachers to Share with Students*

- A. Very helpful
- B. Helpful
- C. Somewhat helpful
- D. Not helpful
- E. I am not familiar with this material.

- 8. NECAP Released Items, NECAP Practice Tests, and associated support materials**
- A. Very helpful
 - B. Helpful
 - C. Somewhat Helpful
 - D. Not helpful
 - E. I am not familiar with these materials.
- 9. Based on your observations during NECAP administration, approximately how much time did most students require to complete each reading session?**
- A. 30 to 45 minutes per session
 - B. 46 to 60 minutes per session
 - C. 61 to 75 minutes per session
 - D. 76 to 90 minutes per session
- 10. Based on your observations during NECAP administration, approximately how much time did most students require to complete Session 1 of mathematics (non-calculator)?**
- A. 30 to 45 minutes
 - B. 46 to 60 minutes
 - C. 61 to 75 minutes
 - D. 76 to 90 minutes
- 11. Based on your observations during NECAP administration, approximately how much time did most students require to complete Sessions 2 and 3 of mathematics (calculator)?**
- A. 30 to 45 minutes per session
 - B. 46 to 60 minutes per session
 - C. 61 to 75 minutes per session
 - D. 76 to 90 minutes per session
- 12. Based on your observations during NECAP administration, approximately how much time did most students require to complete Session 1 of writing?**
- A. 30 to 45 minutes
 - B. 46 to 60 minutes
 - C. 61 to 75 minutes
 - D. 76 to 90 minutes
- 13. Based on your observations during NECAP administration, approximately how much time did most students require to complete Session 2 of writing?**
- A. 30 to 45 minutes
 - B. 46 to 60 minutes
 - C. 61 to 75 minutes
 - D. 76 to 90 minutes
- 14. Currently, 90 minutes is scheduled for each test session. Considering that all students should have enough time to finish, which option best represents your recommendation for timing?**
- A. Keep the timing as it is.
 - B. Shorten the time per session.
 - C. Lengthen the time per session.
- 15. Based on your observations during NECAP administration, which statement best describes student effort on the test?**
- A. Virtually all students gave a good effort. (More than 90%)
 - B. Most students gave a good effort. (60% - 90%)
 - C. About half of the students gave a good effort. (40% - 59%)
 - D. Few students gave a good effort. (Fewer than 40%)

16. How often are computers used as part of the regular instruction time at your school?

- A. Regularly
- B. Some of the time
- C. Rarely
- D. Computers are not available for student use.

17. How are computers made available to students in your school? (Please select the option that best applies to your school.)

- A. Through the use of a computer lab/bank of computers (mobile or fixed)
- B. Students have their own laptops
- C. Classroom station(s)
- D. Computers are not available for student use.

18. How often do your students use a computer to complete writing assignments within any content area?

- A. Every day
- B. Once a week
- C. Once a month
- D. A couple of times a year
- E. Never

Thank you for your assistance in administering the tests and completing this questionnaire. Your input is a valuable part of our ongoing efforts to improve NECAP.