

Official Educator Guide
to the Readistep™ Assessment
2011-12

ReadiStep™ Customer Service

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About the College Board

The College Board is a mission-driven not-for-profit organization that connects students to college success and opportunity. Founded in 1900, the College Board was created to expand access to higher education. Today, the membership association is made up of more than 5,900 of the world's leading educational institutions and is dedicated to promoting excellence and equity in education. Each year, the College Board helps more than seven million students prepare for a successful transition to college through programs and services in college readiness and college success — including the SAT® and the Advanced Placement Program®. The organization also serves the education community through research and advocacy on behalf of students, educators and schools.

For further information, visit www.collegeboard.org.

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Contents

ReadiStep™ Quick Facts	2
The ReadiStep Assessment and the College Board’s College Readiness Pathway	3
The ReadiStep Assessment and the College Board Standards for College Success™ . . .	4
The ReadiStep Critical Reading Test	5
The ReadiStep Writing Skills Test	6
The ReadiStep Mathematics Test	8
Administering the ReadiStep Assessment	9
ReadiStep Reports	10
ReadiStep Skills Insight™	15
Reviewing ReadiStep Results with Students	16
Resources	17
College and Career Exploration Tools	18
Informing Students and Parents	20
 Handouts to Copy and Distribute	
ReadiStep Assessment — Information for Students and Parents	21
La evaluación ReadiStep — Información para estudiantes y sus padres	23
Understanding ReadiStep Results — A Guide for Students and Parents	25
Cómo interpretar los resultados de ReadiStep — Una guía para estudiantes y sus padres	27

ReadiStep™ Quick Facts

Administration Dates:

- Fall: October 11–November 11, 2011
- Spring: February 21–March 23, 2012

Fee:

- \$8 per student

Testing Time:

- Two hours, allowing 40 minutes for each section (plus approximately 20 minutes for administrative duties)

The ReadiStep Assessment:

- Measures reading, writing and mathematics skills students need for success in high school
- Measures student proficiency relative to other eighth-graders on national, state and school/district levels
- Results provide information on what skills students possess, the skills they need to develop and advice on how to further develop those skills

Scoring:

- Scores on a 2 to 8 scale for Critical Reading, Writing Skills and Mathematics
- Uses rights-only scoring, which does not penalize students for incorrect answers
- Correct answer = 1 point
- Wrong answer or omitted question = no points

Content:

- The 40-minute Critical Reading test contains a total of 45 questions of two types:
 - Sentence Completion
 - Passage-Based Reading
- The 40-minute Writing Skills test contains a total of 50 questions of three types:
 - Improving Sentences
 - Identifying Sentence Errors
 - Improving Paragraphs
- The 40-minute Mathematics test contains a total of 36 questions:
 - One 20-minute section containing 18 calculator questions
 - One 20-minute section containing 18 noncalculator questions

Accommodations:

- In all cases, the determination of appropriate testing accommodations should be made by the school or district in accordance with the accommodations that would typically be made for students during a test like the ReadiStep™ assessment. Such accommodations are usually found in the Individual Education Plans for students with handicaps.
- The College Board makes special test materials available for accommodations.
- See page 9 for more information.

The Readiness Assessment and the College Board's College Readiness Pathway

The Readiness assessment helps schools and teachers measure student achievement, monitor progress and gain information that enables informed decisions about classroom instruction. Readiness is the first step on the College Readiness Pathway, an integrated assessment system that includes the PSAT/NMSQT® and SAT®. Designed to work together, the three feedback tools help educators identify and close achievement gaps from middle school through high school to help all students graduate ready for the rigors of college.

The College Readiness Pathway provides schools and districts with essential insights at critical points in students' academic careers:

- Grade 8 — Readiness: A flexible middle school assessment that helps guide students by providing them with the steps they need to take to set them on the path toward college readiness
- Grades 10 and 11 — PSAT/NMSQT: A preliminary college admission assessment used for guidance and scholarship purposes
- Grades 11 and 12 — SAT: The most widely used college admission test, measuring what students have learned

in the high school classroom and how well they can apply that knowledge

The College Readiness Pathway

- Provides educators with measured feedback on the reading, writing and math skills that students need to develop and exhibit to be college ready
- Delivers insight on strengths and weaknesses prior to and during students' high school experiences — while there is still time to address areas for improvement and manage any appropriate curricular adjustments
- Helps educators identify students who have potential for more rigorous course work, with the gold standard being AP® courses and exams
- Increases the college readiness of every student, while helping to encourage and foster enrollment, achievement and persistence in college



The Readiness Assessment and the College Board Standards for College Success™

The skills measured on the Readiness assessment are aligned with Common Core State Standards and individual state standards. They are also aligned with the English Language Arts College Board Standards for College Success™ and the Mathematics College Board Standards for College Success, a national model of rigorous academic content standards that states, districts and schools may use to vertically align curriculum, instruction, assessment and professional development to Advanced Placement® and college readiness standards.

The College Board developed these standards for grades 6–12, covering both

middle school and high school, to help states, school districts and schools provide all students with a rigorous education that will prepare them for success in college, opportunity in the workplace and effective participation in civic life. The College Board's commitment to the standards, and to the development of the Readiness assessment, is founded on the belief that all students can meet high expectations for academic performance when they are taught to high standards by qualified teachers.

Copies of the College Board Standards for College Success are available for download at www.collegeboard.org.

The ReadStep Critical Reading Test

The ReadStep Critical Reading test content focuses on students' ability to read critically, think logically and evaluate ideas presented in a text. The test includes Sentence Completion and Passage-Based Reading test items.

Sentence Completion

Sentence Completion questions require students to follow the logic of an idea expressed in a fairly complex sentence. Sentences are given with one word omitted. The correct answer is the word or set of words that, when placed in the blank, best fits the meaning of the sentence as a whole. These questions are meant to test both vocabulary and knowledge of logical relationships among elements of a sentence.

Example

Because their treasury was exhausted, the club members decided to stay in their current _____ headquarters rather than build a new and better-equipped permanent building.

- (A) elegant
- (B) unavailable
- (C) makeshift
- (D) eternal

Passage-Based Reading

Passage-Based Reading questions measure students' ability to read, understand and interpret reading passages. These passages are drawn from a variety of fields, including the humanities, social studies and natural sciences. Passages may also be excerpted from works of fiction. The selections vary in style and may include narrative, argumentative and expository elements. Passages are usually drawn from actual published works, though this material is often adapted for testing purposes. Passages range in length from about 120 to 600 words and often include an introduction and/or footnotes. Some questions are

based on a pair of passages on a shared theme or issue.

Questions require students to:

- Understand significant information in the passage
- Figure out the meaning of a word from its context
- Analyze and evaluate ideas, opinions and arguments
- Make inferences and recognize implications
- Understand tone
- Understand the use of examples
- Recognize the purpose of various writing strategies
- Relate one part of a passage to another part
- Determine an author's purpose or perspective
- Distinguish among conflicting viewpoints
- Make connections between different parts of a passage
- Compare or contrast ideas in a passage, or in a pair of related passages

Example

When the tomb of the pharaoh Tutankhamen was found in 1922, it was the brilliant gold of the funeral mask and other treasures that awed the world. But the tomb also contained wooden chests filled with the boy king's clothes. The fabrics, some reduced to dust, ended up in a storeroom at the Cairo Museum. The collection sat there for more than 50 years. In 1991, Dr. Gillian Vogelsang-Eastwood, a specialist in ancient textiles, began to catalog what was left of the wardrobe of Tutankhamen, who had died in about 1324 B.C.E. According to experts, these clothes show how clothes actually looked back then and how they hung on the body. The collection should add to what is already known, mostly from paintings, about ancient Egyptian royal clothing.

The word "catalog" is closest in meaning to

- (A) theorize about
- (B) calculate the value of
- (C) take inventory of
- (D) clean out

The ReadStep Writing Skills Test (continued)

Improving Paragraphs

Students are asked five questions relating to a flawed draft of an essay. These questions require students to consider revisions in the context of the essay and to think about the interrelationships of sentences and paragraphs.

Example

(1) My science class went on a field trip to the local aquarium. **(2)** We are learning about the ocean and the animals that live in it. **(3)** My teacher said that the aquarium is a great place to study it. **(4)** The aquarium in my town is well known for having both local marine life as well as marine animals from all over the world. **(5)** My favorite part of the aquarium is the otter exhibit.

(6) When we got to the aquarium, the tour guide told our science class that we were going on a special behind-the-scenes tour. **(7)** We saw parts of the aquarium that most regular visitors never get to see. **(8)** The tour guide showed us how the animals are fed, where the animals are kept when they need special attention, and how the huge tanks of fish are maintained. **(9)** The tour guide led us into a warehouse that was like a giant freezer. **(10)** The tour guide told us that the warehouse holds all of the food for the fish and other sea animals. **(11)** The whales need their own warehouse to hold all of their food.

(12) I had been to the aquarium with my family before, but this trip with my science class was different. **(13)** I got to see the hard work that goes into taking care of the animals that live there.

Which of the following sentences should be deleted because it interferes with the development of the passage?

- (A) sentence 2
- (B) sentence 5
- (C) sentence 10
- (D) sentence 13

The RediStep Mathematics Test

The Mathematics test assesses how well students can apply the mathematics they know to solve both routine and nonroutine problems.

Content Overview

Questions on the Mathematics test cover the following math concepts:

Number and Operations (35%)

- Properties of Integers
- Rational Numbers
- Operations on Rational Numbers
- Proportional Reasoning
- Elementary Counting
- Number and Operations Word Problems

Algebra (25%)

- Linear Expressions
- Linear Inequalities
- Symbolic Manipulation
- Algebraic Representation
- Algebraic Problem Solving

Geometry and Measurement (25%)

- Triangles
- Circles
- Polygons
- Angles in a Plane
- Points and Lines in a Plane
- Elementary Coordinate Geometry
- Three-Dimensional Geometry

Data, Statistics and Probability (15%)

- Univariate and Bivariate Data Interpretation
- Summary Statistics
- Probability

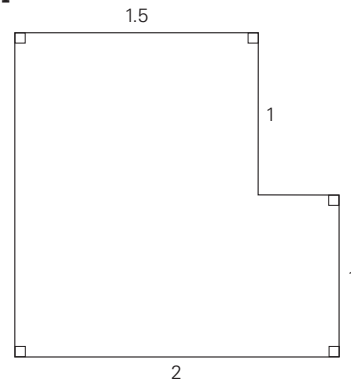
Calculator Use

The Mathematics test is divided into two sections; the first half allows the use of a calculator and the second half does not. Although no question requires calculator use, students are strongly encouraged to bring their own calculators or use a school-provided calculator. A calculator at least at the scientific level is recommended.

Multiple-Choice Questions

For each question, students are given four answer choices and must decide which of the choices is the best answer to the question. Basic geometric formulas are included in the test booklet for reference, since the test emphasizes application rather than memorization of this material.

Example



What is the area of the polygon shown above?

- (A) 3.5
- (B) 4.0
- (C) 4.5
- (D) It cannot be determined from the information given.

Example

5, 6.5, 8, 9.5, x , ...

In the sequence above, the first term is 5. Each term after the first is 1.5 greater than the term before it. What is the value of x ?

- (A) 10
- (B) 10.5
- (C) 11
- (D) 12

Administering the Readiness Assessment

Be sure to review the *Supervisor's Manual for the Readiness Assessment*, available online at readystep.collegeboard.org. This publication contains complete and approved administration procedures and checklists for before, during and after administration.

Accommodations

There are many appropriate testing accommodations that can be made when administering the Readiness assessment. In all cases, the determination of appropriate testing accommodations should be made by the school or district in accordance with the accommodations that would typically be made for the student(s) during a test like the Readiness assessment. Such accommodations are usually found in the Individual Education Plans for students with handicaps.

The College Board makes the following special test materials available for accommodations:

- Readiness Test Booklet (Braille Format)
- Readiness Test Booklet (Large-Type Format)
- Reader's Script for the Readiness Assessment
- Reader's Script for the Readiness Assessment (Audio CD Format)

Please note that when using special test materials, a test supervisor will need to transcribe the answers onto a standard answer folder in order to be processed for scoring. Additional answer folder(s) have been included in your shipment for this purpose.

Extended Testing Time

Extended testing time can be given to a student if that is the typical accommodation provided on similar assessments. The length of extended testing time provided should also be consistent with the typical accommodation provided to that student on similar assessments. One of the purposes of the Readiness assessment is to provide diagnostic information about students' strengths and needs. Therefore, it should be considered a test of power, not speed.

ReadiStep Reports

ReadiStep results are provided through the following hard-copy reports: Student, Classroom, School Summary and District Summary.

Student Report (two per student)

STUDENT REPORT

1 Student: SAMPLE STUDENT FALL 2011
 Date of Birth: 01/01/1997 School: SAMPLE MIDDLE SCHOOL
 Date of ID: 0123456789 District: SAMPLE DISTRICT
 Group Name: SAMPLE TEACHER NAME

SAMPLE STUDENT

Critical Reading Score: 3.0
 Range: 4.6 to 5.4
 National Percentile: 46%
 District Percentile: 55%

Writing Skills Score: 4.4
 Range: 4.2 to 4.8
 National Percentile: 23%
 District Percentile: 40%

Mathematics Score: 5.2
 Range: 4.8 to 5.6
 National Percentile: 53%
 District Percentile: 67%

6 Student Answer, Correct Answer and Difficulty Level

7 Go to collegeboard.org/student to learn about results and learn how you can strengthen academic skills.

readistep™

The individual Student Report provides the following information:

Number	Description
1	Student Information
2	General Test Information
3	ReadiStep Test Scores
4	Score Ranges
5	National and Local (District) Percentiles
6	Student Answer, Correct Answer and Difficulty Level
7	Information about Next Steps

Classroom Reports

The image displays three screenshots of educational reports from ReadStrep and CollegeBoard. The first screenshot is a 'Classroom Score Summary Report' showing general test information (1), a classroom-level summary with mean scores and percentiles (2), a list of student names (3), and a table of mean scores per section (4), national percentiles (6), local percentiles (7), and predicted PSAT/NMSQT ranges (8). The second screenshot is a 'Classroom Item Analysis Report' showing a full test summary (1) and a 'Writing Skills Analysis' table with columns for question number (10), item ID (4), student name (3), and performance on each question (9, 11, 12). The third screenshot is a 'Writing Skills Item Statistics' report showing item statistics for various writing skills (13).

The Classroom Score Report and Classroom Item Analysis Report provide the following information for each student in a classroom:

Number	Description
1	General Test Information
2	Classroom-Level Summary with mean scores and percentiles
3	Student Name
4	Grade and Student ID #
5	Mean Scores per Section
6	National Percentiles
7	Local (District) Percentiles
8	Predicted PSAT/NMSQT Range
9	Student performance on each question (correct response, incorrect response, omitted response)
10	Difficulty level for each question
11	Type of question
12	Correct answer for each question
13	Number Correct, Incorrect, Omitted (for each question)

Student Data File

The Student Data File allows schools to use and organize student data in spreadsheet or database formats. It is provided in both ASCII and .csv format that can be converted into a Microsoft Excel file or used with an ASCII text-editing application. The file includes each student's scores, percentiles and answers to each test question.

Suggested Ways to Use the Student Data File

- **Add fields relevant for your school.** For example, a column containing the names of each student's math and English teachers could be added. Other fields you might consider adding are state test results, current English and math grades (to look for inconsistencies

between performance on the assessment and in the classroom), and any other relevant data that could assist in providing a comprehensive picture of your students.

- **Share information with teachers.** Sort the data by teacher. Copy data for each teacher's students and paste this data into new spreadsheets. Teachers can add a field to sort students by class.
- **Review responses to test questions.** Teachers can sort the spreadsheet by responses to ReadStep assessment questions. How many students answered a particular question correctly or incorrectly? Did they choose one wrong answer more frequently? Using the test booklets that schools return to students with their score reports, teachers can review test questions with the class.

Skills Insight™ provides information on skills that students possess, the skills they need to develop and advice on how to further develop those skills.

Skills Insight helps teachers and students identify skills that require further development and areas where students excel, which may demonstrate their readiness for more rigorous course work.

Skills Insight Report

This report is organized by content area. It provides a description of the academic skills that are typical of students scoring at each score band as well as suggestions for improvement for each score band.

Number	Description
1	Skill Category
2	Score Bands
3	Academic Skills
4	Suggestions for Improvement

For more information on how to use the Skills Insight Report, please refer to *Using Readistep Results and Skills Insight*, available online at readistep.collegeboard.org.

Reviewing Readiness Results with Students

After the test is administered, all test booklets — including unused tests — must be stored in a secure location at your school. When score reports are shipped to schools, the answers to test questions are disclosed and the score reports and test booklets can be reviewed by students and teachers in class. After the test booklets have been used for review purposes, they should be destroyed.

Tools for Understanding and Using Readiness Results

The following free tools and publications are available to help teachers, students and their families understand Readiness results. They also provide advice for reviewing and using Readiness results. All of these publications are available for download at readiness.collegeboard.org.

Title	Type	Audience	Description
Using Readiness Results and Skills Insight™	Booklet (Available at readiness.collegeboard.org)	Educators	Describes what scores mean, how to use results and how to review results with students. Includes information on using Readiness Skills Insight to better understand skills that students possess, skills they need to improve and advice on how to develop those skills for each score band.
Readiness Skills Insight	Report (Available at readiness.collegeboard.org)	Educators, Students	Provides information on skills that students possess, skills they need to improve and advice on how to develop those skills.
Technical Information on the Readiness Assessment	Booklet	Educators	Describes the Readiness assessment, test development, and technical information and analysis.
Understanding Readiness Results — A Guide for Students and Parents	Flyer (Available at readiness.collegeboard.org)	Students/Families	A guide to understanding the student score report — available in both English and Spanish. This flyer can also be found at the end of this <i>Educator Guide</i> for duplication and distribution to students with their score reports.

Resources

ReadiStep Website

Visit the ReadiStep website at readistep.collegeboard.org to access free resources and publications for educators, students and parents. All of the information and publications listed in this *Educator Guide* can be found on the website.

On-Demand Professional Development

The College Board offers a variety of on-demand training opportunities that allow educators the flexibility to learn more about the ReadiStep assessment on their own schedules. Educators can download presentation slides and scripts, as well as other handouts by visiting the ReadiStep website.

Rollout Workshop

An on-demand workshop that focuses on:

- The ReadiStep assessment itself (i.e., what it measures, question types, how it is timed, etc.);
- Ways to prepare students and parents for the test;
- Test administration activities before, during and after test day, including providing accommodations to students with disabilities; and
- The ways to maximize the usefulness of Skills Insight as a valuable educational tool.

Using ReadiStep Results & Skills Insight™ Workshop

- Explains how to maximize the benefits of the Classroom Reports and ReadiStep Skills Insight.
- Helps ensure that the diagnostic and academic planning aspects of the test are fully utilized by teachers and administrators.
- Illustrates how the benefits of ReadiStep Skills Insight extend as a feedback loop with the PSAT/NMSQT and SAT Skills Insight components for instructional intervention from middle to late high school.

Other College Board Tools for Middle School

SpringBoard®

SpringBoard® is a unique, comprehensive program that enables students to build the skills and understanding they need for success in AP courses and college-level work. The skills measured by the ReadiStep assessment are aligned to this powerful program, which provides rigorous English and mathematics lessons for students in grades 6–12.

For additional information about SpringBoard, please visit www.collegeboard.org/springboard.

College and Career Exploration Tools

ReadiStep provides insight into the academic skills students need for success in high school and college. It also provides tools to help middle school students start exploring college and career opportunities. MyRoad® and CollegeEd® are two college and career planning resources provided with the ReadiStep assessment to help educators introduce their middle school students to the college planning process.

MyRoad®— New for 2011-12!

Starting this year, all ReadiStep test takers receive free access to MyRoad, a college and career planning website that lets students:

- Take a short, fun quiz to understand their personality types
- Learn about careers and college majors that fit their personality types
- Start exploring colleges by location, college major, cost and much more
- Find out what people have to say about their college and career choices
- Track what they need to do in high school to prepare for college

Students can use the access code provided on the back of the Student Report to log in at www.myroad.com and start exploring opportunities for the future.

Students under age 13 must create their MyRoad accounts under the supervision of a parent or teacher. For more information, visit readistep.collegeboard.org.

CollegeEd®

Each school that administers ReadiStep will receive one free CollegeEd lesson designed specifically for middle school students. CollegeEd is the College Board's flexible standards-based college planning and career exploration program for middle and high school students. The program includes classroom, online and take-home resources for students, educators and families.

Additionally, through a unique collaboration with RoadtripNation.org, CollegeEd helps students direct their paths through life. Through their popular book, which spawned an acclaimed PBS television series, Web-based resources and the Roadtrip Nation Experience curriculum, RoadtripNation.org facilitates self-discovery and allows students to explore their different passions, and it has an extensive library of video interviews featuring individuals who have achieved success in a wide range of fields.

Free lesson: “CollegeEd: What Can College Do for You?”

In the free CollegeEd middle school–focused lesson, students learn:

- How to begin researching careers and exploring college options.
- That flexibility and life-long learning are key to success.
- Their place in a global community.
- The direct connection between their aspirations and education.

UNIT 2 LESSON 1

ESSENTIAL QUESTIONS

EQ 1 What careers do I know about?
EQ 2 Should I keep learning after high school?
EQ 3 How could college help me in life?

Preview the Text
Have students read over the title and the subtitles and make educated guesses in the form of questions as to what information the subtitles would cover, such as “Is a skill base a group of things that I can do well?” or “Can college offer me opportunities I cannot find anywhere else?” Have students organize possible answers to their questions in lists that correspond to the subtitles.

DISCUSS WORDS FOR SUCCESS
Have students read the entry definitions and define the terms in their own words. Have students compare and contrast these words with similar words or words with opposite meanings such as job versus career or previous experience versus degree. Have students define both terms in their own words.

WORK ZONE
Have students read the directions or questions included in the Work Zone and then complete the activity.

DIFFERENTIATE INSTRUCTION

Proficient learners
Have students consult with friends, family or teachers to discover a more complete range of skills that a dream career requires. Students can also create flowcharts to illustrate connections they discover between early interests and eventual career choices. Students can complete the chart on page 25 independently.

Struggling learners
Have students work in pairs or in small groups to brainstorm images that represent their dream jobs. Group students by career and have them answer a series of questions that detail what someone doing that job looks like. Say, *Does this career require someone to work outside or inside, in a uniform or office attire, with specialized equipment or computers?* Students can complete the chart on page 25 in small groups.

24 EDUCATOR GUIDE

UNIT 2 LESSON 1

What Can College Do for You?

Planning for the Future
It's probably safe to say that more than one person has asked you what you want to be when you grow up. Your answer to that question may have changed as you get older. What's important is that you are beginning to think about what kind of career you might want to have when you become an adult. Before it or not, you can start learning the skills and gaining the experience now that can help you work toward your ideal, or perfect, career.

Building a Skill Base
What are skills? In school you learn useful skills. Some of the most basic skills are reading, writing, using technology, working in groups, and problem solving. Every day, you must practice these skills to become better at them. This is why getting a good education helps you focus on these and other skills that are important. No matter what future you are working toward, you will need many skills to be successful. Unlike your parents, you will work in a global community. That means things can be made and work can be done almost anywhere in the world because of technology. And that means workers have to be better educated in order to keep up with people all around the world. These are the most fundamental skills people need to learn to have successful careers.

Skills and Careers
When you begin high school, you will have to make some decisions about the types of classes you want to take. Some decisions will be made for you, but there are other choices that will be yours. When you get the opportunity to choose classes, it is important that you think about your future. You will want to select classes that will teach you the skills you will need to pursue your dream career. If you are unsure about that career, take classes to explore your interests. It's all right to have many interests and career ideas. You can change your mind as you explore and learn new skills.

Being Open and Flexible
You have a long way to go before applying for college, but remember that each skill you gain makes it easier for you to achieve your dreams. Also, the more skills you have, the more flexible you can be with your career and life choices. Listen to your teachers, parents and counselors as they make suggestions about classes and skills that you should acquire. Now is a good time to be open to new ideas and suggestions, and to be open to the possibilities available to you.

Example Professions	Skills	Personal Career
Student 1	• good writing • good communication	• education or magazine writer
Student 2	• good at math • talented artist	• architect
Student 3	• good with computers • enjoys creating digital art	• digital designer

NO YOU KNOW
There are many careers today that were not around 10 years ago. Among them: blogger, virtual teacher, green architect.

WHERE Am I Going?

Teach the Text
Have students work with partners to focus on skills they may have. They can create charts that list their skills and then cross-reference those skills to possible careers in which they could use those skills. Refocus discussion between partners as to why higher education will be needed for future careers and why a global economy causes everyone in the world to compete against each other for the best jobs.

Optional Approach
Allow pairs of students to role-play a job interview. The person being interviewed can mention the skills he or she might have that would be required for the job.

Monitor Comprehension
Encourage discussion with talking points such as:

- Why is it important to consider many different careers throughout your life?
- How do basic skills like writing or problem solving help you learn specific skills?
- How do you generate interest in new careers?

With a partner, describe skills that people will need for the following careers. Then select another career on your own and fill in the last column.

Graphic Designer	Veterinarian	Teacher	Chef
• good with computers • enjoys art • creative			

What Can College Do for You? 25

CORE ALIGNED STANDARDS

College Board Standards
W2 Generating Content CR
W3 Drafting CR

21st Century
Think Creatively (LJ.CT.1)
Reason Effectively (LJ.CT.1)
Communicate Clearly (LJ.CC.1)

Students should be able to:

- ✓ define various types of careers.
- ✓ determine skills they have and how they form a skill base.
- ✓ explain why education beyond high school will help them compete in a global economy.

UNIT 2 LESSON 1 25

For ease of implementation, the free lesson will be distributed to participating schools electronically when score reports are distributed and will include the following components:

- **Student Lesson** — includes exercises that students can complete on their own or in class with the guidance of a teacher.
- **Educator Guide** — provides clear instructions and suggestions for reviewing the lesson with students.
- **Standards Crosswalk** — lists core aligned standards for the lesson from three standards frameworks: *College Board Standards for College Success*, *Partnership for 21st Century Skills Framework* and the *School Counselor Association's Ethical Standards for School Counselors (ASCA)*.

Informing Students and Parents

It is important for students and parents to be informed about the ReadStep assessment prior to testing day, so that they have a clear understanding of the purposes of the assessment, as well as how the results will be used.

Tips for Informing Students

Informing students ahead of time will help to ease any possible anxious feelings they may have about testing and ensure that students will be motivated to try their best, so that their results represent their true achievement levels. Below are some tips for informing students about the ReadStep assessment that can be incorporated into a classroom discussion:

- **Explain the purpose of the assessment.** Students should understand that the ReadStep assessment is a diagnostic tool that will give their teachers insight into their academic progress and will help identify both those areas in which students excel and skills that should be further developed.
- **Explain that preparation is not necessary.** Students should be told in advance that they may encounter questions that are difficult and that they may not know the answers to all of them, but they should try their best and attempt to answer all questions.
- **Review the format of the assessment.** Explain that the ReadStep assessment is a paper-and-pencil test made up of three multiple-choice sections (Critical Reading, Writing Skills and Mathematics). The total test time is two hours, allowing 40 minutes for each section.
- **Provide some advice for standardized test taking.** This will be helpful for students who have not taken an assessment of this type before. Students should be made aware of how to mark their answers and pace themselves, and what to do if they don't know the answer.
- **Explain how the results will be used.** Students should understand what their results will look like, who will see them and how they will be used. For example, teachers should explain how they will review the results with their students and use those results to provide guidance in certain areas, or how results may demonstrate their readiness for more rigorous course work in high school.
- **Distribute "ReadStep Assessment — Information for Students and Parents."** This flyer can be found in this *Educator Guide* and reproduced for distribution to students prior to testing day. It will provide students and parents with important information about the assessment. The free publication is also available for download at readistep.collegeboard.org.

Tips for Informing Parents

Informing parents before the assessment is given will also help address any concerns about testing, ensure that the administration runs smoothly and encourage students to do their best. Below are some tips for informing parents about the ReadStep assessment:

- Provide parents with advance notice of the testing date. This will help reduce student absences and tardiness.
- **Distribute "ReadStep Assessment — Information for Students and Parents"** This flyer can be found in this *Educator Guide* and reproduced for distribution to students prior to testing day. It is a useful resource for parents and will provide them with important information about the ReadStep assessment.

ReadiStep™ Assessment — Information for Students and Parents

What is the ReadiStep™ assessment?

It is a middle school assessment that you take in class. It consists of three multiple-choice tests in the areas of Critical Reading, Mathematics and Writing Skills.

What are the benefits of taking the ReadiStep assessment?

It helps middle school students prepare for high school and college and will provide you with important insight into your academic progress. It also provides feedback on those skills where you excel and areas that may need improvement, as well as advice on how to develop those skills.

When will I take the ReadiStep assessment?

It will be administered during class time on the following date: _____.

How should I prepare?

You do not need to prepare. Just answer all of the questions to the best of your ability. It will also help if you get plenty of sleep the night before test day.

What should I bring on test day?

Bring a piece of paper with your school ID number and home address written on it, soft-lead No. 2 pencils, a watch to pace yourself and a calculator for the Mathematics test.

How long will the assessment take and how many questions are there?

The assessment will consist of three timed tests (Critical Reading, Writing Skills and Mathematics). You will be given 40 minutes to complete each test. The Critical Reading test has 45 questions, Writing Skills has 50 questions and Mathematics has 36 questions.

What do I do if I don't know an answer?

You may encounter some difficult questions that you do not know how to answer. If this happens, do not get discouraged. If you leave a question blank, it will be counted as incorrect, so be sure to answer every question to the best of your ability.

How will my results be used?

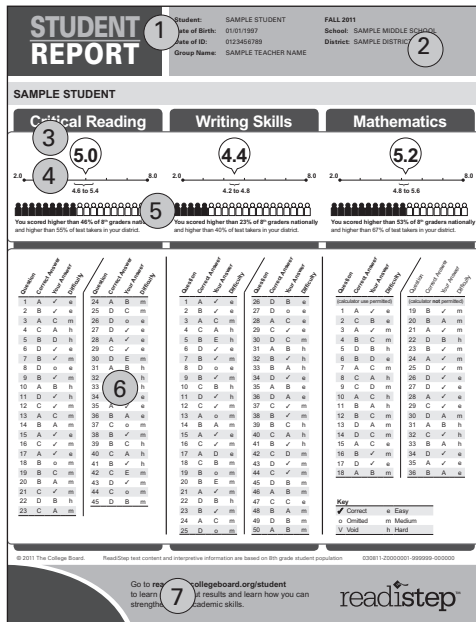
Your teacher will review your results with you. This information will help you get a head start on improving academic skills and selecting courses that will prepare you for high school and college planning.

A Message for Parents

The Readiness™ assessment will help your child prepare for the future. Through the Readiness assessment, you and your child will learn which skills he or she needs to work on and what types of classes to take in high school. In addition, the Readiness assessment will identify areas where your child excels and may want to consider taking higher-level courses, as well as areas he or she should focus on to improve academically.

Readiness Results

A Student Report will be provided with the following information that can be used to help students improve their academic skills and plan for the future:



Number	Description
1	Student Information
2	General Test Information
3	Scores
4	Score Ranges
5	National and Local (District) Percentiles
6	Student Answer, Correct Answer and Difficulty Level
7	Information about Next Steps

Planning for High School, College and Careers

In addition to receiving feedback on academic skills, students who take the Readiness assessment will receive free access to MyRoad™, an online tool that helps middle school students plan for high school and start exploring college and career opportunities.

Additional Resources

For more information about the Readiness assessment, please visit readistep.collegeboard.org. You will find free publications to help teachers, students and their families understand the Readiness assessment as well as advice for reviewing and using Readiness results.

La evaluación ReadiStep™ — Información para estudiantes y sus padres

¿Qué es la evaluación ReadiStep™?

La evaluación ReadiStep es una prueba que toman los niños de escuela intermedia durante el horario de clases. Está compuesta de tres secciones de selección múltiple en las áreas de lectura crítica, matemáticas y escritura.

¿Cuáles son las ventajas de tomar la evaluación ReadiStep?

Una de las ventajas de ReadiStep es que ayuda a los estudiantes de escuela intermedia a prepararse para la escuela secundaria y para la universidad. Además, ofrece la oportunidad de obtener información sobre el progreso académico de los estudiantes, sobre las destrezas que dominan y las que deben mejorar. Asimismo proporciona sugerencias para desarrollar esas destrezas.

¿Cuándo tomaré la evaluación ReadiStep?

La evaluación se impartirá durante las horas de clase el día: _____.

¿Cómo debo prepararme?

No es necesario prepararse; simplemente trata de contestar todas las preguntas lo mejor que puedas. Es recomendable dormir bien la noche anterior.

¿Qué debo llevar conmigo el día de la prueba?

Lleva escrito en un papel el número de tu identificación estudiantil y la dirección de tu casa. También necesitarás lápices No. 2, un reloj de pulsera y una calculadora para el examen de matemáticas.

¿Cuánto tiempo toma la evaluación y cuántas preguntas son?

La evaluación está compuesta de tres pruebas (lectura crítica, escritura y matemáticas). Tendrás 40 minutos para completar cada porción. La sección de lectura crítica tiene 45 preguntas, la de escritura tiene 50 y la de matemáticas 36.

¿Qué hago si no sé una respuesta?

Es posible que no sepas la respuesta a algunas preguntas difíciles. En ese caso, no te desanimes. Recuerda que si dejas una respuesta en blanco, se considerará incorrecta. Contesta cada pregunta lo mejor que puedas.

¿De qué manera se utilizarán los resultados?

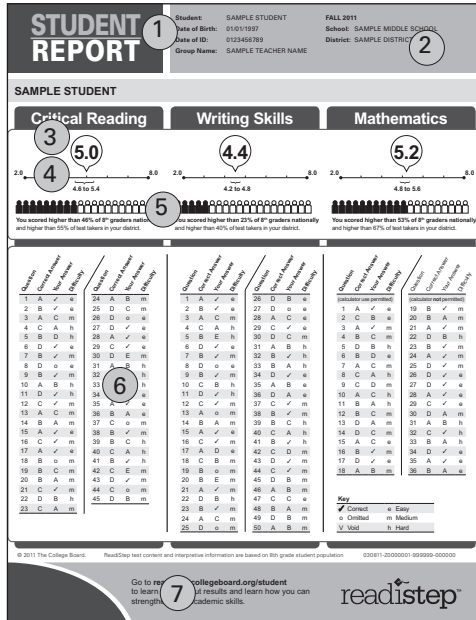
El maestro revisará los resultados contigo. La información te dará una ventaja, ya que podrás mejorar tus destrezas académicas seleccionando cursos que te preparen para la escuela secundaria y para la planificación universitaria.

Un mensaje para los padres

La evaluación ReadiStep™ ayudará a su hijo a prepararse para el futuro. Con esta evaluación, tanto usted como su hijo sabrán qué destrezas necesita mejorar y qué tipo de clases deberá tomar en la escuela secundaria. Asimismo, la evaluación identificará aquellas áreas en las que su hijo se destaca, lo cual le permitirá tomar cursos más avanzados.

Resultados de ReadiStep

Recibirá el informe "Student Report" con la información que aparece a continuación, la cual puede utilizar para ayudar a su hijo a mejorar sus destrezas académicas y a planear el futuro:



Número	Descripción
1	Información sobre el estudiante
2	Información general sobre la evaluación
3	Puntajes
4	Márgenes de puntuación
5	Porcentajes relativos al promedio nacional y estatal o distrital
6	Respuesta del estudiante, respuesta correcta y nivel de dificultad de la pregunta
7	Información sobre los próximos pasos a seguir

Planear para la escuela secundaria, la universidad y las carreras

Además de recibir consejos sobre las destrezas académicas, los estudiantes que toman la evaluación ReadiStep tendrán acceso gratis a MyRoad™, una herramienta de Internet que ayuda a los estudiantes de escuela intermedia a planear para la escuela secundaria y comenzar a explorar oportunidades universitarias y profesionales.

Recursos adicionales

Para obtener más información en inglés sobre la evaluación ReadiStep, visite readistep.collegeboard.org. Encontrará publicaciones gratuitas para ayudar a los maestros, estudiantes y a sus familias a comprender la evaluación ReadiStep. Asimismo hallará sugerencias para interpretar y utilizar los resultados de ReadiStep.

Understanding ReadStep™ Results — A Guide for Students and Parents

This guide will help you understand your ReadStep™ Student Report.

1 Score Per Section

Each ReadStep score — Critical Reading, Mathematics and Writing Skills — is based on a scale of 2 to 8.

2 Score Range

The Score Range shows how much your scores might vary if you were to take the ReadStep assessment repeatedly without learning additional skills. In other words, the scores within this range are considered “equal” statistically.

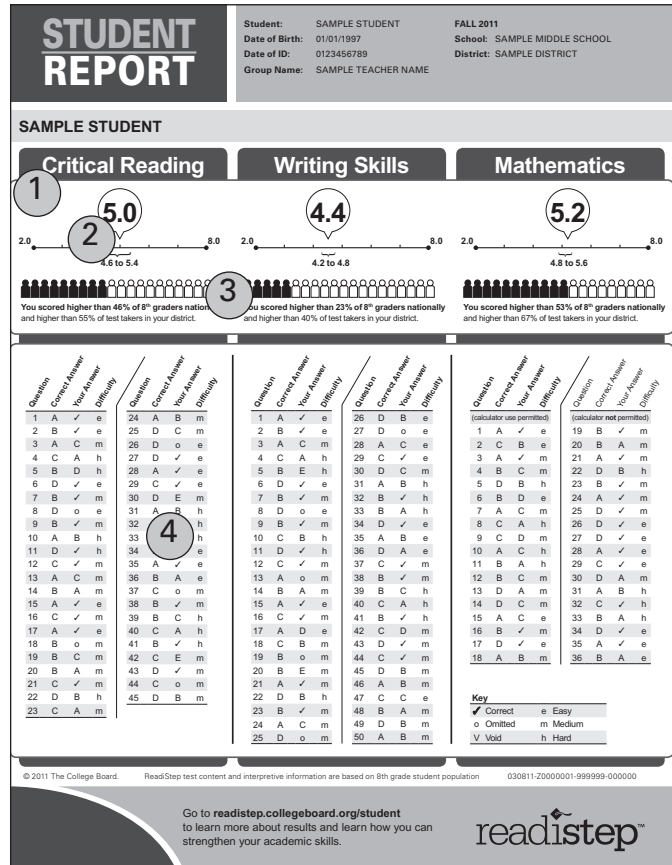
3 National Percentile and Local Percentile

Percentiles compare your performance with those of other eighth-graders nationwide and locally (within a district or state).

4 Student Answer, Correct Answer and Difficulty Level

This section shows how students performed on each test question. Students can ask their teachers for a copy of the test book to use in school, so they can review the questions they answered incorrectly or omitted.

For more information about understanding ReadStep results, visit readstep.collegeboard.org.



Students' Frequently Asked Questions

What do scores mean?

Your scores are an indication of your performance in each subject area right now. The results provided to you are intended to give you feedback on your current academic skills so that you can plan for, and improve in, the future.

How do I compare to other students?

Your percentiles indicate how you performed relative to other students. Your Student Report tells you the percentage of students in the nation that scored the same as or lower than you. It also tells you the percentage of students in your district that scored the same as or lower than you.

Should I take the ReadStep assessment again?

There is no need to take the assessment a second time. Your results are an indication of where you are right now and are meant to be used to help you prepare for the future.

Now that I have received my Student Report, what happens next?

With the help of your teacher, you will use the information provided on the Student Report to improve your academic skills and begin planning for high school. You should also use the access code on the back of your Student Report to log in at www.myroad.com and start exploring colleges, majors and careers.

What is MyRoad™?

MyRoad is an online tool that can help you start exploring colleges, majors and careers. It lets you take a personality test to better

understand your strengths and interests. It also helps you plan what to do in high school to prepare for the majors and careers that interest you. Visit www.myroad.com and use the access code on the back of your score report to log in.

What is Skills Insight™?

Skills Insight provides additional information about your academic skills. Available online at readistep.collegeboard.org, it explains what skills students with your score typically have, and it suggests how to improve those skills. For more specific advice, talk to your teacher about your results and how you can improve your skills in the classroom now and when you get to high school.

What can I do to improve?

Select courses in high school that will best prepare you for your education and career goals. Consider challenging courses such as honors and/or AP® courses. Visit the College Board website at readistep.collegeboard.org, which also provides resources and information to help students explore and plan for college.

Should I take the PSAT/NMSQT®?

This test is recommended for high school students, so there is no need to take it now. When you reach 10th grade in high school, talk to your counselor about the PSAT/NMSQT.

Cómo interpretar los resultados de ReadStep™ — Una guía para estudiantes y sus padres

Esto te ayudara a interpretar el informe de resultados “Student Report”.

1 Puntajes por sección

Cada puntaje de ReadStep — lectura crítica, matemáticas y escritura — está basado en una escala del 2 al 8.

2 Margen de puntuación

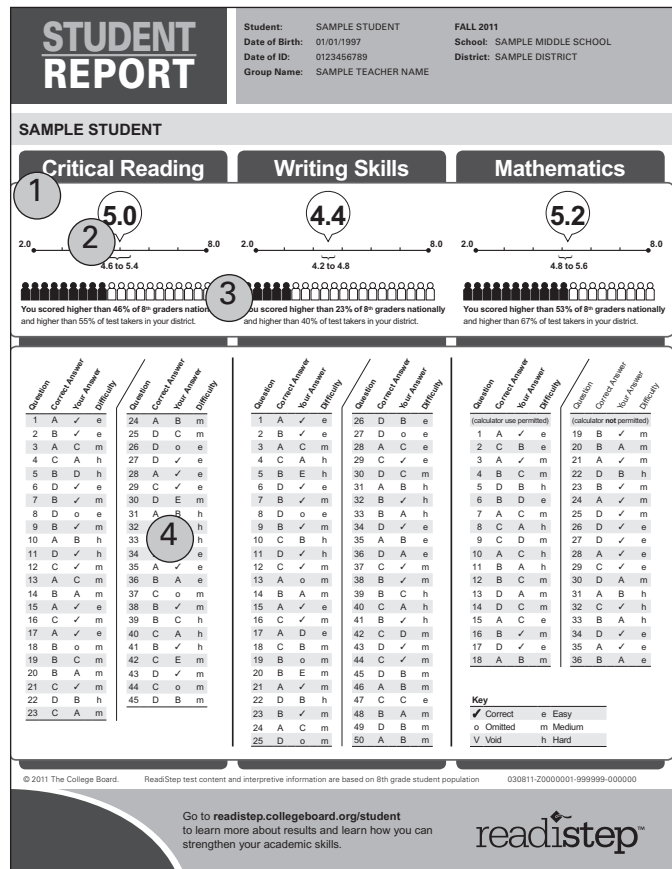
El margen de puntuación indica cómo variarían los resultados, si el estudiante tomara la prueba ReadStep varias veces sin haber aprendido destrezas adicionales. Es decir, los puntajes dentro de esta escala se consideran estadísticamente equivalentes.

3 Porcentaje Nacional y Porcentaje Local

Estos porcentajes comparan el desempeño del estudiante con el de otros estudiantes de octavo grado a nivel nacional y local (dentro de un mismo distrito o estado).

4 Respuesta del estudiante, respuesta correcta y nivel de dificultad de la pregunta

Para obtener más información en inglés sobre cómo interpretar los resultados de ReadStep, visite readistep.collegeboard.org.



Preguntas frecuentes de los estudiantes

¿Qué significan los puntajes?

Los puntajes te dan una idea de tu rendimiento actual en cada área de estudio. El propósito del informe de resultados es darte información sobre el nivel de tus destrezas académicas, para que puedas planificar y mejorar en el futuro.

¿Cómo me comparo con otros estudiantes?

Tus porcentajes indican cómo compara tu puntuación en la prueba con la de otros estudiantes. El informe Student Report te dice qué porcentaje de los estudiantes de toda la nación obtuvieron igual o menor puntaje que tú. También te dice qué porcentaje de los estudiantes de tu distrito o estado obtuvieron igual o menor puntaje que tú.

¿Debo volver a tomar la evaluación ReadiStep?

No hay necesidad de tomar la prueba una segunda vez. Los resultados te dan una idea de a qué nivel te encuentras actualmente y son una pauta para ayudarte a prepararte para el futuro.

Ahora que he recibido el informe "Student Report" ¿cuál es el siguiente paso?

Con la ayuda de tu maestro, podrás usar la información que te da el Student Report para mejorar tus destrezas académicas y comenzar a planear para la escuela secundaria. También debes usar el código de acceso que aparece en la parte de atrás de tu Student Report para entrar a www.myroad.com y comenzar a explorar universidades, materias que te gustaría estudiar y posibles carreras profesionales.

¿Qué es MyRoad™?

MyRoad es una herramienta de Internet que puede ayudarte a comenzar a explorar universidades, materias de estudio y carreras. Ahí puedes tomar una prueba de personalidad que te ayuda a comprender mejor tus habilidades e intereses. También te ayuda a planear lo que debes hacer en la escuela secundaria para empezar a

prepararte para los estudios y carreras que te interesan. Visita www.myroad.com y usa el código de acceso que viene en la parte de atrás de tu informe de puntuación, para que puedas entrar al website.

¿Qué es Skills Insight™?

Skills Insight te da información adicional sobre tus destrezas académicas. Está disponible por Internet visitando readistep.collegeboard.org. Skills Insight te explica cuáles destrezas tienen generalmente los estudiantes que sacaron un puntaje como el tuyo, y entonces te da consejos sobre cómo mejorar esas destrezas. Para recibir consejos más específicos, habla con tu maestro sobre tus resultados y cómo puedes mejorar tus destrezas en el salón de clases ahora y cuando entres a la escuela secundaria.

¿Qué puedo hacer para mejorar?

Cuando vayas a la escuela secundaria, escoge los cursos que te prepararán mejor para tus metas educativas y profesionales. Considera tomar cursos que te reten, tales como los cursos de honor y los cursos AP®. Visita el website del College Board en readistep.collegeboard.org, donde también hallarás recursos e información para ayudar a los estudiantes a empezar a explorar y planear para la universidad.

¿Debo tomar el PSAT/NMSQT?

Esta prueba se recomienda para los estudiantes de escuela secundaria, así que no es necesario tomarla ahora. Cuando estés en el 10mo grado, habla con el consejero académico sobre el PSAT/NMSQT, la prueba estandarizada que proporciona práctica directa para el examen SAT® de ingreso a la universidad. Asimismo, el PSAT/NMSQT les da a los estudiantes la oportunidad de participar en programas de becas de la National Merit Scholarship Corporation y tener acceso a herramientas de planificación universitaria y profesional. Los estudiantes de 11mo grado que no puedan costear el examen deberán hablar con el consejero académico para ver si pueden ser exentos de pago.

