

SAMPLE TESTING SCHEDULES

Testing Schedule Samples

Refer to the following examples when you schedule testing at your school. In addition, allow time in your schedule for Proctors to prepare student testing devices and testing sessions.

Grades K-2 Testing

Note: For each test, interrupt testing mid-way (after about 20 minutes) to allow a break for these students.

Days	Grade K	Grade 1	Grade 2
Day 1	Teachers prepare students with practice tests and mouse skills		

Reading Tests

Day 2	A.M.: Classes W, X P.M.: Classes Y, Z		
Day 3		A.M.: Classes A, B P.M.: Classes C, D	
Day 4			A.M.: Classes S, T P.M.: Classes U, V

Math Tests

Day 5	A.M.: Classes W, X P.M.: Classes Y, Z		
–Week 2– Day 1		A.M.: Classes A, B P.M.: Classes C, D	
Day 2			A.M.: Classes S, T P.M.: Classes U, V

Make-up Testing and Retesting (all grades)

Day 3		A.M.: Last Name A–H P.M.: Last Name I–P	
Day 4		A.M.: Last Name Q–Z P.M.: Any remaining students	

Grades 2–5 Testing

Days	Grade 3	Grade 4	Grade 5
Day 1	Teachers prepare students with practice tests		

Reading Tests

Day 2	A.M.: Classes 2, 4 P.M.: Classes 6, 8		
Day 3		A.M.: Classes 3, 5 P.M.: Classes 7, 9	
Day 4			A.M.: Classes 10, 11 P.M.: Classes 12, 13

Math Tests

Day 5	A.M.: Classes 2, 4 P.M.: Classes 6, 8		
–Week 2– Day 1		A.M.: Classes 3, 5 P.M.: Classes 7, 9	
Day 2			A.M.: Classes 10, 11 P.M.: Classes 12, 13

Science Tests

Day 3			A.M.: Classes 10, 11 P.M.: Classes 12, 13
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Make-up Testing and Retesting (all grades)

Day 4	A.M.: Last Name A–H P.M.: Last Name I–P		
Day 5	A.M.: Last Name Q–Z P.M.: Any remaining students		

Grades 6+ Testing

- Secondary grades can follow a schedule similar to grades 3–5 if classes are in 90-minute blocks. For each subject, you could use the regular class period to conduct testing relevant to that subject.
- Alternatively, for shorter class periods (45 minutes or less), you may need to rotate classes to allow for adequate testing time (up to 60 minutes needed).