

PSAT Pre-Administration Instructions (2 day Lesson): Sophomores

Oct. 2-3, 2017

	Lessons	Standards
Last Week Sep 25-29	Early Release – No AG Progress Reports/PSAT Prep Lesson 1 (Tues) Homecoming Kick-off Assembly (Fri)	CRLE
This Week Oct 2-6	PSAT Pre-administration/Homecoming Voting (Mon) PSAT Pre-administration (Tues) Homecoming Assembly (Fri - Special Sched)	CRLE
Next Week Oct 9-13	PSAT Day Logistics (Tues) PSAT Day (Oct 11 - Wed) Bus Evacuation (Thurs) Fall In-Service - No School (Fri)	CRLE

Materials: Teachers: Supervisor's Manual and Answer Sheets

Students: Student email addresses, Lunch # w/o the zero, No. 2 Pencils

Note: This lesson will take two days.

Teachers, by completing the Student and School ID (Boxes 1-23 and 28) of the PSAT answer sheet ahead of time, we can reduce the time students miss class on the actual Testing Day (October 11th). This will roughly save us about an hour of time that can be put directly back into your classes.

Before turning to the script, inform students that they will need **No.2 pencils** and **erasers**, their **Lunch #** or **Student ID's**, and their **email addresses** for the preadministration session. You should also ask students to put away their Cell Phones or other electronic devices.

GETTING STARTED

Please hand out the answer sheets and check that everyone has the correct materials.

Please turn to Script B – Preadministration Session without Pre-ID Labels located on Page 15 of your Supervisor Manual and begin reading the instructions.

NOTE: Because we are conducting this preadministration session BEFORE test day, leave boxes 24-27 blank at this time. Also leave the Certification Statement blank. Once students have completed the identifying information on their answer sheets, return the filled-out

answer sheets, unused answer sheets, and supervisor's manuals to the counseling center. All items MUST be accounted for.

*Please also leave a list of the students who were absent so that we can make sure those students get their information completed before PSAT day. Thank you!

Additional Resources to Prepare for Testing

- Emphasize long-term preparation; the best preparation for SAT tests and college is reading widely, writing frequently, and taking challenging academic courses.
- Tell students that the tests have no penalty for guessing
- Direct students to the College Board website: collegeboard.org/psatpractice
- Distribute copies of the 2017 PSAT Student Guide, which includes test taking tips and practice tests.