

QualityCore Assessments
Frequently Asked Questions
October 22, 2012

NOTE: Questions 1-40 relate to QualityCore assessments and were posted by the ALSDE on September 5, 2012. **There have been changes made to the original responses to some of these questions.**

1. What is ACT’s College and Career Readiness System?

- ACT’s College and Career Readiness System – which includes EXPLORE, PLAN, QualityCore, the ACT, and WorkKeys – provides a longitudinal, systematic approach to educational and career planning, assessment, instructional support, and evaluation. The system focuses on the integrated, higher-order thinking skills students develop in Grades K-12 that are important for success during and after high school.

2. What is QualityCore?

- In partnership with the nation’s leading educators, ACT’s research and development teams designed **QualityCore** to raise the quality and intensity of high school core courses. QualityCore is **NOT** just a test. It is a comprehensive program that includes six flexible components to better support the current curriculum and instructional methods. Those six components are rigorous ACT course standards, instructional resources, formative item pool, benchmark assessments, end-of-course (EOC) assessments, and professional development.

3. How will QualityCore help track progress toward readiness for college and career?

- Reports for EOC assessments provide local and state comparisons of students’ performance within each course, as well as an evaluation of students’ progress toward college readiness unique to each course. The QualityCore EOC assessment score reports also include estimated student scores on the PLAN/ACT assessments, which help teachers and students evaluate progress toward college and career readiness.

4. Can reports be generated for the benchmark assessments that teachers give throughout the course?

- At the current time, these assessments will be paper/pencil assessments that must be scored by the teacher. ACT is working on a version that will allow reports to be generated.

5. Which of ACT’s QualityCore assessments will be administered this year?

- English 9, English 10, Algebra I, and Geometry will be administered in 2012-13. Biology will **not** be administered in 2012-13.

6. When and how will school systems and schools receive access to the ACT QualityCore materials?

- School systems and schools were originally given access to all the ACT QualityCore Educator Resources by using the link and generic login information provided in the Webinar on August 29. The link is <http://www.act.org/qualitycore/>. The generic username is “alstateuser” and the generic password is “ACT001.” ACT is currently making the transition to unique login codes for school personnel. Once System Test Coordinators receive their unique usernames and passwords, school personnel will be assigned unique usernames and passwords that should be used for accessing the Educator Resources.

7. How will QualityCore be implemented at the middle school level?

- All middle and high school teachers and administrators have access to the QualityCore Web site, which includes sample pacing guides, lesson plans, activities, and item banks. In addition, middle schools that offer courses for which a QualityCore EOC assessment will be administered will test their students. (See #6 above for access information.)

8. Who will pay for the QualityCore assessments?

- The Alabama State Department of Education (ALSDE) will pay for the QualityCore program for English 9, English 10, Algebra I, and Geometry for 2012-13.

9. When will systems receive information concerning the administration of the QualityCore assessments?

- Training for the administration of QualityCore assessments was held in October. Additional information will be provided prior to testing.

10. How will tests be distributed to the schools if paper/pencil versions are used?

- Local education agencies (LEAs) will receive paper/pencil materials following the same procedures as for all other state assessments.

11. Will the QualityCore EOC assessments be multiple choice questions like the AHSGE?

- The QualityCore EOC assessments will be all multiple-choice.

12. Will teachers in Alabama create their own end-of-course assessments?

- QualityCore EOC and benchmark assessments will be provided by ACT. However, teachers will be able to create their own formative assessments using the formative item pool.

13. What are the dates for QualityCore EOC assessments?

- LEAs will establish their own testing window within the last four weeks of their semester or year. Reports for online testing will be available within 24 hours of testing while reports for paper/pencil testing will be available two weeks from the time the answer documents are received by ACT. LEAs should take into account whether they are testing online or with paper/pencil in establishing their windows.

14. Will the tests be given each semester for those schools on block schedule?

- In addition to the test window for students who will complete their courses at the end of the school year, a test window will be provided to accommodate those on block schedule who will end their courses at midyear.

15. Will there be flexibility for systems that operate on trimesters?

- Systems that are on a trimester schedule will need to contact Rebecca Mims in Student Assessment at 334-242-8038 for testing windows.

16. Will the ALSDE consult the AP exam schedule before scheduling QualityCore EOC assessments?

- A testing window will be provided so that students are able to participate in both if applicable.

17. Will all EOC assessments be given at the same time on the same day, or will schools be able to stagger the starting times?

- LEAs will determine specific test schedules and starting times within the testing window.

18. Can students take more than one EOC assessment in one day? Could a student take both Algebra I and English 9 assessments on the same day?

- The LEA will determine testing times that will be best for students. It is not recommended that a student take more than one QualityCore EOC assessment per day.

19. How will the QualityCore EOC assessments be administered?

- LEAs will be able to choose whether to administer paper/pencil assessments or computer-based assessments. LEAs are permitted to do a combination of both.

20. Will the QualityCore EOC assessments be standardized and require security measures?

- Yes. The same procedures for standardization and security will be required as currently required for other statewide assessments.

21. Will students be allowed to use calculators on QualityCore EOC assessments?

- Students are allowed, but not required, to use an approved calculator for Algebra I and Geometry QualityCore EOC assessments. (See Figure 1, taken from ACT's manual, on page 11 of this document for information related to acceptable calculators. Figure 1 also appears on page 4 of ACT's QualityCore Room Supervisor's Manual.) Also according to ACT's manual, although calculators are not required, a scientific calculator is *recommended* because students may not be able to solve some problems without one. However, it is advisable that students use calculators that they are familiar with and use in their instructional program. The use of a calculator only on test day could have negative results.

22. Who will purchase the calculators used for the QualityCore EOC assessments?

- Students will use their own ACT-approved calculators on the Algebra I or Geometry QualityCore EOC assessments. Schools or systems may provide class sets of calculators or use the calculators provided in the AMSTI program. AMSTI calculators are on the ACT-approved list of calculators. Non-AMSTI schools may request use of the AMSTI calculators for testing purposes from their regional office. The ALSDE will not provide calculators.

23. Will systems be required to submit requests for accommodations to ACT or the ALSDE?

- For the QualityCore EOC assessments, the LEA will follow the same procedures for testing accommodations as with other state assessments. It should be noted, however, that for the ACT Plus Writing test to be administered in 2013-14 to eleventh graders, LEAs will be required to submit requests for accommodations to ACT, not the ALSDE.

24. What constitutes a small group for the QualityCore EOC assessments, PLAN, and EXPLORE?

- A small group consists of ten (10) or fewer students.

25. How will absences be handled for QualityCore EOC assessments?

- Make-up testing will be allowed within the four-week LEA testing window.

26. When will students take the QualityCore EOC assessment for U.S. History?

- Students will take the QualityCore EOC assessment at the end of the second U.S. History course. The U.S. History QualityCore EOC assessment is currently scheduled to be administered for the first time in 2013-14.

27. What do we do about students enrolled in Algebra IA and Geometry A?

- Students enrolled in Algebra IA will **NOT** take the QualityCore Algebra I assessment. Students in Algebra IB will take the assessment at the end of Algebra IB.
- Students enrolled in Geometry A will **NOT** take the QualityCore Geometry assessment. Students in Geometry B will take the assessment at the end of Geometry B.

28. If we have 8th grade, 9th grade, 10th grade, 11th grade, and 12th grade students enrolled in Algebra I or Geometry, will we only test the 9th and 10th grade students?

- **ALL** students currently enrolled in **ANY** course for which a QualityCore EOC assessment is given, regardless of grade level, will take the QualityCore EOC assessment.

- 29. What do we do about our 10th grade students who have finished Algebra I and Geometry and are now enrolled in Algebra II or a higher level math course?**
- Students who have already earned credit for a course for which there will be administered a QualityCore EOC assessment will **NOT** be tested in that course. For example, during the 2012-13 school year, a 10th grade student may be enrolled in English 10, Algebra II with Trigonometry, and Chemistry. Since we will not offer Algebra II or Chemistry QualityCore EOC assessments this year, the only QualityCore EOC assessment that student will take in 2012-13 is the English 10 assessment.
- 30. Can a student who entered 9th grade for the first time in 2010-11 substitute the QualityCore Algebra I assessment for the mathematics subject-area test of the AHSGE?**
- No. The AHSGE is still a requirement for any student who entered 9th grade for the first time during or prior to the 2010-11 school year.
- 31. Will students who have already passed the math section of the AHSGE be required to take any of the QualityCore EOC assessments?**
- **ALL** students currently enrolled in **ANY** class for which a QualityCore EOC assessment is given, regardless of grade level OR AHSGE requirements, will take the QualityCore EOC assessment. For example, an 11th grade student who is enrolled in Geometry B will take the QualityCore Geometry assessment. This same student **MUST** also pass the mathematics subject-area test of the AHSGE in order to earn a diploma.
- 32. Will students enrolled in advanced classes such as pre-AP English 9 take QualityCore EOC assessments?**
- If a student is receiving core credit toward his or her diploma for the course, the student will take the QualityCore EOC assessment such as English 9. Separate assessments will not be given for different levels of instruction.
- 33. Will the students who are taking a credit recovery class in one of the courses for which a QualityCore EOC assessment is administered (English 9, English 10, Algebra I, or Geometry) take the QualityCore EOC assessment?**
- Once a student completes the requirements of the credit recovery course, the student will take the QualityCore EOC assessment. These students will be allowed to test on-demand as they complete their credit recovery. This on-demand administration will only be available online.
- 34. What do we do about students who are enrolled in the online courses through ACCESS for Distance Learning?**
- Any student enrolled through ACCESS for Distance Learning in any course that has a QualityCore EOC assessment will take the QualityCore EOC assessment at his/her high school. The home school will be responsible for setting up class rosters and ordering materials for these students.
- 35. Will students who are enrolled in AOD classes be required to take QualityCore EOC assessments?**
- Yes. An AOD student taking the following course(s) will take QualityCore EOC assessment(s): Algebra Essential B (700017) – Algebra I test, Geometry Essentials B (700019) – Geometry test, LSI English 9 (700001) – English 9 test, and LSII English 10 (700002) – English 10 test.

36. Will special education students be required to take the same QualityCore EOC assessments?

- Special education students will continue to participate as they do in other statewide assessments. They will participate in regular assessments with or without accommodations or participate in the *Alabama Alternate Assessment* as determined by the IEP.

37. Will EL students in their first 12 months of enrollment in U.S. schools be required to take QualityCore EOC assessments?

- An EL student in his or her first 12 months of enrollment in U.S. school(s) must participate in the QualityCore EOC assessment for any course for which a QualityCore EOC assessment is administered and for which the student is receiving course credit.

38. Currently, home school and private school students may take the *Alabama High School Graduation Exam*. Will these students be allowed to take the QualityCore EOC assessments?

- No. The ALSDE will pay for the administration of QualityCore EOC assessments for students enrolled in Alabama public schools only.

39. What assessments will 8th grade students take in 2012-13?

- EXPLORE will be administered to all 8th grade students in 2012-13. In addition, 8th graders will take the ARMT⁺ and a QualityCore EOC assessment if they are enrolled in a course for which an assessment is administered.

40. What assessments will 8th grade students take in 2013-14?

- EXPLORE will be administered to all 8th grade students in 2013-14. In addition, 8th graders will take a QualityCore EOC assessment if they are enrolled in a course for which an assessment is administered. (Please note that the outcome of the ALSDE's request to the U.S. Department of Education for flexibility with ESEA could impact the assessments to be administered in 2013-14.)

41. What percentage of the course grade will the QualityCore EOC assessments count?

- For 2012-13, the QualityCore EOC assessments will **NOT** count as part of students' grades. (See Dr. Bice's memorandum to superintendents dated October 19, 2012.)

42. Since the AHSGE is being phased out, will the QualityCore EOC assessments become the high stakes test(s) that a student must pass in order to graduate?

- Unlike the AHSGE requirement, students will not be required to "pass" a QualityCore EOC assessment in order to receive a diploma.

43. Can the assessments be administered in either a class period or over several class periods?

- Each QualityCore EOC assessment consists of two 45-minute sessions. Both sessions may be administered in one day or over two days; however, each session must be administered in one sitting. When a timed session begins, timing will not stop for the session.

44. Will dually enrolled students be required to take the QualityCore EOC assessments?

- Yes. A student who will receive credit on his or her transcript for any course for which a QualityCore EOC assessment is administered will take the QualityCore EOC assessment.

45. Can students who take AP exams be exempt from the QualityCore EOC assessment in that subject?

- Students can be exempt if they have already taken the corresponding QualityCore EOC assessment at a lower course level.

46. What accommodations are allowed for students with special needs?

- The ALSDE will provide accommodation checklists for the QualityCore EOC to LEAs in October.

47. Was ACT's Webinar hosted by Gennine Brewer on August 29, 2012, recorded?

- Yes. Although there were some technical difficulties at the beginning of the presentation, the Webinar gives an excellent overview of ACT's QualityCore. Educators may access the recorded training session at <https://act.ilinc.com/join/cmfcckb/ybwztxhw>.

48. Will the state be providing additional training for teachers on how to effectively use QualityCore assessments in their classrooms?

- Yes. The ALSDE is currently working with ACT to design and deliver professional development workshops for LEAs. Specific information will be provided once details are finalized. In addition, LEAs may wish to purchase intensive five-day professional development training directly from ACT. See the brochure at the following link for information about the training and the cost:
<http://media.act.org/documents/QualityCorePDbrochure.pdf>.

49. Can the ALSDE consider more flexibility in the testing window? The PSAT, PLAN, and EXPLORE are all administered within the same window. All tenth grade students take the PLAN, and some tenth grade students take the PSAT as practice for the PSAT/NMSQT program for eleventh grade students.

- The testing window for EXPLORE and PLAN is October 17-24, 2012, and spans two different weeks of school. The PSAT/NMSQT is scheduled for October 17. An LEA may decide to delay administration of EXPLORE and PLAN until October 24, giving the maximum number of days between the testing over two different weeks.

50. Can EXPLORE be moved to the spring rather than the fall?

- It is imperative that EXPLORE results be used by counselors and teachers to assist eighth-grade students in developing their four-year high school plans and registering for ninth grade classes. This activity generally takes place in the spring of eighth grade. Some think that a spring administration would result in higher scores because students will have had more instruction prior to testing. It should be noted that this is not the case since there are both fall and spring norms for EXPLORE. A change to a spring testing date would mean the use of spring norms and would likely not result in higher scores.

51. Beginning with the eleventh-grade class of 2013-14, will all students be required to take ACT Plus Writing?

- Yes.

52. Students who receive free/reduced meals generally qualify for two fee waivers for ACT. If the students take the Alabama ACT Plus Writing administered at their schools, will this count as one of their fee waivers?

- No. The fee for the ALSDE-administered ACT is not waived; therefore, it does not count as one of the two fee waivers.

53. Will the Alabama ACT Plus Writing be given on ACT's national test date?

- No. The Alabama ACT Plus Writing will be administered in all public high schools on Tuesday, April 22, 2014.

- 54. Can the Alabama-administered ACT scores be used for admission to college?**
- Yes.
- 55. Will ACT results be reported by teacher?**
- No.
- 56. Will student information be pre-populated in the QualityCore system in order for LEAs to create testing rosters?**
- The ALSDE has provided student information to ACT to pre-populate for QualityCore testing. Schools will prepare their testing rosters from these pre-populated lists.
- 57. Can iPads be used to administer these tests?**
- Students may not use iPads for taking these tests at the current time. It is hoped that this will be possible in the future.
- 58. Who will set up the testing rosters?**
- This will be an LEA decision. It can be done by a teacher or administrator or other designated school system personnel.
- 59. Can the EOC assessments be administered in one large setting?**
- Yes, but appropriate and adequate testing procedures must be followed as with other state assessments.
- 60. Will proctors be required for EOC assessments?**
- Proctors will not be required if testing occurs in a classroom setting.
- 61. I understand that Biology will not be required in 2012-13. Will the ALSDE pay for Biology if the system elects to administer Biology?**
- No.

Questions 62-92 were answered by ACT.

- 62. How do systems purchase ACT Career Ready Standards charts for each secondary teacher?**
- ACT's College Readiness Standards can be downloaded from www.act.org/standard.
- 63. When will individual usernames and passwords be available?**
- Individual usernames and passwords are currently available. (See answer to Question 6.)
- 64. How do systems obtain test supervisor's manuals and user guides?**
- Manuals are available online in the QualityCore "Resources" section on the ACT Web site at the following links:
https://qc.vantage.com/qualitycore/help_resources/guides/Room_Supervisors_Manual.pdf
https://qc.vantage.com/qualitycore/help_resources/guides/CBT_Room_Supervisors_Manual.pdf
https://qc.vantage.com/qualitycore/help_resources/guides/Test_Supervisors_Manual.pdf
https://qc.vantage.com/qualitycore/help_resources/guides/Online_User_Guide.pdf
- 65. How should testing be handled in schools that have limited computer access?**
- Schools with limited computer access will likely want to consider the paper-and-pencil delivery option.

66. Will teachers have access to all item pools for the four subjects being administered this year or just for the subject(s) the teacher is teaching?

- Using the individual usernames and passwords, teachers have access to all QualityCore resources for the four courses purchased by the ALSDE. After selecting a course, “Educator Resources” is prominent in the list of selections. Resources include the Formative Item Pools, End-of-Course Test Blueprints, and other information.
- In addition to the Educator Resources described above, a resources tab is also located in the upper left part of the page. Guides and manuals are included in this resources section. (See answer to Question 64.)

67. Where can educators get information to share with parents and others?

- The public QualityCore Web site is www.act.org/qualitycore/qcresources.html. The resources tab is located in the upper right part of the page. This resources section includes brief videos as well as other information, including a general FAQ.

68. How much will it cost a system to have access to all of the QualityCore EOC assessments?

- The ALSDE will pay for the QualityCore EOC assessments according to the state assessment schedule. However, systems may purchase additional QualityCore EOC assessments at the state contract price of \$17.75 per assessment for multiple-choice/multiple-choice assessments and \$21.25 per assessment for multiple-choice/constructed-response assessments.

69. Will questions on the reading part of the English tests be related to specific novels?

- No. The best source of the type of reading materials on any of the QualityCore EOC assessments is the test blueprint for that course. These are available by course in the QualityCore system under Educator Resources. (See answer to Question 6.)

70. Does the Algebra II QualityCore assessment include Trigonometry?

- The Algebra II QualityCore assessment test blueprint describes the types of mathematics functions that are covered. Information provided during the August 29th Webinar gives access to the test blueprint under Educator Resources. (See answer to Question 6.)

71. Is there any correlation between the Global Scholar Performance Series produced by Scantron and the format of the QualityCore questions?

- A comparison has not been made.

72. When will the formative assessments be available?

- The formative assessments are available now under “Educator Resources” through the information provided during the Webinar on August 29. (See answer to Question 6.)

73. Are additional test items periodically added to the item bank?

- Yes. The item banks are updated periodically.

74. How often can formative assessments be used?

- There are no restrictions as to the number of times the Formative Item Pool questions can be used.

75. Can you further explain the benchmark assessments?

- Each QualityCore course has its own set of four to six benchmark assessments selected from the QualityCore Formative Item Pool that focuses on a particular set of course standards aligned to the QualityCore EOC assessments. Each assessment consists of 15-25 multiple-choice items and one constructed-response item. Scoring criteria and a scoring rubric follow

the constructed-response item. For mathematics and the sciences, reference sheets that students use on the QualityCore EOC assessments are provided. Teachers can create unique formative assessments, using Formative Item Pools, specific to their determined needs. The assessments are presented as a PDF file.

76. Have the benchmark assessments been used in other states to formulate common district wide assessments?

- Yes. Several districts in Kentucky have utilized this approach.

77. Will the various reports (student, teacher, school) be available for the formative assessments as well?

- Reports are only generated for the standardized comprehensive assessments given at the end of a course.

78. Will the syllabus and other documents be available in an editable document?

- Each syllabus and other instructional resources are provided in a PDF format.

79. Can benchmark assessments created in the test builder be exported to an LMS such as Blackboard?

- Tests created in the online Formative Item Pool and benchmark assessments are created as PDFs and cannot be uploaded.

80. What configuration will be needed to use computers for the assessments?

- System and network requirements are included in the Online User Guide. This guide is available through the online “Resources” displayed on left after login. Training will be provided through a webinar on November 7, 2012, at 9:00 a.m. for System Test Coordinators and Technology Coordinators. Specific meeting information will be sent later. The following are direct links to QualityCore technical requirements:
http://browserhawk.vantage.com/bhawk/jsp/QualityCore_Vantage_System_Requirements_Oct_2011.pdf
<http://browserhawk.vantage.com/bhawk/jsp/qualitycoreSystemRequirements.jsp?speed=true>

81. Will the QualityCore system standardize the formative assessment?

- The Formative Item Pools are designed to allow customized assessments by topic, course standard, and depth-of-knowledge.

82. Will the QualityCore system be integrated with STI’s INOW so that reports can be uploaded?

- ACT is reviewing options to assist maximum use of the numerous online QualityCore reports. After review and planning is finalized, details will be shared by ALSDE as well as by ACT staff during any subsequent Webinar or in-person training.

83. Is there a correlation chart for the QualityCore standards and the common core state standards?

- “The Alignment of Common Core and ACT’s College and Career Readiness System” (PDF, 304 PAGES, 1,747KB) is available at www.act.org/commoncore.

84. Are student reports available for teacher-created assessments?

- Reports are only generated for the QualityCore EOC assessments.

85. Will schools receive individual scores for students this year?

- QualityCore EOC score reports for assessments, whether administered online or paper/pencil, will be delivered through a secure, user-friendly interface that presents individual and group achievement data relevant to the user’s role.

86. Does ACT have suggested “First Steps” for systems?

- The original plan was for ACT to provide systems with “Getting Started with QualityCore” multimedia CDs for each subject adopted by Alabama. However, ACT has developed short, instructional videos for getting started which are posted on the ACT Web site (www.act.org/qualitycore/qcresources.html). Training was provided on October 10, 2012, to System Test Coordinators that included steps for getting started. The link to that recorded training is as follows:
<https://alsde.webex.com/alsde/lsr.php?AT=pb&SP=TC&rID=62516907&act=pb&rKey=7d789807a89a18f2>.

87. Are there copyright issues with uploading information to the LEA (district) networks?

- In general, nothing on the QualityCore Educator Resources should be posted to a public access Web site. If a school or district has a password protected Web site, it may be uploaded.

88. What is the link for the archived Webinar and PowerPoint?

- The webinar is available at <https://act.ilinc.com/join/cmfcckb>.

89. How many questions are on each test?

- Each of the two QualityCore sessions consists of 35 to 38 multiple-choice items.

90. When do systems/schools have to notify the state or ACT as to whether they will administer computer-based or paper-and-pencil assessments?

- The decision to use computer-based or paper-and-pencil formats for the QualityCore assessments is made when the assessments for each course are ordered.

91. Where has this program been researched and for how many years?

- The formal targeted research for QualityCore began in 2003-2004 with a joint study by ACT and The Education Trust. This research is published in ACT’s report entitled “On Course for Success.” Research on QualityCore is ongoing at ACT.

92. Does each student get a workbook?

- QualityCore is delivered online. The Educator Resources include a great deal of instructional materials. No student-specific study guides or workbooks are available. The program is designed to work with the adopted curriculum, not replace it.

Use of Calculators on the *QualityCore* Assessment

Students are allowed, but not required, to use an approved calculator on the following *QualityCore* Assessments:

- Algebra I
- Geometry
- Algebra II
- Precalculus
- Chemistry
- Physics

Permitted Calculators

Students may use any calculator unless it has features described in the **Prohibited** list. Models on the **Permitted with Modification** list may be used only if the Room Supervisor modifies them as indicated. A scientific calculator is recommended, as students may not be able to solve some problems without one.

Prohibited Calculators

The following types of calculators are **prohibited**:

- Texas Instruments: All model numbers that begin with **TI-89** or **TI-92**; and the **TI-Nspire CAS** (*The standard TI-Nspire (non-CAS) is permitted.*)
- Hewlett-Packard: **HP 48GII** and all model numbers that begin with **HP 40G**, **HP 49G**, or **HP 50G**
- Casio: **Algebra fx 2.0**, **ClassPad 300**, **ClassPad 330**, and all model numbers that begin with **CFX-9970G**
- Calculators with built-in computer algebra systems
- Handheld, tablet, or laptop computers, including PDAs
- Electronic writing pads or pen-input devices (*The Sharp EL 9600 is permitted.*)
- Calculators built into cell phones or any other electronic communication devices
- Calculators with keys in QWERTY format. Calculators with letter keys *not in QWERTY format are permitted.*

Calculators Permitted with Modification

The following types of calculators are permitted, but **only** after they are modified as noted:

- Calculators with paper tape—Remove the tape.
- Calculators that make noise—Turn off the sound.
- Calculators that can communicate wirelessly with other calculators—Completely cover the infrared data port with heavy opaque material such as duct tape or electrician’s tape (includes Hewlett-Packard **HP 38G** and **HP 39G** series and **HP 48G**).
- Calculators that have power cords—Remove all power/electrical cords.

On Test Day

Unless a calculator is provided by the school, each student is responsible for bringing his/her calculator to the test and making sure it works properly. Students may bring a backup calculator and extra batteries, but they may not have more than one calculator on the desk or in operation at a time. Students will **not** be allowed to share calculators during testing.

Figure 1