



Spring 2024 BIE Science Assessment

ATTENTION: TEST ADMINISTRATORS

SPECIAL INSTRUCTIONS FOR STUDENTS USING HUMAN READER

Human Reader Accommodation Application

- Schools requiring human reader accommodation for their students, whether they take the test online or on paper.
- For paper testing, schools will place an order for the human reader kit.
- For online testing, the School Test Coordinator will ensure the student is assigned the appropriate test and mark the accommodation in the iTester Portal prior to testing.
- Students who have received instruction throughout the year with the human reader accommodation will be eligible to use this accommodation during testing.
- All accommodations must be listed in the student's IEP, 504 Plan, or an EL Plan.

Human Reader Kit

- TA's Special Instructions Sheet
- Human Reader Test Administrator Script
- 2 standard test booklets
- 1 standard answer document

The Human Reader(s) will:

- be trained locally to administer as indicated in BIE Science *Test Administrator Manual* and sign the Security Agreement.
- read verbatim only what is printed in the test book or on the computer screen without changing, emphasizing, or adding words.
- prevent providing additional information beyond test directions, assisting, or influencing selection of a response.
- speak in a clear and consistent voice throughout the test administration, using correct pronunciation, and without vocal inflections that may provide clues to, or mislead, a student.
- emphasize only the words printed in boldface, italics, or capital letters. No other emphasis or vocal inflection is permitted.
- repeat passages, test items, and response options, as requested, according to the needs of the student.
- maintain a neutral facial expression, so the student does not interpret such expression as approval or disapproval of the response.
- ensure the student receives the proper accommodation per the IEP/504 Plan for a Human Reader.

General Guidelines - Reading a Word, Passages, or Response Items

- When reading a word that is pronounced like another word with a different spelling, the reader may spell the word after pronouncing it if there is any doubt about which word is intended. YES
- The reader must be aware of punctuation marks and may read the passage, or selected lines, a second time with all punctuation marks indicated.
When test items refer to a particular line, or lines, of a passage, the reader will reread the lines before reading the question-and-answer choices. For example, the reader should say, "Question X refers to the following lines..." then read the lines to the student, followed by question X and the response options.