



Delaware Fall SAT School Day Training



September 10, 2020

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Agenda

- SAT School Day Updates for Fall 2020
- Fall School Day Testing Timeline
- Review Staff Roles
- Test Ordering Site
- College Board Opportunity Scholarships
- Official SAT Practice on Khan Academy



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Fall Flexibility

- We know you're continuing to navigate uncertainties due to the coronavirus, and we thank you for everything you and your colleagues are doing to support students and families.
- Our top priorities are the health and safety of you and your students. If your school is planning to administer SAT® School Day this fall, you can now order your testing materials and utilize our [flexible testing options](#) (.pdf/578 KB). Options include:
 - Off-site Testing
 - Flexible Start Times
- Visit the [In-School Assessments](#) section of this page for more details on additional flexible implementation policy updates, like off-site testing and flexible start times.

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SAT School Day Reminders

- Tests are ordered through the Test Ordering System (TOS)
- Advance student registration is not needed
- Bulk Registration operates like it does for other assessments in the Suite

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What's new for Fall 2020

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Changes for Fall 2020

Policy Changes

- Test coordinators will use their school's regularly scheduled UPS pickup to return materials. If UPS does not make regular pickups at your school, schedule a pickup with UPS using the prepaid label and information provided by College Board.
- A downloadable copy of the test directions is now available in SSD Online. The SSD coordinator can print these out for students approved for written copy of oral instructions (SSD code 041).
- You may see these accommodations referred to in new ways (how they're administered won't change):
 - a. 50% extended time may be referred to as "time and a half."
 - b. 100% extended time may be referred to as "double time."
 - c. Braille graphs and figures may be referred to as "raised line drawings."
 - d. Magnifiers and magnifying machines may be referred to as "non-electronic magnifying devices" and "electronic magnifying devices," respectively.

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Activity for Delaware Fall SAT for Seniors

Activity	Deadline	Description
Submit accommodation requests	8/25/2020	<ul style="list-style-type: none"> To request access for SSD Online, go to: https://www.collegeboard.org/students-with-disabilities/ssd-online/get-access To access SSD Online using your College Board Account at: https://www.collegeboard.org/students-with-disabilities/ssd-online
Order test materials	9/16/2020	<ul style="list-style-type: none"> To access the Test Ordering System (TOS), login to your College Board account and select the tool from your dashboard. Add/update the SAT Supervisor contact information on TOS
College Board Webinar	9/10/2020	<ul style="list-style-type: none"> This session will include specific information related to SAT School Day in October. The process has changed slightly for the fall and we will walk through those changes to ensure all schools are equipped to administer the assessment on October 16th
Preadmin materials arrive in schools	10/1/2020	<ul style="list-style-type: none"> Schools receive preadministration materials and student guides.
Pre-ID labels	9/22/2020	<ul style="list-style-type: none"> Schools receive Pre-ID labels
Test materials arrive in schools	10/12/2020	<ul style="list-style-type: none"> Once testing materials arrive, check the contents of the shipment immediately to ensure you have the materials required for test day. Plan for preadministration session if possible before test day
Order Makeup Materials	10/14 – 10/16	<ul style="list-style-type: none"> Order makeup materials for any students that need to test on the Makeup Test Date
Test Day	10/14/2020	
Makeup Test Day	10/27/20	



Score Sends

To encourage students to send their scores and make the process easier, score sends are part of the SAT School Day answer sheet.

The image shows a sample of the 2020-21 SAT School Day Answer Sheet. At the top, it says '2020-21 SAT School Day Answer Sheet' and 'SAT CollegeBoard'. Below this, there are instructions: 'You must use a No. 2 pencil. It's important that marks are dark and complete. Do not use a mechanical pencil. If you need to change a response, erase as completely as possible. Incomplete marks or answers may affect your score.' There are also checkboxes for 'Complete Mark:' and 'Incomplete Mark:'. The form includes fields for 'Name' (Last Name, First Name, Middle Initial), 'Grade Level' (with radio button options: Not yet in this grade, 6th grade, 7th grade, 8th grade, 9th grade, 10th grade, 11th grade, 12th grade, Not taking a high school course, Not over 18, Did not attend), 'School Code', 'Student ID Number', 'Date of Birth', and 'Score Reporting' (with four columns for scores 1-4 and radio button options: Not yet in this grade, 6th grade, 7th grade, 8th grade, 9th grade, 10th grade, 11th grade, 12th grade, Not taking a high school course, Not over 18, Did not attend).



Staff Roles

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Testing Staff Roles

- As you prepare for test day, be sure to identify and work closely with the following individuals:
 - **Test Coordinator** – Responsible for all aspects of the test administration at the school
 - **Backup Coordinator** - Responsible for coordinating the test administration if the test coordinator is not available
 - **Services for Students with Disabilities (SSD) Coordinator(s)** – Responsible for requesting accommodations and working with the test coordinator to coordinate the SAT for students with disabilities
 - **Proctor**– Responsible for conducting a secure, valid administration in the testing room
 - **Room Monitor**– Responsible for assisting the proctor with activities and monitoring students in the testing room
 - **Hall Monitor** - Responsible for monitoring the hallways on test day

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Staff Requirements

- Test Day staff cannot be involved with paid coaching or paid SAT preparation.
- Test Day staff cannot have taken the SAT within 180 days of the administration date.
- Any staff member, including the coordinator, who will have access to test books **before** test day must not have a child or member of their household taking the same College Board test in the same window at any test site.
- Test Day staff may serve multiple roles in a small test center. We recommend the Test Coordinator remain in the test room and have the additional test day staff serve the Hall Monitor.
- In large test centers, we recommend the Proctors be in the testing rooms, with appropriate number(s) of Room and Hall Monitors. The Test Coordinator then can float around the school, assisting with questions and resolving any issues that may arise.

Testing Staff Roles

Test Coordinator

- The **Test Coordinator** is responsible for:
 - All aspects of the School Day administration at a school, including:
 - Planning rooms and staff for test day.
 - Receiving and securing all test materials, including test materials for students testing with accommodations.
 - Managing test site and staff, and supervising all activities related to testing, including accommodated testing.
 - Collecting, packing and returning test materials, completing test day forms and ordering make-up materials.
 - Acting as the main contact between the College Board and the school, receiving all communications from the College Board.
 - Identify at least one Proctor to serve as the back-up Test Coordinator

Testing Staff Roles

SSD Coordinator

- The **Services for Students with Disabilities (SSD) Coordinator** is responsible for:
 - Being the school's liaison with the College Board's Services for Students with Disabilities office.
 - Submitting accommodation requests for all students who request them at his/her school.
 - Accessing and printing the Nonstandard Administration Report (NAR) and assisting the test coordinator in determining rooms and staff required for administering the test with accommodations.
 - Partnering with the test coordinator to reconcile accommodated testing materials and administer the SAT to students who are testing with accommodations.
 - Schools may have more than one SSD Coordinator, however one person will be identified as a primary SSD Coordinator who will receive communications from College Board.

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Test Ordering Site

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Ordering Tests for Fall Testing

School Dashboard

Do not place orders in the Test Ordering System for Spring SAT Testing.

CollegeBoard

Test Ordering Org Search Dashboard Calendar Help SAT SUITE OF ASSESSMENT...

Reminders:

- Your health and safety is our top priority. Please adhere to all local public health guidelines.
- Schools can now place orders for multiple PSAT/NMSQT test dates.
- The PSAT/NMSQT alternate test date is now October 29. The SAT School Day makeup test date is now October 27.
- Districts will not have the ability to place orders on behalf of schools for the fall 2020 PSAT/NMSQT.
- Unused test fees are waived for fall 2020.

[Learn more](#)

Welcome

The College Board offers SAT® School Day, PSAT/NMSQT®, PSAT™10, and PSAT™8/9 as grade-appropriate assessment options for your middle and high school students. Use this tool to:

- Choose the exam administrations your school will participate in.
- Order all test materials (including standard materials, nonstandard materials, student guides, and coordinator manuals).
- Request fee reductions for SAT School Day and fee waivers for PSAT/NMSQT.
- Update your orders.
- Track shipments.
- Complete invoice online after the exam.

You may also search for other schools that are planning to administer PSAT/NMSQT®, PSAT™10, and PSAT™8/9 exams to help students that are looking for locations to take an exam.

See last year's numbers - number of students that tested and fee waivers used

Get Started

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Ordering Tests

Choose Assessment

CollegeBoard

Test Ordering Org Search Dashboard Calendar Help SAT SUITE OF ASSESSMENT...

Choose an Administration

Choosing the best for your students

- The SAT® is available in October for 12th graders or March and April for 11th and 12th graders.
- The PSAT/NMSQT® is available in October for 10th and 11th graders.
- The PSAT™ 10 is available in February - April for 10th graders. It covers the same content as the PSAT/NMSQT.
- The PSAT™ 8/9 is available in September - April for 8th and 9th graders.
- The digital PSAT™ 8/9 is available in September - April for 8th and 9th graders. It covers the same content as the paper and pencil test but is offered in a digital mode using the Cambium Assessment, Inc. (formerly AIR) test delivery system and supporting tools.

[Learn more about these tests](#)

[Learn more about the digital PSAT 8/9](#)

SAT School Day (Paper and Pencil)	Covered by Contract	▼
PSAT/NMSQT® (Paper and Pencil)	Covered by Contract	▼
PSAT™ 10 (Paper and Pencil)	Covered by Contract	▼

SAT SUITE OF ASSESSMENTS SCHL (330814)

Continue

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Ordering Tests

Choose Administration

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Ordering Tests

Enter Contact Information

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Ordering Tests

Test Type & Date School Info Standard Tests Accommodated Tests (SSD) Review & Submit

THE FOLLOWING DISTRICT/STATE ARRANGED TO PAY TEST FEES FOR YOUR STUDENTS

12th Grade SAT with Essay Covered by Delaware State Department of Education

September 16, 2020 Deadline to decrease standard orders
September 16, 2020 Deadline to increase standard orders

SAT SUITE OF ASSESSMENTS SCHL (330814)
SAT School Day
Wednesday October 14, 2020
Continue

Standard Test Books

Pricing: The testing fee for the 2020-21 school year is \$52.00 for the SAT (without Essay) and \$68.00 for the SAT with Essay. There is a fee - \$26.00 for SAT (without Essay) and \$34.00 for SAT with Essay - for each unused test book exceeding 20% of the total number ordered (or a minimum of 10). Prices may vary by state or contract terms.

Grade	Essay	Contract Coverage	Students Tested Last Year	Current Order
12	SAT (without Essay)	-	17	<input type="text"/>
	SAT with Essay	State	0	<input type="text"/>
Other	SAT (without Essay)	-	0	<input type="text"/>
	SAT with Essay	-	0	<input type="text"/>
Subtotal SAT (without Essay) (Rounded Up)				0
Subtotal SAT with Essay (Rounded Up)				0
Total Tests				0

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Ordering Tests

List of students with approved SSD Accommodations

Test Type & Date School Info Standard Tests Accommodated Tests (SSD) Fee Reduction Benefits Review & Submit

List of Students with Approved SSD Accommodations and EL Extended Time

September 16, 2020 Deadline to decrease accommodated orders
September 16, 2020 Deadline to increase accommodated orders

Ordering Accommodated Tests (step 1 of 2)

Ordering tests for students with SSD accommodations and EL Extended Time is a two-step process. On this page, click the name of each student you're planning to test and the test type: SAT or SAT w/Essay. On the next page, your order form will be filled out with the test formats needed for those students.

The list below contains students whose SSD accommodation and EL Extended Time requests have been approved. Note that it doesn't include students whose requests are still pending. You can choose to wait to place your order until all your students are approved, or you can return multiple times to place supplemental orders if you have students with late approvals.

English learner (EL) supports such as translated directions and the use of word-to-word glossaries don't require approval or special test formats.

If you don't see students listed below and you're sure they have approved testing accommodations, contact the School Day Support Line at 855-373-6387, Option 1, for assistance with placing your order.

Your school's SSD coordinator: Jennifer Skerpio

THE FOLLOWING DISTRICT/STATE ARRANGED TO PAY TEST FEES FOR YOUR STUDENTS

12th Grade SAT with Essay Covered by Delaware State Department of Education

Select the students you are planning to test:

Select All All SAT (without essay) All SAT w/Essay **Filter by Grade** v

SAT SUITE OF ASSESSMENTS SCHL (330814)
SAT School Day
Wednesday October 14, 2020
Continue

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Ordering Tests

Nonstandard Tests Order Page

Accommodated SAT School Day Tests

September 16, 2020 | Deadline to increase accommodated orders
 September 18, 2020 | Deadline to increase accommodated orders

THE FOLLOWING DISTRICT/STATE APPLICANTS TO PAY TEST FEES FOR YOUR STUDENTS

Materials	Order	12th	12th
14 pt test book (includes large block answer sheet)	Students Pending Approval	-	-
Students Approved	-	5	1
SAT without Essay	[+] [-] [0]		
SAT with Essay	[+] [-] [0]		
20 pt test book (includes large block answer sheet)	Students Pending Approval	-	-
Students Approved	-	5	1
SAT without Essay	[+] [-] [0]		
SAT with Essay	[+] [-] [0]		
Online Test (includes graphics & figures)	Students Pending Approval	-	-
Students Approved	-	5	1
SAT without Essay	[+] [-] [0]		
SAT with Essay	[+] [-] [0]		

Individual SAT without Essay: 0
 Individual SAT with Essay: 5

Notes:
 The numbers are being populated based on the information made on the previous page. You can override the populated numbers.



Ordering Tests

Order Summary Page

Test Ordering

Org Search | Dashboard | Calendar | Help | SAT SUITE OF ASSESSMENT...

Test Type & Date | School Info | Standard Tests | Accommodated Tests (5 SD) | Fee Reduction Benefits | Review & Submit

Review Your Order

Overview

Important Deadlines & Dates

September 16, 2020 | Deadline to increase nonstandard orders
 10/7/20-10/12/20 | Test material delivery date

Test Dates [Update]

Test Date: SAT School Day | Wed. Oct. 14, 2020
 Makeup Test Date: Tue. Oct. 27, 2020

School Contact Info [Update]

SAT School Day Coordinator: Mimi name Lee name | sromston@collegeboard.org | 1111111111
 School Principal: Doogie Hauser | lkaneth@collegeboard.org

School Address: SAT SUITE OF ASSESSMENTS SCHL (330814) | 250 VESBEY ST | NEW YORK, NY 10281-1052

Submit Order | **Cancel and Exit**

Standard Material and Additional Material [v]



Other Testing Dates

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Other Testing Dates

- **Winter PSAT/NMSQT:** January 26, 2021
- **Spring SAT Test Dates:**
 - Primary Test Date: March 24, 2021
 - Accommodated Testing Window: March 24 – April 6, 2021
 - Makeup Test Date: April 27, 2021
- Look out for the Spring 2021 Implementation Handbook for more details on spring testing.
- **PSAT 10:**
 - Delaware requires all districts to test 10th graders using the PSAT™ 10 in March 2021. Please order your materials in TOS.
- **PSAT 8/9:**
 - Districts have the option to test 9th graders using the PSAT™ 8/9 between February and March or April 2021.
 - Schools can determine which test date, within these test windows, best suits their school schedule. PSAT 8/9 is at the cost of the district.

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College Board Opportunity Scholarships

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College Board Opportunity Scholarships

- College Board is committing **\$25 million in scholarships** over the next five years.
- College Board Opportunity Scholarships launched in December 2018.
- Half of the scholarships are designated for students whose families earn less than \$60,000 per year.
- Students earn chances at scholarships by completing 6 key actions along the path to college. Scholarships are awarded monthly through drawings among all eligible students.



4,000 students each year
earn **scholarships ranging**
from **\$500 to \$40,000**

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College Board Opportunity Scholarships

This is a unique scholarship program. These scholarships:

- Are open to **all** juniors and seniors who attend high school in the US or US territories, regardless of GPA, test scores, family income, and citizenship status
- Simplify the college planning process
- Reward effort and action
- Promote practice
- Don't require an application or essay



Over 300,000 students have joined the program so far.

The 6 Key Actions to Prepare for College



Build Your College List \$500 (700 Scholarships)

Get started by exploring colleges you're interested in with BigFuture™.



Practice for the SAT \$1,000 (1,500 Scholarships)

Get ready for test day with Official SAT Practice on Khan Academy®.



Improve Your Score \$2,000 (150 Scholarships)

Show how practice pays off by improving your SAT score.



Strengthen Your College List \$500 (300 Scholarships)

Make sure your college list has a mix of safety, match, and reach schools.



Complete the FAFSA \$1,000 (800 Scholarships)

Fill out the free government form to apply for financial aid.



Apply to Colleges \$1,000 (500 Scholarships)

Apply to the colleges you want to attend.

Complete Your Journey Scholarship



**Complete Your Journey \$40,000
(25 Scholarships)**

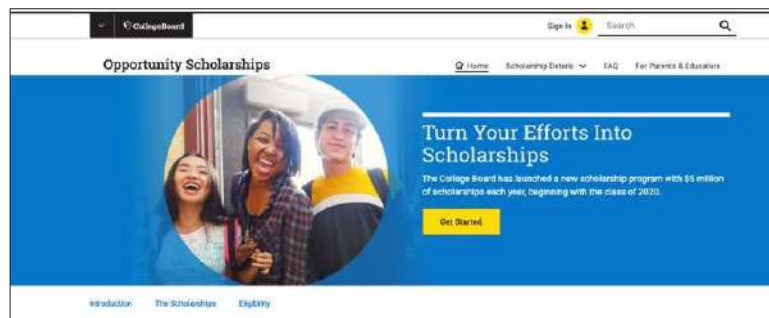
Complete all 6 actions to be eligible.

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What you will find here

- Scholarship details
- Official rules
- FAQs
- Tips for parents and educators
- Downloadable resources

Students Start Here



Students log in using their College Board account or create a College Board account if they don't have one.

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This program helped me find colleges that fulfilled my interests. Also, it guided me through the steps to college.

Smyrna High School, DE
Build Scholarship Recipient

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 CollegeBoard

Official SAT Practice

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Implementation Guide

Weekly strategies for a six week implementation program for Official SAT Practice on Khan Academy!

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Thank you!