

# SAT SUITE OF ASSESSMENTS

## Sample Seating Plans

Proctors can use the following sample seating plans to guide them in maintaining College Board seating requirements for digital testing, along with any supplemental instructions received by the test coordinator:

- Use chairs with backs.
- Face seats in the same direction.

**NOTE:** *If digital testing is in a computer lab, seats can face different directions, but students must not have a direct line of sight to other screens.*

- Place chairs directly behind those in the preceding row.
- Separate each student by a minimum of 3 feet (measure from center of desk).
- Ensure unimpeded access to every student by staff.
- While 8-foot tables are preferred, you can seat 2 students at a table that's 6 feet long. They must be at least 3 feet apart and facing the same direction.
- Provide large, smooth writing surfaces, preferably desks or tables.

