Ohio Spring 2024 Digital SAT® School Day: School Test Coordinator Training

December 2023
Housekeeping

- Please use the Q&A feature on Zoom for any questions.

- We'll address questions at the end of each section. If they pertain to a unique need, we'll follow up with you after the presentation.

- If your question is not answered during our time today, we will follow-up via email.

- Our session is being recorded. The recording will be available via a link shared on www.collegeboard.org/ohio
College Board’s Ohio Team

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Session Goals

Our objective today is to present the most current information regarding the Spring 2024 administration and offer an overview of the digital SAT.

In this session, we will provide an overview of the tasks and responsibilities of the school test coordinator.

By the end of the session, you will have a clear understanding of the next steps required to prepare your school for the Spring 2024 SAT.
Today’s Agenda

• Digital SAT School Day Test Window
• Staff Roles and Responsibilities
• Testing Window and Key Dates
• Test Specifications and Features
• Test Administration System Overview
• Bluebook Overview
• Test Day Toolkit
• Services for Students with Disabilities (SSD)
• Preparing Students for the Digital SAT School Day
• Technology Requirements
• Resources/ Questions & Answers
Staff Roles and Responsibilities
### Overview of Changes for Returning Coordinators

<table>
<thead>
<tr>
<th>Former Digital Paper/Pencil SAT Suite</th>
<th>NEW Digital SAT Suite</th>
</tr>
</thead>
<tbody>
<tr>
<td>• Schools/Districts managed registration process (Bulk Upload)</td>
<td>Changed to...</td>
</tr>
<tr>
<td>• SSD Online</td>
<td>Remains...</td>
</tr>
<tr>
<td>• TIDE and Cambium</td>
<td>Replaced with...</td>
</tr>
<tr>
<td>• Coordinator and Proctor Manuals</td>
<td>Remains...</td>
</tr>
<tr>
<td>• Pre-Administration Session</td>
<td>Now shorter and called...</td>
</tr>
</tbody>
</table>
Testing Staff Roles and Responsibilities Overview – 1

School Test Coordinator (STC)

- Oversees planning and test day activities for ALL students, including those with accommodations
- Works with technology staff to ensure devices being used for testing meet technical requirements and Bluebook is installed.
- Identifies staff to support test administration, ensures they have access to training and resources
- Prints and distributes test tickets
- Submits Irregularity Report
SSD Coordinator

• Submits accommodation requests for all students who require them.
• Submits EL support requests for all students who require them.
• Communicates with students and families about necessary testing accommodations.
• Reviews accommodations for students who received approval previously to ensure those accommodations still meet the needs of the student.
• Assists the school test coordinator in determining rooms and staff required for administering the test with accommodations.
• Works with the school test coordinator and technology coordinator to make sure student devices are configured to support assistive technology (as needed) for testing.
• Partners with the school test coordinator to administer the SAT to students who are testing with accommodations.
Testing Staff Roles and Responsibilities Overview – 3

Technology Coordinator

• Works with Test and SSD Coordinators to meet students’ test day needs.
• Ensures devices used for testing meet technical specifications.
• Install Bluebook on student devices for testing.
• Test network configuration and check internet connectivity in each room.

Technology Monitor

• Assists students and staff with technical troubleshooting in the help room on test day
• This role can be filled by the school technology coordinator or in larger districts, may be filled by selected staff.
Testing Staff Roles and Responsibilities Overview – 4

**Proctor**
- Starts and monitors the test using Test Day Toolkit
- Actively monitors the room, helps students, keeps room free of distraction
- Distributes sign-in tickets to students
- Reports irregularities in Test Day Toolkit

**Room/Hall Monitor**
- Direct Students to Assigned Rooms.
- Monitors rooms and hallways
- Provides relief to proctors.
- Directs students to help room, break area, restroom
Testing Staff Policy

Please note that while many requirements remain the same as previous years, there are some key differences for the digital SAT.

**Test Coordinator:**
- A staff member whose *child or household member* is testing in the same building may not serve as the TC.
- Staff members may serve as TCs if their *child or household member* taking the SAT attends a different school within the district.

**Proctors:**
- A staff member whose *child or household member* is testing may still serve as a proctor, but they may not administer the test to their own child or household member.

**Technology Monitor:**
- A staff member whose *child or household member* is testing in the same building may not serve as tech monitor.

**Note:** Staff members are not permitted to engage in any paid, private SAT-related assessment preparation. Please note that this excludes teaching as part of the regular school curriculum.
Staff Requirements

Staff Roles:
- Technology Monitor
- Help Room
- Proctor
- Room Monitor
- Hall Monitor

Identify other potential staff members, as backups, in case of changes closer to test day.
Testing Window and Key Dates
Ohio Spring 2024 SAT School Day Testing Window – 1

Spring SAT School Day Testing Window
Monday March 4 – Friday April 26

- Schools have the **flexibility** to test students on any weekday within the eight-week testing window.

- In cases of absence on the primary test date(s), students will be provided with an **alternative testing opportunity** on a feasible subsequent day.

- Testing can occur in **both morning and afternoon** sessions, and **multiple sessions** can be run in a single day.
Ohio Spring 2024 SAT School Day Testing Window – 2

Spring SAT School Day Testing Window
Monday March 4 – Friday April 26

Recommended Primary Testing Window
Monday, March 4 – Friday, April 19

Recommended Makeup Testing Window
Monday, April 22 – Friday, April 26

<table>
<thead>
<tr>
<th>Score Release</th>
<th>Test Submission Dates</th>
<th>Educator Score Release</th>
<th>Student Score Release</th>
</tr>
</thead>
<tbody>
<tr>
<td>Release 2</td>
<td>3/18-3/29</td>
<td>4/16/24</td>
<td>4/18/24</td>
</tr>
<tr>
<td>Release 3</td>
<td>4/1-4/12</td>
<td>4/20/24</td>
<td>5/2/24</td>
</tr>
<tr>
<td>Release 4</td>
<td>4/15-4/26</td>
<td>5/14/24</td>
<td>5/16/24</td>
</tr>
</tbody>
</table>
## 2023 – 2024 Key Dates

<table>
<thead>
<tr>
<th>Activity</th>
<th>SAT School Day Spring 2023-24</th>
</tr>
</thead>
<tbody>
<tr>
<td>Accommodations Requests (EL supports and SAA)</td>
<td>Deadline January 16, 2024</td>
</tr>
<tr>
<td>State Data Management System (SDMS) Opens</td>
<td>Last week in January 2024</td>
</tr>
<tr>
<td>Test Day Toolkit Open</td>
<td>First Week in February 2024</td>
</tr>
<tr>
<td>Online Training Available</td>
<td>Late January 2024</td>
</tr>
<tr>
<td>Digital Readiness Activities</td>
<td>February 2024</td>
</tr>
<tr>
<td>State Testing Window</td>
<td>March 4 – April 26, 2024</td>
</tr>
<tr>
<td>Score Release*</td>
<td>April – May 2024</td>
</tr>
</tbody>
</table>

*Score release date is dependent on when the test was administered*
Student Registration – Spring 2024

- Spring SAT School Day will **not** be ordered via SSOR. All registrations for the Spring SAT School day will occur through the State Data Management System (SDMS).

- Districts/schools will submit a registration file for all 11th grade students for testing at the end of January 2024 in SDMS.

- College Board will provide schools access to Test Day Toolkit during the first week of 2024.

- School Test Coordinators will receive access to Test Day Toolkit and can add proctors, room monitors, and technology monitors.

**Note:** The printed materials used to support digital testing (i.e. handbooks and guides) will NOT be shipped to schools; rather, PDF version of the documents will be provided on the College Board website and the Ohio SAT School Day page: satsuite.collegeboard.org/ohio
Test Specifications and Features
What is a **Section** of the Digital SAT School Day?

The digital SAT School Day is composed of two **Sections**:

**Reading & Writing**
- 64 Minutes
- 54 Questions

**Math**
- 70 Minutes
- 44 Questions
What is a **Module** of the Digital SAT School Day? – 1

Each **Section** of the digital SAT School Day is composed of two **Modules**:  

**Reading & Writing**  
- 64 Minutes  
- 54 Questions  
- Module 1  
  - 32 Minutes  
  - 27 Questions  
- Module 2  
  - 32 Minutes  
  - 27 Questions  

**Math**  
- 70 Minutes  
- 44 Questions  
- Module 1  
  - 35 Minutes  
  - 22 Questions  
- Module 2  
  - 35 Minutes  
  - 22 Questions
What is a **Module** of the Digital SAT School Day? – 2

Each **Section** of the digital SAT School Day is composed of two **Modules**:

**Module 1**
Students are given a broad mix of easy, medium, and hard questions.

**Module 2**
Students are given a targeted mix of questions of varying difficulty based on their performance in Module 1.

NOTE: This set-up is called “multi-stage” adaptive. As opposed to “item” adaptive testing, students can go back to prior questions within a module, and the test adapts based upon a greater amount of student performance information than a single response.
What is a **Module** of the Digital SAT School Day?

Each **Section** of the digital SAT School Day is composed of two **Modules**:

**Key Benefits:**
- Test adaptivity
- High measurement precision
- High test reliability
- Greater variety in test content
- Greater test-taking flexibility
Reading and Writing and Math using Standard Time

Total standard time is 2 Hours and 24 Minutes, which includes a 10-minute break between Reading & Writing and Math.

**Reading & Writing**
- 64 Minutes
- 54 Questions

- Module 1: 32 Minutes, 27 Questions
- Module 2: 32 Minutes, 27 Questions

**Math**
- 70 Minutes
- 44 Questions

- Module 1: 35 Minutes, 22 Questions
- Module 2: 35 Minutes, 22 Questions
## Digital SAT Testing Time (with breaks)

<table>
<thead>
<tr>
<th>Timing</th>
<th>SAT School Day</th>
</tr>
</thead>
<tbody>
<tr>
<td>Standard time</td>
<td>2 hours 24 minutes</td>
</tr>
<tr>
<td>Time and one-half (reading*)</td>
<td>3 hours 41 minutes</td>
</tr>
<tr>
<td>Time and one-half (math only)</td>
<td>3 hours 4 minutes</td>
</tr>
<tr>
<td>Double time (reading*)</td>
<td>4 hours 48 minutes</td>
</tr>
<tr>
<td>Double time (math only)</td>
<td>3 hours 39 minutes</td>
</tr>
</tbody>
</table>

*Time and one-half and double-time reading results in time and one-half for all sections.*

Testing is no longer limited to mornings.

- Schools can test in the morning and/or in the afternoon.
- Schools can run multiple testing sessions in a day.

Students must sit for the entire amount of time for which they are approved; self-pacing is not allowed.
# Sample Testing Schedules (standard time example 1)

<table>
<thead>
<tr>
<th>Session</th>
<th>Monday</th>
<th>Tuesday</th>
<th>Wednesday</th>
<th>Thursday</th>
<th>Friday</th>
</tr>
</thead>
<tbody>
<tr>
<td>Week of March 4</td>
<td>Morning SAT (all grade 11)</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Week of March 11</td>
<td>Assessments Reschedules and Retests</td>
<td>Assessments Reschedules and Retests</td>
<td>Assessments Reschedules and Retests</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
### Sample Testing Schedules (standard time example 2)

<table>
<thead>
<tr>
<th>Session</th>
<th>Monday</th>
<th>Tuesday</th>
<th>Wednesday</th>
<th>Thursday</th>
<th>Friday</th>
</tr>
</thead>
<tbody>
<tr>
<td>Week of March 4</td>
<td>Morning SAT 1/2 grade 11</td>
<td>Afternoon SAT 1/2 grade 11</td>
<td>Morning SAT Reschedules &amp; Retests</td>
<td>Morning SAT Reschedules &amp; Retests</td>
<td>Morning SAT Reschedules &amp; Retests</td>
</tr>
<tr>
<td>Week of March 11</td>
<td>Morning SAT Reschedules and Retests</td>
<td>Afternoon SAT Reschedules and Retests</td>
<td>Morning SAT Reschedules &amp; Retests</td>
<td>Morning SAT Reschedules and Retests</td>
<td>Morning SAT Reschedules and Retests</td>
</tr>
</tbody>
</table>
Digital SAT Suite Framework & Specifications

College Board Research Site

SAT Suite of Assessments and College Readiness

Use these reports and resources to interpret information about the SAT Suite of Assessments’ characteristics, validity, reliability, norms, scaling, and growth across assessments.

- SAT Validity
- Concordance
- Growth Across Assessments
- SAT Technical Resources
- Official SAT Practice
- Technical Support

The Digital SAT Suite of Assessments Specifications Overview

Summer 2022
### Overview of Test Specification Changes – Reading and Writing

<table>
<thead>
<tr>
<th>Former Paper/Pencil SAT Suite</th>
<th>NEW Digital SAT Suite</th>
</tr>
</thead>
<tbody>
<tr>
<td>• Evidence-Based Reading and Writing</td>
<td>Now called... • Reading and Writing</td>
</tr>
<tr>
<td>• 2 Sections: Reading, Writing and Language</td>
<td>Now organized as... • 1 Section: Reading and Writing • 2 Modules</td>
</tr>
<tr>
<td>• 96 Total Questions</td>
<td>Reduced to... • 54 Total Questions</td>
</tr>
<tr>
<td>• 100 Total Minutes</td>
<td>Reduced to... • 64 Total Minutes</td>
</tr>
<tr>
<td>• Average 1.04 min/question</td>
<td>Increased to... • Average 1.19 min/question</td>
</tr>
<tr>
<td>• Lengthy reading passage; set-based questions</td>
<td>Now looks like... • Short reading passage; discrete question</td>
</tr>
</tbody>
</table>
Digital SAT – RW Test Questions

RW question 2
Jan Gimsa, Robert Sleigh, and Ulrike Gimsa have hypothesized that the sail-like structure running down the back of the dinosaur *Spinosaursaurus aegyptiacus* improved the animal’s success in underwater pursuits of prey species capable of making quick, evasive movements. To evaluate their hypothesis, a second team of researchers constructed two battery-powered mechanical models of *S. aegyptiacus*, one with a sail and one without, and subjected the models to a series of identical tests in a water-filled tank.

Which finding from the model tests, if true, would most strongly support Gimsa and colleagues’ hypothesis?
A) The model with a sail took significantly longer to travel a specified distance while submerged than the model without a sail did.
B) The model with a sail displaced significantly more water while submerged than the model without a sail did.
C) The model with a sail had significantly less battery power remaining after completing the tests than the model without a sail did.
D) The model with a sail took significantly less time to complete a sharp turn while submerged than the model without a sail did.

RW question 6
In recommending Bao Phi’s collection *Sing Song*, a librarian noted that pieces by the spoken-word poet don’t lose their _____ nature when printed: the language has the same pleasant musical quality on the page as it does when performed by Phi.

Which choice completes the text with the most logical and precise word or phrase?
A) jarring
B) scholarly
C) melodic
D) personal

RW question 11
Text 1
What factors influence the abundance of species in a given ecological community? Some theorists have argued that historical diversity is a major driver of how diverse an ecological community eventually becomes: differences in community diversity across otherwise similar habitats, in this view, are strongly affected by the number of species living in those habitats at earlier times.

Text 2
In 2010, a group of researchers including biologist Carla Cáceres created artificial pools in a New York forest. They stocked some pools with a diverse mix of zooplankton species and others with a single zooplankton species and allowed the pool communities to develop naturally thereafter. Over the course of four years, Cáceres and colleagues periodically measured the species diversity of the pools, finding—contrary to their expectations—that by the end of the study there was little to no difference in the pools’ species diversity.

Based on the texts, how would Cáceres and colleagues (Text 2) most likely describe the view of the theorists presented in Text 1?
A) It is largely correct, but it requires a minor refinement in light of the research team’s results.
B) It is not compelling as a theory regardless of any

RW question 14
According to Naomi Nakayama of the University of Edinburgh, the reason seeds from a dying dandelion appear to float in the air while _____ is that their porous plumes enhance drag, allowing the seeds to stay airborne long enough for the wind to disperse them throughout the surrounding area.

Which choice completes the text so that it conforms to the conventions of Standard English?
A) falling
B) fallen
C) falling
D) falling
## Overview of Test Specification Changes – Math

<table>
<thead>
<tr>
<th>Former Paper/Pencil SAT Suite</th>
<th></th>
<th>NEW Digital SAT Suite</th>
</tr>
</thead>
<tbody>
<tr>
<td>• Math</td>
<td>Remains...</td>
<td>• Math</td>
</tr>
</tbody>
</table>
| • 2 Sections (Calculator and Non-Calculator) | Now organized as... | • 1 Section (Calculator used entire time)  
  • 2 Modules             |
| • 58 Total Questions          | Reduced to... | • 44 Total Questions  |
| • 80 Total Minutes            | Reduced to... | • 70 Total Minutes    |
| • Average 1.38 min/question   | Increased to... | • Average 1.59 min/question |
| • Discrete and set based questions | Now looks like... | • Discrete questions only |
| • Multiple-choice (~78%)      | Adjusted to... | • Four-option Multiple-choice (~75%) |
| • Student-produced Response (~22%) | Adjusted to... | • Student-produced Response (~25%) |
Digital SAT Suite Content: Reading and Writing

**Content Domains**

- **Craft and Structure**
  - Words in Context
  - Text Structure and Purpose
  - Cross-Text Connections

- **Information and Ideas**
  - Central Ideas and Details
  - Command of Evidence
    - Textual
    - Quantitative
  - Inferences

- **Standard English Conventions**
  - Boundaries
  - Form, Structure, and Sense

- **Expression of Ideas**
  - Rhetorical Synthesis
  - Transitions

**Skill/Knowledge Testing Points**

- **Domain Description & Distribution**
  - Measures the comprehension, vocabulary, analysis, synthesis, and reasoning skills and knowledge needed to understand and use high-utility words and phrases in context, evaluate texts rhetorically, and make connections between topically related texts
  
  \[ \approx 28\% / 13-15 \text{ questions} \]

- Measures comprehension, analysis, and reasoning skills and knowledge and the ability to locate, interpret, evaluate, and integrate information and ideas from texts and informational graphics (tables, bar graphs, and line graphs)

  \[ \approx 26\% / 12-14 \text{ questions} \]

- Measures the ability to edit texts to conform to core conventions of Standard English sentence structure, usage, and punctuation

  \[ \approx 26\% / 11-15 \text{ questions} \]

- Measures the ability to revise texts to improve the effectiveness of written expression and to meet specific rhetorical goals

  \[ \approx 20\% / 8-12 \text{ questions} \]
# Digital SAT Suite Content: Math – 1

## Content Domains

### Algebra

- Linear equations in one variable
- Linear equations in two variables
- Linear functions
- Systems of two linear equations in two variables
- Linear inequalities in one or two variables

### Advanced Math

- Equivalent expressions
- Nonlinear equations in one variable and systems of equations in two variables
- Nonlinear functions

## Skill/Knowledge Testing Points

<table>
<thead>
<tr>
<th>Domain Description &amp; Distribution</th>
</tr>
</thead>
<tbody>
<tr>
<td>Measures the ability to analyze, fluently solve, and create linear equations and inequalities as well as analyze and fluently solve equations and systems of equations using multiple techniques.</td>
</tr>
<tr>
<td>≈35% / 13-15 questions</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Domain Description &amp; Distribution</th>
</tr>
</thead>
<tbody>
<tr>
<td>Measures skills and knowledge central for progression to more advanced math courses, including demonstrating an understanding of absolute value, quadratic, exponential, polynomial, rational, radical, and other nonlinear equations.</td>
</tr>
<tr>
<td>≈35% / 13-15 questions</td>
</tr>
</tbody>
</table>
Digital SAT Suite Content: Math – 2

Content Domains

Problem-Solving & Data Analysis

Geometry and Trigonometry

Skill/Knowledge Testing Points

- Ratios, rates, proportional relationships, and units
- Percentages
- One-variable data: distributions and measures of center and spread
- Two-variable data: models and scatterplots
- Probability and conditional probability
- Inference from sample statistics and margin of error
- Evaluating statistical claims: observational studies and experiments

Domain Description & Distribution

- Measures the ability to apply quantitative reasoning about ratios, rates, and proportional relationships; understand and apply unit rate; and analyze and interpret one- and two-variable data.
  ≈15% / 5-7 questions

- Measures the ability to solve problems that focus on area and volume; angles, triangles, and trigonometry; and circles
  ≈15% / 5-7 questions
Testing Rooms

All rooms used for testing should meet the criteria below:

- Free from noise and distractions
- Close to restrooms
- Desks at least 3 feet apart, measured from center of desk to center of desk
- Staff can see all student screens
- Clock and board that students can see
- Desk/tables have plenty of room
- All chairs have backs
- Good ventilation
- Electrical outlets or power strips
- No instructional materials are visible
- Computer lab where students cannot see other student screens and can be easily monitored
- No round tables
- No study carrels
- No seats with lapboards
- No language laboratory booths
- No tables with partitions/dividers (except in a computer lab)

- In testing rooms cover up or remove any instructional materials on test day
- If any extended time accommodations, ensure desks have access to power
- Decide on late room – need an extra room and proctor; if not students that are late will have to test later in the testing window
Seating Requirements

The following are seating requirements for all testing rooms:

✔ Chairs must have backs.
✔ Seats must face the same direction.
✔ Students can’t easily see each other’s screens.
✔ Each student must be separated by a minimum of 3 feet from right to left (measure center of desk).
✔ Staff access to every student must be unimpeded.
✔ Tables that seat more than one student must have enough space for students to sit at least 3 feet apart.
✔ Students have a large, smooth writing surfaces, such as a desk or table.
✔ Tablet-arm chairs must have a minimum writing surface of 12 x 15 inches.

IMPORTANT: 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.
Proctor Supplies

Each testing room should get:

- A bin, plastic bag, or large envelope to hold prohibited devices collected in the testing room
- Proctor Supplies
  - Sign-in Tickets
  - Wi-Fi name and password
  - 3 sheets of scratch paper for each student (only 1 provided at a time)
  - Extension cord or power strip (if available)
  - Seating charts are not required, but pdf copies are available to be printed
  - EL students will require printed translated test directions
**Permitted and Prohibited Items**

<table>
<thead>
<tr>
<th>Items Allowed on Student’s Desks</th>
<th>Prohibited Items</th>
</tr>
</thead>
<tbody>
<tr>
<td>(These are the only items allowed on student’s desks)</td>
<td>(Students cannot access these items during the test or breaks)</td>
</tr>
<tr>
<td>- Fully charged testing device</td>
<td>- Mobile phone, smartwatch, or electronic devices other than testing device</td>
</tr>
<tr>
<td>- Sign-in ticket</td>
<td>- Watches that beep, make a noise, or have an alarm</td>
</tr>
<tr>
<td>- Calculator (if desired, the testing app has an embedded calculator)</td>
<td>- External keyboard, if using a laptop</td>
</tr>
<tr>
<td>- External mouse and pad (if desired)</td>
<td>- Stylus, secondary battery</td>
</tr>
<tr>
<td>- External keyboard for tablets only</td>
<td>- Separate computer monitor</td>
</tr>
<tr>
<td>- Scratch paper provided by the proctor</td>
<td>- Privacy screen not permanently fixed to device</td>
</tr>
<tr>
<td>- Pencil or pen for making notes</td>
<td>- Books, notebooks, keyboard maps, or references of any kind</td>
</tr>
<tr>
<td><strong>Permitted Items During Testing</strong></td>
<td>- Scratch paper not provided by the proctor</td>
</tr>
<tr>
<td>(These are stored under the student’s desk or in a backpack)</td>
<td>- Sticky notes/papers with login/password info must be collected before start code is entered</td>
</tr>
<tr>
<td>- Charging cord or power bank</td>
<td>- Headphones, earbuds, or earplugs</td>
</tr>
<tr>
<td>- Snacks/drinks</td>
<td>- Any camera or recording device</td>
</tr>
<tr>
<td>- Hand sanitizer and cleaning supplies</td>
<td>- Separate timer</td>
</tr>
<tr>
<td></td>
<td>- Another testing device</td>
</tr>
<tr>
<td></td>
<td>- Weapons or firearms</td>
</tr>
</tbody>
</table>

*Some devices are allowed if a student has an approved accommodation for the item

**Snacks should only be accessed during breaks**
Irregularities – In Test Day Toolkit

• You will need to fill out an Irregularity Report (IR) for any incidents that occur during the testing event. Types of incidents that would require an IR include:
  • Security Incidents
  • Misconduct
  • Test Question Errors or Ambiguity
  • Other Incidents or Disturbances
  • Student Complaints
  • Staff Mis-administrations
• For a group irregularity, you only must fill out one report, but include student information for all involved.
• Submission of Irregularity Reports (IRs) can possibly delay results.
• If more than half of your testing students are interrupted for more than 10 minutes, call College Board.
• If there is a student issue or technology issue that interrupts testing for more than 1 minute, fill out an irregularity report.
Test Administration
System Overview
**Digital Test Administration Systems**

**Test Day Toolkit (Staff)**

- **Test Day Toolkit** is the online application that testing staff use to administer the digital SAT Suite of Assessments.

**Bluebook (Students)**

- **Bluebook** is the application that students use to take the digital SAT Suite of Assessments. Bluebook and Test Day Toolkit work together to make digital testing possible.
Bluebook™ Overview
Install Bluebook On Student Devices

Bluebook™ can be installed on devices that are school managed or student owned (except for student owned Chromebooks). Bluebook™ should be installed on whatever device the student will use during test day.

For more information on device readiness visit: https://bluebook.collegeboard.org/technology/devices
Bluebook Application Tools: Desmos Calculator

Built-in Desmos Graphing Calculator & Math Reference Sheets
Bluebook Application Tools: Flag and Review

Flag & Review

SAT Section 2: Math

35:00

Directions

1

[Question image]

7

[Question image]

Sculptor Ruth Asawa’s works have been widely ______. Critics have raved about her public fountains in San Francisco, for example, and her intricate loop-wire sculptures—which combine basket-weaving techniques she learned in Mexico City with modernist and abstract expressionist styles—are regarded as masterpieces. Which choice completes the text with the most logical and precise word or phrase?

- commended
- collected
- réfère
- limit

Section 1, Module 1: Reading and Writing Questions

[Question images]
Two nearby trees are perpendicular to the ground, which is flat. One of these trees is 10 feet tall and has a shadow that is 5 feet long. At the same time the shadow of the other tree is 2 feet long. How tall, in feet, is the other tree?
In recommending Bao Phi's collection Song I Sing, a librarian noted that pieces by the spoken word poet don't lose their nature when printed, the language has the same pleasant musical quality on the page as it does when performed by Phi.

Which choice completes the text with the most logical and precise word or phrase?

- scholarly
- melodic
- literary

New Annotation: "pieces by the spoken word poet... nature when printed:"

Highlight Color:  
Underline Style:  

Digital Readiness Check

The Digital Readiness Check is scheduled 1-2 weeks prior to the test date by the Test Coordinator to ensure student and staff technical readiness.

Students will sign into Bluebook™ using the device they will test with complete exam set up and may also take a test preview or full-length practice.

To enable the digital readiness check:

- Bluebook™ must be installed on all devices that students will use during test day (whether school-managed or student-provided)
- The network must be configured to allow all necessary traffic.
- The password to any necessary guest network must have been shared with administrating staff.
Digital Readiness Check – Exam Setup Flow

Launch Bluebook
- Sign in
- Test Taker Rules
- Homepage
- Confirm Info
- Privacy Notice

Optional Info
- BigFuture School
- Connections
- Student Information

Bluebook Readiness
- Test Day Checklist
- Test Day Video
- Device Readiness Check
- Test Preview

Readiness Check Complete!
Test Day Toolkit™
Test Day Toolkit – For Test Coordinators

Organize:
• Staff
• Rooms
• Rosters

Print student sign-in tickets

Monitor testing

Submit irregularity reports
Digital test administrations depend on Test Day Toolkit, a web application.

All test coordinators, proctors, and monitors need to access it on test day.
- They'll need a College Board professional account to access it.
- They can use their own laptop, tablet, or one provided by the school.

Before test day, test coordinators complete the following activities in Test Day Toolkit to prepare for the test administration.

1. Log in and activate account
2. Select school and event
3. Add Rooms
4. Assign students to rooms (optional)
5. Add staff
6. Assign staff to rooms/roles
7. Print student sign in tickets
Explore Test Day Toolkit™

https://tinyurl.com/TDTK-SIM
## Add Rooms

### All Rooms

Displaying 20 results

<table>
<thead>
<tr>
<th>Room Name</th>
<th>Testing Groups</th>
<th>Staff</th>
<th>Seats Taken</th>
</tr>
</thead>
<tbody>
<tr>
<td>Bridget's Room 6.1</td>
<td>S1: SAT (Standard time)</td>
<td>Proctor: Click to add</td>
<td>11/25</td>
</tr>
<tr>
<td>Christine Content UAT Room 3.9</td>
<td>S1: SAT (Standard time)</td>
<td>-</td>
<td>0/20</td>
</tr>
<tr>
<td>Lindsay Content UAT Room 3.9</td>
<td>A0</td>
<td>Proctor: J JULIETFHARRIS</td>
<td>13/30</td>
</tr>
<tr>
<td>NYO SAT SD Room</td>
<td>A0</td>
<td>Proctor: P PGRUENBERG</td>
<td>11/25</td>
</tr>
<tr>
<td>Reston SAT SD Room</td>
<td>A0</td>
<td>Proctor: S SHEP64</td>
<td>15/25</td>
</tr>
<tr>
<td>SAT Advisory Demo</td>
<td>S1: SAT (Standard time)</td>
<td>Proctor: Carol CSIKOR</td>
<td>7/20</td>
</tr>
<tr>
<td>Test Room Feb 24</td>
<td>A0</td>
<td>Proctor: Click to add</td>
<td>3/10</td>
</tr>
<tr>
<td>Tom's Accommodated room</td>
<td>S3: SAT (Double time)</td>
<td>Proctor: Click to add</td>
<td>5/99</td>
</tr>
<tr>
<td>Tom's INT Room</td>
<td>S1: SAT (Standard time)</td>
<td>Proctor: Click to add</td>
<td>6/99</td>
</tr>
<tr>
<td>z3.15 UAT Kristen McArtor</td>
<td>A0</td>
<td>Proctor: K KILMEMEG</td>
<td>22/30</td>
</tr>
<tr>
<td>z3.24 Request</td>
<td>S1: SAT (Standard time)</td>
<td>Proctor: L LINDESTEINKATZ</td>
<td>1/25</td>
</tr>
<tr>
<td></td>
<td>A0</td>
<td>Proctor: Click to add</td>
<td>1/3</td>
</tr>
</tbody>
</table>
Add Staff

Test Day Staff

<table>
<thead>
<tr>
<th>Staff Name</th>
<th>Phone</th>
<th>Role</th>
<th>Room</th>
<th>Sign-In Success</th>
<th>Toolkit Access</th>
</tr>
</thead>
<tbody>
<tr>
<td>Estevan <a href="mailto:emora@cb.org">emora@cb.org</a></td>
<td>Mobile: +1 209 513 2035</td>
<td>Coordinator</td>
<td>roomCodeTest2</td>
<td>Confirmed</td>
<td>Granted</td>
</tr>
<tr>
<td>Ambaye, Pushkar_Dev</td>
<td>Mobile: +1 213 555 6677</td>
<td>Room Monitor</td>
<td>BBTest0f0</td>
<td>Unconfirmed for this administration</td>
<td>Not granted</td>
</tr>
<tr>
<td>Coord, Pushkar</td>
<td>Mobile: +1 212 666 7477</td>
<td>Coordinator</td>
<td>BBTest0f0</td>
<td>Confirmed</td>
<td>Granted</td>
</tr>
<tr>
<td>Help, TestUser</td>
<td>Mobile: +1 212 988 9988</td>
<td>Proctor</td>
<td>roomCodeTest1</td>
<td>Confirmed</td>
<td>Granted</td>
</tr>
</tbody>
</table>
Test Day Toolkit – For Proctors

- Check room readiness
- Admit and prepare students to test
  (Script built-in to Test Day Toolkit)
- Monitor testing
- Submit irregularity reports for Test Coordinator approval
Test Day Toolkit and Bluebook: Proctor and Student Flow

**Proctors**

1. Prepare Your Room and Provide Room Code
2. Take Attendance
3. Read Instructions
4. Provide Start Code
5. Monitor Testing
6. Dismiss Students/Submit any IRs

**Students**

1. Check In or Complete Exam Setup and Enter Room Code
2. Enter Start Code to Start Testing
3. Submit Answers
Services for Students with Disabilities (SSD)
Accommodations

Universal Tools
Some tools are available to all test takers and don’t require accommodation requests:
• Zoom
• Color contrast
• Calculator (Desmos)
• Math Reference Sheet
• Annotator (highlighter and notepad)
• Mark for review
• Answer eliminator (Strikethrough)
• Question navigator (to quickly review and navigate to specific questions)
• Expand passage or item
• Student clock counts down time left for each section and gives a five-minute warning

☐ SSD Online is integrated with Test Day Toolkit and Bluebook. Approved accommodations in SSD Online will automatically transfer to Bluebook if matches to student information can be made.

☐ College Board-approved accommodations, state-allowed accommodations, and extended time for EL students must be entered in SSD Online.

☐ For digital testing, the default for all accommodated students is online testing. Paper tests are available if:
  • Students cannot test digitally due to their disability IEP/Section 504 Plan.
  • When a request for an accommodated paper test is approved in SSD Online, College Board will take proper measures to ship paper materials to the school for testing.
### Spring 2024 Deadlines

<table>
<thead>
<tr>
<th>Activities</th>
<th>Deadline</th>
</tr>
</thead>
<tbody>
<tr>
<td>College Board Approved Accommodations and EL Extended Time Requests</td>
<td>January 16, 2024</td>
</tr>
<tr>
<td>State-Allowed Accommodations (SAAs)Requests</td>
<td>January 16, 2024</td>
</tr>
</tbody>
</table>

**Note 1:** EL students can utilize the following supports: 1) translated test directions, 2) an approved word-to-word bilingual dictionary, and 3) time and one-half (+50% extended time).

**Note 2:** State-Allowed Accommodations should only be used in very rare circumstances, as they result in a non-college reportable score.
SSD Online Account

Returning SSD Coordinators:
• Confirm your access and password to SSD Online are still active.

New SSD Coordinators:
• Create/use a College Board Professional Account.
• Complete the SSD Coordinator Form, found at: www.collegeboard.org/ssd.
• Follow instructions in the welcome email to confirm your account.

https://accommodations.collegeboard.org/ssd-online
Preparing Students for the Digital SAT School Day
Introducing the BigFuture School Mobile App

The power to plan – in the palm of students’ hands

- Direct access to digital SAT School Day scores.
- Customized career guidance and information about planning and paying for college.
- Connections – a feature exclusively for school day test takers that allows them to hear from nonprofit colleges and scholarship programs that may be a good match – without sharing personal information.

In early 2024, educators will receive aggregate information and insights about student engagement with the app and its features.

https://satsuite.org/k12bigfutureschool
The Benefits of BigFuture School

Images are illustrative and not final
The Student Experience - Connections
Giving students control over the planning process
Students can sign up for BigFuture School and opt-into Connections during their test experience.
Linear (Nonadaptive) Digital SAT Suite Practice Tests

Access the Linear Practice Tests Here
Digital SAT Suite Practice Tests on Bluebook

- 4 Full-Length Practice exams for all SAT Suite Assessments currently available
- No time lost for exiting and coming back
- Retake as many times as you want
- Practice Test Question Review and Scores in MyPractice
- Students can practice with the same accommodations and supports they will receive on test day.
Official Digital SAT® Prep Course on Khan Academy

Students the Spring 2024 SAT can use this course to better understand the SAT, complete practice questions, and receive video instruction in each of the content domain areas.
Khan Academy: Official Digital SAT Course

Assignments and progress reports
- In-depth lesson articles
- Video worked examples
- Practice exercises
- 3 difficulty levels

Mastery enabled
- Course Challenge
- Quizzes and unit tests
- Skills Progress data available

Reading and Writing

11 skills
Hundreds of official Digital SAT items developed

Math

37 skills
Thousands of adapted Digital SAT items developed
Educator Question Bank – 1

*Educator Question Bank*

Create custom, targeted question sets to improve instruction

- Find Paper Version
- Find Digital Version

Filter to help you choose the right questions

Thousands of PDF exportable practice SAT Suite questions
Educator Question Bank

- Assessment: SAT | Change
- Test: Math | Change

Find questions by Domain
Scores:
- Algebra
- Advanced Math
- Problem-Solving and Data Analysis
- Geometry and Trigonometry

ID | Difficulty | Domain | Skill
--- | --- | --- | ---
d99d414 |  | Geometry and Trigonometry | Lines, angles, and triangles
edb08313 |  | Geometry and Trigonometry | Lines, angles, and triangles
bsbd0188 |  | Geometry and Trigonometry | Right triangles and trigonometry
f8bf27e5 |  | Geometry and Trigonometry | Lines, angles, and triangles
5207e508 |  | Geometry and Trigonometry | Lines, angles, and triangles
fb7e6fe |  | Geometry and Trigonometry | Area and volume
e657163 |  | Geometry and Trigonometry | Area and volume
33e26881 |  | Geometry and Trigonometry | Right triangles and trigonometry
525e666 |  | Geometry and Trigonometry | Area and volume
5afa60e |  | Geometry and Trigonometry | Area and volume
68b0d48 |  | Geometry and Trigonometry | Lines, angles, and triangles
9476c10e |  | Geometry and Trigonometry | Lines, angles, and triangles
Educator Question Bank

Educators can export the questions in one of three forms:

- No correct answers or explanations
- With correct answers and explanations
- Without answers or headers

Question ID bcb66188

Assessment: SAT
Test: Math
Domain: Geometry and Trigonometry
Skill: Right triangles and trigonometry
Difficulty: 

Triangle $FGH$ is similar to triangle $JKL$, where angle $F$ corresponds to angle $J$ and angles $G$ and $K$ are right angles. If $\sin(F) = \frac{12}{13}$, what is the value of $\sin(J)$?

A. $\frac{12}{13}$
B. $\frac{5}{12}$
C. $\frac{12}{5}$
D. $\frac{13}{5}$

ID: bcb66188 Answer

Correct Answer: B

Rationale

Choice B is correct. If two triangles are similar, then their corresponding angles are congruent. It’s given that right triangle $FGH$ is similar to right triangle $JKL$ and angle $F$ corresponds to angle $J$. It follows that angle $F$ is congruent to angle $J$ and, therefore, the measure of angle $F$ is equal to the measure of angle $J$. The sine ratios of angles of equal measure are equal. Since the measure of angle $F$ is equal to the measure of angle $J$, $\sin(F) = \sin(J)$. It’s given that $\sin(F) = \frac{12}{13}$. Therefore, $\sin(J)$ is $\frac{12}{13}$.

Choice A is incorrect. This is the value of $\cos(J)$, not the value of $\sin(J)$.

Choice C is incorrect. This is the reciprocal of the value of $\sin(J)$, not the value of $\sin(J)$.

Choice D is incorrect. This is the reciprocal of the value of $\cos(J)$, not the value of $\sin(J)$.

Question Difficulty: Medium
Technology Requirements
Ensure Devices Meet Requirements

Personal or School Managed:
Lap/Desktop (Mac/Windows)
Tablet (iPad/Windows)

School-Managed Chromebook

Device should be able to hold a charge for 3 hours

Device must be able to connect to Wi-Fi

For more information visit: https://bluebook.collegeboard.org/technology/devices/requirements
Network Requirements

All students and testing staff (coordinators, proctors, and monitors) must connect to your Wi-Fi on test day. This includes:

- Students and testing staff who are unaffiliated with your institution.
- Students and testing staff who are using personal devices.

You may need to set up guest access.

Be sure to share the network password with staff so they can share it with students.

https://bluebook.collegeboard.org/technology/networks

<table>
<thead>
<tr>
<th>Bandwidth Requirements</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Test</strong></td>
</tr>
<tr>
<td>SAT School Day</td>
</tr>
</tbody>
</table>

There will be a Technology Coordinator Webinar that will go in-depth into tech content.
New Interactive Checklist Tool

This new tool is designed to help schools organize the tasks they need to complete for Spring 2024 test administration.

Coordinators will:

• Receive one-click access to their online, school-specific checklist.

• Receive automated email reminders, with one-click reply options – done, in-progress, or need help – no logins needed!

• Tracks tasks completion and lets College Board know if support is needed.
Update Your Coordinator Form

Self-service form to update coordinator contact information

To add a new SSD Coordinator, you will also need to follow the process to establish a new SSD coordinator in SSD Online.

bit.ly/UpdateYourCoordinator
## Training Offerings for Testing Staff

<table>
<thead>
<tr>
<th>Training</th>
<th>Date and Time</th>
<th>Join Live/ Watch Recording</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Ohio SSD Coordinator Live Recorded Webinar</strong></td>
<td>Recorded Thursday November 30, 2023</td>
<td>Watch The Recorded Webinar WATCH RECORDING</td>
</tr>
<tr>
<td><strong>Ohio Test Coordinator Live Recorded Webinar</strong></td>
<td>Wednesday December 6, 2023 10:00 – 11:30 AM</td>
<td>No Pre-Registration Needed CLICK TO JOIN ZOOM Passcode: OH1TC2024!</td>
</tr>
<tr>
<td><strong>Ohio Technology Coordinator Overview Live Recorded Webinar</strong></td>
<td>Thursday December 7, 2023 10:00 – 11 AM</td>
<td>No Pre-Registration Needed CLICK TO JOIN ZOOM Passcode: Cbtech2024</td>
</tr>
<tr>
<td><strong>District Test Coordinator Overview Live Recorded Training</strong></td>
<td>Monday December 11, 2023 12:30 – 2:00 PM</td>
<td>No Pre-Registration Needed CLICK TO JOIN ZOOM Passcode: OHDTC2024!</td>
</tr>
</tbody>
</table>
Ohio Spring SAT School Day Customer Support

**Phone:** (866) 609-2205

**Email:** OHSAT@collegeboard.org

**State Resources**
collegeboard.org/ohio

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Questions & Answers