

## SUMMER 2017

### FSA and NGSSS END OF COURSE (EOC)

For packing instructions, refer to the Spring 2017 FSA Accommodations Test Administration Manual, pages 85–90 ([www.fsassessments.org](http://www.fsassessments.org) > FSA Resources > Accommodations OR packing instruction excerpt available on “TDC Documents” webpage) and/or the Spring/Summer 2017 Test Administration Manual End-of-Course Retakes pages 52-66.

#### TO BE SCORED – FSA EOC

<b>July 21, 2017</b>	<b>To be hand-delivered by school staff to TDC by 2:00 pm</b>
<b>PURPLE LABEL: FSA EOC (ALGEBRA 1 and GEOMETRY)</b>	
<b>BLUE LABEL: Large Print and One-Item-Per-Page</b>	<b>PINK LABEL: Braille</b>

#### TO BE SCORED – NGSSS EOC

<b>BROWN LABEL: NGSSS EOC (ALGEBRA 1 Retake, BIOLOGY, and U.S. HISTORY)</b>	
<b>BLUE LABEL: Large Print and One-Item-Per-Page</b>	<b>PINK LABEL: Braille</b>

#### NOT TO BE SCORED

<b>July 21, 2017</b>	<b>To be hand-delivered to TDC by 2:00 pm.</b>
<b>WHITE LABEL:</b> Unused test/answer books, defective documents with DNS bubbles gridded. Include “NOT TO BE SCORED” special document materials.	

#### DISTRICT ASSESSMENT COORDINATOR (DAC) BOXES

<b>July 21, 2017</b>	<b>To be hand-delivered to TDC by 2:00 pm.</b>
DO NOT pack Test Books inside OR place a colored label on DAC boxes	
Print and place “DAC-AR” label on the side of the box – found on “TDC Documents” webpage	
<b>DAC-AR BOX(ES)</b> (administrative records)	<b>This box will <i>ONLY</i> contain the ORIGINAL ADMINISTRATIVE RECORDS FOR ALL SUMMER ASSESSMENTS.</b> After each administration, organize, copy and bundle your documents. Label your ORIGINAL documents with an Administrative Records Cover Sheet (found on the TDC webpage) and place in the DAC-AR BOX.

#### ADMINISTRATIVE RECORDS:

- Original **Test Materials Chain of Custody Form** (for PBT accommodations / One per administration)
- Original **School Procedural Checklist** (FM-6927 / One per administration)
- Original **Test Administration and Security Agreements and Test Administrator Prohibited Activities Agreements**
- Original **Security Logs**
- Original **Seating Charts**
- Original **Administration Record/Security Checklist** or school’s developed form with all required administration information.

**NEW**

<b>DAC BOX(ES)</b> (additional materials)	Print and place “DAC” label on the side of the box – found on “TDC Documents” webpage <ul style="list-style-type: none"> <li>• Original CBT Worksheets (used and unused)</li> <li>• Florida Computer-Based Testing Work Folders for Mathematics and EOCs (used and unused)</li> </ul>
--	---