

INSTRUCTIONS FOR USING THIS TEST

This test is designed to place preliterate students in *Literacy Plus A* or *B*. *Literacy Plus A* is designed for beginning students who are not literate in any language. *Literacy Plus B* is for beginning students who are literate in their own language but not in English.

A student who begins in *Literacy Plus A* should continue his or her studies in *Literacy Plus B*. A student who completes *Literacy Plus B* may continue his or her studies in an ESL textbook for literate students.

The student answer sheets

The two student answer sheets are photocopiable, and each contains a name and date line.

- **Test 1** determines whether a student is literate in English.
- **Test 2** determines whether a student is literate in his or her native language.

Testing sequence

Greet the student in English or in the student's native language. Write the student's name and the test date at the top of the answer sheet in the spaces provided. Give the student the answer sheet and a pen or a pencil. Be sure the answer sheet is turned so that **Test 1** is face up, but oriented AWAY from the student, to determine if the student is familiar with print. Watch to see if the student orients the answer sheet in the right position when the test begins. The instructions for the test may be given in the student's native language if necessary.

Test 1: Literacy in English

Point to item 1. Say *What's your name?* If student responds, say *Please write your name on the line.*

Point to item 2. Say *What's your address?* If student responds, say *Please write your address on the line.*

Point to item 3. Say *Please write this number on the line. Thirty-three.*

Point to item 4. Say *Look at the letters.* Say each letter in order as you point to it. Pause at the blank where the C would go. Say *Write the letter.* Pause to give the student time to write the letter in the box. Continue with the rest of the letters, indicating the blank each time and asking the student to write the letter. Pause long enough each time for the student to write.

Point to item 5. Say *Look at the numbers.* Say each number in order as you point to it. Pause at the blank where the 15 would go. Say *Write the number.* Pause to give the student time to write the number in the box. Continue with the rest of the numbers, indicating the blank each time and asking the student to write the number. Pause long enough each time for the student to write.

Point to item 6 (the form). Say *Now please fill out this form.*

Point to item 7. Say *Please read number 7 and write your answer here.*

Scoring and placement

- ▶ If the student has been able to orally answer the questions in items 1, 2, and 3, and write the answers to five or more items legibly and on the lines, consider placing the student in an ESL textbook for literate students.
- ▶ If the student has been unable to write the answers to five or more items legibly and on the lines, administer **Test 2**.

Test 2: Literacy in the native language

Test 2 should be administered in the student's native language.

Give the student the answer sheet for **Test 2**. Make sure the answer sheet is face up. Ask the student if he or she can write in [student's language]. Ask the student to write a description of daily life at home. If the student is unsure what is expected, it is OK to explain further. For example, tell the student to write what he or she does in the morning, the afternoon, at night; what he or she eats for breakfast, lunch, and dinner; what time meals are eaten; what kind of work he or she does, etc. Explain that there is no "right" answer, that this is just a sample of the student's writing. If the student has questions about the task, answer them freely.

Scoring and placement

- ▶ If the student is able to comfortably write two or more sentences that are legible, on the lines, and with appropriate spacing between words, place the student in *Literacy Plus B*.
- ▶ If the student is unable to write even one sentence, writes something, but with difficulty, or does not write anything, place the student in *Literacy Plus A*.

The student answer sheets for both tests follow.

Student's name _____

Date of test _____

Test I: Literacy in English

1. _____

2. _____

3. _____

4. A B D E G H J K

5. 12 13 14 16 17 18 20

6.

name _____
address _____

date of birth _____

7. Write the name of your country. _____

