



## CLASSROOM TESTING ENVIRONMENT BEST PRACTICES

Testing can be a high-stress, anxiety-provoking moment for both students and teachers. A chaotic classroom environment before and during the test only exacerbates the nerves of students. In order to ensure a calm and motivating classroom before, during, and after a test, teachers should consider following these best practices.

### 1. Set the classroom up for testing before students arrive

It is best for students to test first thing in the morning. In order to decrease anxiety and help students get started right away, teachers should have the classroom set up for the test before students arrive. Being prepared prior to the start of the day allows the teacher to ensure a calm environment for students, avoids the chaos of setting up while monitoring students, and ensures that the test starts on time. This set up often includes:

- Computers turned on at each testing seat
- Headphones and mice should be plugged in (if necessary)
- Scratch paper and any other necessary tools distributed to each seat
- Test session created, including adding students and assigning the test
- Test session and password should be visible for students

### 2. Minimize morning distractions and create an uplifting culture

On the morning of the test, the classroom should be calm and quiet. Students can do morning work, but it should not be something that is difficult or frustrating. Teachers should consider skipping or postponing announcements and extra routines that are not needed for the test. The goal is to keep nerves down and build up student attitudes.

During the test, the classroom should continue to be quiet and calm. Teachers should encourage students to work silently and try their best. If behavior issues arise, teachers should deal with these as quietly as possible to minimize additional distractions.

### 3. Remind students of testing strategies and motivate them to do their best

Before the test begins, teachers should remind students of their goals, of the importance of taking their time and doing their best work, and of any other strategies that will help them succeed, like using scratch paper, listen to the question twice, or read all answers before selecting one. Consider giving students morning work that has them reflect and prepare for trying their best. Additionally, teachers may choose to show motivational or growth mindset reminders before the test.

### 4. Actively monitor student testing

During the MAP test, it is critical that the teacher(s) in the room actively monitor student progress. Proctors should be observing students by circulating the room at least once every 3-4 minutes. While moving through the room teachers should ensure students are focused, working at an appropriate pace, and trying their best. Teachers should also check the MAP proctor screen to watch for students who are going too quickly or slowly. These students may be distracted or frustrated and need a pep talk. Active adult proctoring is important to maintain ideal test conditions through the entire testing session.



**5. Have something for students to do when they finish testing**

Teachers should have a plan and give explicit directions for what students should do when they finish testing. This might include having students put their heads down and rest, taking out a book, or working on an assignment. After test activities must be silent, so that those students who are still testing can continue undisturbed. Additionally, these activities should not be particularly “fun or flashy,” so as to not distract those students still testing, or excite students to the point that they try to finish their test quickly.