



**TABE 11 & 12  
FACTA  
2/14/2018**

*Florida Department of Education  
Jane Silveria  
State of Florida Certified TABE Trainer*

## TABE 11 & 12 Overview

- New standards
  - National College- and Career-Readiness (CCR) Standards
  - <https://lincs.ed.gov/publications/pdf/CCRStandardsAdultEd.pdf>
- New test length
  - Only one test length; no Survey and Complete Battery
- Changes to Math sections
  - Only one Math test; standards focus on Applied Math
- Improved Locator design
  - Longer Locator test provides a stronger placement into a TABE level
- Reading, Math, and Language tests only
- Alignment to all three HSE exams

## **TABE 11 & 12: Types of Questions**

- Selected response
- Gridded-response (math subtest only)
- Technology enhanced (computer only)
- Multiple select
- Evidence-based selected-response
- Two-part

# TABE 11 & 12: Test Levels and Content Difficulty (Grade) Ranges

- Mathematics

- L            K-1
- E            2-3
- M            4-6
- D            6-8
- A            9-12

## Item Count and Test Times

<i>Test</i>	<i># of Items</i>	<i>Time (Minutes)</i>
-------------	-------------------	-----------------------

### Mathematics

Level

L	40	75
E	40	75
M	40	75
D	40	75
A	40	75

Plus 10 to 15 minutes for administering the practice test items and reading directions.

# TABE 11 & 12: Test Levels and Content Difficulty (Grade) Ranges

- Reading and Language
  - L            K-1
  - E            2-3
  - M            4-5
  - D            6-8
  - A            9-12

## Item Count and Test Times

<i>Test</i>	<i># of Items</i>	<i>Time (Minutes)</i>
-------------	-------------------	-----------------------

Reading

Level

L	47	120
E	47	120
M	47	120
D	47	130
A	47	130

Plus 10 to 15 minutes for administering the practice test items and reading directions.

## Item Count and Test Times

<i>Test</i>	<i># of Items</i>	<i>Time (Minutes)</i>
-------------	-------------------	-----------------------

Language

Level

L	40	85
E	40	85
M	40	85
D	40	85
A	40	85

Plus 10 to 15 minutes for administering the practice test items and reading directions.



## Standardized procedures ....

- A minimum of one examiner for every twenty examinees should be in the testing room at all times with additional floating examiner(s) to assist as needed
- Verify examinee IDs
- Only authorized materials allowed in testing room
- Cell phones and other electronic devices must be turned off prior to storing, including the examiner's

## ... Standardized procedures .....

- All scrap paper must be collected and destroyed by shredding or equivalent method
- Collect test ticket(s), which are considered a secure material
- Document start and stop times of the test
- Collect pencils, erasers and scrap paper
- Collect calculators and erase memory
- No examinee should be dismissed until all materials are collected and accounted for

## .... Standardized procedures ....

- Reading and Mathematics (Part 1 and Part 2) must be administered in sequence
- Other subtests and the amount of time between their administrations will vary
- A break of 10 or more minutes is recommended between subtests to allow time for administrative duties

## .... Standardized procedures ....

### Paper-based

- Must be timed appropriately
- Must be monitored (1 per 20 + a floater)
- Must read instructions verbatim

### On-Line

- Computer Times test
- Must be monitored (1 per 20 + a floater)
- General test directions provided on line

## Test Materials: Paper-based

- Reusable test book
- Consumable test book Level L
- Answer document
- Colored scratch paper
- # 2 pencils with erasers
- Test Directions

### Mathematics

- Ruler for Level E
- Protractor for Levels M, D and A
- Basic 4-function calculator for Level M, Part 2
- Scientific calculator for Level D and A, Part 2
- Calculators are provided for the computer-based tests

## Test Materials: Computer based

- Computers
- Test Tickets
- Colored scratch paper
- #2 pencils with erasers
- Test Administration Manual
- Test Directions
- Examiner's administrative forms and supplies

# Calculators for Mathematics

- A basic 4-function calculator
  - Level M Mathematics Part 2 test only
- A scientific calculator for Levels D and A Mathematics Part 2 test only
- Calculators are not permitted on Levels L or E mathematics, or in Part 1 of Levels M, D and A Mathematics
- Prior to and after testing, calculators must be inspected and cleared of all memory
- Testing sites should provide calculators for examinees
- Braille calculators may be used by those examinees that require them

## TABE 11 & 12 Test Administration Manual

- Now available on [www.tabetest.com](http://www.tabetest.com)
- It is your responsibility as a test coordinator or examiner to be thoroughly familiar with the contents of this manual, your state's policies, and all procedures associated with your role in the administration process
- Security must be maintained and standardized testing procedures must be followed
- Updates will be made to the manual up to March 5, 2018 when the paper-based version is released



Examiners must maintain security of test materials and confidentiality of examinee data throughout.

## Verification of Examinee ID

- To prevent impersonation and ensure examinee eligibility, examinee identification and age should be checked carefully against a current, valid, original government –issued photo ID
  - Driver’s License
  - Passport
  - State Identification Card
  - Military ID
- A student ID may be used in combination with one principle form from above.

## Unacceptable forms of ID

- Photocopies of acceptable documents
- International driver's license or student IDs
- Birth Certificates
- Social Security Cards
- Notarized documents
- Credit cards

# Test Center Staff Requirements

- Complete requisite TABE 11 & 12 live or recorded training session(s)
- Complete required state training
- Have a high school diploma or equivalent, Bachelor's degree strongly preferred
- Teaching, counseling and/or assessment background is strongly preferred
- Prior experience in testing is highly desirable
- Must not be involved in any related preparatory course
- Must not have a conflict of interest

## NRS Levels (EFLs) Mathematics

- 1 ABE Beginning Literacy 300-448
- 2 ABE Beginning Basic 449-495
- 3 ABE Intermediate Low 496-536
- 4 ABE Intermediate High 537-595
- 5 Low Adult Secondary 596-656
- 6 High Adult Secondary 657-800

## NRS Levels (EFLs) Reading

- 1 ABE Beginning Literacy 300-441
- 2 ABE Beginning Basic 442-500
- 3 ABE Intermediate Low 501-535
- 4 ABE Intermediate High 536-575
- 5 Low Adult Secondary 576-616
- 6 High Adult Secondary 617-800

## NRS Levels (EFLs) Language

- 1 ABE Beginning Literacy 300-457
- 2 ABE Beginning Basic 458-510
- 3 ABE Intermediate Low 511-546
- 4 ABE Intermediate High 547-583
- 5 Low Adult Secondary 584-630
- 6 High Adult Secondary 631-800

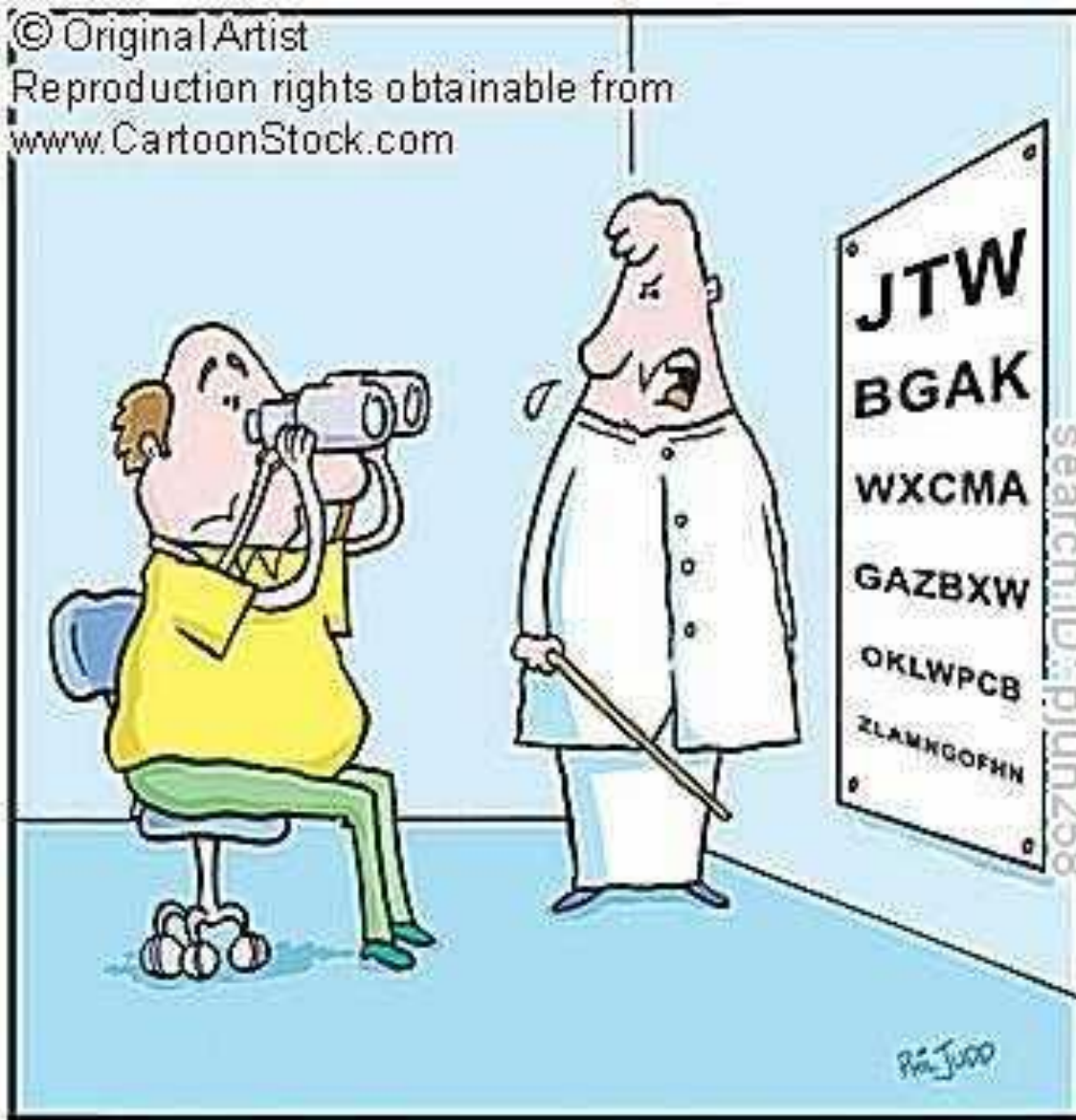
## Level L

- Level L can be used to screen adult examinees entering literacy programs. Level L accomplishes this by screening for:
  - Visual/reversal problems
  - Auditory skills/sound discrimination
  - Beginning comprehension skills
  - Beginning mathematics application skills
  - Beginning grammar, capitalization, punctuation, and spelling skills
  - Vocabulary and word meaning
  - Beginning reading skills





© Original Artist  
Reproduction rights obtainable from  
[www.CartoonStock.com](http://www.CartoonStock.com)



"No cheating!"

## Locator Test ....

- In order to obtain the most accurate test results, it is important to administer the level of test that best targets the examinee's skill level in each content area.
- The best way to do this is to administer the locator test.
- Only used one time (before initial testing (pre-test) to determine level(s) of TABE to be assigned

## ... Locator Test ....

- If the locator test scores indicate significant differences in subject areas (more than two TABE levels apart), the examinee should be administered tests from different levels.
- If looking for a certain level from the examinee, locator does not have to be used.
  - CTE
  - CareerSource
  - Employers

## ... Locator Test ..

<i>Test</i>	<i># of Items</i>	<i>Time</i>
Reading	19	45 minutes
Mathematics	16	30 minutes
Language	16	30 minutes
Total	51	105 Minutes

## Out of Range Scores

- Note that each TABE level test has content aligned specifically to a range of NRS levels and thus a student can only be classified into those NRS levels. Due to the content alignment, as well as measurement properties of each TABE level test, if a student tests “out of range” (O/R; more than one NRS level below the targeted level), then they will not receive a scale score or NRS level and they will need to take a lower TABE level test. If a student scores more than one NRS level above the targeted level, then a (+) sign will appear next to the scale score and their score will be set to the highest possible scale score, which is one above the targeted level. In this case, students may want to test with a higher TABE test in order to better assess their ability level.

# Materials Needed for Test Day

## Paper-based

- Scratch Paper
  - Collect and shred
- Test booklets & answer sheets
- Calculator (must provide and clear after each use)
- Pencils
- Timer

## On-Line

- Scratch Paper
  - Collect and shred
- Pencils

# Confidentiality of Examinee Data

- Examinee data are completely confidential
  - Examinee records
  - Test books
  - Answer documents
  - Score results
- Data leaks of any type must be immediately reported to DRC for investigation

# Unauthorized Materials

- Test centers are required to provide a safe place for examinees to store any materials that they do bring.
- Examinees with prohibited items will have test subject to invalidation.



## These items are prohibited:

- Electronic devices of any sort
- Cell phones (including pagers and beepers)
- Any device that might be used to scan, record, photograph, copy or otherwise reproduce test content
- Books or papers
- Mechanical pens or highlighters
- Watches or stop watches with alarm, flashing lights or calculator functions
- Headphones
- Purses, backpacks
- Food or drink
- Loose clothing, including hats, scarves, jackets
- Sunglasses – (Unless medically necessary)

## Testing Irregularities ....

- Unplanned event or emergency interruption
- System Interruption
- Disruptive examinee
- Unauthorized visitor or intruder
- Disturbances
- Examinee illness
- Examiner illness
- Wrong test administration time

## ... Testing Irregularities ...

- Examinee mistakenly permitted to use unauthorized test materials
- Wrong oral directions read
- Unacceptable/insufficient ID or eligibility
- Leaving the testing room or taking breaks
- Cancellation
- Defective answer document discovered before testing begins
- Defective answer document discovered after testing begins

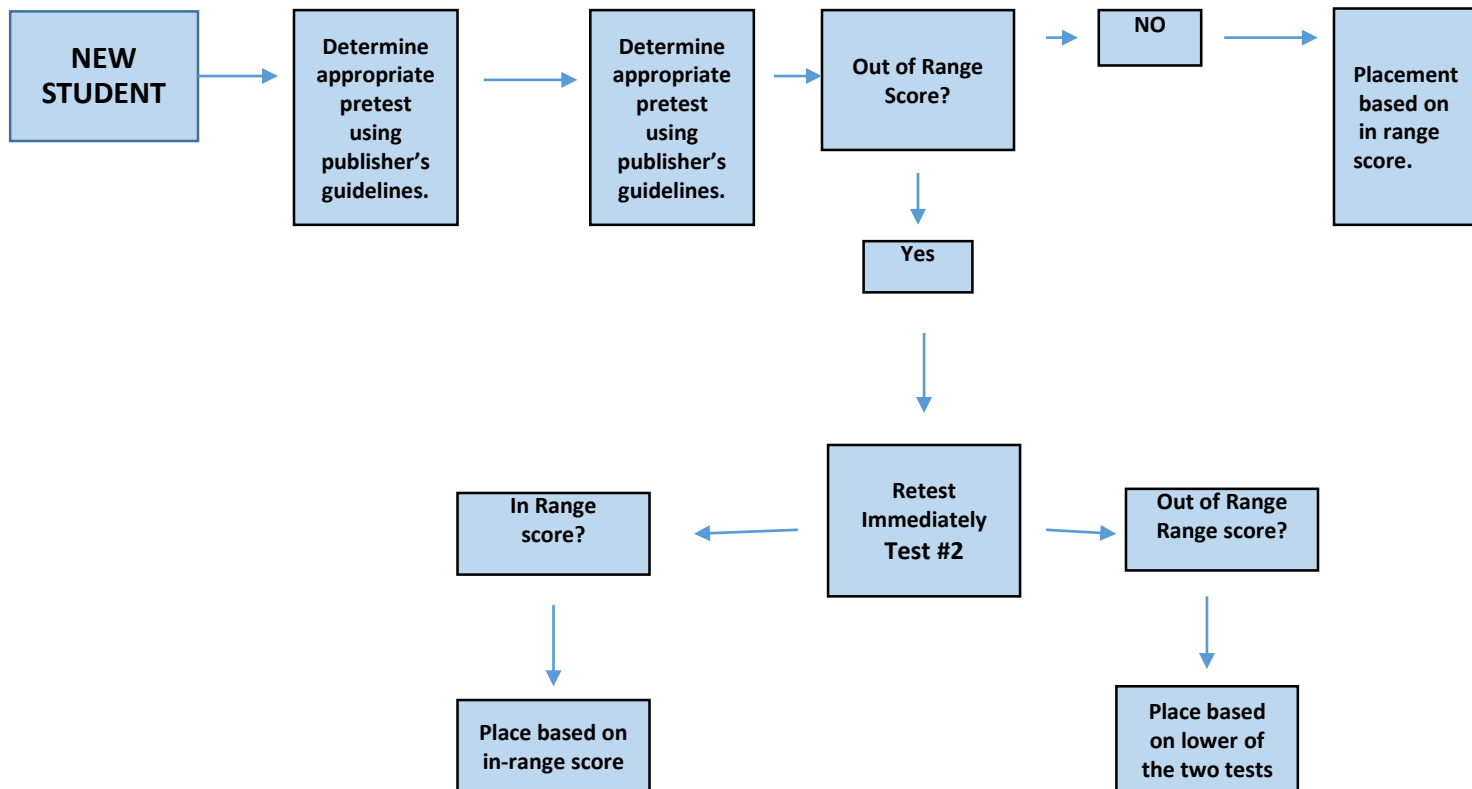
## ... Testing Irregularities ...

- Examinee has defective test book
- Examinee marks answers in test book
- Examinee questions test content
- Use of unauthorized materials
- Cheating
- Copying or reproducing test content
- Dismissed examinee refuses to leave test session
- Examinee is hostile or poses a threat to examiner or other examinees

# Invalidation of Test

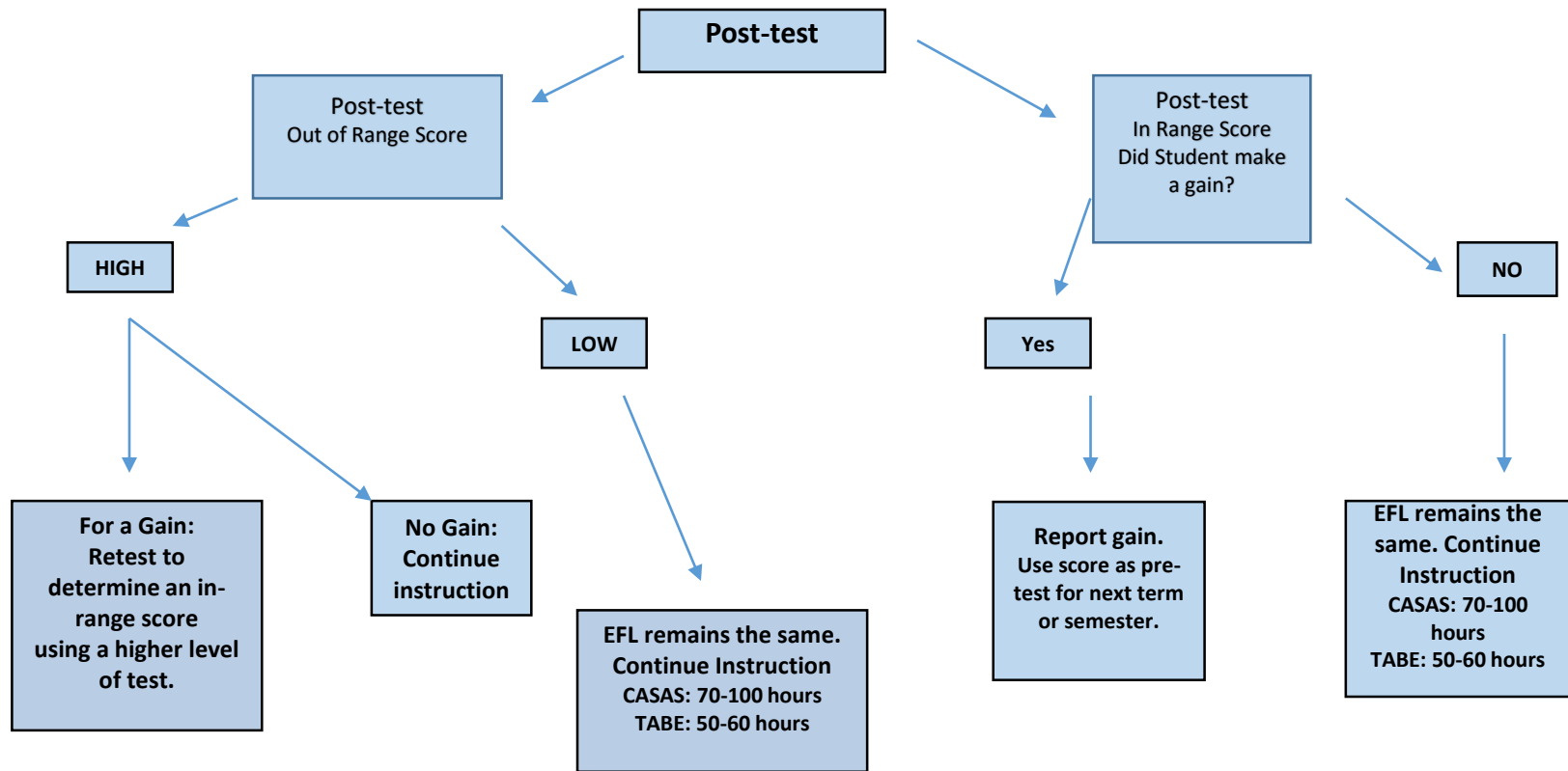
- Defective answer document
- Transfer of responses to a new answer document due to miscoding
- Examinee has been found ineligible to take TABE 11 & 12
- Examinee has been caught cheating
- Test was administered inappropriately
- May be invalidated in one subject and valid in others

# Testing Procedures for New Students



Report the test administration(s) and proceed with 50-60 hours of instructional activities, formal assessments, and teacher observation for appropriate level of post-testing.

# Testing Procedures for Continuous Students



Report the test administration(s) and proceed with 50-60 hours of instructional activities, formal assessments, and teacher observation for appropriate level of post-testing.

## ... Accommodations ....

### Paper Based

- Braille (automatic extra time)
- Large Print
- Audio

### Computer-based

- Text-to-Speech functionality (untimed)
- Screen magnification
- Choice of screen colors
- Reverse contrast

Testing for examinees requiring accommodations should be planned according to the accommodations specified. Additional time, room(s) and/or staff may be required.



# TABE STUDENT TOOLS

- Line Guide
- Highlighter
- Cross Off
- Magnifier/Zoom
- Sticky Notes
- Calculators
- Color Choices
- Contrasting Colors
- Reverse Contrast
- Masking
- Text-to-Speech (English)
- Online Large Print
- Mark for Review
- Pause Test
- Mathematics Formula Sheet
- Ruler (inches and centimeter)
- Protractor

# Alternate Formats

- Braille
- Large Print
- Audio
- Computer-based includes Text-to-Speech functionality



IT'S NOT CHEATING!  
THEY'RE TATTOOS AND THE  
FACT THAT THEY CLOSELY  
RESEMBLE ANSWERS ON  
THE TEST IS PURELY  
COINCIDENTAL.



endlessorigami.com

## Test security ....

- It is the responsibility of the test center to ensure to the greatest extent possible that test content is not lost or stolen and that examinees are prevented from cheating or impersonation.
- Consequences for security breaches and infractions are steep.
  - Invalidation of test results for the examinee
  - Suspension of testing privileges for the examinee
  - Test centers may be suspended or testing privileges may be cancelled
  - Test center staff may face potential investigation

## ... Test Security ....

- Test materials that are considered secure include:
  - Printed test booklets (all formats)
  - Test Directions (all formats)
  - Completed answer documents; and
  - Used scratch paper
  - Test tickets (computer based)
- The Test Administration Manual is not secure, it should be considered proprietary and confidential.

## ... Test Security ....

- Test Security, s. 1008.24, F.S., and Maintenance of Test Security, Rule 6A-10.042, F.A.C., state procedures that must be followed to maintain test security.
- First Degree Misdemeanor
  - Up to \$1000 fine
  - 6 months in jail
  - And/or loss of teaching certificate

# Thank you !

## Data Recognition Corporation - CTB

**Michael Johnson**      [MJohnson@datarecognitioncorp.com](mailto:MJohnson@datarecognitioncorp.com)

**Christine Kirk**      [ckirk@datarecognitioncorp.com](mailto:ckirk@datarecognitioncorp.com)

## FL DOE

**Jane Silveria , CTE Assessment/TABE**

**850.245.9022 , Fax: 850.245.9019**

**[Jane.silveria@fldoe.org](mailto:Jane.silveria@fldoe.org)**

**Lisa Williams, Adult Assessment**

**850-245-7884**

**[Lisa.Williams@fldoe.org](mailto:Lisa.Williams@fldoe.org)**

**Phil Anderson , ESOL Assessment**

**850-245-9450**

**[Philip.anderson@fldoe.org](mailto:Philip.anderson@fldoe.org)**