

# Tips for Taking the FSA ELA Writing Assessments

**For Grades 4–10**

# **It's almost time to take the FSA ELA Writing test!**

Here are some important explanations and reminders to help you do your very best.

# FSA ELA Writing

- Students in Grades 4–7 will take the **Florida Standards Assessments (FSA) English Language Arts (ELA) Writing test** on paper.
- Students in Grades 8–10/Retake will take the **Florida Standards Assessments (FSA) English Language Arts (ELA) Writing test** on the computer.
- There is **one 120-minute session** of FSA ELA Writing; you will complete the session in one school day.

# Test Invalidation

Let's talk about the term  
**test invalidation.**

It's important for you to  
understand what it means so it  
won't happen to you!

# Test Invalidation

If your test is invalidated, it means that your test **will not be scored**, and you will not be able to retake the same test.

# To make sure your test is scored...

**Remove all electronic devices.**

If you have an electronic device at your desk, in your pocket, or ANYWHERE you can reach it during testing or while on a break, **your test will not be scored.**

# Electronic Devices

***Some examples of electronic devices are:***

- Cell phones or smartphones
- Tablets
- Smartwatches
- Handheld video games
- MP3 players
- Cameras

# Electronic Devices

- **All electronic devices must be turned off before the test.** Your teacher may collect them or instruct you to put them away (in a locker or backpack away from your desk).
- If you aren't sure if something is an electronic device, please ask your teacher before the test.



# To make sure your test is scored...

## **Do your own work.**

If you are caught looking at another student's response or planning sheet, allowing another student to look at your response or planning sheet, or using any kind of unauthorized aid during the test, **your test will not be scored.**

# To make sure your test is scored...

## **Don't be disruptive.**

If you are disruptive during a test, you may be dismissed from the room and your test may not be scored. It is very important for you to remain quiet, respect other students, and pay attention to and follow the instructions.

# To make sure your test is scored...

**Don't leave school during a session.**

If you leave the school's campus for lunch or an appointment before you complete a test session, **you will not be allowed to finish taking the test when you return.**

# Testing Rules

## During the test, you must not:

- Talk to other students or make any disturbance
- Look at another student's computer screen/test and answer book or planning sheet
- Allow another student to look at your computer screen/test and answer book or planning sheet
- Ask for help responding to the prompt
- Give help to another student in responding to the prompt
- Have notes or scratch paper (other than your planning sheet)
- Have any electronic or recording devices (other than the device on which you are testing) in your possession at any time, including breaks, even if you do not use them
- Fail to follow any other instructions given

# Testing Rules

Before the test, your test administrator will read the testing rules aloud and ask you to read the **Testing Rules Acknowledgment**. You will be asked to sign your name below the Testing Rules Acknowledgment on your planning sheet to show that you understand the rules.

**Testing Rules Acknowledgment**

I understand the testing rules that were just read to me. If I do not follow these rules, my test score may be invalidated.

Signature \_\_\_\_\_

# Taking the Test

Let's talk about the materials  
you will use to take the test  
and the process you will follow  
when taking the test.

# Planning Sheets (PBT and CBT)

- Before you begin, your test administrator will give you a **planning sheet** that you may use to take notes and plan your writing.
- Your test administrator will collect your planning sheet at the end of the test session.
- While testing, make sure that your planning sheet is not easily visible to other students.

STUDENT NAME \_\_\_\_\_

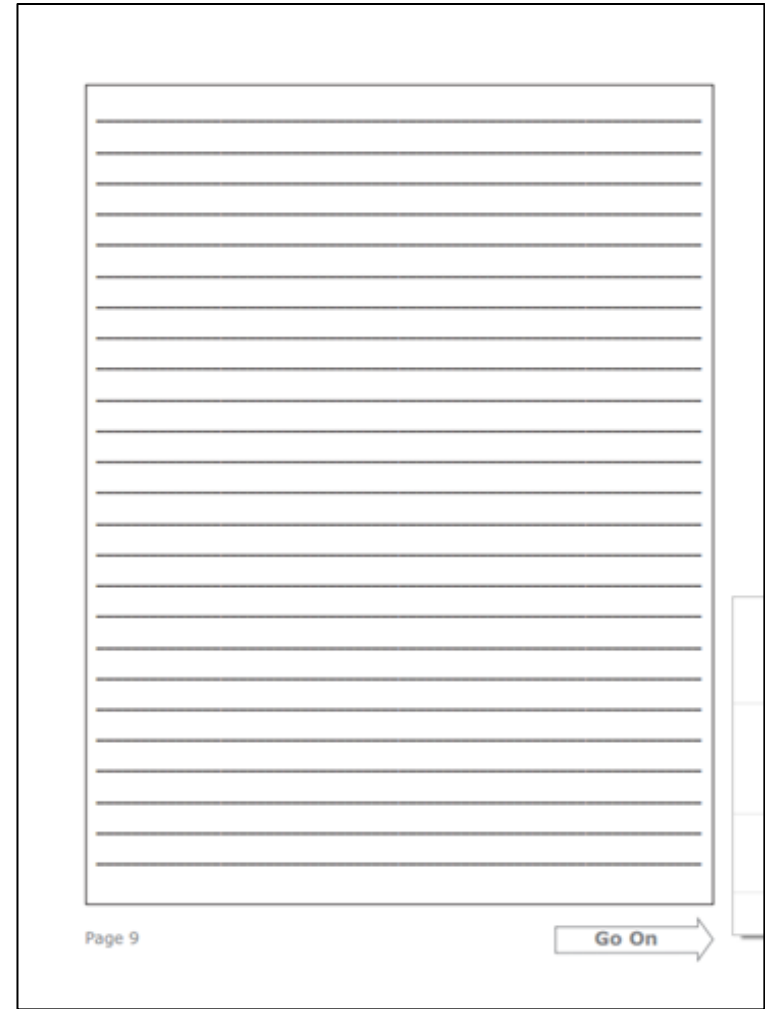
**PLANNING SHEET**

Use this sheet to plan what you will write. The writing on this sheet will NOT be scored.

SAMPLE

# Grades 4–7

You will receive an FSA ELA Writing test and answer book that contains reading passages, a writing prompt, and lined pages where you will write your response.





# Grades 8–10/Retake

Your computer-based test contains reading passages, a writing prompt, and a text box where you will type your response.

The screenshot displays a web-based test interface. At the top, the browser title is "Grade 8 ELA Writing Practice Test (0 completed out of 1) GUEST, GUEST (Username: GUEST) QUEST SESSION". The interface is divided into two main sections: a reading passage on the left and a writing prompt on the right.

**Reading Passage:**

### Pen Names in Literature

#### Source 1: What's in a Name?

by E. Bennet

1 Names are useful. Sometimes they're even more useful when they're fake—especially if you're a writer. Pen names, aliases, or pseudonyms—as they're variously called—allow authors freedom, flexibility, and opportunity. Eric Blair, author of *Animal Farm* and *Nineteen Eighty-Four*, adopted the name George Orwell because he feared his early work would embarrass his family. C. S. Lewis, concerned about his status as a professor at Oxford, used the name Clive Hamilton to publish a collection of poems. Charles Dodgson, a noted mathematician, used the name Lewis Carroll to write fantasy works such as *Alice in Wonderland*.

2 For many writers, turning to a pen name is the only way to get published. When a local newspaper refused him publication, sixteen-year-old Benjamin Franklin started writing letters to the editor under the persona of the middle-aged widow Silence Dogood. Likewise, many female authors have had to conceal their gender in order to overcome discrimination and get publishers to take them seriously. The Brontë sisters (Charlotte, Emily, and Anne) wrote poetry and novels under male pseudonyms. Charlotte wrote under the name of Currer Bell, while Emily and Anne used the names Ellis and Acton Bell.

3 Even today some authors adopt a pen name in order to stem biases and preconceived notions. Perhaps the best-known example of this is J. K. Rowling. Rowling's publishers feared that young boys—the presumed audience of the *Harry Potter* series—wouldn't take the book seriously if they knew it was written by a woman. So Joanne Rowling became J. K. Rowling. In hindsight, though, the change was hardly necessary. Rowling's books enjoyed unprecedented success, gaining millions of fans among boys and girls of all ages, and adults as well.

4 In fact, Rowling became so famous that she later turned to another pen name, Robert Galbraith, in order to write detective novels. For Rowling, a new pen name meant a fresh start and a chance to explore a new genre without the

**Writing Prompt:**

1 Your town's public library is hosting an exhibit on pen names throughout history. You have been asked to write an informational article for the exhibit's display explaining why some authors choose to use pen names. Your essay should be based on the ideas and concepts found in the "Pen Names in Literature" passage set.

Manage your time carefully so that you can

- read the passages;
- plan your response;
- write your response; and
- revise and edit your response.

Be sure to

- use evidence from multiple sources; and
- avoid overly relying on one source.

Your response should be in the form of a multiparagraph essay. Write your response in the space provided.

The writing area includes a rich text editor with a toolbar containing icons for Bold (B), Italic (I), Underline (U), Text Color (A), Paragraph Style (¶), Bulleted List (•), Numbered List (1), Indent (↔), Outdent (↔), Undo (↶), Redo (↷), and a search icon (Ω).

# Taking the Test

- Read each passage carefully and respond completely to the writing prompt.
- Your writing should show that you can organize and express your thoughts clearly.
- You are required to write your response in English.
- Manage your time carefully so that you have time to read the passages, plan your response, write your response, and proofread, revise, and edit your response.

The following slides (20–38)  
pertain to Grades 8–10/Retake  
CBT administrations only

# Test Delivery System (TDS) Grades 8–10/Retake

You will take the test in the  
**FSA Secure Browser**  
using the **Test Delivery System (TDS)**.

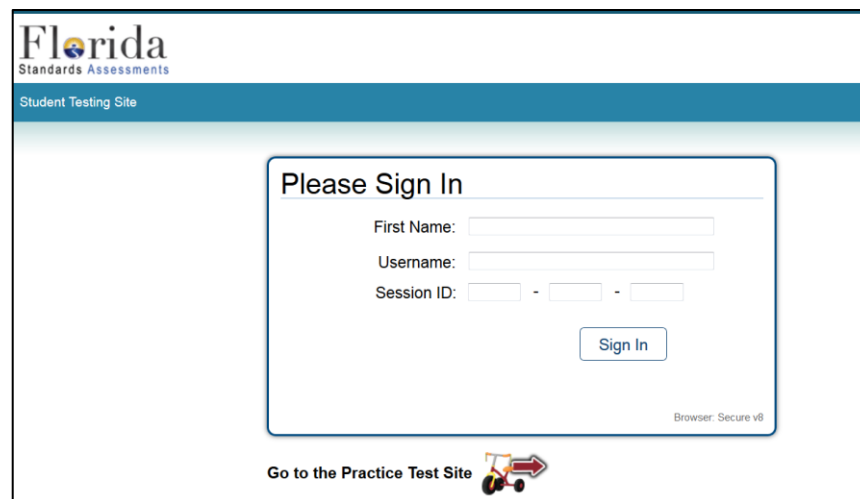


# Test Tickets

- Prior to testing, your test administrator will give you a **test ticket** listing your First Name and Username, which you will need to log in to your computer-based test.
- Be sure that your test ticket has the correct name and date of birth on it.
- When logging in to your test, it is important that you enter your First Name and Username exactly as they appear on your test ticket.

# Logging In to the Test

When your test administrator tells you to do so, you will enter your **First Name** and **Username** (as printed on your test ticket) as well as the **Session ID**, which your test administrator will display for you.



The screenshot shows the login interface for the Florida Standards Assessments Student Testing Site. At the top left, the logo for Florida Standards Assessments is displayed. Below the logo, the text "Student Testing Site" is visible. The main content area features a "Please Sign In" box with three input fields: "First Name:", "Username:", and "Session ID:". The "Session ID" field is divided into three segments by hyphens. A "Sign In" button is located below the input fields. In the bottom right corner of the sign-in box, it says "Browser: Secure v8". At the bottom of the page, there is a link that says "Go to the Practice Test Site" with a small icon of a red arrow pointing right.

# “Is This You?” Screen

- After you log in, you will see a screen that says “**Is This You?**”
- You will verify that the information listed on the screen is correct and select “Yes” to continue.

# Computer-Based Tools

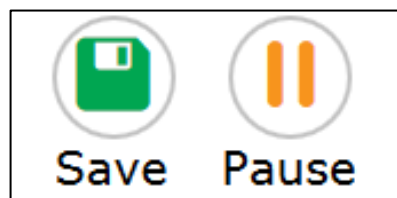
You may use any of the tools on the screen to help you with your test.



# Computer-Based Tools

## Save and Pause

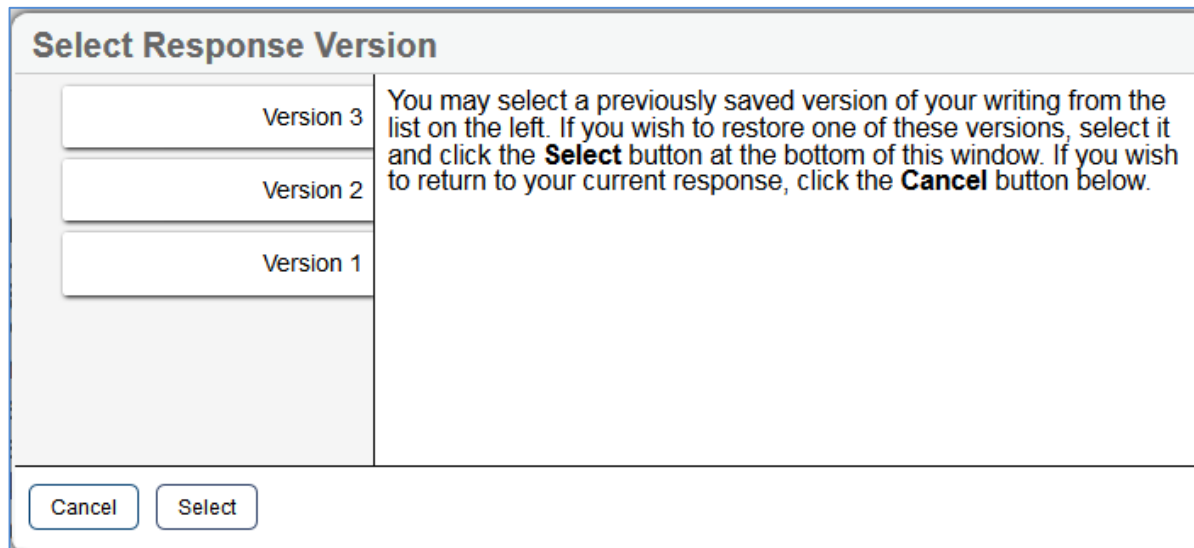
- The **Save** button allows you to manually save your work. However, this feature is optional. **Your response will automatically be saved every two minutes regardless of whether you select the Save button.**
- The **Pause** button allows you to pause and exit the test. If you pause your test, you will have to log back in to the testing system to resume testing.



# Computer-Based Tools

## Select Response Version

The Select Response Version tool allows you to view and restore responses you previously entered. For example, if you type a response, click **Save**, delete the text, and enter new text, you can use this tool to recover the original response.



The screenshot shows a dialog box titled "Select Response Version". On the left side, there is a list of three versions: "Version 3", "Version 2", and "Version 1", each with a corresponding empty text box. On the right side, there is a text area containing the following instructions: "You may select a previously saved version of your writing from the list on the left. If you wish to restore one of these versions, select it and click the **Select** button at the bottom of this window. If you wish to return to your current response, click the **Cancel** button below." At the bottom of the dialog box, there are two buttons: "Cancel" and "Select".

# Computer-Based Tools

## End Test

You will only select the **End Test** button when you are completely finished with your test and ready to submit.



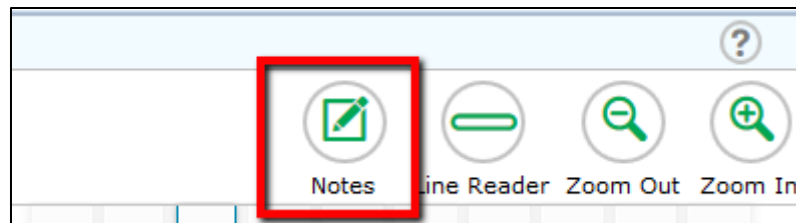
End Test

Click End Test when you have finished to submit your test. **You will not be able to return to this session once you click End Test.**

# Computer-Based Tools

## Notes

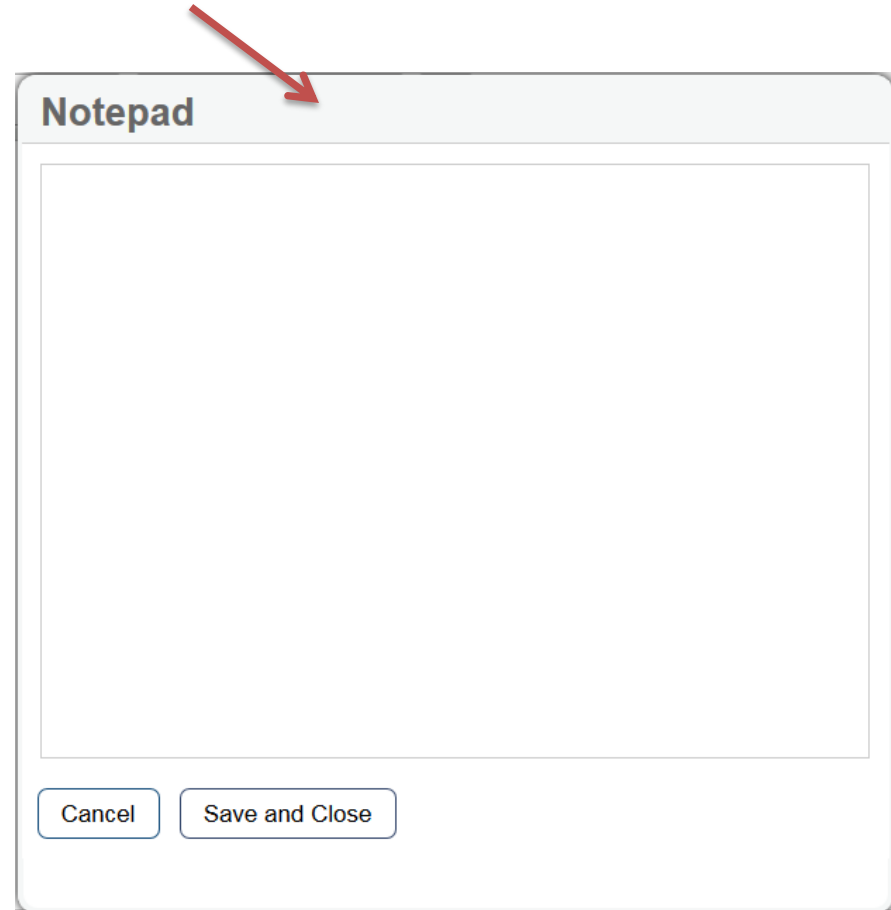
- The **Notes** tool opens a pop-up window in which you can type notes for later reference.
- There is one notepad for the entire test. The notes you type will remain each time you open the tool unless you delete them.
- Remember, you can also make notes on your planning sheet.



# Computer-Based Tools

## Notes

You can move the notepad around the screen by clicking or tapping the top of the window and dragging it to another part of the screen.



# Computer-Based Tools

## Line Reader

The **Line Reader** tool allows you to highlight a specific line in the passage or prompt.



...kids who learn online. Students who learn  
this way use their computers and the  
Internet to connect to online classrooms.  
They use a camera connected to their  
home computer to let the teacher and  
other students see them. They can see

# Computer-Based Tools

## Zoom Out and Zoom In

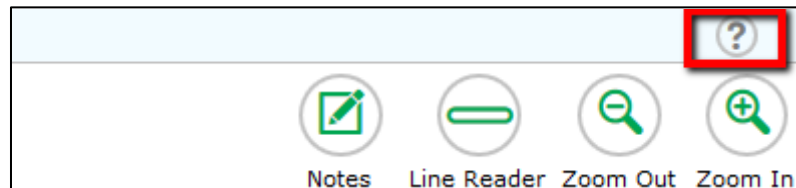
- Use the **Zoom Out** and **Zoom In** buttons to decrease and increase the size of text within the test page.
- Four levels of magnification are available.



# Computer-Based Tools

## Help Tool

- The **Help** tool opens a pop-up window with the Help Guide, which includes an Overview of the Test Site, Test Rules, and Accessing Context Menu Tools.
- These instructions remind you how to navigate from one item or passage to the next and how to use the tools and features in the testing platform.

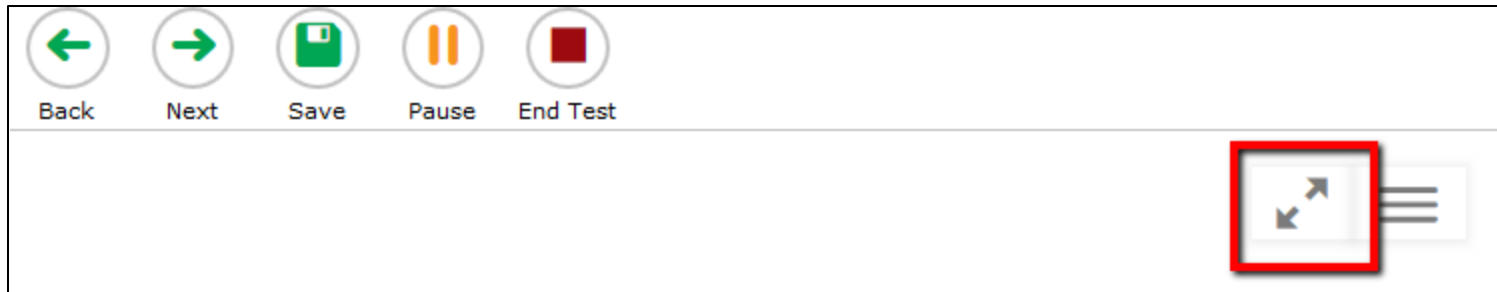




# Computer-Based Tools

## Expand Passage

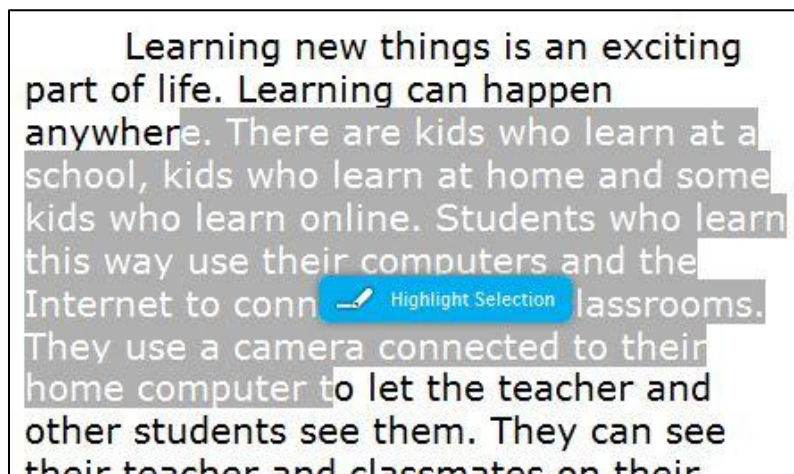
- The **Expand Passage** tool allows you to expand the reading passage panel so that it takes up most of the screen.
- Selecting Expand Passage a second time collapses the expanded reading passage panel.



# Computer-Based Tools

## Highlighter

- You can highlight sections of the passage and prompt.
- First, click or tap at the beginning of the section you would like to highlight. Then, drag to the end of the section you want to highlight.
- Right-click or tap the selected section and choose “Highlight Selection.”



# Submitting Your Test

- Review your response carefully and ensure you are ready to submit.
- After you have checked your work, select **End Test**.
- You will see a pop-up window saying that you have reached the end of the test. If you are ready to submit your test, select **Yes** to continue to the Review screen.

# Submitting Your Test

- After you have verified that you have answered all questions, select **Submit Test** on the review screen.
- A pop-up window will ask you to confirm that you want to submit the test. **Once you select “Yes,” you cannot return to the test.**
- If you are ready to submit your test, select “Yes.”

# Comment Form

- When you have finished your test, your test administrator will instruct you how to access and submit the student comment form.
- Please provide your honest, thoughtful feedback!

# Remember...

## During the test you may not:

- Look at another student's response
- Allow another student to look at your response
- Have notes, scratch paper (other than your planning sheet), or electronic devices (other than those on which you are testing)

# Remember...

- **You may not ask for help you with the test.**

Your teacher or test administrator is not allowed to discuss the test or help you read or understand the passages or prompt, or help you write your response.

# Remember...

Once you submit your test, **you cannot go back into the test.** Make sure you are finished writing your response before submitting your test.



# Remember...

During breaks and after testing, it's important that you **don't talk about the passages or prompt** with friends, classmates, teachers, or other students.

# Most importantly:

- **Get a good night's sleep and eat a good breakfast before the test.**
- **Relax and do your best!**