



**UNITED STATES
ACADEMIC DECATHLON**

ARENA SCRIPT

United States Academic Decathlon Arena Testing Schedule

SCRIPT

7:45 - 800 AM Entrance of Decathletes

1. Proctors should be assisting decathletes to their seats.
2. There should be no other people in the arena room besides volunteers, staff, and decathletes.
3. Decathletes must be sitting in their designated seating assignment unless informed by USAD of special arrangements.

8:00 – 8:15 AM General Instructions to Decathletes

Read the following instructions to the students:

1. The instructions I am about to read to you are applicable to all of the tests. Listen carefully to the directions.
2. Proctors will provide you with all the necessary testing materials for each test. No material except the appropriate test booklet, NXT Clicker and pencil are allowed at the Decathletes testing area.
 - a. Calculators may be used during the “math” test, only. **The USAD Calculator Policy identifies those calculators that are not permitted for use on the math test. Your coach should have previously checked your calculator to make sure it is allowed. If you are using a graphing calculator, you must clear the memory**
 - b. Also, watches may be worn or placed on the testing area near you so long as they do not distract other decathletes and produce any noise. Official time will be kept by the Lead Time Keeper.
 - c. Absolutely no other electronic devices are allowed in the arena testing (including cellular phones, music devices, etc.).
3. Each test is exactly 30 minutes in length, exclusive of time for directions.
4. A 5-minute warning will be given before the end of each test.
5. During testing, Proctors will regularly walk their section to make sure that proper test taking is occurring. In the event a decathlete is guilty of severe infraction of good test - taking behavior, a proctor will report the incident to the Lead Proctor who will notify the Test Center immediately.
6. DO NOT open your test booklets until told to do so by the Lead Proctor.
7. Decathletes, before each test you will begin a testing login process on your NXT Clicker that includes:

1 - Waking up the device	2 - Entering your decathlon ID
3 - Confirming Your Name	4 - Confirming the Test Subject

8. On each test booklet you will find a "Certification Statement." You are to print your name and four-digit I.D. number on the designated line and then sign and date the statement.
9. READ all of the printed directions in your test booklet. Read each question and the accompanying possible answers before entering your answer in the NXT Clicker. When you have decided which answer is **correct, enter the corresponding letter into the keypad of the NXT Clicker.** If you change your mind, simply enter the correct letter. You may skip or go back to a previous question by using the arrow key on your device. You will receive no credit for unanswered questions.
10. You will have 30 minutes for each test. If you finish early, recheck your answers, then end the test by selecting the right function button below where you see "OK to End Test". Then close your booklet and wait quietly. Do not leave your seat.
11. Use your test booklet for scratch paper when needed.
12. Scoring is based on the number of correct answers. There is no penalty for guessing.
13. Before beginning each test, check through your test booklet to be sure the pages are in the correct order (1, 2, 3, etc.) and that there are 50 items to complete.

EXCEPTIONS: Math has only 35 questions.

14. Directions "**will not be repeated**" after a test has begun. A proctor may answer questions individually and quietly.
15. Raise your hand if you need assistance from a Proctor.
16. Decathletes are not allowed to leave the testing arena except at scheduled breaks and in case of an emergency. You will not be allowed back into the testing area until the next scheduled test. Decathletes will not be able to complete a test if they have to leave during a scheduled test.

AT THE CONCLUSION OF EACH TESTING PERIOD

1. Once time is called you must have your test booklet closed with the "front cover facing up".
2. The Proctors will:
 - a. Collect the test booklets and place them in a secured, designated location for collection by the Test Center.
 - b. Check for Completed "Certification Statement" on test booklets as they collect them.
3. Are there any questions? [Look to see if any proctors need help. If not, then move on to the first test.]

8:20 – 8:50 AM	Test 1: Economics (30 min – 50 Items)	*8:45 a.m.
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1. The first test is Economics. Decathletes, you may begin.

8:55 – 9:25 AM	Test 2: Music (30 min – 50 Items)	*9:20 a.m.
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1. [Follow same procedure as before]
2. Decathletes, the first 12 questions are listening questions. After the first 12 questions, continue with the remainder of the test questions on your own.
3. Time begins when the tape begins for the first question.

9:30 – 10:00 AM	Test 3: Social Science (30 Min. – 50 Items)	*9:55 a.m.
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1. [Follow same procedure as before]

Nutrition Break

1. Collect all Test Booklets and Clickers before dismissing decathletes.
2. Leave pencils on tables at the student's testing station.
3. Dismiss students at 10:05 AM for break. Remind them to be back in their seats promptly at 10:25 AM.

Entrance of Decathletes

1. Proctors should be assisting decathletes to their seats.
2. There should be no other people in the arena room besides volunteers, USAD staff, and decathletes.
3. Decathletes must be sitting in their designated seating assignment unless informed by staff of special arrangements.

Calculator Inspection

1. Decathletes please place all your calculators on top of the testing table for Proctor Inspection.
2. Proctors will assist in walking the room to inspect calculators.

10:35 -11:05 AM	Test 4: Math (30 Min. – 35 Items)	*11:00 a.m.
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1. [Follow same procedure as before]

11:10 – 11:40 AM	Test 5: Literature (30 Min. – 50 Items)	*11:35 a.m.
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1. [Follow same procedure as before]

11:45-12:15 PM	Test 6: Science (30 Min. – 50 Items)	*12:10 p.m.
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1. [Follow same procedure as before]

Student Exit Instructions

1. Hold all students until all test booklets, clickers and pencils have been collected.
2. Proctors must account for each clicker before dismissal of students.
3. Instruct students to remove their ID labels from their testing station.
4. Thank students for their cooperation.
5. Dismiss students by colored sections.

Proctor Clean-up Instructions

1. Proctors please consolidate all materials into one box.
2. Place all boxes and polls at the rear corner of the room

3. Give your evaluation and badges to the Lead Proctor

THANK YOU FOR ALL OF YOUR HELP!