Spring 2025

PSAT 8/9

Proctor Script Practice Resource

Introduction

Proctors can use this document as practice to learn what to expect when reading the script in Test Day Toolkit. The actual script in Test Day Toolkit is subject to change from what you see here before test day.

You'll read the start code out loud for your testing room at the end of the script. Students must enter that code before they can start testing. This document does not include your testing room's start code.

IMPORTANT: Do not read from this PDF on test day. Proctors will read the script aloud to students from Test Day Toolkit.

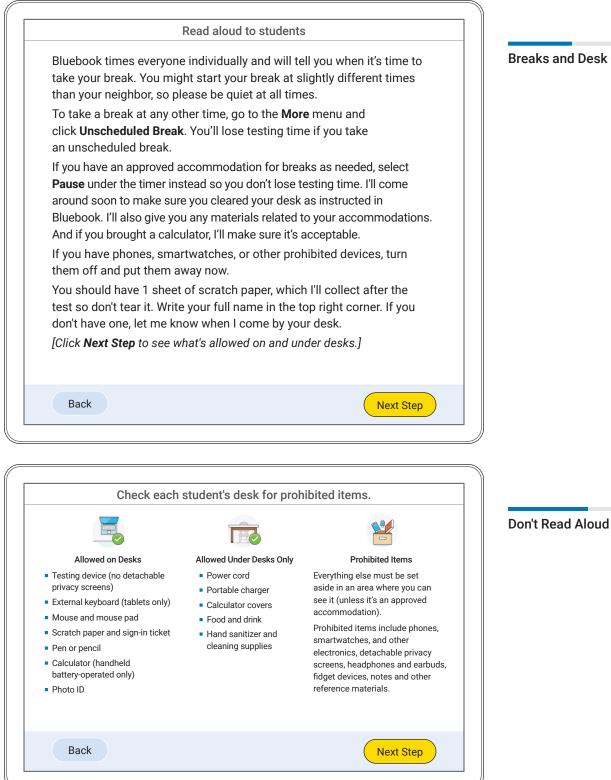
Test Day Toolkit Experience

On test day, you'll start by following instructions in Test Day Toolkit. Before students enter, be sure to silence your personal devices and confirm you have all the materials you need to administer testing so that you do not distract students. After you check students in and they check in to BluebookTM, you'll begin reading the script.

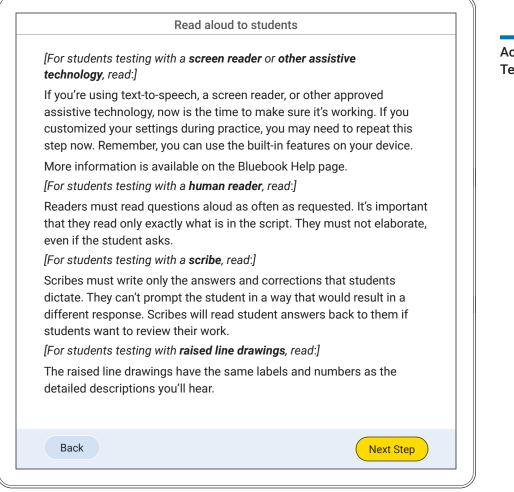
Next Up: Read the Script	
Click Next Step to read the script. On the last page, you'll share the start code and students can begin testing in Bluebook [™] .	Script Page

Next Up: Read the Script

	Read aloud to students
	Welcome. Today you're taking the PSAT 8/9, which focuses on what you're learning now. It's a chance to see where you might need to improve.
1	Please listen carefully to these instructions. When I finish, I'll give you the start code. If you haven't completed check-in yet, pause while I read. You can finish checking in later.
	f you'd like to follow along as I read these instructions, click Review the Instructions. If you're not on the start code screen yet, click Help and then Verbal Instructions .
	You agreed to follow the rules and keep test content confidential. I will dismiss anyone who tries to break the rules, and their scores will be canceled. They may also be prevented from taking College Board tests in the future.
	Bluebook should be the only application open on your device unless you're using approved assistive technology. Other open applications will be detected and could result in your score being canceled. Close all other applications now.
l	Pause until all students have closed other applications.]
	Does anyone need more time to close other applications?
	Back Next Step



Attention Proctor		
If your students are using any of the following click Next Step :	accommodations,	Don't Read Alou
 Assistive technology 		
 Human reader 		
 Scribe 		
Raised line drawings		
If they're not, skip ahead.		
Back	Next Step	



Accommodated Testing Supports

Read aloud to students	
Please pay attention to these final instructions.	Final Instructions
Don't leave until I confirm your answers are submitted and dismiss you. Don't close your laptop or cover your tablet before then. I've posted a reminder here.	
[Underline the Do not leave at the end of the test until I dismiss you reminder you posted.]	
If you need help or extra scratch paper at any time, raise your hand and I'll come over. Remember to write your full name on extra scratch paper.	
Does anyone have any questions?	
[Answer student questions before continuing.]	
I'll give you the start code in a moment. When you enter the code and click Start Test , your timer will start and you can begin testing.	
If you don't see the start code screen yet, finish checking in.	
Back Next Step	
Read this start code aloud and write it on the board.	
	Read the Start Code
Start Code:	NOTE: On test day, the script in Test Day Too will display your testin room's unique start co

Final Instructions

NOTE: On test day, the script in Test Day Toolkit will display your testing room's unique start code.

NOTE: After you read the script, you'll use the monitoring dashboard in Test Day Toolkit to check students' statuses as they work through the test. You won't read anything to students before dismissing them. For further instructions on student dismissal, see the **Proctor Manual**.

Next Step

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