

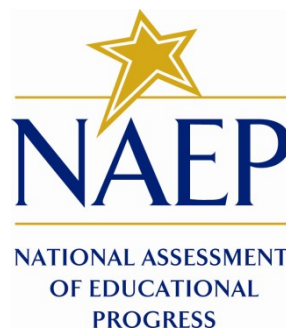
*NATIONAL CENTER FOR EDUCATION STATISTICS
NATIONAL ASSESSMENT OF EDUCATIONAL PROGRESS*

*Volume I
Appendices*

*Request for Clearance for
NAEP Science Pretesting Activities*

OMB# 1850-0803 v.73

*Cognitive Interviews (Background Items and Science Interactive
Computer Tasks [SICT] Cognitive Items)
and
Play Test Studies for Science Interactive Computer Tasks*



October 11, 2012

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Appendix A: Parent or Legal Guardian Consent Form

Dear Parent or Legal Guardian:

<DATE>

On behalf of the National Center for Education Statistics (NCES), part of the U.S. Department of Education, Educational Testing Service and EurekaFacts are conducting voluntary research interviews with <fourth-/eighth-/twelfth-> grade students about survey questions for the National Assessment of Educational Progress (NAEP). (More information about the NAEP assessment is available online at: <http://nces.ed.gov/nationsreportcard/>)

NCES needs to know if the survey questions are clear. Student feedback will help NCES improve the survey so students like your child understand all the questions. During the interview, your child will receive a printed copy of multiple-choice questions that he or she will be asked to answer verbally. The interviewer will ask open-ended questions to follow-up on why your child selected each answer. Each student interview will take no more than one hour. The purpose of these interviews is not to test or grade students. NCES wants to hear their thoughts to improve the survey questions and make the questions easier to understand.

The interviewer will meet one-on-one with each student to ask for his or her input. These sessions will be recorded for the researchers on this study to review. No one else will see or hear the recording. Your child's answers will be used only for statistical purposes and may not be disclosed or used, in identifiable form, for any other purpose except as required by law [Education Sciences Reform Act of 2002 (ESRA 2002) 20 U.S.C., § 9573].

These interviews are an important stage of the NAEP survey development process. The comments students provide help NCES improve the survey questions to make the best survey possible. Your child will be given a \$25 Visa gift card as thanks for his or her time. In addition, you will be given a \$25 Visa gift card for your time to take the participating student to and from the interview site.

We hope that you will give your consent for your son or daughter to participate in the voluntary NAEP interview by signing this form. Without your consent, your child will not be able to participate in the interview.

Respectfully,

Laurie Policastro
NAEP Survey Development
Educational Testing Service

I hereby give my permission for _____ to
(Student's Name)
participate in the voluntary NAEP survey interview.

Signature

Date

Appendix B: Student (age 18 or older) Consent Form

Dear Student:

<DATE>

On behalf of The National Center for Education Statistics (NCES), part of the U.S. Department of Education, Educational Testing Service and EurekaFacts are conducting voluntary research interviews with students about survey questions for the National Assessment of Educational Progress (NAEP). (More information about the NAEP assessment is available online at: <http://nces.ed.gov/nationsreportcard/>)

NCES needs to know if the survey questions are clear. Your feedback will help NCES improve the survey so students like you understand all the questions. During the interview, you will receive a printed copy of multiple-choice questions that you will be asked to answer verbally. The interviewer will ask open-ended questions to follow-up on why you selected each answer. Your interview will take no more than one hour. The purpose of these interviews is not to test or grade you. NCES wants to hear your thoughts to improve the survey questions and make the questions easier to understand.

You will not be judged on how well you answer the questions, and you will not receive a grade. Other students like you will also participate in one-on-one sessions just like this. This session will be recorded for the researchers on this study to review. No one else will see or hear the recording. Your answers will be used only for statistical purposes and may not be disclosed or used, in identifiable form, for any other purpose except as required by law [Education Sciences Reform Act of 2002 (ESRA 2002) 20 U.S.C., § 9573].

These interviews are an important stage of the NAEP survey development process. Your comments, along with the comments of other students, will help NCES improve the survey. You will be given a \$25 Visa gift card in compensation for your time and effort. In addition, NCES is offering a Visa gift card of \$25 for a parent or legal guardian to remunerate him or her for the time involved and to help offset the travel/transportation costs of taking you to and from the EurekaFacts cognitive laboratory site.

We thank you for your voluntary participation and ask you to please sign the form below.

Thank you,

Laurie Policastro
NAEP Survey Questionnaires
Educational Testing Service

I hereby accept the terms described above and agree to participate voluntarily in the NAEP survey interview.

Print Name

Signature

Date

Appendix C: Teacher and School Administrator Consent Form

Dear Educator:

<DATE>

On behalf of The National Center for Education Statistics (NCES), part of the U.S. Department of Education, Educational Testing Service and EurekaFacts are conducting voluntary research interviews with teachers and school administrators about survey questions for the National Assessment of Educational Progress (NAEP). (More information about the NAEP assessment is available online at: <http://nces.ed.gov/nationsreportcard/>)

NCES needs to know if the survey questions are clear. Your feedback will help NCES improve the survey so educators like you understand all the questions. During the interview, you will receive a printed copy of multiple-choice questions that you will be asked to answer verbally. The interviewer will ask open-ended questions to follow-up on why you selected each answer. Your interview will take no more than one hour.

Other educators like you will also participate in one-on-one sessions just like this. This interview will be recorded so researchers can review the recordings later. No one else will see or hear the recording. Your answers will be used only for statistical purposes and may not be used for any other purpose except as required by law [Education Sciences Reform Act of 2002 (ESRA 2002) 20 U.S.C., § 9573].

These interviews are an important stage of the NAEP survey development process. Your comments, along with the comments of other educators, will help NCES improve the survey. In addition, you will be given a \$40 Visa gift card in compensation for your time and effort. We thank you for your voluntary participation and ask you to please sign the form below.

Thank you,

Laurie Policastro
NAEP Survey Questionnaires
Educational Testing Service

I hereby accept the terms described above and agree to participate voluntarily in the NAEP survey interview.

Print Name

Signature

Date

Appendix D: Phone Script Recruiting Parents or Legal Guardians of Student Participants

Good morning/afternoon. May I please speak to <NAME>?

Good morning/afternoon. My name is <CONTACT NAME> and I am contacting you from EurekaFacts, a local research company. We are conducting an important study for the U.S. Department of Education's National Center for Education Statistics (NCES).

We are recruiting students to participate in voluntary research interviews supporting the development of survey questions for the National Assessment of Educational Progress (NAEP). After this call, you can find more information about the NAEP assessment online at: <http://nces.ed.gov/nationsreportcard/>.

The survey will be administered to students throughout the United States. The research interviews will explore how students work through the survey questions to ensure that they are clear and understandable to a broad range of students. The students who qualify for and participate in the study will be given a \$25 Visa gift card as thanks for their time. In addition, you will be given a \$25 Visa gift card for your time to take the participating student to and from the interview site.

The interviews will take place at the EurekaFacts cognitive laboratory site in Rockville, Maryland and will last no more than one hour. During the interview, your child will be asked to respond to several survey questions. NCES simply wants to know how he or she would answer the questions if they were included on an actual survey given to students after taking a NAEP test.

These interviews are an important stage of the NAEP survey development process. The comments students provide help NCES improve the survey questions in order to create the best survey possible.

Would your child be interested in participating in this research study?

[If No] Thank you for taking the time to speak with us today about this important study. Have a wonderful day/evening.

[If Yes] Great, thank you very much. To ensure that we interview a broad mix of students, I have a few brief screening questions to ask about you and your child. It should only take a few minutes of your time. First, I want to collect some additional information about your child to be certain he or she is a good fit for participating.

Screener

[Interviewer: Determine recruitment needs in advance. Record all responses. End screener at whatever point the parent or legal guardian gives a response that confirms that their group has already been sampled adequately. End screener script: Based on the requirements of this study, we are not able to include your child in the interviews at this time.]

- 1. What is your child's name?*
- 2. Is <STUDENT NAME> a boy or a girl?*

3. *What grade is <STUDENT NAME> currently in? (If the student is in twelfth-grade, ask if he or she is age 18 or over. This information will be used later in the script.)*
4. *What is your child's race or ethnicity?*
5. *What is the highest level of education that you have completed? [Interviewer: Do not read this list].*
 - a. *Less than high school degree*
 - b. *High school degree or GED*
 - c. *Some college*
 - d. *Trade school degree*
 - e. *Associate's or Bachelor's degree, or*
 - f. *Post graduate degree?*
6. *Just to be sure we're interviewing a broad range of students for this study, what is your annual household income?*

If the participant indicates they prefer not to disclose this information, the interviewer should say "That's fine", and move on to the next question.

7. *What is <STUDENT NAME's> current zip code?*
8. *And has <STUDENT NAME> said <SHE, HE> would be interested in participating in the voluntary interview session which will take no more than one hour?*

Eligible Student Participant Script

Thank you for taking the time to answer the screening questions. Your child is eligible to participate in the voluntary research interviews.

In the session, we will be asking <STUDENT NAME> to respond to several survey questions. NCES needs to make sure that students will understand what the survey is asking them to do.

Participation is entirely voluntary, and your child's answers will only be used only for statistical purposes and may not be disclosed, or used, in identifiable form for any other purpose except as required by law [Education Sciences Reform Act of 2002 (ESRA 2002) 20 U.S.C., § 9573]. Interviewer note: this reference is for informational purposes only. If asked what law is being referenced, please provide the information contained within this bracketed text.]

Your child's input will help NCES improve the survey that will be given nationwide. To thank <STUDENT NAME>, <SHE, HE> will receive a \$25 Visa gift card. In addition, you will receive a \$25 Visa gift card for your time to take the <STUDENT NAME> to and from the interview site.

Again, the interview will last no more than one hour and will be held at the EurekaFacts cognitive laboratory site in Rockville, Maryland. Do you think <STUDENT NAME> would like to participate?

[If No] Thank you for taking the time to speak with us today about this important study.

[If Yes (and the student is under age 18)] *And would you be willing to submit a signed form on-site, indicating your approval for <STUDENT NAME> to participate?*

[If No] *Thank you for taking the time to speak with us today about this important study.*

[If Yes] *Are you and your child available for the interview at <TIME> on <DATE>?*

[If the student is age 18 or over)] *Is <STUDENT NAME> available for the interview at <TIME> on <DATE>?*

[Interviewer: if necessary, provide alternate times/dates to find an available time/date for interview and then record time/date of appointment]

Thank you. We will send you a confirmation e-mail containing the address, directions and consent form. Please bring the signed consent form to the interview. What e-mail and mailing address would you prefer us to use to send you this information? We may need to reach you by telephone. Is the number I called the best number to use?

[If the student is age 18 or over)] *Thank you. We will send <STUDENT NAME> a confirmation e-mail containing the address, directions, and consent form that <HE/SHE> must be sign. What email address would be best to send this contact information to <STUDENT NAME> at? We may need to reach <STUDENT NAME> by telephone. Is the number I called the best number to use?*

Do you have any questions at this time?

[Interviewer: Answer any questions.]

If you or <STUDENT NAME> have any questions before the interview scheduled for <DATE/TIME>, please call <PHONE NUMBER>.

We look forward to having <STUDENT NAME> participate in this very important research study.

Appendix E: E-mail Recruiting Parents or Legal Guardians of Student Participants

Subject: Research Study for Students in Fourth-Grade, Eighth-Grade, or Twelfth-Grade

Dear <NAME>:

My name is <CONTACT NAME> and I am contacting you from EurekaFacts (www.eurekafacts.com), a local research company. We are conducting an important study for the U.S. Department of Education's National Center for Education Statistics (NCES).

We are recruiting <fourth-/eighth-/twelfth-> grade students to participate in voluntary research interviews supporting the development of survey questions for the National Assessment of Educational Progress (NAEP) assessment. (More information about the NAEP assessment is available online at: <http://nces.ed.gov/nationsreportcard/>)

NCES needs to know if the survey questions are clear. Student feedback will help NCES improve the survey so students like your child understand all the questions. During the interview, your child will receive a printed copy of multiple-choice questions that he or she will be asked to answer verbally. The interviewer will ask open-ended questions to follow-up on why your child selected each answer. Each student interview will take no more than one hour. The purpose of these interviews is not to test or grade students. NCES wants to hear their thoughts to improve the survey questions and make the questions easier to understand.

The interview for your child will take place at the EurekaFacts cognitive laboratory site in Rockville, Maryland and will last no more than one hour. The interview can be scheduled at the convenience of you and your child. Your child's responses will be used only for statistical purposes and may not be disclosed, or used, in identifiable form for any other purpose except as required by law [Education Sciences Reform Act of 2002 (ESRA 2002) 20 U.S.C., § 9573].

These interviews are an important stage of the NAEP survey development process. By sharing their feedback with us, students can directly impact the future of this national assessment by helping NCES evaluate the survey to create the best questions possible. Your child will be given a \$25 Visa gift card as thanks for his or her time. In addition, you will be given a \$25 Visa gift card for your time to take the participating student to and from the interview site. Students age 18 or older have the option to attend the interview without being accompanied by a parent or legal guardian.

If your child is interested in participating in this voluntary research study, please call <CONTACT PHONE> or e-mail <CONTACT E-MAIL>. We look forward to speaking with you soon!

Thank you,

<NAME>
EurekaFacts
<CONTACT PHONE>

Appendix F: Letter Recruiting Parents or Legal Guardians of Student Participants

Dear <NAME>:

My name is <CONTACT NAME> and I am contacting you from EurekaFacts (www.eurekafacts.com), a local research company. We are conducting an important study for the National Center for Education Statistics (NCES), part of the U.S. Department of Education.

We are recruiting <fourth-/eighth-/twelfth-> grade students to participate in voluntary research interviews supporting the development of survey questions for the National Assessment of Educational Progress (NAEP) assessment. (More information about the NAEP assessment is available online at: <http://nces.ed.gov/nationsreportcard/>)

NCES needs to know if the survey questions are clear. Student feedback will help NCES improve the survey so students like your child understand all the questions. During the interview, your child will receive a printed copy of multiple-choice questions that he or she will be asked to answer verbally. The interviewer will ask open-ended questions to follow-up on why your child selected each answer. Each student interview will take no more than one hour. The purpose of these interviews is not to test or grade students. NCES wants to hear their thoughts to improve the survey questions and make the questions easier to understand.

The interview for your child will take place at the EurekaFacts cognitive laboratory site in Rockville, Maryland and will last no more than one hour. The interview can be scheduled at the convenience of you and your child. Your child's answers will be used only for statistical purposes and may not be disclosed, or used, in identifiable form for any other purpose except as required by law [Education Sciences Reform Act of 2002 (ESRA 2002) 20 U.S.C., § 9573].

These interviews are an important stage of the NAEP survey development process. The comments students provide help NCES improve the survey questions to make the best survey possible. Your child will be given a \$25 Visa gift card as thanks for his or her time. In addition, you will be given a \$25 Visa gift card for your time to take the participating student to and from the interview site. Students age 18 or older have the option to attend the interview without being accompanied by a parent or legal guardian.

If your child is interested in participating in this voluntary research study, please call [phone number] or e-mail [e-mail address]. We look forward to speaking with you soon!

Thank you,

<NAME>
EurekaFacts
<CONTACT PHONE>

Appendix G: Phone Script Recruiting Teachers and School Administrators

Good morning/afternoon. May I please speak to <NAME>?

Good morning/afternoon. My name is <CONTACT NAME> and I am contacting you from EurekaFacts, a local research company. We are conducting an important study for the U.S. Department of Education's National Center for Education Statistics (NCES).

The National Assessment of Educational Progress (NAEP) has developed survey questions for teachers and school administrators. After this call, you can find more information about the NAEP assessment online at: <http://nces.ed.gov/nationsreportcard/>.

NCES needs to know if the survey questions are clear. Your input will help NCES improve the survey so educators like you understand all the questions. During the interview, you will receive a printed copy of multiple-choice questions that you will be asked to answer verbally. The interviewer will ask open-ended questions to follow-up on why you selected each answer.

The voluntary research interviews will take place at <LOCATION> and will last no more than one hour. Your responses will be used only for statistical purposes and may not be disclosed or used, in identifiable form, for any other purpose except as required by law [Education Sciences Reform Act of 2002 (ESRA 2002) 20 U.S.C., § 9573]. Interviewer note: this reference is for informational purposes only. If asked what law is being referenced, please provide the information contained within this bracketed text.]

These interviews are an important stage of the NAEP survey development process. Your comments, along with the comments of other teachers and school administrators, will help NCES improve the survey. To thank participants for their time, each participant will receive a \$40 Visa gift card.

Are you interested in participating in this research study?

If no: Thank you for your time. Have a wonderful day/evening.

If yes: Great, thank you very much. To ensure that we interview a broad mix of educators, I have a few brief screening questions to ask you. It should only take a few minutes of your time.

The voluntary interview will last no more than one hour. It will take place at <LOCATION>.

Screener

[Interviewer: Determine recruitment needs in advance. Record all responses. End screener at whatever point the teacher or administrator gives a response that confirms that their group has already been sampled adequately. End screener script: Based on the requirements of this study, we are not able to include you in the interviews at this time.]

What is your job title?

- a. Administrator (GO TO Part A)*
- b. Teacher (GO TO Part B)*

Part A.

1. *At what school are you an administrator?*
2. *Are you at a school with a population that includes:*
 - a. Fourth-grade students (recruit ~5)
 - b. Eighth-grade students (recruit ~5)
 - c. Twelfth-grade students (recruit ~5)
3. *How many students are enrolled in your school?*
 - a. 299 students or less (recruit ~5)
 - b. 300-599 students (recruit ~5)
 - c. 600 students or more (recruit ~5)

Part B.

1. *At what school are you a teacher?*
2. *What grade level do you teach?*
 - a. Fourth grade (recruit ~5)
 - b. Eighth grade (recruit ~5)
 - c. Other →END SCREENER (Based on the requirements of this study, we are not able to include you in the interviews at this time. We greatly appreciate your help. Thank you for your time.)
3. *Do you currently (or within this school year) teach science to eighth/fourth graders?*
 - a. Yes → CONTINUE
 - b. No →END SCREENER (Based on the requirements of this study, we are not able to include you in the interviews at this time. We greatly appreciate your help. Thank you for your time.)
4. *What is the size of the student population at your school?*
 - a. 299 students or less (recruit ~5)
 - b. 300-599 students (recruit ~5)
 - c. 600 students or more (recruit ~5)

Eligible Participant Script

Thank you for taking the time to answer the screening questions. You are eligible to participate in the voluntary research interviews. Again, the interview will last about 1 hour and will be held at <LOCATION>. Are you available for the interview at <TIME> on <DATE>?

[Interviewer: if necessary, provide alternate times/dates to find an available time/date for interview and then record time/date of appointment]

Thank you.

We may need to reach you by telephone. Is the number I called the best number to use?

Do you have any questions at this time?

[Interviewer: Answer any questions.]

If you do have any questions before your interview scheduled for <DATE/TIME>, please call <PHONE NUMBER>.

Thank you again for agreeing to be part of this very important research study.

Appendix H: E-mail Recruiting Teachers and School Administrators

Subject: Research Study for School Administrators

Dear <NAME>:

My name is <CONTACT NAME> and I am contacting you from EurekaFacts (www.eurekafacts.com), a local research company. We are conducting an important study for the U.S. Department of Education's National Center for Education Statistics (NCES).

We are recruiting teachers and school administrators to participate in voluntary research interviews supporting the development of survey questions for the National Assessment of Educational Progress (NAEP) assessment. (More information about the NAEP assessment is available online at: <http://nces.ed.gov/nationsreportcard/>)

NCES needs to know if the survey questions are clear. Your feedback will help NCES improve the survey so educators like you understand all the questions. During the interview, you will receive a printed copy of multiple-choice questions that you will be asked to answer verbally. The interviewer will ask open-ended questions to follow-up on why you selected each answer.

The interviews will take place at <LOCATION> and will last no more than one hour. The interview can be scheduled at your convenience. Our responses will be used only for statistical purposes and may not be disclosed, or used, in identifiable form for any other purpose except as required by law [Education Sciences Reform Act of 2002 (ESRA 2002) 20 U.S.C., § 9573].

These voluntary research interviews are an important stage of the NAEP survey development process. Your comments, along with the comments of other educators, will help NCES improve the survey. To thank participants for their time, each participant will receive a \$40 Visa gift card.

If you are interested in participating in this research study, please call <CONTACT PHONE> or e-mail <CONTACT E-MAIL>. We look forward to speaking with you soon!

Thank you,

<NAME>
EurekaFacts
<CONTACT PHONE>

Appendix I: Letter Recruiting Teachers and School Administrators

Dear <NAME>:

My name is <CONTACT NAME> and I am contacting you from EurekaFacts (www.eurekafacts.com), a local research company. We are conducting an important study for the National Center for Education Statistics (NCES), part of the U.S. Department of Education.

We are conducting voluntary research interviews with teachers and school administrators about survey questions for the National Assessment of Educational Progress (NAEP). (More information about the NAEP assessment is available online at: <http://nces.ed.gov/nationsreportcard/>)

NCES needs to know if the survey questions are clear. Your feedback will help NCES improve the survey so educators like you understand all the questions. During the interview, you will receive a printed copy of multiple-choice questions that you will be asked to answer verbally. The interviewer will ask open-ended questions to follow-up on why you selected each answer.

The interviews will take place at <LOCATION> and will last no more than one hour. You will be asked to respond to survey questions. Your responses will be used only for statistical purposes and may not be disclosed or used, in identifiable form, for any other purpose except as required by law [Education Sciences Reform Act of 2002 (ESRA 2002) 20 U.S.C., § 9573].

These voluntary research interviews are an important stage of the NAEP survey development process. Your comments, along with the comments of other educators, will help NCES improve the survey. To thank participants for their time, each participant will receive a \$40 Visa gift card.

If you are interested in participating in this research study, please call [phone number] or e-mail [e-mail address]. We look forward to speaking with you soon!

Thank you,

<NAME>
EurekaFacts
<CONTACT PHONE>

Appendix J: Email/Letter Confirmation to Parent or Legal Guardian of Student (under age 18) Participants

IF SENT AS E-MAIL - Subject: Confirmation of NAEP Research Interview

<DATE>

Dear <PARENT NAME>,

Thank you for agreeing to allow your child, <STUDENT NAME>, to participate in this voluntary research interview to provide feedback on survey questions for the National Assessment of Educational Progress (NAEP). All the information your child provides will be used only for statistical purposes and may not be disclosed, or used, in identifiable form for any other purpose except as required by law [Education Sciences Reform Act of 2002, 20 U.S.C §9573].

Your child has been scheduled for a research interview at <TIME> on <DATE>. The interview will last no more than one hour. To thank your child for participating, <he/she> will receive a \$25 Visa gift card. In addition, you will receive a \$25 Visa gift card to thank you for your time in bringing your child to and from the interview site.

The interview will take place at the EurekaFacts cognitive laboratory site at:

<ADDRESS>

<DIRECTIONS>

We have <attached/included> a consent form <to/with> this confirmation. Please sign, date, and return the form when you bring your child to the interview, granting consent for your child to participate in the NAEP research. Without your consent, your child will not be able to participate in the interview.

We look forward to having <STUDENT NAME> participate in this very important research study. If you or your child has any questions, please contact <CONTACT INFORMATION>.

Sincerely,

<NAME>

EurekaFacts

<CONTACT PHONE>

Appendix K: Email/Letter Confirmation to Student (age 18 or older) Participants

IF SENT AS E-MAIL - Subject: Confirmation of NAEP Research Interview

<DATE>

Dear <STUDENT NAME>,

Thank you for agreeing to participate in this voluntary research interview to provide feedback on survey questions for the National Assessment of Educational Progress (NAEP). All the information you provide will be used only for statistical purposes and may not be disclosed, or used, in identifiable form for any other purpose except as required by law [Education Sciences Reform Act of 2002, 20 U.S.C §9573].

You have been scheduled for a research interview at <TIME> on <DATE>. The interview will last no more than one hour. To thank you for participating, you will receive a \$25 Visa gift card. In addition, your parent or legal guardian will receive a \$25 Visa gift card to remunerate him or her for the time involved and to help offset the travel/transportation costs of taking you to and from the EurekaFacts cognitive laboratory site.

The interview will take place at the EurekaFacts cognitive laboratory site at:

<ADDRESS>

<DIRECTIONS>

We have <attached/included> a consent form <to/with> this confirmation. Please sign, date, and return the form when you come to the interview, agreeing to participate in the voluntary NAEP research.

We look forward to having you participate in this very important research study. If you have any questions, please contact <CONTACT INFORMATION>.

Sincerely,

<NAME>

EurekaFacts

<CONTACT PHONE>

Appendix L: Thank You Letter to Parent or Legal Guardian of Student (under age 18) Participants

<DATE>

Dear <Name>:

On behalf of the National Center for Education Statistics (NCES), part of the U.S. Department of Education, I would like to thank you for allowing your child to participate in our survey research study. Your child's input will help us develop the best possible survey questionnaires for the National Assessment of Educational Progress (NAEP).

The assistance provided by your child helped us to better understand how students approach the survey questions. Your child's input, combined with input from other students, is incredibly useful and informative.

Again, thank you for your assistance.

Sincerely,

<NAME>

EurekaFacts

<CONTACT PHONE>

Appendix M: Thank You Letter to Student (age 18 or older) Participants

<DATE>

Dear <Name>:

On behalf of the National Center for Education Statistics (NCES), part of the U.S. Department of Education, I would like to thank you for your participation in our survey research study. Thanks to you, we are better able to develop the best possible survey questionnaires for the National Assessment of Educational Progress (NAEP).

Your assistance helped us better understand how students approach the survey questions. Your open, candid, and insightful comments are very helpful.

Again, thank you for your assistance.

Sincerely,

<NAME>

EurekaFacts

<CONTACT PHONE>

Appendix N: Thank You Letter to Teachers and School Administrators

<DATE>

Dear <Name>:

On behalf of the National Center for Education Statistics (NCES), part of the U.S. Department of Education, I would like to thank you for your participation in our research study. Thanks to you, we are better able to develop the best possible survey questionnaires for the National Assessment of Educational Progress (NAEP).

Your assistance helped us better understand how <teachers/school administrators> approach the survey questions. Your open, candid, and insightful comments were very valuable. Your input, combined with input from other <teachers/school administrators> like you, is incredibly useful and informative.

Again, thank you for your assistance.

Sincerely,

<NAME>

EurekaFacts

<CONTACT PHONE>

Appendix O: Recruitment E-mail/Letter for Parents of Students (under age 18)

Subject: Research Study for Students in Grades 4, 8, and 12

Dear <NAME>,

My name is <CONTACT NAME> and I am contacting you from EurekaFacts, a local research company in Rockville, MD. We are conducting an important research study for the U.S. Department of Education's National Center for Education Statistics (NCES).

We are recruiting students currently in 4th, 8th, and 12th grade to participate in research interviews supporting the development of new science test questions for the National Assessment of Educational Progress (NAEP) assessment.

The research interviews will explore how students work through sample science test questions to ensure that the questions are clear and understandable to a broad range of students. If selected to participate, your child will receive a \$25 Visa gift card. You will also receive a \$25 Visa gift card to thank you for your time in bringing your child to and from the interview site.

The research interview will take place at the <NAME OF INTERVIEW SITE AND LOCATION>. It will last no more than 90 minutes and can be scheduled at your convenience. During the interview, your child will be asked to respond to sample science-based test questions on a computer. NCES simply wants to know how he or she would answer the questions if they were to be included in the NAEP assessment.

Students' interview responses or materials will not be graded or shared with their school or anyone other than the researchers. These research interviews are an important stage of the NAEP test development process. By sharing their feedback with us, students can directly impact the future of this nationwide assessment by helping NCES create the best test possible.

Your child's answers will be used only for statistical purposes and may not be disclosed or used, in identifiable form, for any other purpose except as required by law [Education Sciences Reform Act of 2002 (ESRA 2002) 20 U.S.C., § 9573].

If your child is interested in participating in this research study, please call <CONTACT PHONE> or e-mail <CONTACT EMAIL>. We look forward to speaking with you soon!

Thank you,

<CONTACT NAME>
EurekaFacts
<CONTACT PHONE>

Appendix P: Recruitment E-mail/Letter to Adults who have Requested Information from EurekaFacts on Research Study Opportunities

Subject: Research Study for Students in Grades 4, 8, and 12

<DATE>

Hello,

My name is <CONTACT NAME> and I am contacting you from EurekaFacts, a local research company in Rockville, MD. You are receiving this <e-mail/letter> because you have previously given us your contact information in order to receive information regarding upcoming research opportunities.

If you are the parent of a child who is currently in 4th, 8th, and 12th grade, or if you know anyone who is, we'd like you to know that we are currently conducting an important research study on behalf of the U.S. Department of Education's National Center for Educational Statistics (NCES). This study supports the development of new science test questions for the National Assessment of Educational Progress (NAEP) assessment.

We are conducting research interviews to explore how students work through sample science test questions to ensure that the questions and instructions are clear and understandable to a broad range of students. If selected to participate, students will receive a \$25 Visa gift card. Parents or guardians (one per participating student) will also receive a \$25 Visa gift card to thank them for their time in bringing their child to and from the interview site.

Students' interview responses or materials will not be graded or shared with their school or anyone other than the researchers. These research interviews are an important stage of the NAEP test development process. By sharing their feedback with us, students can directly impact the future of this nationwide assessment by helping NCES create the best test possible.

Students answers will be used only for statistical purposes and may not be disclosed or used, in identifiable form, for any other purpose except as required by law [Education Sciences Reform Act of 2002 (ESRA 2002) 20 U.S.C., § 9573].

I have included a brochure with a short description of this research study in the hope that you might pass it along to anyone who may be interested.

Thanks again for your consideration and assistance. We look forward to speaking with you, and please do not hesitate to contact me with any questions regarding this project or our company.

ATTACH: Brochure¹

Sincerely,
<CONTACT NAME>
EurekaFacts
<CONTACT PHONE>

¹ Note: Text for the brochure can be found in Appendix T.

Appendix Q: Recruitment E-mail/Letter to Parent-Teacher-Student Associations

Subject: Education Research Opportunity for Students in Grades 4, 8, and 12

<DATE>

Hello,

My name is <CONTACT NAME> and I am contacting you from EurekaFacts, a local research company conducting an important study for the U.S. Department of Education's National Center for Education Statistics (NCES). As a local <NAME OF ORGANIZATION> member, we are contacting you to ask for your help in spreading the word about this exciting research opportunity.

We are recruiting students who are currently in 4th, 8th, and 12th grade to participate in research interviews supporting the development of new science test questions for the National Assessment of Educational Progress (NAEP) assessment. The research interviews will explore how students work through the sample science test questions to ensure that the questions are clear and understandable to a broad range of students. If selected to participate, the student will receive a \$25 Visa Visa gift card from us. The student's parent or guardian will also receive a \$25 Visa Visa gift card to thank him or her for bringing their child to and from the interview site.

We would like to ask for your assistance in letting parents and students know how they can help shape this national test. The feedback we receive from students on these test questions will help to evaluate the questions and instructions and create the best test possible. Students' contact information, research interview responses, and interview materials will not be disclosed, or used, in identifiable form, for any other purpose except as required by law [Education Sciences Reform Act of 2002 (ESRA 2002) 20 U.S.C., § 9573].

I have included a brochure with a short description of this research study in the hope that you might pass it along to anyone who may be interested.

Thanks again for your consideration and assistance. We look forward to speaking with you, and please do not hesitate to contact me with any questions regarding this project or our company.

ATTACH: Brochure²

Sincerely,

<CONTACT NAME>
EurekaFacts
<CONTACT PHONE>

² Note: Text for the brochure can be found in Appendix T.

Appendix R: Recruitment E-mail/Letter to Youth Organizations

Subject: Education Research Opportunity for Students in Grades 4, 8, and 12

<DATE>

Dear <NAME>,

My name is <CONTACT NAME> and I am contacting you from EurekaFacts, a local research company conducting an important study for the U.S. Department of Education's National Center for Education Statistics (NCES). Because you are a leader in youth outreach, we are contacting you to ask for your help in spreading the word about this exciting research opportunity.

We are currently recruiting students in grades 4, 8, and 12 to participate in research interviews supporting the development of new science test questions for the National Assessment of Educational Progress, or NAEP (an assessment given to students in elementary, middle, and high schools throughout the nation). The research interviews will explore how participants work through the test to ensure that the questions are clear and understandable to a broad range of students. If selected to participate, the student will receive a \$25 Visa Visa gift card from us. The student's parent or guardian will also receive a \$25 Visa Visa gift card to thank him or her for bringing their child to and from the interview site.

We would like to ask for your assistance in letting parents and students know how they can get involved and help shape this national assessment. The feedback we receive from students on these test questions will help to improve the questions and instructions and create the best test possible. Students' contact information, research interview responses, and interview materials will not be disclosed, or used, in identifiable form, for any other purpose except as required by law [Education Sciences Reform Act of 2002 (ESRA 2002) 20 U.S.C., § 9573].

I have included a brochure with a short description of this research study in the hope that you might pass it along to anyone who may be interested.

Thanks again for your consideration and assistance regarding this effort. We look forward to speaking with you, and please do not hesitate to contact me with any questions you may have regarding our firm or this project.

ATTACH: Brochure³

Sincerely,

<CONTACT NAME>
EurekaFacts
<CONTACT PHONE>

³ Note: Text for the brochure can be found in Appendix T.

Appendix S: Recruitment Internet/Newspaper Advertisement



EurekaFacts, a local research company, is conducting a study for the U.S. Department of Education. If your child is currently in 4th, 8th, or 12th grade, he or she may be eligible to help us evaluate new science test questions and instructions, to make sure they are clear and understandable to all students.

EurekaFacts will provide a \$25 Visa gift card to each student who participates in the study, plus a \$25 Visa gift card to the parent/guardian who brings their child to and from the interview location for the 90 minute interview (one interview per student). Interviews will be scheduled at your convenience after school and on weekends, and will last for around 90 minutes.

Call: <CONTACT PHONE> or
Visit our website for more information: <WEBSITE>

Appendix T: Text for Information Brochure

EurekaFacts is a local research company conducting an important study for the U.S. Department of Education. If your child is currently in 4th, 8th, or 12th grade, we need his or her help to evaluate new science test questions for a nationwide education test for elementary, middle, and high school students. Students' input will help evaluate the test by ensuring that the questions and instructions are clear and understandable to a broad range of students.

EurekaFacts will provide a \$25 Visa gift card to each student who participates in the study, plus a \$25 Visa gift card to the parent/guardian who brings their child to and from the interview location for the 90 minute interview (one interview per student). Interviews will begin this <specify season or month > and may be scheduled at your convenience after school and on weekends. The interviews will last for around 90 minutes. Please call, text, or e-mail us now for more information about this opportunity!

Call or text: <**CONTACT PHONE**> or

E-mail: <E-MAIL ADDRESS> or

Visit our website for more information: <[WEBSITE](#)>

Appendix U: Text for Informational Bookmarks

Participate! Test the test and help us make it better. <WEBSITE> Call or text <CONTACT NUMBER>. Elementary, middle, and high school students wanted - paid research study.

Appendix V: Recruitment Screener – Parents and Student Participants (under age 18)

Cold-calling script for parents:

Good morning/afternoon/evening. Is this the <NAME FROM CALL LIST> household? My name is <NAME>, and I am calling from EurekaFacts. We are a local research company conducting a study on behalf of the U.S. Department of Education’s National Center for Educational Statistics, or NCES. We are recruiting students currently in 4th, 8th, or 12th grade to sign up to participate in a research study supporting the development of new science test questions for the National Assessment of Educational Progress, or NAEP assessment. [If parent asks what this is: This national assessment is administered to students in elementary, middle, and high schools throughout the United States.]

Are there any 4th, 8th, or 12th grade students in your household?

Yes (Great! Let me give you some additional information about the study.)

No (Thank you, have a good day/evening.)

We are conducting research interviews to explore how students work through sample science test questions to ensure that they are clear and understandable to a broad range of students. If selected to participate, your child will receive a \$25 Visa Visa gift card. You will also receive a \$25 Visa Visa gift card to thank you for your time in bringing your child to and from the interview site.

The research interview will take place at <NAME OF INTERVIEW SITE AND LOCATION>. It can be scheduled at your convenience and will last about 90 minutes. During the interview, your child will be asked to respond to sample science test questions on a computer. NCES simply wants to know how the student would answer the questions if they were to be included on an actual NAEP assessment.

These research interviews are an important stage of the NAEP test development process. By sharing their feedback with us, students can directly impact the future of this nationwide assessment by helping NCES evaluate the test questions and instructions to create the best test possible.

Do you believe your child would be interested in participating?

Yes

No (Thank you, have a good day/evening.)

Great! To ensure that we interview a broad mix of students, I have a few brief screening questions to ask about you and your child. It should only take a few minutes of your time. First, I want to collect some additional information about your child to identify if (she/he) meets the participation requirements.

Skip to screener.

Script when calling parent who responded to e-mail, advertisement, or invitation.

Good morning/afternoon. My name is <NAME>. I'm calling from EurekaFacts on behalf of the U.S. Department of Education's National Center for Educational Statistics. Thank you for contacting us about the possibility of your child participating in a research interview to help develop test questions for the National Assessment of Educational Progress, or NAEP assessment. To ensure that we interview a broad mix of students, I have a few brief screening questions to ask about you and your child. It should only take a few minutes of your time. First, I want to collect some additional information about your child to identify if (she/he) meets the participation requirements.

 Screener.

(INTERVIEWER: Determine recruitment needs in advance. Record all responses. End screener at whatever point the parent or legal guardian gives a response that confirms that their group has already been sampled adequately. End screener script: Based on the requirements of this study, we are not able to include your child in the interviews at this time.)

1. What is your child's name?

2. What grade is your child currently in? (INTERVIEWER: DO NOT READ LIST)
 - K – 3rd → (Unfortunately, we are only interviewing students currently in grades 4, 8, or 12 for this study. Thank you for your time. Have a good day/evening.)
 - 4th
 - 5th – 7th → (Unfortunately, we are only interviewing students currently in grades 4, 8, or 12 for this study. Thank you for your time. Have a good day/evening.)
 - 8th
 - 9th – 11th → (Unfortunately, we are only interviewing students currently in grades 4, 8, or 12 for this study. Thank you for your time. Have a good day/evening.)
 - 12th

3. What school does your child attend? (INTERVIEWER: Note if homeschool)

4. What school district does he/she attend? (INTERVIEWER: Note if parochial, charter, homeschool)

5. What is your child's race or ethnicity? (INTERVIEWER: Only read list if parent doesn't immediately reply] Are you...?

Ethnicity: *Hispanic or Latino*

Not Hispanic or Latino

Race (one or more of the categories below):

American Indian or Alaska Native

Asian

Black or African American

Native Hawaiian or other Pacific Islander

White or Caucasian

6. *Just to be sure we're interviewing a broad range of students for this study, what is your annual household income?*

INTERVIEWER: If the participant indicates they prefer not to disclose this information, say: “*That’s fine*”, and move on to the next question.

Thank you. We would like to speak with your child to confirm if (he/she) is interested in participating in the research interview. It will only take a couple of minutes and then I will ask to speak with you again for another moment. Is your child available to speak with us now or should we call (him/her) back at another time?

Yes, the child is available for screening questions → (INTERVIEWER: SKIP TO SCRIPT FOR 4th Grader or SCRIPT FOR 8th/12th GRADER.)

No, please call back.

Is the phone number you gave me earlier the best number to call?

Other phone numbers: _____

Is there a good time for me to call? When would be best for you?

INTERVIEWER: IF CALL CHILD BACK, RECORD NAME, PHONE NUMBER, DATE/TIME

Parent Name _____

Child Name _____

Child Phone _____

Date _____

Time _____

SCRIPT FOR 8TH OR 12TH GRADE STUDENT

Good morning/afternoon. My name is <NAME> and I’m calling from EurekaFacts. We are a local research company conducting an important study for the U.S Department of Education’s National Center for Educational Statistics. We have spoken to your parent and we are pleased that you may be interested in helping us develop science test questions for a nation-wide student assessment, the National Assessment of Educational Progress, or NAEP. Before I tell you more about what you would be asked to do, I’d like to ask you one question first:

What grade are you currently in? (INTERVIEWER: DO NOT READ LIST)

K – 3rd → (Unfortunately, we are only interviewing students currently in grades 4, 8, or 12 for this study. Thank you for your time. Have a good day/evening.)

4th

5th – 7th → (Unfortunately, we are only interviewing students currently in grades 4, 8, or 12 for this study. Thank you for your time. Have a good day/evening.)

8th

9th – 11th → (Unfortunately, we are only interviewing students currently in grades 4, 8, or 12 for this study. Thank you for your time. Have a good day/evening.)

12th

Thank you. For the research interview, you will be asked to visit <LOCATION> and respond to a sample of science-based test questions. Your responses will not be graded. The National Center for Educational Statistics simply wants to know how you would answer the questions if they were to be included in the National Assessment of Education Progress, or NAEP test. The questions focus on science and are really interesting and fun to answer. You will be asked to do a task on a computer. Your input will help evaluate the test that will be given to students throughout the nation. To thank you for participating, you will receive a \$25 Visa gift card. The interview will last about 90 minutes and will be recorded. Your participation is totally voluntary. If you participate, no one but the study's researchers will see your interview responses and all other interview materials and we will not use your name to identify you.

Would you like to participate?

Yes

No → (INTERVIEWER: THANK AND TERMINATE)

Thank you for your time. I will need to speak to your parent to tell (him/her) that you would not like to participate. Is he/she available?

TO PARENT: Your child has decided not to participate, but I would like to thank you very much for taking the time to speak with us today/this evening.

IF YES - Thank you for agreeing to participate in this important research study. I will need to speak to your parent to talk about the date/time of the interview. Is he/she available?

Yes

No

INTERVIEWER: IF CALL PARENT BACK, RECORD NAME, PHONE NUMBER, DATE/TIME

Parent Name _____

Child Name _____

Parent Phone _____

Date _____

Time _____

SCRIPT FOR 4TH GRADE STUDENTS

Good morning/afternoon. My name is <NAME> and I'm calling from EurekaFacts. We are a local research company doing an important educational study. We have spoken to your parent and we are

pleased that you might like to help us develop science test questions for a test for students across the country, called the National Assessment of Educational Progress or NAEP. Before I tell you more about what you would be asked to do, I'd like to ask one question first:

What grade are you currently in? (INTERVIEWER: DO NOT READ LIST)

K – 3rd → (Unfortunately, we are only interviewing students currently in 4th grade for this study. Thank you for your time. Have a good day/evening.)

4th
5th – 7th → (Unfortunately, we are only interviewing students currently in grades 4, 8, or 12 for this study. Thank you for your time. Have a good day/evening.)

8th
9th – 11th → (Unfortunately, we are only interviewing students currently in grades 4, 8, or 12 for this study. Thank you for your time. Have a good day/evening.)
12th

Thank you. For the research interview, you will be asked to visit <LOCATION> with your parent and we'll ask you to respond to some science test questions. You will not be graded and this has nothing to do with your classes in school. Our study simply wants to know how you would answer the questions if they were to be included in the National Assessment of Education Progress, or NAEP test. The questions focus on science and are really interesting and fun to answer. You will be asked to do the task on a computer. Your input will help improve the test that will be given to students throughout the nation. To thank you for participating, you will receive a \$25 Visa gift card when you finish the research interview. The interview will last about 90 minutes and will be recorded. You may choose not to participate; it is up to you. If you decide to participate, no one but the study's researchers will see your interview responses and all other interview materials and we will not use your name to identify you. Would you like to participate?

Yes

No → (INTERVIEWER:THANK AND TERMINATE)

Thank you for your time. I will need to speak to your parent to tell (him/her) that you would not like to participate. Is he/she available?

TO PARENT: Your child has decided not to participate, but I would like to thank you very much for taking the time to speak with us today/this evening.

IF YES - Thank you for agreeing to participate in this important research study. I will need to speak to your parent to talk about the date/time of the interview. Is he/she available?

Yes

No

INTERVIEWER: IF CALL PARENT BACK, RECORD NAME, PHONE NUMBER, DATE/TIME

Parent Name _____

Child Name _____

Parent Phone _____

Date _____
Time _____

IF PARENT AVAILABLE AND CURRENTLY SCHEDULING INTERVIEWS

Thank you again for allowing your child to participate in the NAEP research interviews. We will be holding our current interviews from <DATE> to <DATE>. What would be the best date/time to schedule the interview?

Date _____
Time _____

IF PARENT AVAILABLE AND NOT CURRENTLY SCHEDULING INTERVIEWS

Thank you again for allowing your child to participate in the NAEP research interviews. We are in-between interview sessions, but will be scheduling sessions until <DATE>. We will need to call you back when we are actively scheduling the interviews to determine the date and time that will work best, but what are your scheduling preferences? INTERVIEWER: SELECT ALL THAT APPLY

- Morning*
- Afternoon*
- After school*
- Weekends*

Thank you so much for talking with us today. We look forward to speaking with you soon.

Appendix W: Recruitment Screener for Students Age 18 or Over

Script when calling student who responded to e-mail, advertisement, or invitation.

Good morning/afternoon. My name is <NAME>. I'm calling from EurekaFacts on behalf of the U.S. Department of Education's National Center for Educational Statistics. Thank you for contacting us about the possibility of participating in a research interview to help develop science questions for the National Assessment for Educational Progress, or NAEP assessment. To ensure that we interview a broad mix of students, I have a few brief screening questions to ask you. It should only take a few minutes of your time. First, I would like to collect some information about you to determine if you meet the participation requirements.

1. *What grade are you currently in at school? (INTERVIEWER: DO NOT READ LIST)*

K – 3rd → (THANK AND TERMINATE) Unfortunately, we are only interviewing students currently in grades 4, 8, or 12 for this study. Thank you for your time. Have a good day/evening.)

4th → (ASK TO SPEAK TO PARENT)

5th – 7th → (THANK AND TERMINATE) Unfortunately, we are only interviewing students currently in grades 4, 8, or 12 for this study. Thank you for your time. Have a good day/evening.)

8th → (ASK TO SPEAK TO PARENT)

9th – 11th → (THANK AND TERMINATE) Unfortunately, we are only interviewing students currently in grades 4, 8, or 12 for this study. Thank you for your time. Have a good day/evening.)

12th

2. *What school do you attend? (INTERVIEWER: Note if homeschool)*

3. *What school district do you attend? (INTERVIEWER: Note if parochial, charter, homeschool)*

4. *What is your race or ethnicity? (INTERVIEWER: Only read list if participant doesn't immediately reply) Are you...?*

Ethnicity: Hispanic or Latino

Not Hispanic or Latino

Race (one or more of the categories below):

American Indian or Alaska Native

Asian

Black or African American

Native Hawaiian or other Pacific Islander

White or Caucasian

Thank you. For the research interview, you will be asked to visit <LOCATION> to respond to a sample of science-based test questions. You will not be graded; the National Center for Educational Statistics simply wants to know how you would answer the questions if they were to be included in the NAEP test. Your input will help evaluate the test that will be given to students throughout the nation. To thank you for your participation, you will receive a \$25 Visa Visa gift card. If your parent brings you to and from our office, he or she will also receive a \$25 Visa Visa gift card. The interview will last about 90 minutes and will be recorded. Your participation is totally voluntary. Your interview responses and all other interview materials will only be used for statistical purposes and will not use your name to identify you. Would you like to participate?

Yes

No → (INTERVIEWER:THANK AND TERMINATE)

Thank you for your time. Have a good day/evening.

IF CURRENTLY SCHEDULING INTERVIEWS

Thank you for agreeing to participate in the NAEP research interviews. We will be holding our current interviews from <DATE> to <DATE>. What would be the best date/time to schedule the interview?

Date _____

Time _____

IF NOT CURRENTLY SCHEDULING INTERVIEWS

Thank you again for agreeing to participate in the NAEP research interviews. We are in-between interview sessions, but will be scheduling sessions until <DATE>. We will need to call you back when we are actively scheduling the interviews to determine the date and time that will work best, but what are your scheduling preferences? INTERVIEWER: SELECT ALL THAT APPLY

Morning

Afternoon

After-school

Weekends

Thank you so much for talking with us today. We look forward to speaking with you soon.

Appendix X: E-mail/Letter Interview Confirmation to Parents of Student Participants (under age 18)

IF SENT AS E-MAIL - Subject: Confirmation of NAEP Research Interview

<DATE>

Dear <PARENT NAME>,

Thank you for agreeing to allow your child, <CHILD'S FIRST NAME>, to participate in a research interview to provide feedback on new test questions for the National Assessment of Educational Progress (NAEP). During the interview, your child will be asked to respond to sample science test questions on a computer. The U.S. Department of Education's National Center for Educational Statistics (NCES) simply wants to know how participants would answer the questions if they were to be included on the actual NAEP assessment. These interviews are an important part of the NAEP test development process. Your child's participation will help improve the test questions and instructions to create the best test possible.

All the information your child provides may be used only for statistical purposes and may not be disclosed, or used, in identifiable form for any other purpose except as required by law [Education Sciences Reform Act of 2002, 20 U.S.C §9573].

Your child has been scheduled for a research interview at <TIME> on <DATE>. The interview will last approximately 90 minutes. To thank your child for participating, <he/she> will receive a \$25 Visa Visa gift card as soon as the interview is complete. In addition, you will receive a \$25 Visa Visa gift card to thank you for your time in bringing your child to and from the interview site.

The interview will take place at <NAME OF INTERVIEW LOCATION>:

<LOCATION>

<DIRECTIONS>

We have <attached/included> a consent form <to/with> this reminder <e-mail/letter>. Please sign and date, and return the form when your child comes in for the interview, granting consent for your child to participate in the NAEP research. Without your consent, your child will not be able to participate in the interview.

Thank you for volunteering in this very important research for NAEP. Our interviewer is looking forward to meeting you and your child. If you or your child has any questions, please contact <CONTACT INFORMATION>.

Sincerely,

<COMPANY REPRESENTATIVE>

EurekaFacts

Appendix Y: E-mail/Letter Interview Confirmation for Student Participants Age 18 or Older

IF SENT AS E-MAIL - Subject: Confirmation of Your NAEP Research Interview

<DATE>

Dear <NAME>,

Thank you for agreeing to participate in a research interview to give us your feedback on new science test questions for the National Assessment of Educational Progress (NAEP). During the interview, you will be asked to respond to sample test questions on a computer. The U.S. Department of Education's National Center for Educational Statistics (NCES) simply wants to know how participants would answer the questions if they were to be included on the actual NAEP assessment. These research interviews are an important part of the NAEP test development process and your participation will help improve the test questions and instructions to create the best test possible.

All of your answers may be used only for statistical purposes and may not be disclosed, or used, in identifiable form for any other purpose except as required by law [Education Sciences Reform Act of 2002, 20 U.S.C §9573].

You have been scheduled for a research interview at <TIME> on <DATE>. The interview will last about 90 minutes. To thank you for your time, you will receive a \$25 Visa Visa gift card as soon as you have finished the interview. In addition, if your parent or guardian brings you to and from the interview site, they will receive a \$25 Visa Visa gift card to thank them for their time.

The interviews will take place at <NAME OF INTERVIEW LOCATION>:

<LOCATION>

<DIRECTIONS>

Thank you again for volunteering to participate in this very important research study. Our interviewer is looking forward to meeting with you. If you have any questions, please contact <CONTACT INFORMATION>.

Sincerely,

<COMPANY REPRESENTATIVE>

EurekaFacts

Appendix Z: Confirmation Phone Script for Students Age 18 or Older

Good morning/afternoon. May I please speak to <STUDENT NAME> about the National Assessment of Educational Progress (or NAEP) test items interview?

Good morning/afternoon. My name is <NAME> from EurekaFacts calling about the National Assessment of Educational Progress (or NAEP) test interview. We are so pleased that you agreed to help us develop the best possible test questions. We have scheduled you for <TIME> on <DATE>.

The interview will last about 90 minutes. It will take place at <LOCATION>.

We will be asking you about test questions. We need to make sure that students like you will understand what the test is asking you to do. Your input will help us improve the test questions that will be asked in the nation. To thank you for your time, you will receive a \$25 Visa gift card. As a thank you for accompanying you to the interview, your parent or guardian will also receive a \$25 Visa gift card if he or she comes with you.

Do you have any questions at this time?
[INTERVIEWER: Answer any questions.]

We plan to see you at <TIME> on <DATE>. If you have any questions before then, please call <PHONE NUMBER>.

Thank you again for agreeing to be part of this very important research project.

Appendix AA: Confirmation Phone Script for Parents of Students Under Age 18

Good morning/afternoon. May I please speak to <PARENT NAME> about <STUDENT NAME>'s participation in the National Assessment of Educational Progress (or NAEP) test items interview?

Good morning/afternoon. My name is <NAME> from EurekaFacts calling about the National Assessment of Educational Progress (or NAEP) test interview. We are so pleased that <STUDENT NAME> has agreed to help us develop the best possible test questions. We have scheduled <STUDENT NAME> for <TIME> on <DATE>.

The interview will last about 90 minutes. It will take place at <LOCATION>.

We will be asking <STUDENT NAME> about test questions. We need to make sure that students like <STUDENT NAME> will understand what the test is asking them to do. <STUDENT NAME>'s input will help us improve the test questions that will be asked in the nation. To thank <STUDENT NAME> for <HIS/HER> time, <HE/SHE> will receive a \$25 Visa gift card. To thank you for bringing <STUDENT NAME> to the interview, you will also receive a \$25 .Visa gift card.

*Do you have any questions at this time?
[INTERVIEWER: Answer any questions.]*

We plan to see you and <STUDENT NAME> at <TIME> on <DATE>. If you have any questions before then, please call <PHONE NUMBER>.

Thank you again, and thank you to <STUDENT NAME>, for agreeing to be part of this very important research project.

Appendix AB: Consent Form for Parents of Student Participants (under age 18)

PARENTAL CONSENT DOCUMENT
FOR PARTICIPATION IN RESEARCH

EurekaFacts, LLC

Title of Research Study: Cognitive Laboratory Interviews for NAEP Science ICT

Thank you for your interest in participating in the research project described below. This consent form explains the research study. Please read it carefully, and feel free to ask questions about anything you do not understand. If you do not have questions now, you may ask them if they occur to you later.

1. What is this study about?

The National Center for Education Statistics (NCES), part of the U.S. Department of Education, is conducting interviews with students currently in 4th, 8th, and 12th grades about new test questions for the National Assessment of Educational Progress (NAEP). The questions we are testing focus on Physical Science, Life Science, or Earth and Space Sciences.

2. Where will the research interviews take place?

The interviews will take place at <NAME OF INTERVIEW LOCATION>, located at <LOCATION>, near <NEARBY LANDMARK OR METRO STATION>.

3. What will happen during the research interview?

Each participant will take an early version of a new NAEP science test on a computer. An interviewer will ask what your child is thinking as he or she completes the assessment and whether he or she believes the questions and instructions are clear and understandable. Your child will not be graded.

4. Will you keep information private?

These sessions will be audio and video recorded. All of your child's answers may be used only for statistical purposes and may not be disclosed, or used, in identifiable form for any other purpose except as required by law.

5. How long will the research interview last and when it will take place?

The interview will last up to 90 minutes. The interview requires only one visit to our office.

6. Will the answers be kept confidential?

Your child will be assigned a unique student identifier (ID), and at no time will his/her name be linked to any of his/her answers. The interviews will be recorded, as long as you agree, and only used by the researchers.

7. Will the results go to my child's school?

Your child's answers will not be disclosed to his/her school, and will not be linked to any personally identifiable information such as the school's name.

8. What are the possible risks of being in the study?

There are no known risks to participating in this study.

9. Who can I contact with questions or for further information?

<CONTACT NAME> is conducting this study at EurekaFacts on behalf of NCES. If you have any questions, please call him/her at <CONTACT PHONE> or by email <CONTACT EMAIL>.

10. Can participation end early?

Your participation in this study is completely voluntary. Your child has the right to refuse to answer particular questions. You may elect to withdraw from this study at any time.

By signing below, you agree that your child, _____, may participate in this study. Your signature below will indicate that your questions have been answered satisfactorily, and that you have read and understood the information provided above.

Print Name: _____

Signature:

_____ Date: _____

Appendix AC: Consent Form for Student Participants Age 18 or Older

PARTICIPATION CONSENT DOCUMENT FOR PARTICIPATION IN RESEARCH

EurekaFacts, LLC

Title of Research Study: Cognitive Laboratory Interviews for NAEP Science ICT

Thank you for your interest in participating in the research project described below. This consent form explains the research study. Please read it carefully, and feel free to ask questions about anything you do not understand. If you do not have questions now, you may ask them if they occur to you later.

1. What is this study about?

The National Center for Education Statistics (NCES), part of the U.S. Department of Education, is conducting interviews with students currently in 4th, 8th, and 12th grades about new test questions for the National Assessment of Educational Progress (NAEP). The questions we are testing focus on Physical Science, Life Science, or Earth and Space Sciences.

2. Where will the research interviews take place?

The interviews will take place at <NAME OF INTERVIEW LOCATION>, located at <LOCATION>, near <NEARBY LANDMARK OR METRO STATION>.

3. What will happen during the research interview?

Each participant will take an early version of a new NAEP science test on a computer. An interviewer will ask what you are thinking as you complete the assessment and whether you believe the questions and instructions are clear and understandable. You will not be graded. During the research interview, you and your work on the computer will be audio and video recorded to allow us to review your interview responses later.

4. Will you keep information private?

These sessions will be audio and video recorded. All of your answers may be used only for statistical purposes and may not be disclosed, or used, in identifiable form for any other purpose except as required by law.

5. How long will the research interview last and when it will take place?

The interview will last up to 90 minutes and requires only one visit to our office.

6. Will my answers be kept confidential?

Your child will be assigned a unique student identifier (ID), and at no time will his/her name be linked to any of his/her answers. The interviews will be recorded, as long as you agree, and only used by the researchers.

7. Will the results go to my school?

Your answers will not be disclosed to your school, and will not be linked to any personally identifiable information such as the school's name.

8. What are the possible risks of being in the study?

There are no known risks to participating in this study.

9. Who can I contact with questions or for further information?

<CONTACT NAME> is conducting this study at EurekaFacts on behalf of NCES. If you have any questions, please call him/her at <CONTACT PHONE> or by email <CONTACT EMAIL>.

10. Can my participation end early?

Your participation in this study is completely voluntary. You have the right to refuse to answer particular questions. You may elect to withdraw from this study at any time.

By signing below, you agree that you will participate in this research study. Your signature below will indicate that your questions have been answered satisfactorily, and that you have read and understood the information provided above.

Print Name: _____

Signature:

_____ Date: _____

Appendix AD: Thank You E-mail/Letter to Parents of Student Participants (under age 18)

Subject: Thank You for Your Participation

<DATE>

Dear <NAME>,

On behalf of the National Center for Education Statistics (NCES), part of the U.S. Department of Education, thank you for allowing <CHILD'S NAME> to participate in the National Assessment of Educational Progress (NAEP) research interview. <CHILD'S NAME>'s input helped us evaluate test questions for the NAEP assessment. The assistance <he/she> provided, combined with input from other students, was incredibly useful and informative. We greatly appreciate you taking the time to bring <CHILD'S NAME> to and from the interview location to participate.

Again, thank you for your assistance.

Sincerely,

<CONTACT NAME>
EurekaFacts
<CONTACT PHONE>

Appendix AE: Thank You E-mail/Letter to Student Participants Age 18 or Older

SUBJECT: Thank You for Participating

<DATE>

Dear <NAME>;

On behalf of the National Center for Education Statistics (NCES), part of the U.S. Department of Education, thank you for participating in a National Assessment of Educational Progress (NAEP) research interview. Your input helped us evaluate test questions for the NAEP assessment. Your assistance, combined with input from other students, was incredibly useful and informative.

Again, thank you for your assistance.

Sincerely,

<CONTACT NAME>

EurekaFacts

<CONTACT PHONE>

Appendix AF: Recruitment E-mail/Letter (To be Sent to Teachers/Staff Members)

IF SENT AS EMAIL - Subject: Research Study Opportunity

<DATE>

Dear <Teacher or Staff member at After School Program>:

You have been very helpful in the past in working with Educational Testing Service (ETS) to recruit students to help us test our tests. The students you helped to recruit provided rich information, and we are requesting your help again in recruiting more students to help us evaluate and improve test questions.

We are looking for students at in the 4th, 8th, and 12th grades to help us test new computer-delivered questions in science. These tasks will be part of the National Education Assessment Program (NAEP) assessment delivered to students nationwide. NAEP serves as the central means by which the United States measures student proficiency in core academic domains. It is vital for us to get student feedback while developing test questions.

These reviews are very informal group sessions where we show students early draft versions of computer-delivered questions; some may even be drafts on paper before they are turned into computer-based tasks. Students will be informed that their participation is completely voluntary, and that they will not be evaluated. They will also be told they have a key role in helping us improve our tests and they can make a difference in the experience of thousands of students taking these tests all over the country.

ETS staff will take notes of students' reactions to these questions and use students' feedback to revise and refine the questions. We will observe and ask questions about the students' level of interest and ability to understand the questions. Students will also be asked if they have any suggestions on how to improve the questions.

The sessions will be scheduled for 60 minutes, and students will be given \$25 Visa Visa gift cards for each session as reimbursement for their time and as an incentive to help us. We would like your help in distributing flyers and consent forms to students and helping to collect consent forms. We will hold some sessions at ETS offices located in Princeton, New Jersey; however, if the parents of students cannot provide transportation to ETS, we would like to set up sessions at your organization located at <address> after school or on weekends. If you are interested and willing to help us recruit students for this effort, or would like additional information about the effort, please contact <staff member at ETS organizing the sessions> and we will follow up with flyers and consent forms for you to distribute.

Thank you for your time and interest. If you have any questions, please contact <CONTACT INFORMATION>

Sincerely,
<COMPANY REPRESENTATIVE>

Educational Testing Service

Appendix AG: Informational Flyer

Can you Help us Test our Test?

Educational Testing Service (ETS) is looking for students in the 4th, 8th, and 12th grades to help us test new computer-delivered science test questions for the U.S. Department of Education. Your participation could help improve a test taken by thousands of students all across the United States. You will be given early drafts of test questions and asked to respond to them and give your opinion about them. We call this *Play Testing*.

Play Testing Sessions will be held at <location of after school club or ETS location> on <note days of the week when sessions are scheduled and the window of time when these sessions will be held>. These sessions will last no more than 60 minutes.

You will get a \$25 Visa Visa gift card for your time in helping us improve our tests. The information we collect from you as you explore and react to our test will only be used to help improve the test. The information will not be shared with or used by any school or district.

If you are interested, please fill out the attached consent form [for students 18 and older] or give to your parent or guardian to complete. Return the consent form to <contact at school or organization>.

Appendix AH: Consent Form for Student Participants Age 18 or Older

**PARTICIPATION CONSENT DOCUMENT
FOR PARTICIPATION IN RESEARCH**

Educational Testing Service (ETS)

Title of Research Study: Play Testing for NAEP Science Interactive Computer Tasks

Thank you for your interest in participating in the research project described below. This consent form explains the research study. Please read it carefully, and feel free to ask questions about anything you do not understand. If you do not have questions now, you may ask them if they occur to you later.

1. What is this study about?

The National Center for Education Statistics (NCES), part of the U.S. Department of Education, is conducting informal interviews, called play testing, with students currently in 4th, 8th, and 12th grades about new test questions for the National Assessment of Educational Progress (NAEP). The questions we are testing focus on Physical Science, Life Science, or Earth and Space Sciences and will be part of a new computer-based test. In these sessions, you will see early versions of computer-based questions. ETS staff will audio record and take notes about your reactions to these questions to revise and refine the questions. We will ask questions that focus on your level of interest and your ability to understand the questions presented to you. You will also be asked if you have any suggestions on how we might improve the questions.

2. Where will the play testing session take place?

The sessions will take place at <ETS location or location of school or after school program>. Each session requires only one visit, however you may participate in multiple sessions, if you are interested.

3. Will you keep my information private?

These sessions will be audio recorded. All of your answers may be used only to help revise and improve the tests and may not be disclosed, or used, in identifiable form for any other purpose except as required by law [Education Sciences Reform Act of 2002 (ESRA 2002) 20 U.S.C., § 9573].

4. How long will the play testing session last and when it will take place?

The interviews will last up to 60 minutes. Sessions will take place <note days of the week when sessions are scheduled and the window of time when these sessions will be held>.

5. Will my answers be kept confidential?

Your child will be assigned a unique student identifier (ID), and at no time will his/her name be linked to any of his/her answers. The interviews will be recorded, as long as you agree, and only used by the researchers.

6. Will the results go to my school?

Your answers will not be disclosed to your school, and will not be linked to any personally identifiable information such as the school's name.

7. What are the possible risks of being in the study?

There are no known risks to participating in this research.

8. Who can I contact with questions or for further information?

<CONTACT NAME> is conducting this research at ETS on behalf of NCES. If you have any questions, please call him/her at <CONTACT PHONE> or by email <CONTACT EMAIL>.

9. Can my participation end early?

Your participation in this study is completely voluntary and you have the right to refuse to answer particular questions. You may also elect to withdraw from this study at any time and you can end early if you wish.

By signing below, you agree that you will participate in this research study. Your signature below will indicate that your questions have been answered satisfactorily, and that you have read and understood the information provided above.

Print Name: _____

Signature:

_____ Date: _____

Appendix AI: Consent Form for Parents of Student Participants (under age 18)

PARENTAL CONSENT DOCUMENT
FOR PARTICIPATION IN RESEARCH

Educational Testing Service (ETS)

Title of Research Study: Play Testing for NAEP Science Interactive Computer Tasks

Thank you for your interest in participating in the research project described below. This consent form explains the research study. Please read it carefully, and feel free to ask questions about anything you do not understand. If you do not have questions now, you may ask them if they occur to you later.

1. What is this study about?

The National Center for Education Statistics (NCES), part of the U.S. Department of Education, is conducting informal interviews, called *Play Testing*, with students currently in 4th, 8th, and 12th grades about new test questions for the National Assessment of Educational Progress (NAEP). The questions we are testing focus on Physical Science, Life Science, or Earth and Space Science and will be part of a new computer-based assessment given to a sample of students across the country. In these sessions we will show students early versions of computer-based tasks. ETS staff will audio record and take notes about your how your child reacts to these tasks in order to revise and refine the tasks. Questions will focus on your child's level of interest and ability to understand the questions in the tasks. Your child will also be asked if he/she has any suggestions on how we might improve the tasks.

2. Where will the play testing session take place?

The sessions will take place at <ETS location or location of school or after school program>. Each session requires only one visit, however your child may participate in multiple sessions, if interested.

3. Will you keep the information private?

These sessions will be audio recorded. All of your answers may be used only to help revise and improve the tests and may not be disclosed, or used, in identifiable form for any other purpose except as required by law [Education Sciences Reform Act of 2002 (ESRA 2002) 20 U.S.C., § 9573].

4. How long will the play testing session last and when it will take place?

The interviews will last up to 60 minutes. Sessions will take place <note days of the week when sessions are scheduled and the window of time when these sessions will be held>.

5. Will the answers be kept confidential?

Your child will be assigned a unique student identifier (ID), and at no time will his/her name be linked to any of his/her answers. The interviews will be recorded, as long as you agree, and only used by the researchers.

6. Will the results go to my child's school?

Your child's answers will not be disclosed to his/her school, and will not be linked to any personally identifiable information such as the school's name.

7. What are the possible risks of being in the study?

There are no known risks to participating in this research.

8. Who can I contact with questions or for further information?

<CONTACT NAME> is conducting this research at ETS on behalf of NCES. If you have any questions, please call him/her at <CONTACT PHONE> or by email <CONTACT EMAIL>.

9. Can participation end early?

Participation in this study is completely voluntary. Your child has the right to refuse to answer particular questions. Your child may also elect to withdraw from this study at any time and can end early if he/she wishes.

By signing below, you agree that your child may participate in this research study. Your signature below will indicate that your questions have been answered satisfactorily, and that you have read and understood the information provided above.

Print Name: _____

Signature:

_____ Date: _____

Appendix AJ: E-mail/Letter Interview Confirmation for Student Participants Age 18 or Older

IF SENT AS EMAIL - Subject: Confirmation of Your Play Testing Session

<DATE>

Dear <NAME>,

Thank you for agreeing to participate in a study to give us your feedback on new science test questions for the National Assessment of Educational Progress (NAEP) assessment. During the session, you will be asked to respond to sample test questions that will be used as part of a national science assessment. Educational Testing Service (ETS) simply wants to know what you think about the tests and how you might answer questions on that test. You will work in a group of several students who will also be reviewing and reacting to the potential test questions. Your feedback and responses will be noted and audio recorded and used to help us revise and improve our tests.

All of your answers may be used only for the purposes of improving our tests and may not be disclosed, or used, in identifiable form for any other purpose except as required by law [Education Sciences Reform Act of 2002, 20 U.S.C §9573].

You have been scheduled for your session at <TIME> on <DATE> located at <play testing location>. The session will last about 60 minutes. To thank you for your time, you will receive a \$25 Visa Visa gift card as soon as you have finished the session.

<LOCATION>

<DIRECTIONS>

We look forward to meeting with you and getting your feedback.

Sincerely,

<COMPANY REPRESENTATIVE>

Educational Testing Service

<CONTACT INFORMATION>

Appendix AK: E-mail/Letter Interview Confirmation for Parents of Student Participants (under age 18)

IF SENT AS EMAIL - Subject: Confirmation of Play Testing Session

<DATE>

Dear <NAME>,

Thank you for agreeing to allow your child to participate in a study to give us feedback on new science test questions for the National Assessment of Educational Progress (NAEP) assessment. During the session, your child will be asked to respond to sample test questions that will be used as part of a national science assessment. Educational Testing Service (ETS) simply wants to know what your child thinks about the tests and how your child might answer questions on that test. Your child will work in a group of several students who will also be reviewing and reacting to the potential test questions. Your child's feedback and responses will be noted and audio recorded and used to help us revise and improve our tests.

All of your child's answers may be used only for the purposes of improving our tests and may not be disclosed, or used, in identifiable form for any other purpose except as required by law [Education Sciences Reform Act of 2002, 20 U.S.C §9573].

Your child has been scheduled for the session at <TIME> on <DATE> located at <play testing location>. The session will last about 60 minutes.

<LOCATION>

<DIRECTIONS>

We look forward to meeting with your child and getting your child's feedback.

Sincerely,

<COMPANY REPRESENTATIVE>

Educational Testing Service

<CONTACT INFORMATION>