

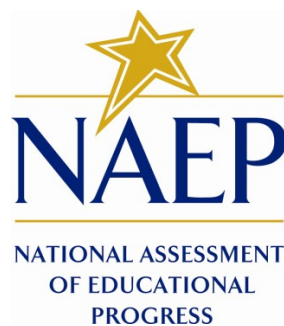
NATIONAL CENTER FOR EDUCATION STATISTICS
NATIONAL ASSESSMENT OF EDUCATIONAL PROGRESS

Appendices

Recruitment Materials, Screeners, and Consent Forms

***The National Assessment of Educational Progress (NAEP)
Reading Scenario-Based Task (SBT) Tryouts***

OMB# 1850-0803 v.222



January 2018

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Appendix A: Recruitment Email/Letter to Schools of Potential Student Participants: Tryouts for Cognitive Items

IF SENT AS EMAIL–Subject: Research Study Opportunity

<DATE>

Dear [or Hello] <NAME>,

I am contacting you from EurekaFacts, a research company located in Rockville, Maryland. We are doing an important study for the National Center for Education Statistics (NCES), part of the U.S. Department of Education. We are contacting you to ask for your help in spreading the word about this exciting research opportunity.

We are looking for students in grade 4 to help us test new computer-delivered questions in reading. These questions will be part of the National Assessment of Educational Progress (NAEP) test. Student participation is important for us to develop the best ways of assessing students' skills in reading.

The voluntary research sessions will last no more than 85 minutes. During the tryout sessions students will be asked to answer test questions on a tablet computer as if it were an actual test. These sessions are an important stage of the NAEP test-development process. Students' participation can help NCES evaluate the questions to create the best test possible.

If selected to participate, students will receive a \$25 gift card from a major credit card company. In addition, if transportation to the session site is involved, the student's parent/guardian will also receive a \$25 gift card as a thank-you for bringing the student to and from the testing site.

Students will have a key role in helping us improve our tests. Their participation can enhance the experience of thousands of students all over the United States who will take the tests.

All of the information provided 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 (20 U.S.C. §9573 and 6 U.S.C. §151).

If you are willing to help us recruit students for this study, please contact me, and I will follow up with flyers for you to distribute. I have included our Frequently Asked Questions (FAQs) sheet with additional information about this research study.

We appreciate your consideration of this request, and I invite you to please contact me with any questions regarding this project. I look forward to communicating with you.

Thank you,

<CONTACT NAME>

EurekaFacts, LLC

<CONTACT INFORMATION>

Attachment: Frequently Asked Questions (FAQs) (*See Appendix O*)

Appendix B: Recruitment Email/Letter to After School Programs/Parent-Teacher-Student Associations/Youth Organizations: Tryouts for Cognitive Items

IF SENT AS EMAIL –Subject: Research Study Opportunity

<DATE>

Dear [or Hello] <NAME>,

I am contacting you from EurekaFacts, a research company located in Rockville, Maryland. We are doing an important study for the National Center for Education Statistics (NCES), part of the U.S. Department of Education. We would like to ask for your help in spreading the word about this exciting research opportunity.

We are looking for students in grade 4 to help us test new computer-delivered questions in reading. These questions will be part of the National Assessment of Educational Progress (NAEP) test. More information about the NAEP assessment is available online at: <http://nces.ed.gov/nationsreportcard/>.

The voluntary research sessions will last no more than 85 minutes. During the tryout sessions students will be asked to answer test questions on a tablet computer as if it were an actual test. These sessions are an important stage of the NAEP test-development process. Students' participation can help NCES evaluate the questions to create the best test possible.

If selected to participate, students will receive a \$25 gift card from a major credit card company. In addition, if transportation to the session site is involved, the student's parent/guardian will also receive a \$25 gift card as a thank-you for bringing the student to and from the testing site.

Students will be assigned a unique student identifier, and at no time will their names be linked to any of their answers. All of the information provided 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 (20 U.S.C. §9573 and 6 U.S.C. §151).

We would like to ask for your help letting parents/legal guardians and students know how they can contribute to this national assessment. Students will have a key role in helping us improve our tests. Their participation can enhance the experience of thousands of students all over the United States who will take the tests and is also important for us to develop the best ways of assessing students' knowledge of reading.

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

We appreciate your consideration of this request, and I invite you to please contact me with any questions regarding this project. I look forward to communicating with you.

Thank you,

<CONTACT NAME>

EurekaFacts, LLC

<CONTACT INFORMATION>

Attachment: Flyer (*See Appendix P*)

Appendix C: Recruitment Email/Letter to Parents/Legal Guardians of Student Participants (Under Age 18): Tryouts for Cognitive Items

IF SENT AS EMAIL–Subject: Research Study Opportunity

<DATE>

Dear <NAME>,

On behalf of the National Center for Education Statistics (NCES), part of the U.S. Department of Education, I am contacting you from EurekaFacts, a research company located in Rockville, Maryland.

We have an exciting opportunity for students in grade 4 to take part in an important research study. Students will have fun testing new questions in reading. These questions will be part of the National Assessment of Educational Progress (NAEP) test. Students' participation in this study can help to create the best test possible! For more information about the NAEP assessment, please go to: <http://nces.ed.gov/nationsreportcard/>.

During the study, students will be asked to answer test questions on a tablet computer as if it were an actual test. Students will be assigned a unique student identifier, and at no time will their names be linked to any of their answers. All of the information provided by your child 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 (20 U.S.C. §9573 and 6 U.S.C. §151).

The research sessions will be held at various locations throughout your area and will last no more than 85 minutes. The session can be scheduled at your convenience. Your child will receive a \$25 gift card from a major credit card company as a thank-you for his or her time. As a thank-you for bringing your child to and from the testing site, you will also receive a \$25 gift card.

If your child is interested in participating in this study, please fill out an intake form at <LINK>, or call/email me at <CONTACT PHONE> or <CONTACT EMAIL>. We look forward to communicating with you soon!

To find out more information about this exciting research opportunity, please see our Frequently Asked Questions (FAQs) at <LINK to Appendix O-FAQs>.

Thank you,

<CONTACT NAME>

EurekaFacts, LLC

<CONTACT INFORMATION>

Appendix D: Recruitment Email/Letter to Schools of Potential Student Participants That Have Requested Additional Information: Tryouts for Cognitive Items

IF SENT AS EMAIL–Subject: Education Research Study Opportunity for Students in Grade 4

<DATE>

Hello,

I am contacting you from EurekaFacts, a research company located in Rockville, Maryland. You are receiving this <email OR letter> because you have previously requested additional information about research studies on new reading test questions. We are doing a study on behalf of the National Center for Education Statistics (NCES), part of the U.S. Department of Education.

We are currently recruiting students in grade 4 for a research study supporting the development of new test questions for the National Assessment of Educational Progress (NAEP).

We are carrying out research sessions to try out new, computer-delivered reading questions. Students will be asked to answer test questions on a tablet computer as if it were an actual test. These sessions are an important stage of the NAEP test-development process. Students' participation can help NCES evaluate the questions to create the best test possible.

The voluntary research sessions will last no more than 85 minutes. Each participating student will receive a \$25 gift card from a major credit card company as a thank-you for his or her time. The student's parent/guardian will also receive a \$25 gift card to thank him or her for bringing the student to and from the testing site.

Students will be assigned a unique student identifier, and at no time will their names be linked to any of their answers. All of the information provided by students 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 (20 U.S.C. §9573 and 6 U.S.C. §151).

These research sessions are an important stage of the NAEP test-development process. Student participation can help NCES evaluate the questions to create the best test possible.

I have included a flyer with a short description of this research study in the hope that you might pass it along to anyone who may be interested. Upon request, I can also send you our Frequently Asked Questions (FAQs) sheet.

Thank you for your consideration and assistance regarding this effort. Please do not hesitate to contact me with any questions you may have regarding our company or this study. We look forward to communicating with you.

Sincerely,

<CONTACT NAME>

EurekaFacts, LLC

<CONTACT INFORMATION>

Attachment: Flyer (*See Appendix P*)

Appendix E: Recruitment Email/Letter to After School Programs/Parent-Teacher-Student Associations/Youth Organizations That Have Requested Additional Information: Tryouts for Cognitive Items

IF SENT AS EMAIL–Subject: Education Research Study Opportunity for Students in Grade 4

<DATE>

Hello,

I am contacting you from EurekaFacts, a local research company in Rockville, Maryland. You are receiving this <email OR letter> because you have previously requested additional information about research studies on new reading test questions. We are doing a study on behalf of the National Center for Education Statistics (NCES), part of the U.S. Department of Education.

We are currently recruiting students in grade 4 for a research study supporting the development of new test questions for the National Assessment of Educational Progress (NAEP).

We are carrying out research sessions to try out new, computer-delivered reading questions. Students will be asked to answer test questions on a tablet computer as if it were an actual test. These sessions are an important stage of the NAEP test-development process. Students' participation can help NCES evaluate the questions to create the best test possible.

The voluntary research sessions will last no more than 85 minutes. Each participating student will receive a \$25 gift card from a major credit card company as a thank-you for his or her time. The student's parent/guardian will also receive a \$25 gift card to thank him or her for bringing the student to and from the testing site.

Students will be assigned a unique student identifier, and at no time will their names be linked to any of their answers. All of the information provided by students 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 (20 U.S.C. §9573 and 6 U.S.C. §151).

These research sessions are an important stage of the NAEP test-development process. Student participation can help NCES evaluate the questions to create the best test possible.

I have included a flyer with a short description of this research study in the hope that you might pass it along to anyone who may be interested. Upon request, I can also send you our Frequently Asked Questions (FAQs) sheet.

Thank you for your consideration and assistance regarding this effort. Please do not hesitate to contact me with any questions you may have regarding our company or this study. We look forward to communicating with you.

Sincerely,

<CONTACT NAME>

EurekaFacts, LLC

<CONTACT INFORMATION>

Attachment: Flyer (*See Appendix P*)

Appendix F: Recruitment Email/Letter to Parents/Legal Guardians of Student Participants (Under Age 18) Who Have Requested Additional Information: Tryouts for Cognitive Items

IF SENT AS EMAIL–Subject: Education Research Opportunity for Students in Grade 4

<DATE>

Hello,

I am contacting you from EurekaFacts, a local research company in Rockville, Maryland. You are receiving this <email OR letter> because you have previously given us your contact information to receive information regarding upcoming research opportunities.

If you are the parent/legal guardian of a child who is currently in grade 4, or know anyone who is, we would like to inform you that we are currently doing a research study on behalf of the National Center for Education Statistics (NCES), part of the U.S. Department of Education. This study supports the development of new reading test questions for the National Assessment of Educational Progress, also known as NAEP. NAEP is the largest nationally representative and continuing assessment of what America's students know and can do in various subject areas. More information about the NAEP assessment is available online at: <http://nces.ed.gov/nationsreportcard/>.

We are carrying out research sessions to try out new, computer-delivered reading questions. Students will be asked to answer test questions on a tablet computer as if it were an actual test. These sessions are an important stage of the NAEP test-development process. Students' participation can help NCES evaluate the questions to create the best test possible.

The voluntary research sessions will last no more than 85 minutes. Each participating student will receive a \$25 gift card from a major credit card company as a thank-you for his or her time. The student's parent/guardian will also receive a \$25 gift card to thank him or her for bringing the student to and from the testing site.

Students will be assigned a unique student identifier, and at no time will their names be linked to any of their answers. All of the information provided by students 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 (20 U.S.C. §9573 and 6 U.S.C. §151).

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

Thank you for your consideration and assistance regarding this effort. Please do not hesitate to contact me with any questions you may have regarding this study or our company. We look forward to communicating with you.

Sincerely,

<CONTACT NAME>

EurekaFacts, LLC

<CONTACT INFORMATION>

Attachment: Flyer (*See Appendix P*)

Appendix G: Online Intake Form: Tryouts for Cognitive Items

Education Research Study Opportunity for Students in Grade 4

EurekaFacts is doing a study on behalf of the U.S. Department of Education's National Center for Education Statistics (NCES). This study will help develop new reading test questions for the National Assessment of Educational Progress, also known as NAEP. More information about the NAEP assessment is available online at: <http://nces.ed.gov/nationsreportcard/>.

During the study students will be asked to answer test questions on a tablet computer as if it were an actual test. These sessions are an important stage of the NAEP test-development process. Students' participation can help NCES evaluate the questions to create the best test possible.

The tryout session will last no longer than 85 minutes and your child will receive a \$25 gift card from a major credit card company as a thank you for his or her time and effort. You will also receive a \$25 gift card to thank you for bringing your student to and from the testing site.

Students will be assigned a unique student identifier, and at no time will their names be linked to any of their answers. All of the information provided by students 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 (20 U.S.C. §9573 and 6 U.S.C. §151).

The study requires you to take your child to our testing center, located in <LOCATION>.

To make sure we collect data from a broad range of participants, please complete the questions below:

1. What grade is your child currently in?
 - 1st Grade (**TERMINATE AND GO TO V1 RESPONSE**)
 - 2nd Grade (**TERMINATE AND GO TO V1 RESPONSE**)
 - 3rd Grade (**TERMINATE AND GO TO V1 RESPONSE**)
 - 4th Grade (**GO TO Q3**)
 - 5th Grade (**TERMINATE AND GO TO V1 RESPONSE**)
 - 6th Grade (**TERMINATE AND GO TO V1 RESPONSE**)
 - 7th Grade (**TERMINATE AND GO TO V1 RESPONSE**)
 - 8th Grade (**TERMINATE AND GO TO V1 RESPONSE**)
 - 9th Grade (**TERMINATE AND GO TO V1 RESPONSE**)
 - 10th Grade (**TERMINATE AND GO TO V1 RESPONSE**)
 - 11th Grade (**TERMINATE AND GO TO V1 RESPONSE**)
 - 12th Grade (**TERMINATE AND GO TO V1 RESPONSE**)
2. What is your child's gender?
 - Male
 - Female
 - Other
 - Prefer not to respond
3. What is your child's age?

4. What school does your child attend?

5. What school district does your child attend?

6. Which language did your child learn when he/she first began to talk?

7. Which language does your child most frequently speak at home?

8. Which language do you most frequently use when speaking with your child?

9. Is your child of Hispanic or Latino origin or descent?

- Yes
- No
- Don't Know
- Prefer not to respond

10. What is your child's race?

- Asian
- Black/African American
- Native American, American Indian, or Alaska Native
- Native Hawaiian or other Pacific Islander
- White
- Other: _____

11. Is your child currently enrolled in any of the following types of courses? (Select all that apply.)

- € Advanced placement (e.g., AP, IB, or other college-level courses)
- € Honor courses
- € Remedial courses
- € Other courses

12. Do you live in a rural, suburban, or urban area?

- Rural
- Suburban
- Urban
- Don't Know
- Prefer not to respond

13. What state do you live in?

- Region 1
- Region 2
- Region 3
- Region 4
- Region 5
- € Other (TERMINATE AND GO TO V2 RESPONSE)

14. What is your zip code?

15. What is your total annual household income range based on the following ranges?

- Less than \$25,000
- \$25,000 - \$49,999
- \$50,000 - \$74,999

- \$75,000 - \$99,999
- Over \$100,000
- Prefer not to disclose

16. Does your child participate in the National School Lunch program?

- € Yes
- € No
- € Prefer not to disclose

(IF RESPONSES FULFILL STUDY REQUIREMENTS) Thank you for answering these questions. Your child is eligible to help with this important research effort.

17. Is your child interested in participating in this research study?

- Yes (**GO TO Q17a**)
- No (**TERMINATE AND GO TO V3 RESPONSE**)

17a. (**IF YES**) For your child to attend the session and receive payment we must have a signed parental consent form from you. Do you understand that you must sign a consent form to allow your child to participate and are you willing to permit them to do so?

- Yes
- No (**TERMINATE AND GO TO V3 RESPONSE**)

A EurekaFacts staff member will contact you later to formally schedule your child's session. With that in mind, please provide the following:

First Name _____

Last Name _____

Phone Number _____

Mobile Phone Number _____

Email Address _____

Mailing Address _____

City _____

State _____

Zip Code _____

EurekaFacts, LLC would like your permission to send automated text message reminders about your participation in tryout sessions. We may contact you up to six times using this automated text messaging process in the next two months until testing in your area has been completed. Text messaging rates may apply. You may opt out of receiving automated text messages by replying STOP to any message from EurekaFacts, LLC to unsubscribe. If you have questions, please email <EMAIL>.

- I will allow you to use an automated system to send text messages to my mobile phone.
- I do not wish to be contacted by automated text messages on my mobile phone.

Again, thank you for your time today and your willingness to help us with this study. We will be in contact soon to schedule your child's tryout session.

V1 Response

Thank you for taking the time to complete these questions, however we are currently only testing students in 4th grade. We will however consider your student for any future opportunities. Thank you again for your time!

V2 Response

Thank you for taking the time to complete these questions, however we are currently only testing students living in <REGION 1, REGION 2, REGION 3, REGION 4, or REGION 5>. We will consider your student for any future opportunities. Thank you again for your time!

V3 Response

Thank you for taking the time to complete these questions, however your student will not be able to participate in this research opportunity. Thank you again for your time!

Appendix H: Scheduling Preferences Email to Parents/Legal Guardians of Student Participants (Under Age 18): Tryouts for Cognitive Items

Subject: Scheduling of NAEP Research Study

<DATE>

Hello,

Your <child OR children> <is OR are> eligible to take part in a NAEP reading tryout session. If your <child OR children> <is OR are> available to take part in one of the scheduled 85-minute sessions in your area, your <child OR children> will be given a \$25 gift card from a major credit card company for completing the session, and you will also receive a \$25 gift card to thank you for providing transportation to and from the site for your <child OR children>. Please let us know when your <child OR children> <is OR are> generally available to participate. Thank you for your willingness to help out!

We are looking to schedule students for tryout sessions between <DATE> and <DATE>.

1. What times are best for you? (Check all that apply)

- Day 1, <DATE>, Morning
- Day 1, <DATE>, Afternoon
- Day 1, <DATE>, Evening

- Day 2, <DATE>, Morning
- Day 2, <DATE>, Afternoon
- Day 2, <DATE>, Evening

- Day 3, <DATE>, Morning
- Day 3, <DATE>, Afternoon
- Day 3, <DATE>, Evening

- Day 4, <DATE>, Morning
- Day 4, <DATE>, Afternoon
- Day 4, <DATE>, Evening

2. Tryout sessions will be held at the following locations in your area. Which one is most convenient for you?

- € Location <LOCATION A>
- € Location <LOCATION B>
- € Location <LOCATION C>
- € Location <LOCATION D>

We will take your preferences into consideration when we begin scheduling the sessions. A EurekaFacts staff member will contact you soon to formally schedule your session.

Sincerely,

<CONTACT NAME>

EurekaFacts, LLC

<CONTACT INFORMATION>

Appendix I: Confirmation Email/Letter to Parents/Legal Guardians of Student Participants (Under Age 18): Tryouts for Cognitive Items

IF SENT AS EMAIL—Subject: Confirmation of NAEP Research Study

<DATE>

Dear <NAME>,

Thank you for agreeing to allow your child to participate in this voluntary research session to support the development of new test questions for the National Assessment of Educational Progress (NAEP). Students will be asked to answer questions on a tablet computer as if it were an actual test. Additionally, along with trying out new test questions, students will be asked survey questions about themselves, their family, and their education. These sessions are an important stage of the NAEP test-development process. Students' participation can help NCES evaluate the questions to create the best test possible.

All of the information your student 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 (20 U.S.C. §9573 and 6 U.S.C. §151).

You have been scheduled for a tryout session at the following location and date/time:

Location: <ADDRESS>

Date: <DATE>

Time: <TIME>

Gift Card: Your child will receive a \$25 gift card from a major credit card company as a thank-you for participating. In addition, if transportation to the research site is involved, you will also receive a \$25 gift card as appreciation for bringing your child to and from the site.

We will begin promptly at <TIME>, and it is important that you arrive 15 minutes early to check in. The session will last no more than 85 minutes.

We have <attached OR included> a consent form to this reminder. Please sign, date, and return the form when you come to the session, agreeing to allow your child to participate in the voluntary NAEP research study.

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

Sincerely,

<CONTACT NAME>

EurekaFacts, LLC

<CONTACT INFORMATION>

Attachment: Consent Form (*See Appendix S*)

Appendix J: Day-Before-Testing Reminder Email to Parents/Legal Guardians of Student Participants (Under Age 18): Tryouts for Cognitive Items

Subject: Reminder of Upcoming NAEP Research Study

<DATE>

Dear <NAME>,

Thank you again for agreeing to allow your child to participate in this voluntary research session to support the development of new test questions for the National Assessment of Educational Progress (NAEP). All of 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 (20 U.S.C. §9573 and 6 U.S.C. §151).

As a reminder, your student is scheduled for a tryout session at the following location and date/time:

Location: <ADDRESS>

Date: <DATE>

Time: <TIME>

Gift Card: Your child will receive a \$25 gift card from a major credit card company as a thank-you for participating. In addition, if transportation to the research site is involved, you will also receive a \$25 gift card as appreciation for bringing your child to and from the site.

We will begin promptly at <TIME>, and since it is group testing, it is important that you arrive 15 minutes early to check in. The session will last no more than 85 minutes.

We have <attached OR included> a consent form to this reminder. Please sign, date, and return the form when you come to the session, agreeing to allow your child to participate in the voluntary NAEP research.

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

Sincerely,

<CONTACT NAME>

EurekaFacts, LLC

<CONTACT INFORMATION>

Attachment: Consent Form (*See Appendix S*)

Appendix K: Thank You Email/Letter to Parents/Legal Guardians of Student Participants (Under Age 18): Tryouts for Cognitive Items

IF SENT AS EMAIL – Subject: Thank You for Your Student’s Participation in the NAEP Research Study

<DATE>

Dear <NAME>,

On behalf of the National Center for Education Statistics, part of the U.S. Department of Education, EurekaFacts would like to thank you for your student’s participation in our research study. Thanks to you and your child, we are able to develop the best possible test questions for the National Assessment of Educational Progress (NAEP).

Your student’s participation helped us better understand how students approach the test questions.

Again, thank you for your assistance.

Sincerely,

<CONTACT NAME>

EurekaFacts, LLC

<CONTACT INFORMATION>

Appendix L: Thank You Email/Letter to Schools/After School Programs/Parent-Teacher-Student Associations/Youth Organizations of Student Participants: Tryouts for Cognitive Items

IF SENT AS EMAIL–Subject: Thank You for Your Participation in the NAEP Research Study

<DATE>

Dear <NAME>,

On behalf of the National Center for Education Statistics, part of the U.S. Department of Education, EurekaFacts would like to thank you for your <school's/after-school program's/parent-teacher-student association's/youth organization's> participation in our research study. Thanks to the students at <NAME OF SCHOOL/AFTER-SCHOOL PROGRAM/PARENT-TEACHER-STUDENT ASSOCIATION/YOUTH ORGANIZATION>, we are able to develop the best possible test questions for the National Assessment of Educational Progress (NAEP).

Your <school's/after-school program's/parent-teacher-student association's/youth organization's> assistance helped us better understand how students approach the test questions.

Again, thank you for your assistance and participation.

Sincerely,

<CONTACT NAME>

EurekaFacts, LLC

<CONTACT INFORMATION>

Appendix M: Recruitment Phone Script for Schools of Potential Student Participants: Tryouts for Cognitive Items

Hello. May I please speak to <NAME OF CONTACT AT SCHOOL>?

Good <morning/afternoon/evening>. My name is <CONTACT NAME>, and I am contacting you from EurekaFacts. We are carrying out an important study for the National Center for Education Statistics, or NCES, part of the U.S. Department of Education. We are recruiting students who are currently in grade 4 to participate in research sessions supporting the development of new reading test questions for the National Assessment of Educational Progress, or NAEP.

Would you be interested in hearing more about this research study?

If NO: Thank you for your time. Have a wonderful <day/evening>. [END CALL]

If YES: Great, thank you.

During the tryout sessions students will be asked to answer questions on a tablet computer as if it were an actual test. These sessions are an important stage of the NAEP test-development process. Students' participation can help NCES evaluate the questions to create the best test possible.

All of the information provided 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. [Recruiter note: if asked what law is being referenced, please provide the following reference: law (20 U.S.C. §9573 and 6 U.S.C. §151).]

The voluntary research sessions will last no more than 85 minutes. Each participating student will receive a \$25 gift card from a major credit card company in appreciation of his or her time. In addition, if transportation to the site is involved, a parent or guardian of each student will also receive a \$25 gift card as appreciation for bringing the student to and from the testing site.

We would like your help in distributing and posting informational flyers. We will follow up directly with those who contact us. We will hold some sessions at <LOCATION>, <ADDRESS>; however, if the parents or legal guardians of students cannot provide transportation to <LOCATION>, <ADDRESS> we would like to set up sessions at your school.

Would your school be interested in participating in or helping us to recruit students for this research study?

If NO: Thank you for your time. Have a wonderful <day/evening>. [END CALL]

If YES: Good, thank you very much. To ensure that we include a broad mix of students and determine the best testing location, I have a few brief screening questions to ask you. It should take only a few minutes.

Screening Script

[Recruiter note: Determine the recruitment needs in advance. Look in public documents and on school websites to find what grades a school includes, the size of each grade, the socio-economic status, and the racial/ethnic makeup of the student body. Record all responses to the Screening questions. End the Screening script at whatever point the school staff member gives a response that confirms that their group has already been sampled adequately.]

1. Are you at a school with a population that includes:
 - a) Grade 4 students

2. How many students are enrolled in your school?

- a) 299 students or fewer
- b) 300-599 students
- c) 600 students or more

Ineligible Participant Script

Based on the requirements of this study, we are not able to include your school in the tryout sessions at this time. Thank you for your time. Have a good <day/evening>. [END CALL]

Eligible Participant Script

Thank you for taking the time to answer the screening questions. Your school is generally eligible to participate in the tryout sessions.

Would you be able to distribute and post flyers regarding this study?

[After receiving a contact of interest, a EurekaFacts staff member would follow up with the parent/legal guardian by phone and ask them some screening questions to ensure that a diverse sample of students is included in this study.]

*If **NO**: Thank you for your time. Have a good <day/evening>. [END CALL]*

*If **YES**: Would you be able to make a room at your school available where EurekaFacts could conduct some 85-minute research sessions?*

*If **YES**: That's great. We will contact you to schedule sessions at your school after we have some students signed up. [Recruiter: go to the **Closing Script**.]*

*If **NO**: [Recruiter: go to the **Closing Script**.]*

Closing Script

Thank you for agreeing to disseminate information about this important research study. We will send you an email with the informational flyers attached. What is your preferred email address?

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? [Recruiter: answer any questions.]

If you have any <additional> questions, please call <PHONE NUMBER>.

Thank you again for agreeing to be part of this important research project. Have a wonderful <day/evening>.

Appendix N: Recruitment Phone Script for Parents/Legal Guardians of Student Participants (Under Age 18): Tryouts for Cognitive Items

Script When Calling Parents/Legal Guardians from Previously Compiled List:

Hello. May I please speak to <NAME OF PARENT/LEGAL GUARDIAN>? [Recruiter: Thank the respondent and end call if the parent or legal guardian is not available.]

[If another person comes to the phone: Good <morning/afternoon/evening>. Is this the <NAME FROM CALL LIST> household? My name is <NAME>, and I am calling from EurekaFacts, a research company located in Rockville, Maryland carrying out a study on behalf of the National Center for Education Statistics, or NCES, part of the U.S. Department of Education.

Are there any 4th grade students in your household?

*If **YES**: Great! Let me give you some additional information about the study.*

*If **No**: Thank you. Have a good <day/evening>. [END CALL]*

We are recruiting students who are currently in grade 4 to participate in research sessions supporting the development of new reading test questions for the National Assessment of Educational Progress, or NAEP. [If parent or legal guardian asks what NAEP is: This national assessment is administered to students in elementary, middle, and high schools throughout the United States.]

*[Continue to the **Screener** script.]*

Script When Calling a Parent/Legal Guardian Who Responded to Email, Advertisement, or Invitation

Good <morning/afternoon/evening>. Is this <NAME OF PARENT/LEGAL GUARDIAN>? My name is <NAME>. I'm calling from EurekaFacts on behalf of the National Center for Education Statistics, or NCES, part of the U.S. Department of Education.

Thank you for contacting us about the possibility of your child participating in a research session to help improve or develop test questions for the National Assessment of Educational Progress, or NAEP.

Screener Script

We are carrying out research sessions to test new reading questions. If selected to participate, your child will receive a \$25 gift card from a major credit card company as a thank you for their participation. You or the person who brings the student to the testing site will also receive a \$25 gift card as a thank-you for bringing your child to and from the site.

The research session will take place at <LOCATION>. It will last no more than 85 minutes and can be scheduled at your convenience.

Students will be assigned a unique student identifier, and at no time will their names be linked to any of their answers. All of the information provided by your child 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. [Recruiter note: If asked what law is being referenced, please provide the following reference: law (20 U.S.C. §9573 and 6 U.S.C. §151).]

These research sessions are an important stage of the NAEP test development process. Students' participation can help NCES evaluate the test questions to create the best test possible. Do you believe your child would be interested in participating?

If **YES**: Great! To ensure that we conduct this research with a broad mix of students, I have a few brief 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 <he/she> meets the participation requirements.

If **NO**: Thank you, have a good <day/evening>. [END CALL].

[Recruiter: Determine the recruitment needs in advance. Record all responses. End the Screener script at whatever point the parent/legal guardian gives a response that confirms that their group has already been sampled adequately. To end the Screener script for an ineligible participant: *Thank you for answering my questions. Based on the requirements of this study, we are not able to include your child in the session at this time. Thank you for your time. Have a good <day/evening>.* [END CALL]]

1. What is your child's name?
2. What grade is your child currently in? [Recruiter: do not read list.]
 - K-3rd → [Unfortunately, we are only interviewing students currently in grade 4 for this study. Thank you for your time. Have a good <day/evening>.]
 - 4th → [Good, continue with the Screener script.]
 - 5th-7th → [Unfortunately, we are only interviewing students currently in grade 4 for this study. Thank you for your time. Have a good <day/evening>.]
 - 8th → [Unfortunately, we are only interviewing students currently in grade 4 for this study. Thank you for your time. Have a good <day/evening>.]
 - 9th-12th → [Unfortunately, we are only interviewing students currently in grade 4 for this study. Thank you for your time. Have a good <day/evening>.]
3. What school does your child attend? [Recruiter: recruit no more than three students from any school. Note if child is homeschooled.]

4. What school district does he/she attend?

5. What is your child's gender?
 - Male
 - Female
 - Other
 - Prefer not to respond
6. What is your child's age?

7. Which language did your child learn when he/she first began to talk?

8. Which language does your child most frequently speak at home?

9. Which language do you most frequently use when speaking with your child?

10. *Is your child currently enrolled in any of the following types of courses?* (Select all that apply.)
- Advanced placement (e.g., AP, IB, or other college-level courses)
 - Honor courses
 - Remedial courses
 - Other courses
11. *What is your child's ethnicity and race?* [Recruiter: read the list only if the respondent doesn't immediately reply: *[Is your child...?]* If the respondent indicates he or she prefers not to disclose this information, say: *[That's fine.]* and move on to the next question.]

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

12. *Is your child enrolled in any English Language Learner (ELL) classes at this time?*

[Recruiter: if the respondent needs clarification on this question: *Just to be sure we're interviewing a broad range of students for this study.*]

13. *What is your total annual household income range based on the following ranges?* [Recruiter: if the respondent indicates he or she prefers not to disclose this information, say: *[That's fine.]* and move on to the next question.]

- € Less than \$25,000
- € \$25,000 - \$49,999
- € \$50,000 - \$74,999
- € \$75,000 - \$99,999
- € Over \$100,000
- € Prefer not to disclose

14. *Does your child participate in the National School Lunch program?* [Recruiter note: If the respondent indicates they prefer not to disclose this information, say *[That's fine.]* and move on to the next question.]

- € Yes
- € No

15. *Do you live in a rural, suburban, or urban area?*

- € Rural
- € Suburban
- € Urban
- € Don't Know
- € Prefer not to respond

16. What state do you live in?

- € Region 1
- € Region 2
- € Region 3
- € Region 4
- € Region 5
- € Other (TERMINATE AND GO TO V2 RESPONSE)

17. Okay. Thank you. What is the zip code of the area that you live in?

Thank you. We would like to speak with your child to confirm that <he/she> is interested in participating in the research session. It will take only 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. → [Skip to script for 4th grade students.]
- € No, please call back.

Is this phone number the best number to call?

Other phone numbers: _____

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

[Recruiter: if the child needs to receive a call back, record his/her name, phone number, and the date/time requested.]

Parent/Legal Guardian Name: _____

Child Name: _____

Parent/Legal Guardian Phone: _____

Date: _____

Time: _____

Script for Grade 4 Students

Hello. Is this <NAME OF STUDENT>?

Good <morning/afternoon/evening>. My name is <NAME>, and I'm calling from EurekaFacts. We are doing an important educational study.

We have spoken to your <parent OR legal guardian>, and we are pleased that you might like to help us test questions in reading 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 need to ask you one question:

What grade are you currently in? [Recruiter: do not read list.]

- K-3rd → [Unfortunately, we are interviewing only students currently in grade 4 for this study. Thank you for your time. Have a good <day/evening>.]
- 4th → [Good. Continue with the script.]
- 5th-12th → [Unfortunately, we are interviewing only students currently in grade 4 for this study. Thank you for your time. Have a good <day/evening>.]

Thank you. For the research study, you will be asked to visit <LOCATION>, <ADDRESS>. We will ask you to answer some reading test questions on a tablet computer as if it were a real test. You also will be asked questions about yourself, your family, and your education. You will not be graded, and this has nothing to do with your classes in school. The questions are about reading and are really interesting and fun to do. Your answers will help us make the test better. To thank you for doing the test, you will receive a \$25 gift card from a credit card company when you finish. The study will last no more than 85 minutes. You may choose not to do the study. It is up to you. If you decide to do the study, we will only use your answers to improve the questions. We will not use your name.

Would you like to do the study?

- Yes→ [Continue to the “If **YES**” script below.]
- No→ [Thank you for your time. I will need to let your <parent OR legal guardian> know that you would not like to do the study. Is <he OR she> available?]
TO PARENT/LEGAL GUARDIAN: [Your child has decided not to participate, but I would like to thank you very much for taking the time to speak with us about this opportunity.]

If **YES**: Thank you for agreeing to do the study. I will need to speak to your <parent OR legal guardian> to talk about the date and time of the research session. Is your <parent OR legal guardian> available?

- Yes
- No→ [Use the following prompt below to record the call back information.]

[Recruiter: if the child needs to receive a call back, record his/her name, phone number, and the date/time requested.]

Parent/Legal Guardian Name: _____

Child Name: _____

Parent/Legal Guardian Phone: _____

Date: _____

Time: _____

Appendix O: Frequently Asked Questions (FAQs): Tryouts for Cognitive Items

Frequently Asked Questions (FAQs)

NAEP Research Study

1. What is this study about?

The National Center for Education Statistics (NCES), part of the U.S. Department of Education, is conducting research sessions with students currently in grade 4 about new test questions for the National Assessment of Educational Progress (NAEP). The questions we are testing focus on reading and will be part of a digitally based test. These sessions are an important stage of the NAEP test-development process. Students' participation can help NCES evaluate the questions to create the best test possible.

2. What will happen during the research session?

Each participant will take an early version of a new NAEP reading test on a tablet computer. Participants will be asked to answer the questions as if it were an actual test. Additionally, along with trying out new test questions, students will be asked survey questions about themselves, their family, and their education. No personally identifying information will be recorded or retained.

Reading-specific knowledge is not required, and participants' responses will not be graded. There will be more than one adult present during each research session.

3. Where will the research session take place?

The research session will take place at <NAME OF SESSION LOCATION>, located at <ADDRESS>, near <NEARBY LANDMARK OR METRO STATION>.

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

The research session will last no more than 85 minutes and can be scheduled at your convenience. Each research session requires only one visit to the testing location.

5. Whose consent do you require for participation?

For students under the age of 18, we require written, informed consent from a parent/legal guardian in order for the eligible student to participate. We also ask the student for his or her verbal consent to participate during the prescreening process. Participation in the study is completely voluntary. The parent/legal guardian or student may withdraw consent for the student's participation in the study at any time. The student also has the right to refuse to answer particular questions.

6. Will information be kept private and confidential?

Each participant will be assigned a unique student identifier, and at no time will his or her name be linked to any of his or her answers. All of the information provided 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 (20 U.S.C. §9573 and 6 U.S.C. §151).

7. Will the results go to the participant's school?

Participants' responses will not be disclosed to his or her school and will not be linked to any personally identifiable information such as the school's name.

8. Are there rewards or incentives for participating?

Yes, the student will receive a \$25 gift card from a major credit card company at the end of his or her session. If transportation is required to the research session site, the student's parent or guardian will also receive a \$25 gift card in appreciation for bringing the student to and from the site.

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

There are no known risks to participating in this study.

10. Can participation end early?

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

11. Whom may I contact with questions or for further information?

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

Additionally, students under the age of 18 can have a parent/legal guardian fill out an intake form at <INSERT LINK>.

**Appendix P: EurekaFacts Recruitment Internet/Newspaper Advertisement/Flyer/
Advertisement Online: Tryouts for Cognitive Items**

TEST THE TEST!

Do you have a child in 4th grade?



- EurekaFacts, a research company in Rockville, Maryland, is administering a study for the National Center for Educational Statistics (NCES), a part of the U.S. Department of Education.
- We are looking for students in grade 4 to help evaluate new test questions.
- Each student will receive a \$25 gift card as a thank-you for participation, plus a parent/guardian will receive a \$25 gift card if bringing the student to and from the study location.
- The tryout session will last no more than 85 minutes and may be scheduled at your convenience after school or on weekends.
- All of the information provided 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 (20 U.S.C. §9573 and 6 U.S.C. §151).

Interested?

Call or text: <PHONE NUMBER>

Email: <EMAIL ADDRESS>

Or visit our website for more information about EurekaFacts: <WEBSITE URL>.

Appendix Q: EurekaFacts Recruitment Informational Brochure Distributed Through Schools, Youth Organizations, Libraries, Parent-Teacher-Student Associations: Tryouts for Cognitive Items

TEST THE TEST!

Opportunity for Students in Grade 4!



We have an exciting opportunity for students in grade 4 to take part in an important research study, and we would like your help in spreading the word. Students will have fun testing new questions delivered on tablet computers in reading. These questions will be part of the National Assessment of Educational Progress (NAEP), a nationwide educational test. Students' participation can help to create the best test possible!

EurekaFacts, a research company in Maryland, is administering this study for the National Center for Education Statistics (NCES), part of the U.S. Department of Education. All of the information provided 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 (20 U.S.C. §9573 and 6 U.S.C. §151).

EurekaFacts will provide a \$25 gift card from a major credit card company to each student who participates in the study, plus a \$25 gift card to the parent/guardian who brings the student to and from the research session location for the 85-minute research session. Sessions will begin on <DATE> and may be scheduled at your convenience after school or on weekends. Please call, text, or email us now for more information about this opportunity!

Call/Text: <CONTACT PHONE> or Email: <CONTACT EMAIL>

Visit our website to sign up: <LINK>



Appendix R: Text for Informational Bookmarks: Tryouts for Cognitive Items

Participate! EurekaFacts, a local research company, is conducting an important study for the U.S. Department of Education's National Center for Education Statistics (NCES). Help evaluate new test questions for the National Assessment of Educational Progress (NAEP) to improve the test. Call or text <CONTACT NUMBER>. Students in 4th grade are wanted for a paid research study. Visit our website for more information about EurekaFacts: <WEBSITE URL>.

Appendix S: Consent Form for Parents/Legal Guardians of Student Participants (Under Age 18): Tryouts for Cognitive Items

PARENT/LEGAL GUARDIAN CONSENT FORM
FOR PARTICIPATION IN RESEARCH
EurekaFacts, LLC
Title of Research Study: NAEP Reading Tryouts

1. What is this study about?

The National Center for Education Statistics (NCES), part of the U.S. Department of Education, is conducting research sessions with students currently in grade 4 about new test questions for the National Assessment of Educational Progress (NAEP). The questions we are testing focus on reading and will be part of a digitally-based test. These sessions are an important stage of the NAEP test-development process. Students' participation can help NCES evaluate the questions to create the best test possible.

2. What will happen during the research session?

Each participant will take an early version of a new NAEP reading test on a tablet computer. Participants will be asked to answer the questions as if it were an actual test. Additionally, along with trying out new test questions, students will be asked survey questions about themselves, their family, and their education.

Reading-specific knowledge is not required, and participants' responses will not be graded. There will be more than one adult present during each research session.

3. Where will the research session take place?

The research session will take place at <NAME OF SESSION LOCATION>, located at <ADDRESS>, near <NEARBY LANDMARK OR METRO STATION>.

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

The research session will last no more than 85 minutes and can be scheduled at your convenience. Each research session requires only one visit to the testing location.

5. Whose consent do you require for participation?

For students under the age of 18, we require written, informed consent from a parent/legal guardian in order for the eligible student to participate. We also ask the student for his or her verbal consent to participate during the prescreening process. Participation in the study is completely voluntary. The parent or legal guardian or student may withdraw consent for the student's participation in the study at any time. The student also has the right to refuse to answer particular questions.

6. Will information be kept private and confidential?

Each participant will be assigned a unique student identifier, and at no time will his or her name be linked to any of his or her answers. All of the information provided 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 (20 U.S.C. §9573 and 6 U.S.C. §151).

7. Will the results go to the participant's school?

Participants' responses will not be disclosed to his or her school and will not be linked to any personally identifiable information such as the school's name.

8. Are there rewards or incentives for participating?

Yes, the student will receive a \$25 gift card from a major credit card company at the end of his or her session. If transportation is required to the research session site, the student's parent or guardian will also receive a \$25 gift card in appreciation for bringing his or her student to and from the site.

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

There are no known risks to participating in this study.

10. Can participation end early?

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

11. Whom may I contact with questions or for further information?

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

____ **Yes**, I agree to allow my child to participate in this study

____ **No**, I do not want my child to participate in this study

By signing below, you agree that your child, _____, may participate in this study. Your child will receive a \$25 gift card from a major credit card company at the conclusion of the tryout session.

In addition, if transportation to the testing site is involved, you will also receive a \$25 gift card as appreciation for bringing your child to and from the site.

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: _____

Email address: _____

School student attends: _____

Appendix T: Parent/Guardian Receipt for a \$25 Gift Card for Transporting Student: Tryouts for Cognitive Items

NAEP Reading Tryouts INCENTIVE RECEIPT FORM

I have received a \$25 gift card for bringing a student to and from a tryout session about NAEP reading questions.

Print Name–Student

Print Name–Parent/Guardian

Parent/Guardian Signature

Date

Appendix U: Student Receipt for a \$25 Gift Card for Participating: Tryouts for Cognitive Items

NAEP Reading Tryouts INCENTIVE RECEIPT FORM

I have received a \$25 gift card for participating in a tryout session about NAEP reading questions.

Print Name-Student

Print Name-Parent/Guardian

Parent/Guardian Signature

Date

Appendix V: Advertisements Distributed Through Social Media

Social Media Ad 1:

Headline: Test the Test

Sub Headline: \$25 to test new test questions

Body text:

We are looking for 4th grade students to participate in a study for the National Center for Educational Statistics (NCES), a part of the U.S. Department of Education. Students will have fun testing new questions delivered in new ways during an 85-minute session. The information provided will not be sent to the students' schools. Each student will receive a \$25 gift card from a major credit card company as a thank-you for participation, plus a parent/guardian will receive a \$25 gift card if bringing the student to and from the study location.

<LINK to Online Intake Form>

Social Media Ad 2:

Headline: Test the Test

Sub Headline: \$25 to test new test questions

Body text:

We have an exciting opportunity for students in grade 4 to help evaluate new test questions. Each student will receive a \$25 gift card from a major credit card company as a thank-you for participation, plus a parent/guardian will receive a \$25 gift card if bringing the student to and from the study location. This study is being conducted for the National Center for Educational Statistics (NCES), a part of the U.S. Department of Education.

<LINK to Online Intake Form>

Social Media Ad 3:

Headline: Test the Test

Sub Headline: \$25 to test new test questions

Body text:

We are looking for 4th grade students to help evaluate new test questions to improve a national student assessment. Each student will receive a \$25 gift card from a major credit card company as a thank-you for participation, plus a parent/guardian will receive a \$25 gift card from a major credit card company if bringing the student to and from the study location. Sessions last no more than 85 minutes, with multiple time slots available during the evening and weekends.

<LINK to Online Intake Form>

Social Media Ad 4:

Headline: Test the Test

Sub Headline: \$25 to test new test questions

Body text:

We are looking for 4th grade students to help evaluate new test questions to improve a national student assessment. Each student will receive a \$25 gift card from a major credit card company as a thank-you for participation, plus a parent/guardian will receive a \$25 gift card from a major credit card company if bringing the student to and from the study location.

<LINK to Online Intake Form>

Appendix W: Advertisement Images for Social Media

Image 1



Image 2



Image 3

