

ADMINISTERING 2nd GRADE PALM BEACH WRITES

This assessment will provide you with information that will help guide your instructional planning. You may give this assessment to the entire class at once.

The following is a **script** for use with this assessment:

“The box on page 2 of your writing folder contains the topic you are to write about. It explains the topic and gives you some ideas for planning your writing. You have a planning sheet to use for jotting down ideas and planning what you will write. (Other appropriate terms for planning which may be used are prewriting, clustering, or mapping activities.) You do not have to use both sides of the sheet for your planning activity.”

*“After you have planned what you will write, begin the writing on page 3 of your writing folder. You may continue your writing on the back of your writing folder. You do not have to fill up both of these pages. Write **ONLY** the amount you think is necessary to complete this assignment. You may skip lines as you write; just remember that this will shorten the space you have to write, and extra paper will not be available. Remember you are to write only about the topic. You do not have to give your writing a title. You may not use a dictionary. If you do not know how to spell a word, say it slowly and write what you hear the best you can. It is important to write clearly. Any erasures or strike-throughs should be as clean as possible. (You may use a chalkboard to illustrate a strike-through for the deletion of a word or group of words.) The writing in your writing folder should be easy to read and show that you can organize and express your thoughts clearly.”*

“You have a total of 45 minutes to plan and respond to your topic. I will let you know when you have 10 minutes left.”

“If you finish early, place your planning sheet inside your writing folder, and then close your writing folder. It is important that you sit quietly until everyone is finished.” (You may instruct students to read a book quietly while others are finishing.)

“Are there any questions?” (Pause to answer any questions.)

“Now turn to page 2 in your writing folder and read the prompt silently as I read it out loud.” (Read the prompt exactly as it reads on the actual writing folder.)

“You may begin.”

Thirty-five minutes later, say:

“You have 10 minutes to look over (or revise and edit) your paper and complete your writing on pages 3 and 4 of your writing folder.”

Ten minutes later, say:

“STOP. Put your pencil down, place your planning sheet inside your writing folder, and close your writing folder.”

RECORDKEEPING

Refer to *Scoring Palm Beach Writes Checklist* and the *FCAT Writing-Florida’s Fourth Grade Rubric* for scoring information.