



Field Testing Guide

Examination Administration, Alberta Education **2024–2025**

This document was written primarily for

Students

Teachers ✓

Administrators ✓

Parents

General Audience

Field Testing Guide

Distribution: This document is posted on the [Alberta Education website](#).

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If you plan to print this document for reference, please note that changes are made throughout the school year, and the official finalized copy is that which is posted digitally on the Alberta Education website.

The electronic version of the Field Testing Guide includes many links.

The Alberta Education website has recently undergone a major redesign and continues to be updated. Links in the Field Testing Guide were checked for accuracy before publication but are subject to change. To report broken links, contact Alberta Education as indicated below.

For suggested changes or questions regarding content, contact Alberta Education's Provincial Assessment Sector at 780-427-1857 or by email exam.admin@gov.ab.ca.

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Please note that if you cannot access one of the direct website links referred to in this document, you can find field test-related materials on the [Alberta Education website](#).

Introduction

***NEW**

Important information

For Session 2 (February – June), all field tests will be moved to the new Digital Assessment Platform (DAP).

Field testing is a critical process in assessment design with the objective of testing the test items before they appear on a provincial assessment.

Assessing the programs of study

Generally, field tests, like provincial assessments, are designed to assess outcomes from the entire programs of study. However, Alberta Education also administers unit field tests in certain courses, which assess learning outcomes from components in a particular area within the programs of study.

Benefits for teachers and students

Field tests provide teachers and students with examples of the style and content of items that may appear on provincial assessments. Through the field-testing experience, students are exposed to provincial assessment rules and procedures, as well as a conventional large-scale standardized writing environment. This exposure and familiarization have the potential to reduce test anxiety.

Teachers receive students' marks promptly for most field tests, gaining immediate information about their students' understanding of outcomes within the programs of study.

Teachers and students can be reassured that the items on provincial assessments have undergone a rigorous process of development, improvement, and validation.

The necessity of field testing

Field testing ensures that Alberta Education's provincial assessments are fair, reliable, and valid. Therefore, it is important to remember that field tests are as important as provincial achievement tests and diploma exams. They must be administered and supervised with the same rigour and standard as provincial achievement tests and diploma exams.

The data received from field tests indicates the reliability of each item. Reliability refers to the consistency of scores provided by an assessment within an administration and across administrations. An item has high reliability if it produces similar results under consistent conditions. Items are also examined for validity and appropriateness regarding course content. Validity refers to how well the item tests the material that it was designed to test.

Each field test requires a large student sample to provide the assessment developers with relevant information, including statistical data and comments from teachers and students.

*NEW Field Test Format

Field tests are available on the digital assessment platform. With this new platform we are able to test many different question types including interactive questions. To see examples of question types, please go to [Login | Vretta ABED](#) and click on, “Try a Practice Test.”

*NEW Field Test Perusals

Teachers can peruse the field test to give feedback on questions. On the digital assessment platform, field test perusals are accessed through the Perusal link on the teacher dashboard and feedback will be received through the platform. See the digital field test guide on the digital assessment platform’s [help page](#) for more information.

The same level of security and confidentiality is to be demonstrated for field tests as any other provincial assessment.

Field Test Accommodations

Field tests are not available in special formats. Accommodations such as a reader, scribe, text-to-speech, or speech-to-text may be permitted. For students requiring other accommodations who would like to experience writing a provincial assessment, please sign up for a special format practice test by completing this [form](#).

It is important for Alberta Education and teachers to be aware of how long a student takes to complete a field test. The information captured in relation to students who complete the field test in the official allotted time is invaluable and informative in the construction of valid and reliable provincial assessments.

If a student needs more time, the writing time may be extended by **15 minutes**. However, students who are unable to complete the entire field test are not to be penalized, and raw scores may be prorated. Teachers may create a mark for the student based on the number of items completed and not the entire field test. **Students should not be instructed to guess the remaining answers** on the field test as this does not provide data that is an authentic representation of student ability.



Participation Approval Process

Administrators should seek approval from their school authority for their school to administer field tests.

Teachers should seek approval from their administrator before scheduling a field test.

How to schedule a field test

To schedule field tests on the digital assessment platform, use this [link](#) to log into your teacher account. A field testing user guide [help page](#) explains how to schedule field tests.

Field Test Request and Administration Dates

Students are not permitted to write field tests remotely. Although we ensure digital security, remote field testing does not meet adequate supervisory requirements. Field tests are secured in all formats and must be administered in a location that allows for direct supervision by a teacher or teacher designate.

Teachers must contact the Field Testing Coordinator at field.test@gov.ab.ca if they require an administration date outside of the dates listed below. The Field Testing Coordinator will work with teachers to ensure that their field-testing needs are met whenever possible.

Provincial Achievement Test (PAT) Program

All field tests need to be scheduled five (5) working days prior to the administration date selected.

Course	Administration Dates
Français langue première et littérature 6 Partie A : Écriture	April 10–May 23
Français langue première et littérature 6 Partie B : Lecture	May 27–June 10
French Immersion Language Arts and Literature 6 Partie A : Écriture	April 10–May 23
French Immersion Language Arts and Literature 6 Partie B : Lecture	May 27–June 10
Français 9 Partie A : Écriture	April 10–May 26
Français 9 Partie B : Lecture	May 27–June 10
French Language Arts 9 Partie A : Écriture	April 10–May 26
French Language Arts 9 Partie B : Lecture	May 28–June 10
Grade 6 English Language Arts and Literature (ELAL): Writing	April 10–May 27
Grade 6 ELAL: Reading	May 29–June 11
Grade 9 English Language Arts (ELA) Part A: Writing	April 10–May 28
Grade 9 ELA Part B: Reading	May 30–June 11
K&E 9 ELA Part A: Writing	April 10–May 28
K&E 9 ELA Part B: Reading	May 30–June 11
Grade 6 Mathematics and Mathématiques Part(ie) A: Number Operations	May 13–June 12
Grade 6 Mathematics and Mathématiques Part(ie) B	May 13–June 16
Grade 9 Mathematics and Mathématiques Part(ie) A: Number Operations	January 8–20
	May 13–June 12
Grade 9 Mathematics and Mathématiques Part(ie) B; K&E 9 Mathematics	January 8–21
	May 13–June 16

Course	Administration Dates
Grade 6 Science and Sciences	Unit tests September 11–June 16 End of course May 13–June 18
Grade 9 Science and Sciences; K&E 9 Science	Unit tests September 11–June 16 End of course (January) January 8–22 End of course (June) May 13–June 18
Grade 6 Social Studies and Études sociales	May 13–June 17
Grade 9 Social Studies and Études sociales; K&E 9 Social Studies	May 13–June 17

Diploma Examination Program: Session 2 (February 2025 – June 2025)

Students receiving instruction remotely are not permitted to write field tests. Although we ensure digital security, remote field testing does not meet adequate supervisory requirements. Field tests are secured and must be administered in a location that allows for direct supervision by a teacher or teacher designate.

Teachers must contact the Field Testing Office at field.test@gov.ab.ca if they require an administration date outside of the dates listed below. The Field Test Office staff will work with teachers to ensure that their field-testing needs are met whenever possible.

All field tests need to be scheduled five (5) working days prior to the administration date selected.

Course	Administration Dates (Digital Only)
Biology 30 Biologie 30	February 18 – June 19 May 2 – June 19
Chemistry 30 Chimie 30	February 14 – June 20 May 2 – June 20
English Language Arts 30–1	May 27 – June 17
English Language Arts 30–2	May 27 – June 17
Français 30–1	May 27 – June 13
French Language Arts 30–1	May 27 – June 13
Mathematics 30–1 Mathématiques 30–1	February 18 – June 16 May 2 – June 16
Mathematics 30–2 Mathématiques 30–2	February 28 – June 16 May 2 – June 16
Physics 30 Physique 30	February 10 – June 23 May 2 – June 23
Science 30	February 18 – June 24
Social Studies 30–1 and Études sociales 30–1	June 3 – 18
Social Studies 30–2	June 3 – 18

Field Test Security and Administration Rules

All of the rules and procedures specified in the [General Information Bulletin](#) apply to the administration of field tests.

- Students may only access secured field test materials while writing the field test.
- **The creation of copies of items and/or answers to items either digitally or by hand is prohibited.**
- Students requiring scrap paper can use [Alberta Education Bilingual Lined paper](#). Teachers must securely shred all scrap paper following the administration of the field test.
- No personal electronic devices, including Bluetooth® devices, are permitted in the field test writing room. Bluetooth® hearing aids are acceptable, but the connection source must be monitored by the school.
- Writing accommodations such as a reader or scribe may be permitted and must be arranged by school staff.
- Teachers may access the field tests after the administration to mark and score them. Do not make any marks on the tests or answer sheets. For all Part A and math written response, there are no exemplars, and the scores are for teacher use only. **No notes or copies of provincial assessment items may be made during or after the viewing of a secured field test.**
- For greater certainty, prior to participating in field testing, school staff will be required to attest to the following declaration related to assessment confidentiality:

Confidentiality Agreement

Confidentiality of Alberta Education Field Test Content

I hereby certify that I will carry out my duties and responsibilities as the classroom teacher and/or field test supervisor as defined by the policies, rules, and procedures of field testing in the current year's General Information Bulletins and the Field Test Guide. Further, because these field test questions are secured, **I attest to the following:**

- I will not copy in whole or in part in any manner any field test content (including items), as I understand that to do so is strictly prohibited;
- I have not, and will not, discuss in whole or in part in any manner any item of this field test, as I understand that to do so is strictly prohibited; and
- I have not, and will not, make any comments regarding the design and development of the field test anywhere other than providing comments to Alberta Education.
- For Grade 12 mathematics, biology, chemistry, physics, and science field tests, students are permitted to use paper copies of the data booklets and formula sheets. These are available [here](#) for diploma exams, and in the subject bulletins located [here](#) for PAT subjects.
- Mathematics and Science PATs may only be administered with the use of calculators as follows:
 - Grade 6 Mathematics
 - Part(ie) A: Use of calculators is **not** permitted.
 - Part(ie) B: Use of calculators is **not** permitted.
 - Grade 9 Mathematics
 - Part(ie) A: Use of calculators is **not** permitted.
 - Part(ie) B: Students may use calculators; however, use of graphing calculators is not permitted.
 - Knowledge and Employability Mathematics: Students may use calculators; however, use of graphing calculators is not permitted.
- Grade 12 mathematics and all science field tests, students can only bring one approved calculator to the field test writing room. Teachers must appropriately clear and configure calculators before and after the administration of the field test in accordance with the Calculator Policy on page 34 of the diploma General Information Bulletin and the rules outlined in the 2024-25 Calculator Information and Rules for Mathematics and Science Diploma Exams.

- In addition to those rules and procedures, the following rules **must be adhered** to when field tests are administered:
 1. Students must be made aware of the purpose and importance of a field test prior to its administration.
 2. Students who arrive late are not permitted to write a field test if there is insufficient time to complete it within the scheduled administration time.
 3. Field tests are to be completed within the scheduled time frame. If class time permits, and students need more time, the writing time may be extended by 15 minutes.
 4. Supervisors must remain present in the field-testing room for the duration of the field test.
 5. Only teachers whose students are writing a particular field test may examine its contents.
 6. Perusals of field tests must occur within a 24-hour period following administration.
- Any discussion of field test items following the administration of the test must be limited to a review of the concepts being assessed and not to details of specific test items.

Collect all response sheets, formula sheets, data booklets, and scrap paper

All field tests are secured. Therefore, it is the responsibility of the supervisor to ensure that all field test materials are in their possession at the completion of each field test administration.

- Response sheets are to be collected and the process outlined in the digital field test guide on the [Help Page](#) is to be followed.
- Teachers must securely shred all scrap paper, formula sheets and data booklets.

Administering Digital Field Tests

Digital assessment platform

Teachers will not receive an email with codes from Alberta Education. Teachers must have approval from their school administrator to participate in field testing. Teachers must agree to the Declaration of Security when scheduling a field test. Teachers will see the Access code in their dashboard and students will log in with the Access code, their Alberta Student Number (ASN) and their date of birth. See the digital field test guide on the [help page](#) for more information.

Instructions for students

Accurate directions must be prompt to ensure that students have enough time to answer all items on the field test.

For Grade 6 field tests, all instruction pages must be read aloud to the entire class. In addition, for Grade 6 language arts and literature written response field tests, the entire field test, including assignments, must be read aloud.

Inform students that, through the field-testing process, items are removed, revised, or used as-is on future provincial assessments. The statistics gained from field tests inform the development of future provincial assessments. Field tests also provide exposure to provincial assessment-type items. For these reasons, **field tests are administered under the same conditions as all provincial assessments**. It is very important that students answer all items on the field test to the best of their ability.

- a. Inform students of the number of items on the field test and the amount of time allotted to write the field test.
- b. Instruct students that if they do not have time to complete all the items in a field test, they should leave the answer blank for any remaining questions rather than quickly fill in random responses.
- c. Inform students that the supervisor is not permitted to interpret or discuss test items with the students during the field test administration. If an item is unclear, they can provide comments to that effect in the comment section provided at the back of the booklet for paper tests.
- d. After completing the field test, encourage students to provide feedback on individual items and the overall field test in the comments section provided at the end of the test.

Types of feedback

Teachers and students may wish to consider the following when evaluating individual items and the overall field test:

- test length
- text readability
- appropriateness of the items in terms of curricular expectations
- clarity and appropriateness of artwork and graphics

Changes to items are influenced by the written comments of teachers and students, who provide valuable feedback.

Collecting and marking field tests

Field tests will be marked digitally with the exception of Part A and math written response. Scores for those tests marked digitally will be displayed on the teacher dashboard immediately following the student's submission of the test.

Marking field tests

- Part A and math written response may be marked at the school level; however, exemplars will not be provided.
- Marking is not mandatory.

Completing field tests

Following a field test, all scrap paper, data booklets, formula sheets and math written response sheets must be collected by the teacher/supervisor.

- Response sheets are to be collected and the process outlined in the digital field test guide on the [Help Page](#) is to be followed.
- All scrap paper, data booklets and formula sheets must be securely shredded by the teacher.

Contacts

Field Testing Program Office

Field.Test@gov.ab.ca

Telephone: 780-641-9116

Digital Support

online.assessment@gov.ab.ca

Website Links

- [Alberta Education website](#)
- [Digital Assessment Platform](#)