



Forward Exam Sample Test Schedule



The testing schedules provided below are only a few examples of the possible schedules your district/school can create to administer the Forward Exam. The number of testing periods, the length of those periods, and the number of days testing should be customized to your district's/school's schedule and available resources.

The Forward Exam is an **untimed test**. The times below are based on the "Testing Times" available on the [Forward Exam Resources webpage](#). These times do not include set-up, login, and directions to students. Add approximately 10-15 minutes for these tasks.

In-Person Model - Districts that are providing 100% in-person instruction should provide testing as in previous years.

Hybrid Model - Districts providing a hybrid instructional model (partial virtual/partial in-person instruction) should test students as they rotate through the building.

Optional Virtual Model - Districts providing a virtual learning option even though the district is using in-person or Hybrid models should make plans to bring these students into the building for in-person assessments.

Virtual Model - Districts providing 100% virtual learning should plan to administer assessments to their students in person at school or an alternate testing site, in accordance with local health department guidance.

In-Person Model

Sample Test Schedule 1 (Grade 4)

Day	Content Area	Time in Minutes
Day 1	Session 1 ELA Writing/Language	15
	<i>Break</i>	5
	Session 2 ELA Listening	15
	<i>Break</i>	5
	Session 3 ELA Reading	40
	Day 2	Session 1 Mathematics
	<i>Break</i>	10
	Session 2 Mathematics	40
Day 3	Session 1 Science	30
	<i>Break</i>	10
	Session 2 Science	30
	<i>Break</i>	10
	Session 3 Science	30
Day 4	Session 1 Social Studies	35
	<i>Break</i>	10
	Session 2 Social Studies	35

*NOTE: TIMING DOES NOT INCLUDE TIME FOR TEST ADMINISTRATION TASKS SUCH AS LOGIN AND TEST DIRECTIONS. ADD APPROXIMATELY 10-15 MINUTES EACH DAY TO ESTIMATE TOTAL TIME NEEDED.

Sample Test Schedule 2 (Grade 4)

Day	Content Area	Time in Minutes
Day 1	Session 3 ELA Reading	15
	<i>Break</i>	5
	Session 1 ELA Writing/Language	15
	<i>Break</i>	10
	Session 2 ELA Listening	40
	<i>Break (lunch)</i>	10-30
	Session 1 Social Studies	35
	<i>Break</i>	10
	Session 2 Social Studies	35
Day 2	Session 1 Mathematics	40
	<i>Break</i>	10
	Session 2 Mathematics	40
	<i>Break (lunch)</i>	10-30
	Session 1 Science	30
	<i>Break</i>	10
	Session 2 Science	30
	<i>Break</i>	10
	Session 3 Science	30

*NOTE: TIMING DOES NOT INCLUDE TIME FOR TEST ADMINISTRATION TASKS SUCH AS LOGIN AND TEST DIRECTIONS. ADD APPROXIMATELY 10-15 MINUTES EACH DAY TO ESTIMATE TOTAL TIME NEEDED.

Sample Test Schedule 3 (Grade 4)

Day	Content Area	Time in Minutes
Day 1	Session 3 ELA Reading	15
	<i>Break</i>	5
	Session 1 ELA Writing/Language	15
	<i>Break</i>	10
	Session 2 ELA Listening	40
	<i>Break</i>	10
	Session 1 Social Studies	35
	<i>Break</i>	10
	Session 2 Social Studies	35
	<i>Break (lunch)</i>	30
	Session 1 Mathematics	40
	<i>Break</i>	10
	Session 2 Mathematics	40
	<i>Break</i>	10
	Session 1 Science	30
	<i>Break</i>	10
	Session 2 Science	30
	<i>Break</i>	10
	Session 3 Science	30
	Day 2	Make-up Day for any student who did not finish on Day 1

*NOTE: TIMING DOES NOT INCLUDE TIME FOR TEST ADMINISTRATION TASKS SUCH AS LOGIN AND TEST DIRECTIONS. ADD APPROXIMATELY 10-15 MINUTES EACH DAY TO ESTIMATE TOTAL TIME NEEDED.

Hybrid Model

Sample Test Schedule 1 (Grade 4)

Week/Day	Content Area	Time in Minutes
Week1/Day 1	Session 1 ELA Writing/Language	15
	<i>Break</i>	5
	Session 2 ELA Listening	15
	<i>Break</i>	5
	Session 3 ELA Reading	40
	Week 1/Day 2	Session 1 Mathematics
	<i>Break</i>	10
	Session 2 Mathematics	40
Week 2/Day 1	Session 1 Science	30
	<i>Break</i>	10
	Session 2 Science	30
	<i>Break</i>	10
	Session 3 Science	30
Week 2/Day 2	Session 1 Social Studies	35
	<i>Break</i>	10
	Session 2 Social Studies	35

*NOTE: TIMING DOES NOT INCLUDE TIME FOR TEST ADMINISTRATION TASKS SUCH AS LOGIN AND TEST DIRECTIONS. ADD APPROXIMATELY 10-15 MINUTES EACH DAY TO ESTIMATE TOTAL TIME NEEDED.

Sample Test Schedule 2 (Grade 4)

Week/Day	Content Area	Time in Minutes
Week1/Day 1	Session 3 ELA Reading	15
	<i>Break</i>	5
	Session 1 ELA Writing/Language	15
	<i>Break</i>	10
	Session 2 ELA Listening	40
	<i>Break (lunch)</i>	10-30
	Session 1 Social Studies	35
	<i>Break</i>	10
	Session 2 Social Studies	35
Week 1/Day 2	Session 1 Mathematics	40
	<i>Break</i>	10
	Session 2 Mathematics	40
	<i>Break (lunch)</i>	10-30
	Session 1 Science	30
	<i>Break</i>	10
	Session 2 Science	30
	<i>Break</i>	10
	Session 3 Science	30

*NOTE: TIMING DOES NOT INCLUDE TIME FOR TEST ADMINISTRATION TASKS SUCH AS LOGIN AND TEST DIRECTIONS. ADD APPROXIMATELY 10-15 MINUTES EACH DAY TO ESTIMATE TOTAL TIME NEEDED.

Sample Test Schedule 3 (Grade 4)

Week/Day	Content Area	Time in Minutes
Week 1/Day 1	Session 3 ELA Reading	15
	<i>Break</i>	5
	Session 1 ELA Writing/Language	15
	<i>Break</i>	10
	Session 2 ELA Listening	40
	<i>Break</i>	10
	Session 1 Social Studies	35
	<i>Break</i>	10
	Session 2 Social Studies	35
	<i>Break (lunch)</i>	30
	Session 1 Mathematics	40
	<i>Break</i>	10
	Session 2 Mathematics	40
	<i>Break</i>	10
	Session 1 Science	30
	<i>Break</i>	10
	Session 2 Science	30
	<i>Break</i>	10
	Session 3 Science	30
	Week 1/Day 2	Make-up Day for any student who did not finish on Day 1

*NOTE: TIMING DOES NOT INCLUDE TIME FOR TEST ADMINISTRATION TASKS SUCH AS LOGIN AND TEST DIRECTIONS. ADD APPROXIMATELY 10-15 MINUTES EACH DAY TO ESTIMATE TOTAL TIME NEEDED.

Optional or 100 % Virtual Model

Sample Test Schedule 1 (Grade 4)

Districts may opt to bring some virtual school students in during optional evening hours (must complete a [request for extended hours form](#) a minimum of one week prior to testing). This may be an acceptable alternative for parents who prefer small group or individual testing for their student at this time. The testing sessions can be broken up over couple of weeks or district may create a sign up schedule with the available dates and times for testing. The following sample would work for both day and evening testing.

Week/Day	Content Area	Time in Minutes
Week1/Day 1	Session 1 ELA Writing/Language	15
	<i>Break</i>	5
	Session 2 ELA Listening	15
	<i>Break</i>	5
	Session 3 ELA Reading	40
Week 1/Day 2	Session 1 Mathematics	40
	<i>Break</i>	10
	Session 2 Mathematics	40
Week 2/Day 1	Session 1 Science	30
	<i>Break</i>	10
	Session 2 Science	30
	<i>Break</i>	10
	Session 3 Science	30
Week 2/Day 2	Session 1 Social Studies	35
	<i>Break</i>	10
	Session 2 Social Studies	35

*NOTE: TIMING DOES NOT INCLUDE TIME FOR TEST ADMINISTRATION TASKS SUCH AS LOGIN AND TEST DIRECTIONS. ADD APPROXIMATELY 10-15 MINUTES EACH DAY TO ESTIMATE TOTAL TIME NEEDED.

Sample Test Schedule 2 (Grade 4)

Week/Day	Content Area	Time in Minutes
Week1/Day 1	Session 3 ELA Reading	15
	<i>Break</i>	5
	Session 1 ELA Writing/Language	15
	<i>Break</i>	10
	Session 2 ELA Listening	40
	<i>Break (lunch)</i>	10-30
	Session 1 Social Studies	35
	<i>Break</i>	10
	Session 2 Social Studies	35
Week 1/Day 2	Session 1 Mathematics	40
	<i>Break</i>	10
	Session 2 Mathematics	40
	<i>Break (lunch)</i>	10-30
	Session 1 Science	30
	<i>Break</i>	10
	Session 2 Science	30
	<i>Break</i>	10
	Session 3 Science	30

*NOTE: TIMING DOES NOT INCLUDE TIME FOR TEST ADMINISTRATION TASKS SUCH AS LOGIN AND TEST DIRECTIONS. ADD APPROXIMATELY 10-15 MINUTES EACH DAY TO ESTIMATE TOTAL TIME NEEDED.

Sample Test Schedule 3 (Grade 4)

Districts may opt to bring in optional virtual students into test on the “off day” during a hybrid model that includes 2 days in person and 2 days virtual for the majority of students. Example- Students in group A attend in-person classes Monday and Tuesday then attend virtually on Thursday and Friday, while students in group B attend virtual classes on Monday and Tuesday then attend in-person classes Thursday and Friday. This allows optional virtual students to come in on Wednesdays for testing. The two examples below show of how this could be done in different ways.

Week/Day	Content Area	Time in Minutes
Week 1/Day 1	Session 3 ELA Reading	15
	<i>Break</i>	5
	Session 1 ELA Writing/Language	15
	<i>Break</i>	10
	Session 2 ELA Listening	40
	<i>Break</i>	10
	Session 1 Social Studies	35
	<i>Break</i>	10
	Session 2 Social Studies	35
	<i>Break (lunch)</i>	30
	Session 1 Mathematics	40
	<i>Break</i>	10
	Session 2 Mathematics	40
	<i>Break</i>	10
	Session 1 Science	30
	<i>Break</i>	10
	Session 2 Science	30
	<i>Break</i>	10
	Session 3 Science	30
	Week 2/Day 1	Make-up Day for any student who did not finish on week 1

*NOTE: TIMING DOES NOT INCLUDE TIME FOR TEST ADMINISTRATION TASKS SUCH AS LOGIN AND TEST DIRECTIONS. ADD APPROXIMATELY 10-15 MINUTES EACH DAY TO ESTIMATE TOTAL TIME NEEDED.

Week/Day	Content Area	Time in Minutes	
Week 1/Day 1	Session 3 ELA Reading	15	
	<i>Break</i>	5	
	Session 1 ELA Writing/Language	15	
	<i>Break</i>	10	
	Session 2 ELA Listening	40	
	Session 1 Social Studies	35	
	<i>Break</i>	10	
	Session 2 Social Studies	35	
	Week 2/Day 1	Session 1 Mathematics	40
		<i>Break</i>	10
		Session 2 Mathematics	40
		Session 1 Science	30
		<i>Break</i>	10
		Session 2 Science	30
		<i>Break</i>	10
Week 3/Day 1	Session 3 Science	30	
	Make-up Day for any student who did not finish		

Sample Test Schedule 4 (Grade 4)

Districts that are 100% virtual may bring students into their building if permitted by local health departments. Districts could consider bringing in a grade-level per week to keep the number of students in the building to a minimum.

Day	Content Area	Time in Minutes
Day 1	Session 1 ELA Writing/Language	15
	<i>Break</i>	5
	Session 2 ELA Listening	15
	<i>Break</i>	5
	Session 3 ELA Reading	40
	Day 2	Session 1 Mathematics
	<i>Break</i>	10
	Session 2 Mathematics	40
Day 3	Session 1 Science	30
	<i>Break</i>	10
	Session 2 Science	30
	<i>Break</i>	10
	Session 3 Science	30
Day 4	Session 1 Social Studies	35
	<i>Break</i>	10
	Session 2 Social Studies	35

*NOTE: TIMING DOES NOT INCLUDE TIME FOR TEST ADMINISTRATION TASKS SUCH AS LOGIN AND TEST DIRECTIONS. ADD APPROXIMATELY 10-15 MINUTES EACH DAY TO ESTIMATE TOTAL TIME NEEDED.