



The ACCUPLACER™ Online Student Guide

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About the Assessment

The College Board™ developed the ACCUPLACER™ Computerized Placement Tests (CPTs), with the help of committees of college faculty, to provide information about your level of skill and accomplishment in reading, writing, English and mathematics. Your college may use the scores you receive and other information that you provide to help determine the English, mathematics, and reading courses most appropriate for you at this time.

There are eight multiple choice computerized placement tests available in the ACCUPLACER program as well as two different writing tests for which you write an essay. Your college will determine which of these tests you should take.

Score Reporting

You will receive your placement test scores at registration. When you have completed the testing, follow the instructions of the Test Administrator. Your scores can only be obtained through your college.

It is important that you answer each question to the best of your ability. Scores will be used in part to determine course placement. Failure to do your very best may result in course placements that are too low for your current skill level.

Who Must Take the Test

Your college will let you know if you need to take one or more of the ACCUPLACER tests.

When and Where are the Tests Given

Your college will let you know when and where the tests will be given.

Special Arrangements for Students with Disabilities

If you have a disability or temporarily disabling condition that will prevent you from taking the tests under standard conditions, inform the Test Administrator before taking the test. These requests should be made directly to the Test Administrator at your college. No additional charge should be made for these special arrangements.

What to Take With You to the Tests

On the day of the test, you should be sure to take your RUTGERS UNIVERSITY IDENTIFICATION NUMBER (RUID). Your RUID can be accessed via the [YOUR RUTGERS STATUS](#) webpage.

When you arrive to take the assessment, the Test Administrator will ask you to provide photo identification. You will then be seated to take the assessment on a computer.

Testing Regulations

Before taking the tests you will be asked to confirm that you have read the testing regulations and that you agree to comply with them. Take a look at the Testing Rules and Conditions that are included at the end of this Student Guide.

Confidentiality

Your test scores and the information you provide when taking the tests will only be provided to The College Board, to the college at which you are taking the tests or at which you are enrolled, and to the state to meet state information requirements. The information may be used for counseling, advisement and placement purposes and may be used to document whether or not you have met state testing requirements. The College Board may also use it for research and training purposes. Your test information will not be disclosed for any other purpose without your permission. If you have any questions about confidentiality, please see your Test Administrator.

Tutorial

If you are not comfortable using a computer keyboard or mouse, you may want to take the tutorial available on the Internet at <http://www.collegeboard.org>. Ask a friend or advisor to help you. If you do not have access to a computer, find out if there is a computer with an Internet connection available on campus that you can use.

Computer Delivered Testing

You will take the tests using a computer. You will use either the keyboard or the mouse to enter your answers, write your essay, and supply other information. A Test Administrator will always be present should you have any questions or problems. The Test Administrator has the ability to resolve any difficulties that may occur.

The Multiple Choice Tests

Answering the Questions

Because you take the ACCUPLACER™ tests on a computer, you do not have to answer as many questions as on traditional paper-and-pencil tests. The number of questions on the eight tests ranges from 12-25. The questions appear one at a time on the computer screen. Since most questions are multiple choice, all you will need to do is use the Enter key or mouse to select an answer. When you have completed the question and confirmed your answer, a new screen will appear with your next question.

Adaptive Testing

Each test is adaptive. This means that the computer automatically determines which questions are presented to you based on your responses to prior questions. This technique selects just the right questions to ask without being too easy or too difficult.

Each test is untimed so that you can give each question as much thought as you wish. However, once you have selected and confirmed your answer, you cannot return to that question.

The Essay Tests

ACCUPLACER™ includes two writing tests, one for native English speakers and the other for non-native English speakers. The test for native English speakers is called WritePlacer™ *Plus* (or WritePlacer Texas in the state of Texas). The other writing test is for non-native English speakers and is called WritePlacer™ ESL.

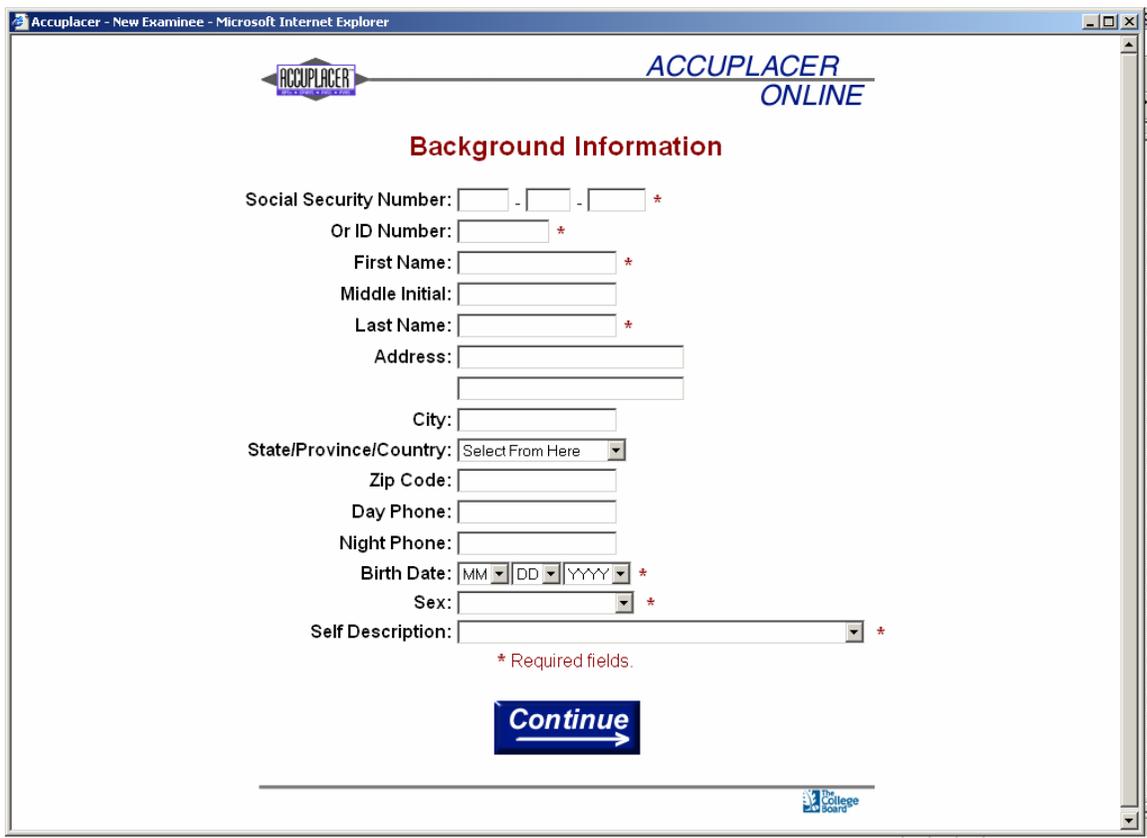
When you take a WritePlacer test, you will be given a topic and asked to write an essay about it. The test has been designed so that you will probably not be

rushed and will have enough time to plan, write, review, and revise your essay. It will be scored on the overall quality of your writing.

Taking the Tests

Providing your background information

You will be asked to enter some background information such as your RUID, name and address. The background information screen is illustrated below.



The screenshot shows a web browser window titled "Accuplacer - New Examinee - Microsoft Internet Explorer". The page header includes the "ACCUPLACER" logo and "ACCUPLACER ONLINE". The main heading is "Background Information". The form contains the following fields:

- Social Security Number: [] - [] - [] *
- Or ID Number: [] *
- First Name: [] *
- Middle Initial: []
- Last Name: [] *
- Address: []
- City: []
- State/Province/Country: Select From Here
- Zip Code: []
- Day Phone: []
- Night Phone: []
- Birth Date: MM [] DD [] YYYY [] *
- Sex: [] *
- Self Description: [] *

* Required fields.

Continue →

The College Board logo is visible in the bottom right corner.

Taking the Multiple Choice Tests

After filling in the background information questions, click Continue. You will then see the first page of the first test you are taking.

Accuplacer - Introduction - Microsoft Internet Explorer

ACCUPLACER **ACCUPLACER**
ONLINE

CPTS
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CPTS

About ACCUPLACER

The purpose of this test is to help determine your level of skill in one or more academic areas. The information will be used to determine the most appropriate courses for you at this time.

There are two types of tests that you may be asked to take: multiple choice and open response. There is no time limit on the multiple-choice tests; open-ended tests may be timed or untimed at the discretion of your school. Your school has determined the specific tests you will be given.

Multiple choice tests will ask you to select the correct response from among four or five alternatives presented in writing or aurally. On the multiple choice tests, choose your answer by moving the mouse pointer to the button next to your answer. Press the mouse button to select the answer. Then, move your mouse pointer to the "Next" button below the answer and press the mouse button. As soon as you have clicked on the "Next" button, a box will appear asking you to confirm your answer choice. If you believe your answer is correct, click "OK". If you wish to change your answer, click "Cancel". You can change your answer as many times as you wish until you have confirmed it (pressed OK).

It is important that you answer every question. If you do not know the answer, make your best guess. You must enter one of the choices provided. Once you have confirmed your answer, you may not return to that question or any previous question.

Open response tests will ask you to provide an extended written response that you will enter using the keyboard. It is important that you provide a focused, well-organized

Click Continue, and you will see a sample question.

ACCUPLACER **ACCUPLACER**
ONLINE

Here is a sample question. Solve the following problem.
You may use the paper you have been given for scratchwork.

$$2x + 3x + y =$$

- $6xy$
- $5x + y$
- $5(x + y)$
- $6x + y$

The correct answer is $5x + y$.

Note: The test will begin on the next screen.

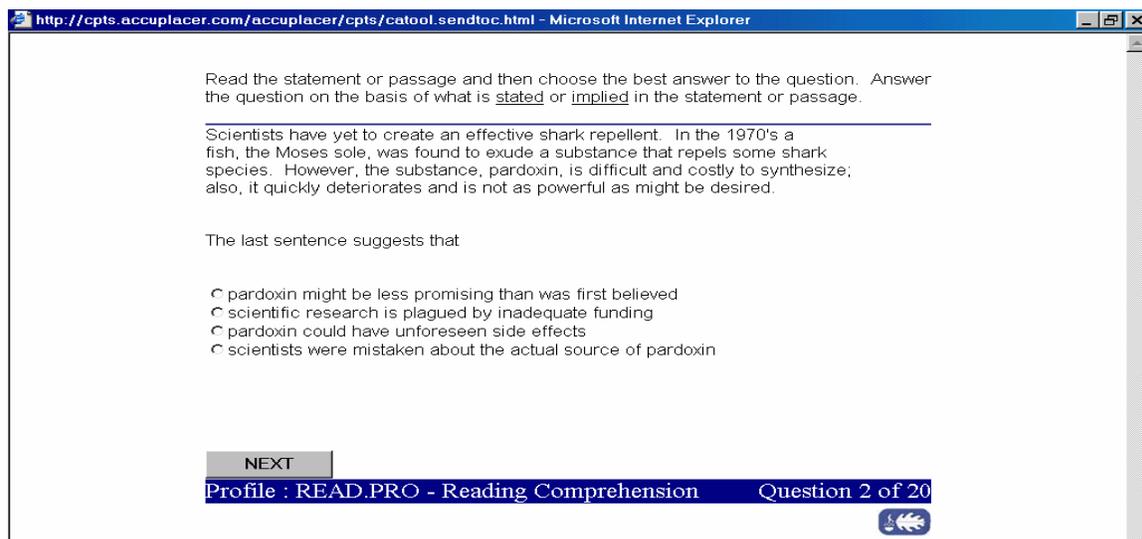
Continue 

 The College Board

After you have read the directions and reviewed the sample questions, select the "Continue" button and take the actual test. This page is illustrated below

Test Format

ACCUPLACER™ Online presents one question at a time. Each page presents the question and several possible answer choices. The page may also include additional information that is needed to answer the question such as a reading passage, picture or table of information. This page is illustrated below.



The screenshot shows a browser window with the address bar displaying "http://cpts.accuplacer.com/accuplacer/cpts/catoof.sendtoc.html - Microsoft Internet Explorer". The main content area contains the following text:

Read the statement or passage and then choose the best answer to the question. Answer the question on the basis of what is stated or implied in the statement or passage.

Scientists have yet to create an effective shark repellent. In the 1970's a fish, the Moses sole, was found to exude a substance that repels some shark species. However, the substance, pardoxin, is difficult and costly to synthesize; also, it quickly deteriorates and is not as powerful as might be desired.

The last sentence suggests that

- pardoxin might be less promising than was first believed
- scientific research is plagued by inadequate funding
- pardoxin could have unforeseen side effects
- scientists were mistaken about the actual source of pardoxin

At the bottom of the page, there is a "NEXT" button, a status bar showing "Profile : READ.PRO - Reading Comprehension" and "Question 2 of 20", and a small icon in the bottom right corner.

http://cpts.accuplacer.com/accuplacer/cpts/loadintro.html?exnum=55597&testname=5&testseq=READ.pr - Microsoft Internet Explorer

 **ACCUPLACER**
ONLINE

Some questions will ask you to read the statement or passage and then choose the best answer to the question. Answer the question on the basis of what is stated or implied in the passage.

There are two types of pottery that I do. There is production pottery—mugs, tableware, the kinds of things that sell easily. These pay for my time to do the other work, which is more creative and satisfies my needs as an artist.

The author of the passage implies that

- artists have a tendency to waste valuable time
- creativity and mass-production are incompatible
- most people do not appreciate good art
- pottery is not produced by creative artists

The correct answer is "creativity and mass-production are incompatible."

The author of the passage implies that creativity and mass-production are incompatible.

[Continue](#)

The College Board

http://cpts.accuplacer.com/accuplacer/cpts/catoool.sendtoc.html - Microsoft Internet Explorer

Read the statement or passage and then choose the best answer to the question. Answer the question on the basis of what is stated or implied in the statement or passage.

Scientists have yet to create an effective shark repellent. In the 1970's a fish, the Moses sole, was found to exude a substance that repels some shark species. However, the substance, pardoxin, is difficult and costly to synthesize; also, it quickly deteriorates and is not as powerful as might be desired.

The last sentence suggests that

- pardoxin might be less promising than was first believed
- scientific research is plagued by inadequate funding
- pardoxin could have unforeseen side effects
- scientists were mistaken about the actual source of pardoxin

[NEXT](#)

Profile : READ.PRO - Reading Comprehension Question 2 of 20



Choosing an Answer

To select an answer, use the mouse to move the arrow pointer to the circle button next to the answer you wish to choose and click on the button. The circle will then will be filled indicating that this is the answer you have chosen. Click on

the next button to move on. A box will come up on the screen asking you to confirm your answer or giving you the opportunity to cancel and go back and choose a different answer. If you wish to confirm, simply click on OK, if you want to cancel and go back and choose a different answer click on cancel and select a new answer.

Read the statement or passage and then choose the best answer to the question. Answer the question on the basis of what is stated or implied in the statement or passage.

Scientists have yet to create an effective shark repellent. In the 1970's a fish, the Moses sole, was found to exude a substance that repels some shark species. However, the substance, pardoxin, is difficult and costly to synthesize; also, it quickly deteriorates and is not as powerful as might be desired.

The last sentence suggests that

pardoxin might be used as a shark repellent.

scientific research has shown that shark repellent is not effective.

pardoxin could be used as a shark repellent.

scientists were unable to create an effective shark repellent.

Profile : READ.PRO - Reading Comprehension Question 2 of 20

Microsoft Internet Explorer

You have chosen your answer. If this is the answer you wish to submit click OK.

If you would like to reconsider your choice, please click CANCEL.

You can also use the keyboard to select an answer. Using the Tab button, highlight the answer you wish to select and press the Enter key. A box will come up on the screen asking you to confirm your answer or giving you the opportunity to cancel and go back to choose a different answer. If you wish to confirm, simply press enter, if you want to cancel and go back and choose another answer press the tab button once then press Enter.

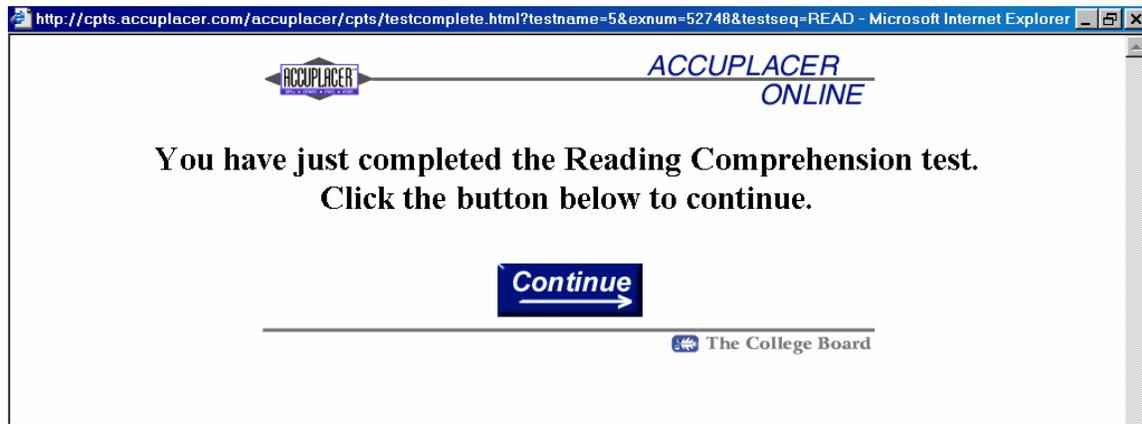
Guessing

ACCUPLACER™ is an adaptive test. This means that the questions are chosen for you on the basis of your answers to previous questions. Because the test works this way, you must answer every question when it is first given. You can change your answer to a particular question before moving on to the next question, but you cannot leave a question out or come back to it later to change your answer. Once you go on to the next question, you cannot return to the question.

If you do not know the answer to a question, try to eliminate one or more of the choices. Then pick from the remaining choices.

At the end of the test

At the end of the test, you will either see a page indicating that you have completed all the testing or one indicating the test that you have just completed followed by the next test you will take.



Taking the Essay Tests

After you have read the About ACCUPLACER™ screen, you will see the first screen of the essay test. This screen provides some reminders about how to write a good essay. After that, the instructions appear for writing your essay along with the essay topic. After you have written and submitted your essay, you will see your score.

ACCUPLACER Online - Administering WritePlacer Plus version 2.0 - Microsoft Internet Explorer

WritePlacer Plus

Prepare a multiple-paragraph writing sample of about 300-600 words on the topic below. You should use the time available to plan, write, review, and edit what you have written. Read the assignment carefully before you begin to write.

Your writing sample will be scored on the basis of how effectively it communicates a whole message to the readers for the stated purpose. Your score will be based on your ability to express, organize, and support your opinions and ideas, not the position you take on the essay topic. The following four characteristics of writing will be considered:

- **Focus**
The clarity with which you maintain your main idea or point of view.
- **Organization**
The clarity with which you structure your response and present a logical sequence of ideas.
- **Development and Support**
The extent to which you elaborate on your ideas and the extent to which you present supporting details.
- **Mechanical Conventions**
The effectiveness of your sentence structure and the extent to which your writing is free of errors in usage and mechanics.

Be sure to write about the topic indicated below and use multiple paragraphs. You may not use any books or papers or other reference materials during the test. Remember to review your writing and make any changes you think will improve what you have written.

Note: *To leave a blank line between paragraphs, press the Enter key.
Do not use the Tab key.*

Essay Topic

Microsoft Internet Explorer

 YOU HAVE CHOSEN TO SUBMIT YOUR WRITTEN RESPONSE.

Click OK to continue with this process (there is no going back to edit after submitting).
Or you may click CANCEL now to go back to writing your response.

Descriptions of the Tests

SENTENCE SKILLS TEST

This test measures your understanding of sentence structure -- how sentences are put together and what makes a sentence complete and clear.

Before you begin there will be two sample questions with the correct answers indicated. In some questions you will be asked to select the best version of the underlined part of the sentence. The first choice is the same as the original. If you think the original sentence is best, choose the first one.

Sample Question

Ms. Rose planning to teach a course in biology next summer.

planning

are planning

with a plan

*plans

The correct answer is **plans**. The sentence should be "Ms. Rose plans to teach a course in biology next summer."

In other questions you will be asked to rewrite a sentence in your head. You will be told how to begin your new sentence. Your new sentence should be well written and should have essentially the same meaning as the sentence given you.

Sample Question

Being a female jockey, she was often interviewed.

Rewrite, beginning with

She was often interviewed . . .

The next words will be

on account of she was

by her being

*because she was

being as she was

The correct answer is **because she was**. The sentence should be "She was often interviewed because she was a female jockey."

READING COMPREHENSION TEST

This test measures your ability to understand what you read.

Before you begin there will be two sample questions with the correct answers indicated.

Some questions will ask you to read the statement or passage and then choose the best answer to the question. Answer the question on the basis of what is stated or implied in the passage.

Sample Question

There are two types of pottery that I do. There is production pottery---mugs, tableware--- the kinds of things that sell easily. These pay for my time to do the other work, which is more creative and satisfies my needs as an artist.

The author of the passage implies that

artists have a tendency to waste valuable time

*creativity and mass-production are incompatible

most people do not appreciate good art

pottery is not produced by creative artists

The correct answer is **creativity and mass-production are incompatible**.

The author of the passage implies that creativity and mass-production are incompatible.

In other questions, two underlined sentences are followed by a question or statement. Read the sentences, then choose the best answer to the question or the best completion of the statement.

Sample Question

The Midwest is experiencing its worst drought in fifteen years.

Corn and soybean prices are expected to be very high this year.

What does the second sentence do?

It restates the idea found in the first.

*It states an effect.

It gives an example.

It analyzes the statement made in the first.

The correct answer is **It states an effect.**

ARITHMETIC TEST

This test measures your ability to perform basic arithmetic operations and to solve problems that involve fundamental arithmetic concepts.

Before you begin there will be a sample question with the correct answer indicated.

Sample Question

Solve the following problem. You may use the paper you have been given for scratchwork.

$$10 + 3 =$$

$$7$$

$$*13$$

$$30$$

$$40$$

The correct answer is 13.

ELEMENTARY ALGEBRA TEST

This test measures your ability to perform basic algebraic operations and to solve problems that involve elementary algebraic concepts.

Before you begin there will be a sample question with the correct answer indicated.

Sample Question

Solve the following problem. You may use the paper you have been given for scratchwork.

$$2x + 3x + y =$$

$$6xy$$

$$*5x + y$$

$$5(x + y)$$

$$6x + y$$

The correct answer is $5x + y$.

COLLEGE-LEVEL MATHEMATICS TEST

This test measures your ability to solve problems that involve college-level mathematics concepts.

All figures in this test are drawn as accurately as possible, given the limits of the equipment being used.

Before you begin there will be a sample question with the correct answer indicated.

Sample Question

Solve the following problem. You may use the paper you have been given for scratchwork.

If the 1st and 3rd terms of a geometric sequence are

3 and 27, respectively, then the 2nd term could be

6

*9

12

15

18

The correct answer is 9.

THE ESSAY TESTS

The essay test you take asks for the type of academic writing you are likely to experience as part of your college coursework.

Instructions for the Essay

Prepare a multiple-paragraph writing sample of about 300-600 words on the topic below. You should use the time available to plan, write, review, and edit what you have written. Read the assignment carefully before you begin to write.

Your writing sample will be scored on the basis of how effectively it communicates a whole message to the readers for the stated purpose. Your score will be based on your ability to express, organize, and support your opinions and ideas, not the position you take on the essay topic. The following five characteristics of writing will be considered:

- **Focus**

The clarity with which you maintain your main idea or point of view.

- **Organization**

The clarity with which you structure your response and present a logical sequence of ideas.

- **Development and Support**

The extent to which you elaborate on your ideas and the extent to which you present supporting details.

- **Sentence Structure**

The effectiveness of your sentence structure.

- **Mechanical Conventions**

The extent to which your writing is free of errors in usage and mechanics.

Be sure to write about the topic indicated below and use multiple paragraphs. You may not use any books or papers or other reference materials during the test. Remember to review your writing and make any changes you think will improve what you have written.

Note: *To leave a blank line between paragraphs, press the Enter key.*

Do not use the Tab key.

Sample Essay Topic

Some schools require each student to participate in an organized school sport chosen by the student. People at these schools argue that athletics is an important part of the educational experience and that there should be a rule requiring participation. Others argue that students should be free to decide whether or not they wish to participate in organized school sports.

Write an essay for a classroom instructor in which you take a position on whether or participation in organized school athletics should be required. Be sure to defend your position with logical arguments and appropriate examples.

Questions About the Test

If you have questions about a test item, you may write to:

The College Board™
ACCUPLACER™ Test Development
45 Columbus Ave.
New York, NY 10023

You will receive a written response to any question you submit.

Questions About Your Test Scores

If you have questions about when you will receive your score or how to obtain them, or if you have questions about your score after receiving the results, please notify your Test Administrator.

Additional Information

If you would like additional information about ACCUPLACER or if you have any other questions about the test or its administration, please notify The Office of the Dean of Student Affairs, Rutgers-Newark campus at 973-353-5800administrator.

Testing Rules and Conditions

1. I understand that I must comply with these testing rules and conditions and if I fail to do so, my test results may be canceled, no monies will be refunded and legal action or other remedies may be pursued.
2. I understand that ACCUPLACER is administered to obtain information to assist in placing me in the appropriate course, determining the need for developmental coursework or meeting college or other governing body mandates. I further understand that ACCUPLACER may only be taken for these reasons and may not be taken for any other reason.
3. I understand that I must have proper identification to be permitted to take ACCUPLACER. Proper identification includes two pieces of positive identification one of which includes a picture.
4. I understand that my responses may be used for purposes of training and instruction. Further, I understand that if my response is used for these purposes individual identifying information will be removed
5. I understand that the test administrators are responsible for maintaining a secure test administration and that I authorize the administrators to act as my agents in maintaining test security and will cooperate with them. I further agree to follow all reasonable oral or written instructions presented at the test administration. I understand that if I fail to comply with this requirement, I may be dismissed from the test administration and/or my score may be canceled.
6. I agree not to communicate with other examinees or other individuals other than the test administrators during the test administration. I further agree not to disrupt or in any way behave in any way that would adversely affect my performance or the performance of other examinees. I understand that if I fail to comply with this requirement, I may be dismissed from the test administration and/or my score may be canceled.
7. I understand that all test questions and other test materials are the property of The College Board and/or its contractors and have been developed at great cost. I further understand that the materials must be kept confidential and secure from disclosure. These materials are not available to me outside of the test administration, either before or after the test administration. I understand that I can not and will not take any assessment materials including notes from the test administration room. Any other duplication of test materials, in whole or in part is prohibited. I promise and agree not to disclose any of the contents of the assessment and will not duplicate or reproduce information contained in those booklets in whole or in part. I understand that if I should fail to comply with this requirement, I may be liable for the costs associated with a failure to comply and may be subject to other legal remedies including injunctive relief for any such action on my part.

8. I understand that my scores will be made available to institutions of higher education, and appropriate state agencies. If I wish to cancel my scores I must do so before leaving the test center by notifying the test administrators in writing of my desire to do so. If The College Board has any doubt about the legitimacy or validity of my score, they may cancel my test score if in their sole opinion there is adequate reason to question the validity or legitimacy of the score.
9. I understand and agree that liability for test administration activities, including but not limited to the accuracy of the assessment materials, assessment scores, administration conditions including computer equipment, will be limited to a retake of the assessment or correction of the scores at no additional charge. I waive all rights to all further claims arising out of any acts or omissions of The College Board or its contractors.
10. I understand that the assessment itself and the assessment program are subject to change at the sole discretion of the College Board and its contractors.

If I object to any of these rules or conditions, I understand that I will advise the test administrators before the test administration and the objection will be considered prior to allowing me to take the assessment. If my objection is not honored, I will not be permitted to take the assessment.

I understand that should any of these rules or conditions or other aspect of the assessment process be declared by any court of competent jurisdiction to be invalid or illegal, the remaining rules, conditions and assessment components will not be affected and will remain in effect.