REGIONAL TEST AND GUIDELINE POLICY FOR STATE EVENT SUPERVISORS

Regional Tests

As the State ES, you will be writing the test (if applicable) for your event to be used at all Regional Tournaments. This test must be unique and may not include information from any tournament where results are released to the public. Tests should evenly include questions across the whole spectrum of the event content in the rules and not overly focused in one or two areas. Tests for regionals should have about 25% easy to medium questions, and 25% very challenging questions and the remainder in between questions (the average test score should be between 35% and 65%). The goal is to make a test that every team can get some things right, if they are reasonably prepared. The test should not overwhelm a prepared team, but at the same time it must be designed so that no one can get a 100% (because if one can, two probably can and that gives an unbreakable tie). There cannot be any ties.

Include a sufficient number of questions to fill the allotted time for the event.

A separate answer sheet is required to make grading easier. Do not have students write answers throughout the test, since them makes it hard to grade and add up points. If you expect work to be shown, provide sufficient space for it.

Provide an answer key in the same format as the answer sheet. Provide sufficient guidance on how to grade answers. Specify how many points each question is worth and how to allocate the points. Provide criteria to determine what is and what is not an acceptable correct answer. For example, a numerical answer might be graded for sig figs, units, and an appropriate value for three points. Clearly explain what you are looking for to help a person grade each question. Please check the answer key to make sure it is correct. If you want the work for a problem graded, provide guidance on how to do that.

Multiple choice questions are the easiest to grade, but not always the best question. Your test needs to be easy to grade, but still challenging. If you include short answer questions, provide any and all key words that must be part of an acceptable correct answer and guidelines on how to score the parts of each answer. Specify words that must be spelled correctly. For example, anatomy parts may or may not be required to be spelled correctly. The more guidance you provide, the more consistent the grading will be.

Please do not include essay questions unless you personally are going to all the regionals to grade them.

Tie breaker questions should be clearly identified and should be questions from the test and not be extra questions.

If you require color pictures for your test, please specify that in writing by including an ES instruction page at the front of the test. Put color pictures on as few pages as possible and make them separate pages at the end of the test and refer to those pages in the appropriate questions.

All tests should include a coversheet similar to the one attached. You may also add any instructions you want on this page. This allows the test to be handed out without the students seeing any questions until being told to open the test.

All pages of the test should include a header with the division and the event name, and a place for students to write the team number and team name.

Revised 1/15/2019
You will receive the average scores from each Regional Tournament so you can determine the average score percentages for each one and see if your test difficulty is appropriate.

All regional tests must be submitted to Dave Moyer by February 1. If you are making the test in a Powerpoint format, please share the Powerpoint file with Dave Moyer.

**Regional Guidelines**

For events that include more than just tests, prepare guidelines on how to run your event. The guidelines should include equipment and consumable lists and numbers of setups needed and advice to effectively run the event. Please include instructions for Regional Site Directors so they know how many people are needed to run your event. Typically, there will be an event supervisor and at least one event volunteer, but your event may require more volunteers to be efficiently run. Include job descriptions so the ES will know how to best use the people assigned to an event.

Guidelines should encourage the use of local samples, collections, and facilities unique to the regional site (therefore your event may be modified to accommodate these features). If your event has a lab, include guidelines to provide uniform lab experiences for all regional tournaments (as much as possible). We are looking for consistency in difficulty for the labs, not necessarily identical labs. Guidelines for lab events should include either solutions or any additional background an ES might need to grade your test. Stations should only be used to allow students to perform a task. If such tasks are included, time must be sufficient to analyze the results. Some students do analysis that gets overlooked in the grading. Grading should include analysis of results. The number of stations should be small to allow sufficient time to accomplish the tasks and perform analyses. Videos of engineering event setups with tips on how to run them will also be very helpful.

Guidelines must be submitted to Dave Moyer by February 1.
PENNSYLVANIA SCIENCE OLYMPIAD

DIVISION C

SOUNDS OF MUSIC REGIONAL EXAM

Team Number ___

Team Name _________________________________________________________________