

PALS-K: 10 Steps to PALS Implementation

for Colorado Teachers and Reading Specialists

1. Open your PALS-K Teacher Set and review the assessment materials.
2. Go to www.palscolorado.info to familiarize yourself with the PALS Colorado Resource Center. Use this site to view track updates and stay up-to-date with information about PALS.
3. Go to the professional development website at pd.casenex.com and create an account (if purchased). All PALS online tutorials and courses are posted here. Enroll in the *PALS-K Administration & Scoring Online* tutorial. After watching the tutorial, an online quiz will appear that will allow you to earn PALS-K administration training certification.
4. Check with your PALS District Representative regarding your assessment schedule, including the assessment window dates and score entry deadline.
5. Organize your assessment materials, remembering to keep non-consumable materials for use again next year.
6. Go to the professional development website at pd.casenex.com for the second tutorial (if purchased). Enroll in and complete the *PALS-K Online Score Entry & Reporting System* tutorial to learn about the PALS Online System and how to enter your scores.
7. Go to www.palsk8.com and set up your PALS Online account using the registration code supplied by your PALS District Representative. Create your Class List and check all student information for accuracy.
8. Administer PALS-K to your students during the established assessment window.
9. Enter scores into your PALS Online account.
10. View and/or print your reports.