

NAEP 2026 in Minnesota

Assessment Day Setup Guide

Administrative Model: School Devices



NAEP depends on school staff to provide vital information and support to make the NAEP administration a success. Here's what you need to know as you prepare for your school's NAEP assessment day:

Testing Time & Scheduling

- Plan on assessing all participating students in one school day.
 - Note: if attendance is less than 90%, the NAEP team will request a makeup day.
- Student testing time is about 120 minutes.
- You schedule each assessment group:
 - Option 1: Assess the two groups at different times.
 - Option 2: Assess both groups at the same time, but in different rooms.
 - Option 3: Assess both groups at the same time, in the same room.
- Scheduling Notes:
 - NAEP team will arrive 90 minutes before the earliest start time.
 - NAEP team will stay up to 60 minutes after all testing is finished.
 - For Option 1: at least three hours between group start times is required.

Assessment Groups

- Students are placed into two assessment groups automatically.
- You can switch students between groups, if needed.
- Additional groups may be created for students with accommodations.

Staffing

- NAEP team will administer the assessment.
- The school coordinator needs to be available to connect with the team throughout the day.
- Device support: A school staff member on call to assist with any technical issues is required.
- Classroom Support: A school staff member to assist with classroom management is
 - Option 1: Strongly recommend
 - Option 2: Required, at least two members
 - Option 3: Required, at least one member

Student Sample

- Up to 50 students will be selected.
- No replacement students will be added if a selected student cannot take NAEP.

Room Setup

- One or two rooms needed, based on your scheduling option.
- Each room should:
 - Have enough space for students to work comfortably
 - Have flat surfaces (tables or desks) and chairs
 - Have easy access to electrical outlets
 - Be on the ground floor or accessible by elevator or ramp (if possible).
- Both subjects can be tested in the same room.
- Additional rooms may be needed for students with accommodations.
- The NAEP team will prepare the room by:
 - Moving furniture as needed
 - Covering or removing any posters or instructional materials on the walls.

Technology Setup

- Students will use school-provided devices to take the assessment.
- School provides:
 - Devices plus spares (*required*)
 - Extra power cords (*required*)
 - Stable internet (*required*)
 - Headphones or earbuds (*recommended*)
 - Wi-Fi access for NAEP team (*recommended*)
- Before assessment day, you should
 - Safelist NAEP URLs
 - Check internet bandwidth
 - Install the NAEP App on school devices and confirm device readiness