

Summary of School Activities



For additional information, go to <http://nces.ed.gov/timss> or the TIMSS international website at <http://timss.bc.edu>.

For questions about TIMSS 2015,
contact the toll-free TIMSS information
hotline at 855-445-5604
or email TIMSS@westat.com
OMB # 1850-0695



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Summary of School Activities

ADVANCED

Trends in International Mathematics and Science Study (TIMSS) 2015



SUMMARY OF SCHOOL ACTIVITIES: TIMSS ADVANCED 2015

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	Fall 2014	January-March 2015, Prior to assessment day	March 30–May 29, 2015 Assessment day	Benefits
Principal	<ul style="list-style-type: none"> Designate a school coordinator 	<ul style="list-style-type: none"> Complete a brief school questionnaire on the characteristics of the school, its enrollment, resources, policies, and learning environment (available online or hardcopy) Share the importance of participation in the study with school staff 	<ul style="list-style-type: none"> Support assessment day activities Encourage students to participate and do their best on the assessment 	<ul style="list-style-type: none"> Represent other similar U.S. schools Receive a \$200 check for the school Receive a confidential report on how students selected from your school performed on TIMSS assessment questions that are made public
School coordinator	<ul style="list-style-type: none"> Confirm an assessment date convenient for your school 	<ul style="list-style-type: none"> Arrange assessment day location Confirm date and location with TIMSS assessment staff Provide course catalogue, if not available online Provide current class lists and transcripts for grade 12 students through online MyTIMSS portal Notify teachers, selected students, and students' parents of the study and benefit of participating Work with assessment staff to identify students with special needs Coordinate the principal's completion of the school questionnaire (online or hardcopy) Coordinate teachers' completion of the teacher questionnaire (online or hardcopy) Distribute parent notification letters to parents of selected students 	<ul style="list-style-type: none"> Confirm space for assessment is problem-free Collect completed school and teacher questionnaires (if not completed online) and give to assessment staff Ensure all sampled students attend the assessment session Meet with assessment staff and provide feedback about the assessment process 	<ul style="list-style-type: none"> Receive a \$100 personal check Opportunity to participate in a professional development web seminar series on international assessments and educational policy
Teachers of eligible courses		<ul style="list-style-type: none"> Complete online teacher questionnaire 		<ul style="list-style-type: none"> Represent U.S. teachers in the international study results Opportunity to participate in a professional development web seminar series on international assessments and educational policy
Selected students			<ul style="list-style-type: none"> Attend the assessment session, complete the assessment and student questionnaire 	<ul style="list-style-type: none"> Receive a small thank-you gift Represent the United States in the international study
TIMSS representative	<ul style="list-style-type: none"> Work with the school to confirm an assessment date Help school coordinator with assessment details and logistics Protect school and student confidentiality 	<ul style="list-style-type: none"> Call the school coordinator to discuss assessment day location and student participation Review list of selected students with school coordinator 	<ul style="list-style-type: none"> Conduct assessment from start to finish Furnish all the assessment materials, pencils, and test booklets Conduct a brief debriefing interview with the school coordinator at the end of the assessment Maintain security of all materials 	<ul style="list-style-type: none"> Ensure quality and uniformity of data collected across the United States