APPENDIX B2: Assessment Administration Seating Chart

School:	Room #:	Date:
Assessment Administered:	Subject/Grade Level:	
Assessment Administrator:	Start Time:	
Proctor(s):	End Time:	

Instructions for the grid below:
1. Draw the location of and indicate the corresponding seat number for each student.
2. Complete the information on the corresponding table for each student including any dividers/desk privacy shields.