

#### **CASAS Intake Process**

#### **Presented by:**

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#### What is the CASAS Intake Process?

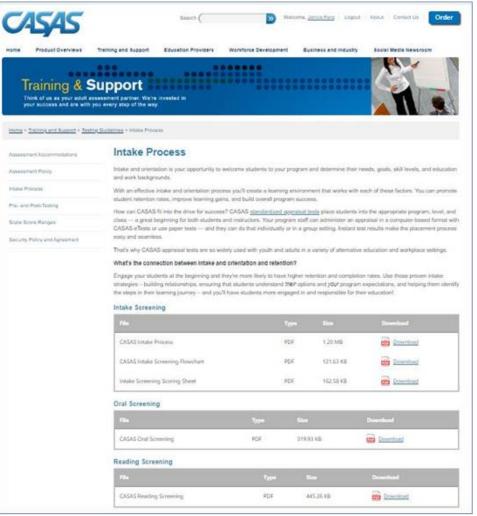
Optional informal assessment process

- Assess reading, oral, writing levels
- •Ensure correct placement
  - •Low level ELL
  - Low-level literacy native language speakers
- •Administered by intake, testing staff
- Intake Screening Process Manual



#### Manuals and Customizable Forms

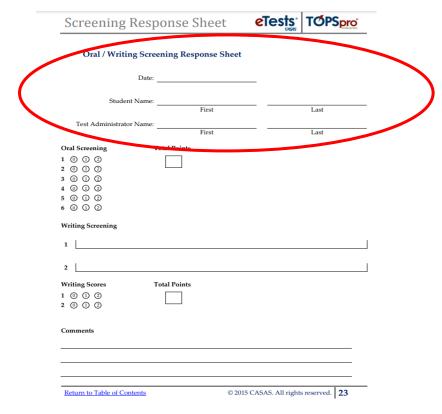
• <u>https://www.casas.org/training-and-</u> <u>support/testing-guidelines/intake-process</u>





# Initial Screening (1)

 Top section of the answer sheet (Name, Date, etc.) can be used as a screening device.





### Initial Screening (2)

• If examinee has **some difficulty** answering, administer the intake screening instruments

- Oral Screening (ESL only)- 6 questions
- Writing Screening- Name, date and Short Response
- Reading Screening- 5 questions



# **Oral Screening Script**

#### Scoring the Oral Screening

Use the scoring rubric below to assign **0**, **1**, or **2** to each of the six *Oral Screening* questions. Score the *Oral Screening* according to the guidelines in Appendix B.

Points	s Guidelines		
0	No answer, incomprehensible, or does not answer the question. Note: If the examinee responds, "I don't know," it is up to the administrator to determine whether this answer represents an appropriate response or lack of comprehension.		
1	Comprehensible but not grammatically correct. Note: Comprehensible = understandable and relevant		
2	Comprehensible and grammatically correct. Note: Answers that are appropriate and represent what a native speaker would provide would be given 2 points; therefore, some one-word answers would be given 2 points.		

	APPENDIX B – Oral Screening Notes - continued	SCORE			
Qu	iestion	Response Notes	0	1	2
What's your name?		This question is not scored. Omit if you know the student.		My name Robert Torres.	Maria Alvarez.
1.	What country are you from?	Naming a country is the correct response. Score 0 if the response is a city, state or province.	Yo no hablo inglés.	I from Peru.	I'm from Mexico. Mexico.
2.	How long have you been in the United States? To clarify, ask: When did you come to the United States?	Some possible responses: Four years; 1987; etc.	¿Cómo? Last time.	Two year.	I've been here since 1980.
3.	Tell me why you want to learn English. To clarify, ask: Why do you want to study English?	Any appropriate reason may be acceptable.	Want? Learn? English. Good.	Improve study.	Because I want a better job.
4.	Do you read in your native language? If Yes, ask: What do you like to read? If No, ask: Why not?	Yes. Some possible responses: names of books, types of books, subjects. No. Some possible responses: I didn't/go to school in my country; I <u>can't</u> read; I have no time to read; etc.	Sí. Yes. Read I no understand.	In Spanish? Yes. Oh, book, magazine	Not much. I try to read in English to get more English practice.
5.	What work did you do in your country? or What work are you doing now?	Any appropriate response is acceptable. If the person has not worked, expressing that is also correct.	Uh work. [No response]	Before, right? Fix machine. Now work mechanic.	I never worked in Mexico.
6.	How many years did you go to school in your country? To clarify, ask: How long did you go to school in your country?	Any appropriate response is acceptable.	School? [No response]	Go school six year	Ten years.

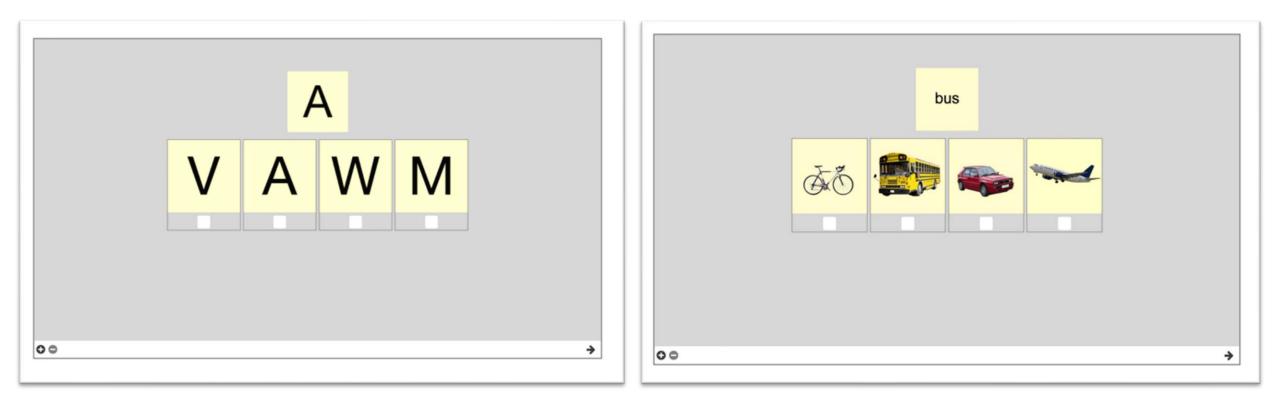


#### Writing Screening

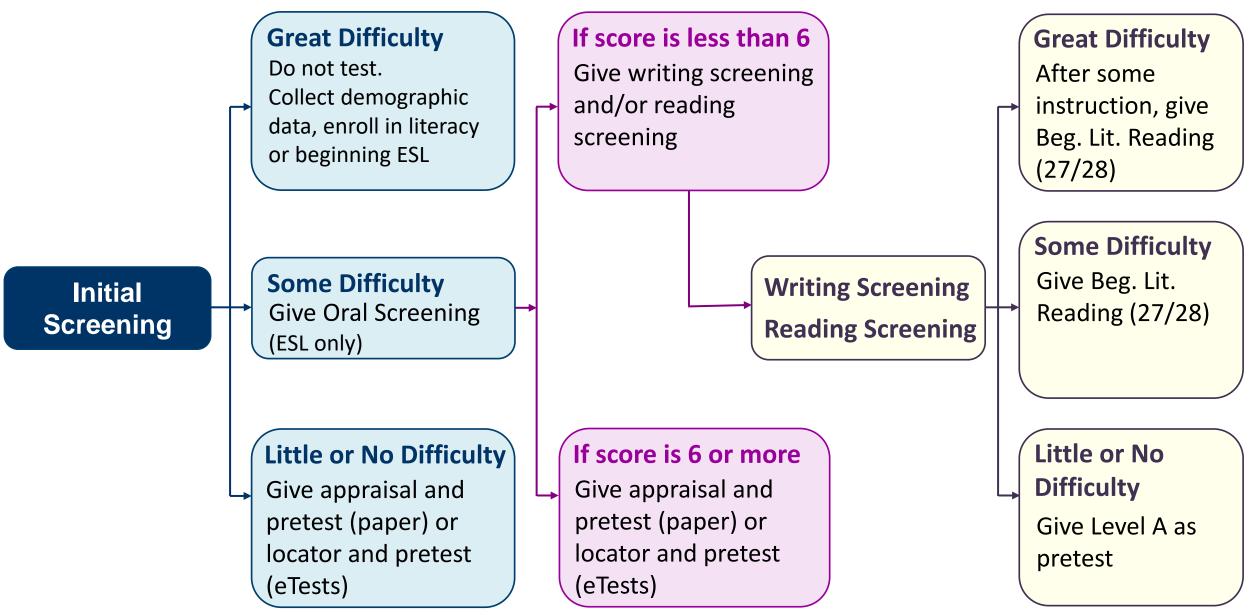
	Intake Screening
	Writing Screening Response Sheet
NAME	
DATE	
Why	do you want to go to school?



#### **Reading Screening**







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