

The Thirty-Two Item Placement Test is designed to place students into the appropriate level of *Step Forward 2e*. The test measures facility with vocabulary and grammar, as well as skill development in listening, reading, the interpretation of graphics, and the arrangement of information in paragraphs. It consists of 32 multiple-choice items. Prepare the audio tracks for the Listening section of the test. These MP3s can be played on a computer or through external speakers connected to a smartphone or tablet.

Administering the Test

When you meet with a learner for the first time, try to create a comfortable, non-threatening environment. Talk to the learner for a few minutes to put him or her at ease. Find out the learner's name, native language(s), country of origin, occupation, and contact information. When the learner feels more relaxed, ask him or her to complete any required forms.

To begin the placement process, determine whether you should place the learner directly into a pre-beginning class. This would be the case if the learner cannot hold a pencil; cannot easily write his or her name, address, and telephone number or e-mail address; has very limited literacy skills; or can read and write only in a language with a non-Roman alphabet. Such a learner is not yet ready to use *Step Forward 2e*. You will probably want to place that learner into a class using the *Basic Oxford Picture Dictionary Program*.

If the learner has basic literacy skills, continue by administering the Placement Test. Tell the learner that the Placement Test will help you determine the best level for him or her. If necessary, demonstrate how to mark answers on the answer sheet.

In preparation for listening, explain that the questions are not printed on the test. They are only heard on the recording. Replay the audio as needed. Once the student has completed the Listening section, he or she may move on to the rest of the test.

Check on the learner's progress periodically during the test, especially at the beginning. If you note that he or she is becoming frustrated or is unable to complete the test, suspend testing and determine whether the learner should continue later.

Scoring the Test

Result	Level Placement
Few or no literacy skills	Not ready for <i>Step Forward 2e</i> ; place in a class using the <i>Basic Oxford Picture Dictionary Program</i>
6 or fewer points	<i>Step Forward 2e</i> Intro Level
7-13	<i>Step Forward 2e</i> Level 1 First Half
14 -20	<i>Step Forward 2e</i> Level 1 Second Half
21-27	<i>Step Forward 2e</i> Level 2 First Half
28-34	<i>Step Forward 2e</i> Level 2 Second Half
35-41	<i>Step Forward 2e</i> Level 3 First Half
42-48	<i>Step Forward 2e</i> Level 3 Second Half
49-55	<i>Step Forward 2e</i> Level 4 First Half
56-62	<i>Step Forward 2e</i> Level 4 Second Half
63 or more points	<i>Step Forward 2e</i> Level 5

Once testing is complete, score the Placement Test using the answer key provided. The chart above gives a recommended scheme for matching points on the test to *Step Forward 2e* levels. This is based on the weighted scoring system described on the answer key. Your program is free to use this scoring system and this placement scheme or to establish other placement criteria as you see fit.

Follow-up

During the first few class sessions, the instructor should make sure the placement is appropriate. If the instructor feels that test anxiety or other factors resulted in improper placement, administer the Placement Test again and/or change the placement of the learner.

Name: _____

Date: _____

Score: _____

I Listening: 11 POINTS

Listen to the instructions and the conversations. Then listen to the answer choices. Circle the letter of the best answer.

- | | | |
|----|--|-----------|
| 1. | A The man spells his name J-E-M-E-S. | 1. 1 PT. |
| | B The man spells his name J-A-M-E-S. | _____ |
| | C The man spells his name J-A-M-I-S. | |
| 2. | A It's night so it's dark. | 2. 2 PTS. |
| | B The room has no power. | _____ |
| | C They can't find the house. | |
| 3. | A That's not correct. | 3. 2 PTS. |
| | B I'm glad to hear it. | _____ |
| | C Me too. | |
| 4. | A The woman must use the website to apply for the job. | 4. 3 PTS. |
| | B The woman must take a class before she can get the job. | _____ |
| | C The woman says "That's great" because she got the job. | |
| 5. | A The city is not responding to the woman's complaints. | 5. 3 PTS. |
| | B The city is dumping trash in the vacant lot. | _____ |
| | C The woman is not able to speak to anyone in the city government. | |

II Vocabulary: 15 POINTS

Circle the letter of best answer to complete each sentence.

6. The young woman has some new _____.
 A toes
 B feet
 C boots
 D gloves



6. 1 PT.

7. The door to the _____ is broken.

- A closet
- B bedroom
- C house
- D bathroom



7. 1 PT.

8. My boss can't _____. First she tells me to do one thing, then tells me the opposite.

- A make friends
- B make up her mind
- C make any money
- D make a face

8. 2 PTS.

9. The problem was hard, but eventually I _____ the answer.

- A gave up on
- B turned on
- C figured out
- D opened up

9. 3 PTS.

10. Two of the most dangerous locations in a home are stairs and ramps, _____ about three times as many injuries as any other part of the home.

- A calling for
- B being aware of
- C needing
- D accounting for

10. 4 PTS.

11. Using a lot of gestures can make a person appear overly emotional, whereas using none at all might give _____ disinterest.

- A a source of
- B room for
- C the impression of
- D the same thing as

11. 4 PTS.

III Grammar: 14 POINTS

Circle the letter of best answer to complete each sentence.

- | | |
|--|------------|
| 12. My name is Martin. I _____ here from Chile last year. | 12. 1 PT. |
| A come | |
| B comed | _____ |
| C came | |
| D coming | |
| 13. A doctor takes care of people. What _____? | 13. 2 PTS. |
| A does a veterinarian do | |
| B a veterinarian does | _____ |
| C does a veterinarian | |
| D do veterinarians | |
| 14. This job _____ a good opportunity for me, but I'm still not sure. | 14. 2 PTS. |
| A must be | |
| B has to be | _____ |
| C will be | |
| D could be | |
| 15. My family and I had to cancel our vacation, and I was really _____ . | 15. 2 PTS. |
| A disappoint | |
| B disappointed | _____ |
| C disappointing | |
| D disappointment | |
| 16. Everyone who coaches soccer learns _____ first aid to injured children. | 16. 3 PTS. |
| A give | |
| B giving | _____ |
| C to give | |
| D gives | |
| 17. Many social movements _____ as successful if their leaders had not employed peaceful, nonviolent techniques. | 17. 4 PTS. |
| A were not to be | |
| B had not been | _____ |
| C were not | |
| D would not have been | |

IV Reading: 10 POINTS

Read the articles. Circle the letter of best answer.

Reading 1: Living in the City

More and more young people are choosing to live in cities. A young person might like a city **location** because cities are exciting. Shops, restaurants, theaters, and museums are nearby. City living has other advantages. "I can bike to work in ten minutes," said Sara, one city resident. In almost every state, the best bus and train systems are in the big cities. Also, as many people are surprised to learn, cities are very safe. One recent study found that the risk of some injuries can be up to 20% lower in cities. Cities have libraries, parks, free concerts, and many other features that improve the quality of life. Although it is true that living in a city can be expensive, an increasing number of young people think it is worth the cost.

- | | |
|--|------------|
| 18. In this paragraph, what is the meaning of the word <i>location</i> ? | 18. 1 PT. |
| A city | _____ |
| B area | _____ |
| C appearance | _____ |
| D weather | _____ |
| 19. Sara probably _____ . | 19. 2 PTS. |
| A works and lives in a city | _____ |
| B drives a car to her workplace | _____ |
| C needs a good train system | _____ |
| D once lived outside the city | _____ |
| 20. The writer of this paragraph implies that _____ . | 20. 3 PTS. |
| A the cost of city living is going down | _____ |
| B "quality of life" features cost a lot of money | _____ |
| C many people believe cities are unsafe | _____ |
| D older people do not like city living | _____ |

Reading 2: Business Group Offers Community-Service Option

The Northpoint Business Council has announced a program that allows staff to spend four paid hours per month performing community service. Speaking for the local business group, Brianna Garcia, CEO of Briar Business Forms says, “Community involvement improves the quality of life for us all.”

The program provides corporate resources to help meet community needs. “But instead of giving money directly,” Garcia explains, “we help our employees give time.” For example, an employee might leave work two hours early twice a month to provide after-school daycare at a local school. Or a qualified employee could spend an hour every Wednesday delivering groceries to elderly people.

The employee gives the time but does not have to give up precious after-work hours. The employee can do community service during a workday without losing pay. Participating employers will also allow for paid travel time to the service site. Garcia remarks, “With a small investment of time and care, we can make Northpoint a better place to live.”

- | | |
|---|-------------------------|
| 21. What is this news story mainly about?
A a new group of businesses
B a new program to help the community
C a new system to pay workers more
D a new way to attract and hire people | 21. 1 PT.

_____ |
| 22. The article mentions helping with after-school daycare. Who would provide this daycare?
A employers in the Northpoint Business Council
B elderly people in the town of Northpoint
C employees of companies in the Northpoint Business Council
D teachers at the schools where the students take classes | 22. 1 PT.

_____ |
| 23. According to the article, why is it important to let employees do service work during the workday?
A because employees are less tired than at night
B because no one needs employees' help at night
C because accidents often happen at night
D because employees need time after work | 23. 2 PTS.

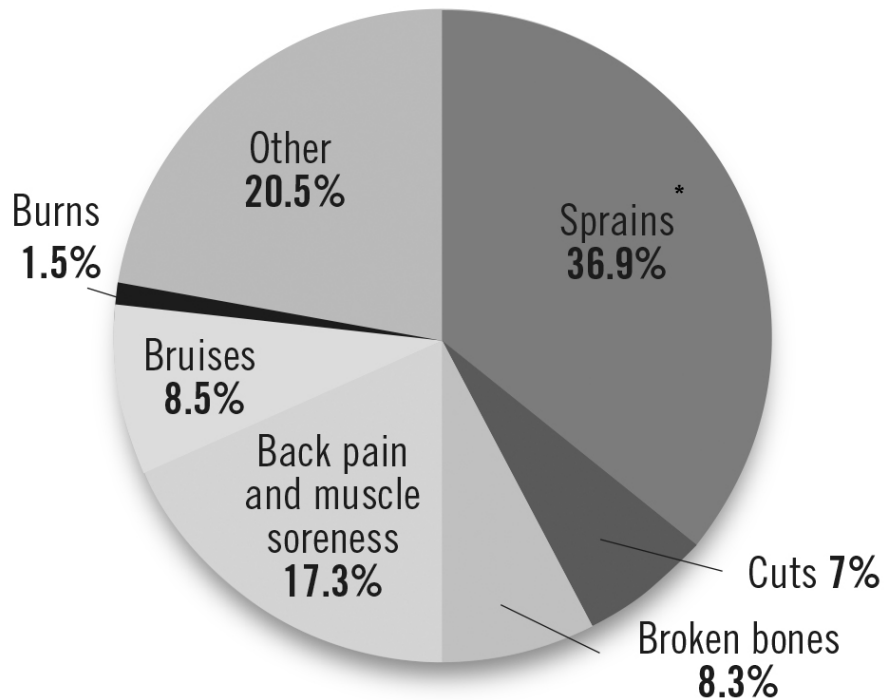
_____ |

V Interpreting Graphic Information: 6 POINTS

UNDERSTANDING A PIE CHART

Look at the pie chart. Circle the letter of the best answer to each question, according to the information in the chart.

OCCUPATIONAL INJURIES



Source: *U.S. Department of Labor*

*A **sprain** is a muscle injury. It is painful but not usually very serious.

24. What is the main topic of the chart?

- A injuries in the United States
- B injuries that happen to workers
- C injuries that happen to children
- D injuries around the world

24. 1 PT.

25. Where did the information in the chart come from?

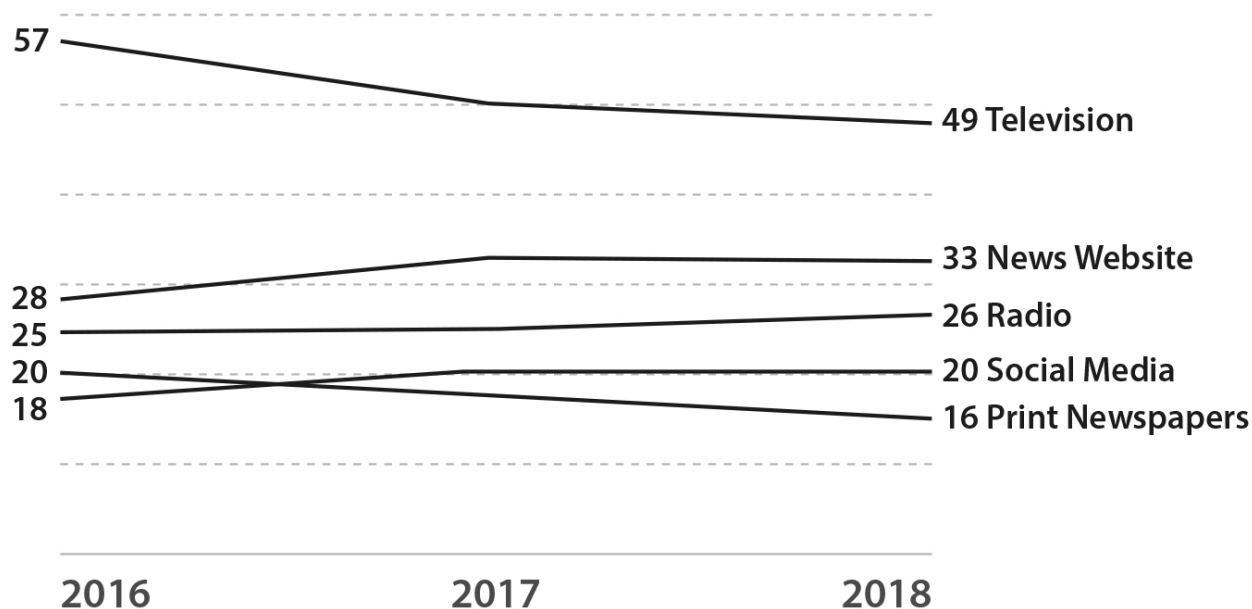
- A a group of businesses
- B a group of workers
- C a hospital organization
- D a government agency

25. 2 PTS.

UNDERSTANDING A LINE GRAPH

Look at the graph. Circle the letter of the best answer to each question, according to the information in the graph.

% of U.S. adults who get news often on each platform



Note: the difference between social media and print newspapers in 2017 was not statistically significant.

Source: Survey conducted July 30–Aug 12, 2018

- | | |
|---|--------------------------------|
| <p>26. Which platform was the least popular source of news in 2016?</p> <p>A television</p> <p>B news website</p> <p>C social media</p> <p>D print newspapers</p> | <p>26. 1 PT.</p> <p>_____</p> |
| <p>27. Which of the following statements is true, according to the graph?</p> <p>A News websites were about as popular in 2018 as they were in 2017.</p> <p>B Radio has declined in popularity because of social media.</p> <p>C Television and radio are no longer important sources of news for Americans.</p> <p>D Social media are more popular sources of news than news websites are.</p> | <p>27. 2 PTS.</p> <p>_____</p> |

VI Organizing Information in a Paragraph: 12 POINTS

TOPIC SENTENCES

Choose the best topic sentence for this paragraph.

_____ When you buy or rent a home, the Fair Housing Act says that discrimination is not permitted based on race, religion, familial status, or disability. And when you buy a home, the Equal Opportunity Credit Act protects you from discrimination and ensures that your credit application will be treated fairly. If you have experienced discrimination in housing, contact the U.S. Department of Housing and Urban Development (HUD).

28. A Discrimination can be a problem in many aspects of life.
B Housing is one of the most basic needs for any family.
C There are federal laws that protect people from discrimination in housing.
D State and federal laws ensure fair access to housing in the U.S.

28. 2 PTS.

SUPPORTING DETAILS

Read the beginning of each paragraph. Circle the letter of the detail that does NOT fit well as a detail in the paragraph.

29. Nice clothes and a good haircut are important in a job interview, but they are not the whole story. Here are some tips about how to impress your future boss.
A make good eye contact
B show you have confidence
C fill out application forms
D express interest in the company
30. Young people may not want to think about their future financial needs. After all, they are young and healthy. They want to have fun, travel, and do exciting things—not worry about their senior years far in the future. Still, financial experts say that the early working years are exactly the right time to establish a foundation for later financial security.
A vacations
B insurance
C savings accounts
D investments

29. 2 PTS.

30. 3 PTS.

ORGANIZING SENTENCES

Select the correct order for the sentences to complete each paragraph.

31. If you are feeling stressed or nervous, maybe you should sit down for a few minutes in a rocking chair.

31. 2 PTS.

I. A rocking chair is like an ordinary chair except that its legs are set in curved bars.

II. However, rocking chairs were produced many years before Franklin grew up.

III. Some people say that Benjamin Franklin invented the rocking chair.

IV. This allows the person in the chair to rock forward and backward in a comforting motion.

A IV, III, I, II

B I, II, III, IV

C I, IV, III, II

D II, III, I, IV



32. Buying a light bulb involves more decisions now than ever before.

I. Cool light is indicated by higher numbers—the coolest being over 5000—and is a blue or white light, appropriate for offices or shops.

II. This does not mean actual temperature but rather a measure of whether the color of the light is “warm” or “cool.”

III. One thing consumers now have to consider is the “temperature” of the light from a bulb.

IV. Warm light, indicated by a temperature number of 2700 to 3000, has an orange or yellow tint, and it is the kind of light most people prefer in their homes.

A III, II, IV, I

B I, II, III, IV

C IV, I, III, II

D

I
I
,
I
V
,
I
I
I
,
I

32. 3 PTS.

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Step Forward Placement Test Answer Key: 32 Item

I	LISTENING	11 POINTS
1.	B	1 PT.
2.	B	2 PTS.
3.	B	2 PTS.
4.	C	3 PTS.
5.	A	3 PTS.
II	VOCABULARY	15 POINTS
6.	C	1 PT.
7.	A	1 PT.
8.	B	2 PTS.
9.	C	3 PTS.
10.	D	4 PTS.
11.	C	4 PTS.
III	GRAMMAR	14 POINTS
12.	C	1 PT.
13.	A	2 PTS.
14.	D	2 PTS.
15.	B	2 PTS.
16.	C	3 PTS.
17.	D	4 PTS.
III	READING	10 POINTS
18.	B	1 PT.
19.	A	2 PTS.
20.	C	3 PTS.
21.	B	1 PT.
22.	C	1 PT.
23.	D	2 PTS.
IV	INTERPRETING GRAPHIC INFORMATION	6 POINTS
24.	B	1 PT.
25.	D	2 PTS.
26.	C	1 PT.
27.	A	2 PTS.
V	ORGANIZING INFORMATION IN A PARAGRAPH	12 POINTS
28.	C	2 PTS.
29.	C	2 PTS.
30.	A	3 PTS.
31.	C	2 PTS.
32.	A	3 PTS.

Step Forward Placement Test Audio Script: 32 Item

- Narrator: Number 1.
Listen to part of a conversation. When you hear the question, *Which is correct?*, listen and choose the correct answer: A, B, or C. You will hear everything only one time. Listen.
- Woman: What's your name?
Man: My name is James. That's J-A-M-E-S.
Narrator: Which is correct?
A. The man spells his name J-E-M-E-S.
B. The man spells his name J-A-M-E-S.
C. The man spells his name J-A-M-I-S.
- Narrator: Number 2.
Listen. First, you will hear a question. Next, listen carefully to what is said. You will hear the question again. Then choose the correct answer: A, B, or C. You will hear everything one time.
Listen. What is the problem?
- Man: Turn on the light, please. It's dark in here.
Woman: I can't. There's no electricity in this room.
Man: No electricity? What a house!
- Narrator: What is the problem?
A. It's night so it's dark.
B. The room has no power.
C. They can't find the house.
- Narrator: Number 3.
You will hear the first part of a conversation. To finish the conversation, listen and choose the correct answer: A, B, or C. You will hear everything one time. Listen.
- Woman: Hi. Please come in and sit down.
Man: Thank you, Professor Jackson. How are you?
Woman: I'm fine. And you?
Man: Fine. I'm really enjoying your class, by the way. I'm learning a lot.
- Narrator: A.
Woman: That's not correct.
Narrator: B.
Woman: I'm glad to hear it.
Narrator: C.
Woman: Me too.

- Narrator: Number 4.
Listen to part of a conversation. When you hear the question, *Which is correct?*, listen and choose the correct answer: A, B, or C. You will hear everything only one time. Listen.
- Woman: Are there any classes I can take to better prepare me for this job?
Man: There are a few I can suggest. And you'll find your first weeks on the job very instructive.
Woman: Does that mean I'm hired?
Man: Yes. I'd like to bring you on board starting on the first of the month.
Woman: That's great. Should I be doing anything before then?
Man: You might want to visit the website if you haven't already and learn more about the company.
- Narrator: Which is correct?
A. The woman must use the website to apply for the job.
B. The woman must take a class before she can get the job.
C. The woman says "That's great" because she got the job.
- Narrator: Number 5.
Listen. First, you will hear a question. Next, listen carefully to what is said. You will hear the question again. Then choose the correct answer: A, B, or C. You will hear everything one time.
Listen. What is the problem?
- Woman: Look at this mess. How many times do I have to contact the city to get this vacant lot cleaned up?
Man: You mean you've already spoken to someone about it?
Woman: To a lot of people, actually. The head of the city housing department, the city health department, even the city parks department.
Man: And the lot is still the way it was when you started?
Woman: Still the same as it was a year ago, the first time I brought it up.
- Narrator: What is the problem?
A. The city is not responding to the woman's complaints.
B. The city is dumping trash in the vacant lot.
C. The woman is not able to speak to anyone in the city government.