

- (1) Before the contest begins, the contest director shall number the folded sheets and keep notes of the name and school of each contestant. Next, inform contestants and coaches of the time and place of the verification period. Spectators and coaches not assigned specific duties in administering the contest should be dismissed from the contest room before the contest starts.
- (2) Say: "This is the UIL Number Sense test. I am now going to place your folded test sheet in front of you. Do not handle or unfold the test sheet until I tell you to do so. While you are taking your test, write your answers in the blank immediately following the problem without attempting to solve the problem on paper, in accordance with instructions on your test sheet. This is a test in mental mathematics, and only the results of calculations arrived at without the use of pencil and paper will be accepted. If you do not follow that contest rule, you will be disqualified. You will have 10 minutes to take this test. You may now unfold your test and begin."
- (3) The contest director shall give contestants start and stop signals to begin and end the 10-minute testing period. No other time signals shall be given. Allow students 10 minutes to take the test.
- (4) When the test period of 10 minutes has ended Say: "Sit back and put your writing utensil down. Be ready to deliver your test to the person collecting the test."