

- (1) 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) Distribute answer sheets, test booklets, and call roll (if necessary).
- (3) The contest director will now, Say: "This is the UIL Social Studies test. Write your contestant number in the upper right corner of the test booklet and answer sheet, and circle your correct grade level. Do not open your test booklet until I tell you to do so."
- (4) After all students have written their contestant number and circled their grade level, Say: "All answers should be recorded on your answer sheet. You will have 30 minutes to take the test. You may now open your test booklet and begin taking your test."
- (5) Allow students 30 minutes to take the test.
- (6) After 30 minutes, Say: "Please put your pen or pencil down and stop taking the test. I will now collect your answer sheet and test booklet."