

# Watson Glaser Critical Thinking Appraisal

## Directions for Administration

### This packet contains:

- Test booklets
- Scantron answer sheets
- Examinee directions

### Prior to Administration:

- Please advise students in advance that they will need to bring **number 2 pencils** to class. Pens may not be used to fill in the scantron answer sheet. If there is no clock in your classroom, please bring a watch the day of the test administration. While the Psychological Corporation allows for untimed administrations of the Watson Glaser, Eastern Illinois University has chosen to give timed administrations.
- If you have any questions regarding Watson Glaser Administration, please call the Office of Testing and Evaluation at 581-5986.
- A copy of the Examinee Directions has been placed at the end of this document. You may want to familiarize yourself with this document.

### During Administration:

- Once all students have arrived, pass out answer sheets, test booklets, and the Watson Glaser Examinee Directions document.
- The directions you will read to your students are included in this document. When reading these instructions to your students, be sure they understand how to mark their demographic information (name, major, etc.) on the answer sheet. It is always best to walk around the room during this section of the instructions to verify that students are completing this information correctly.
- Be sure that examinees understand how to mark their answers on the scantron answer sheets. Again, it is best to walk around the room while students are taking the test to verify that students are marking answers to the questions correctly.
- Examinees are given the opportunity to ask questions about the test before the signal to begin is given. In order to keep testing conditions standard, such questions should be answered by reading the appropriate section of the directions. Do not volunteer new explanations or examples. Before beginning the test, be sure examinees understand what is required of them. The question period should never be rushed or omitted.
- If examinees have routine questions after testing has started, try to answer them without disturbing the other examinees. However, questions about subtest directions or test content/questions should be handled by telling examinees to do their best.

### Watson Glaser Test Directions – to be read to examinees:

Read the directions exactly as they are written, using a natural tone and manner. Do not shorten the directions or change them in any way. If mistakes are made in reading a direction, say, "No, that is wrong. Listen again." Then, read the direction again.

You may begin reading directions when all examinees have been seated and have been given an answer sheet, examinee directions, and test booklet. All directions that are to be read aloud to examinees are in **bold**. Supplemental instructions for the test administrator are inserted within the test of the directions to examinees and are not bolded, but are *italicized*. These do not need to be read aloud.

**You have been given a test booklet, a scantron answer sheet, and an "Examinee Directions" document. If you do not have all three of these items, please raise your hand now. Pause to ensure that all examinees have all three items. Do not open your test booklet or write on your answer sheet until you are instructed to do so.**

If you have questions at any point during the exam, please remain seated and raise your hand. There will also be time at the end of these directions to ask any questions you may have.

A #2 pencil must be used to complete the answer sheet. Pens may not be used to fill in the scantron answer sheet. Darken the circles completely. The back of your answer sheet has an example of how to properly blacken the circles. Cleanly erase any marks you wish to change, and do not make any stray marks on the form. Do not fold, tear, or otherwise damage the scantron answer sheets in any way.

Please refer to the “Examinee Directions” document. You may refer to these instructions throughout the exam. Find the section labeled, “Step 1: Completing Demographic Data on Your Answer Sheet,” and follow steps 1 through 6 in this section. Do not make any additional marks on the answer sheet until I tell you to do so. If you have any questions while completing your demographic data, please raise your hand.

*Pause to allow time for examinees to complete this section, and check to be certain examinees are completing this section correctly.*

In this test, all questions are in the booklet. However, you will do all of your writing on the answer sheet only. Do not make any marks in your test booklet. There are five separate tests in this booklet, and each one is preceded by its own directions. For each question, decide what you think is the best answer. Since your score will be the number of items you answer correctly, try to answer each question even if you are not sure your answer is correct. Record your answer choice by darkening the corresponding circle on the answer sheet. Always be sure that the answer space on the answer sheet is the same number as the question number in the test booklet, and that your marks stay within the circles. Do not spend too much time on one question. When you finish a test section, go right on to the next one. If you finish the test before time is called, you may go back and check your answers.

Your copy of the “Examinee Directions” document contains a section labeled, “Step 2: Taking the Exam,” which will guide you through the process of marking the answers on your scantron answer sheet. Please read this section of the “Examinee Directions” document now. When you are finished reading this section, please look up.

*Pause to allow time for examinees to read this section.*

**Has everyone finished reading?**

**You will have 30 minutes to work on this test from the time I begin the exam. Now read the directions on the cover of your test booklet.**

*Pause to allow time for examinees to read.*

**Are there any questions about what you are to do?**

*Answer any questions, preferably by rereading the appropriate section of these or the examinee directions.*

**Is everyone ready? You may now begin.**

*After 30 minutes have elapsed, say:*

**Stop. Please put your pencils down. This is the end of the test.**

**After Administration:**

- You may decide whether students must stay for the remainder of the class period or if they may leave when finished.
- Collect answer sheets, test booklets, and “Examinee Directions” document and sort each in separate piles.
- As you collect answer sheets, check each sheet to be sure Name, Major Code, and Booklet Number are filled out properly.
- Place booklets, answer sheets, and directions in the original packet envelop, and hand-deliver all materials to **Room 1302, Ninth Street Hall**. If you have administered the Watson Glaser before, you may remember needing to sort the booklets and answer sheets in sequential order. This is no longer necessary.
- Tests will be scanned in the order they are received in the Office of Testing and Evaluation (OTE). **It is important that exams are returned to OTE on time in order for them to be processed.** As soon as results are processed, you will receive a copy of student results via e-mail. The message will contain a link to a secure database and instructions for retrieval.

# Watson Glaser Critical Thinking Appraisal

## Examinee Directions

**Do not open your test booklet until you are instructed to do so by the test administrator.**

Do not fold, tear, or otherwise damage the scantron answer sheets in any way.

Do not write on your answer sheet until the test administrator instructs you to do so.

Use a #2 pencil to complete the answer sheet (Pens may not be used to fill in the scantron answer sheet). Darken the circles completely. Cleanly erase any marks you wish to change, and do not make any stray marks on the form.

You will have 30 minutes to work on this test from the time the administrator begins the exam.

If you have any questions about this exam, please **remain seated** and raise your hand.

You may refer to these instructions throughout the exam.

### Step 1: Completing Demographic Data on Your Answer Sheet:

1. In the grid titled "LAST NAME," write your last name and **darken the corresponding circle for each letter.**
2. In the grid titled "FIRST," write the first 5 letters of your first name and **darken the corresponding circle under each letter.**
3. Leave the grid titled "SOCIAL SECURITY NO." blank.
4. In the grid titled "SPECIAL CODE," do the following:
  1. In boxes 1 and 2, write your **major code**, and **darken the corresponding circle under each number.** Major codes are provided on the other side of this document. If you have more than one major, you will need to choose only one to write here.
5. Fill in today's date in the "TEST DATE" grid.
6. Write the **course and section numbers** on the "COURSE/SECTION" line.
7. On the "INSTRUCTOR" line in this same section, write the **instructor's name**, and write your **test booklet number.** Test booklet numbers are located on a label affixed to the upper left corner of the front cover of the test booklet. It is a 3 or 4 digit number.

### Step 2: Taking the Exam:

Do not make any marks in your test booklet!

The exam contains 40 questions divided into five types of tests (each test is labeled in the test booklet as "TEST 1," "TEST 2," and so forth). Your answer sheet, however, will make no distinction between tests.

When completing the scantron answer sheet, you will darken the circle in the line number that corresponds with the question number in the test booklet. (For example, the first question in "TEST 2" is question #8. To answer it, blacken the answer circle you feel is appropriate on question #8 of the scantron form.

Each line of the scantron form has labels printed above it that correspond with the answer choices. The following explains the answer choices per test:

#### TEST 1: INFERENCE

Question #: 1 – 7  
T = TRUE  
PT = PROBABLY TRUE  
ID = INSUFFICIENT DATA  
PF = PROBABLY FALSE  
F = FALSE

#### TEST 2: RECOGNITION OF ASSUMPTIONS

Question #: 8 – 15  
M = MADE  
NM = NOT MADE

#### TEST 3: DEDUCTION

Question #: 16 – 24  
F = FOLLOWS  
DNF = DOES NOT FOLLOW

#### TEST 4: INTERPRETATION

Question #: 25 – 31  
F = FOLLOWS  
DNF = DOES NOT FOLLOW

#### TEST 5: EVALUATION OF ARGUMENTS

Question #: 32 – 40  
S = STRONG  
W = WEAK

# Major Codes List – Watson-Glaser

## COLLEGE OF SCIENCES

<u>Major</u>	<u>Code</u>
Biological Sciences	01
Chemistry	02
Communication Disorders & Sciences	03
Economics	04
Geology/Geography	07
Mathematics	08
Nursing	12
Physics	09
Political Science	10
Psychology	13
Sociology/Anthropology	14

## COLLEGE OF ARTS & HUMANITIES

<u>Major</u>	<u>Code</u>
African-American Studies	15
Art	16
Communication Studies	46
English	17
Foreign Languages	18
History	19
Journalism	20
Music	21
Philosophy	22
Social Science	23
Theatre Arts	24

## LUMPKIN COLLEGE OF BUSINESS & APPLIED SCIENCES

<u>Major</u>	<u>Code</u>
Accounting	29
Applied Engineering and Technology	26
Business Administration	44
Career and Technical Education	48
Family & Consumer Science	25
Finance	31
Management Information Systems	30
Management	32
Marketing	33
Organizational and Professional Development	27

## COLLEGE OF EDUCATION & PROFESSIONAL STUDIES

<u>Major</u>	<u>Code</u>
Early Childhood, Elementary, and Middle Level Education	37
Health Studies	38
Kinesiology and Sports Studies	39
Recreation Administration	40
Special Education	42

## SCHOOL OF ADULT & CONTINUING EDUCATION

<u>Major</u>	<u>Code</u>
General Studies (BGS)	43