Copy Letter Probe

Timing: 1 minute.

Materials needed: Probe sheets for each student, pencils for each student, digital timer

1. Arrange students so that they can only see their own work. Tell students, “You will be doing a fun activity for practice. When you get your paper, write your name at the top and then put your pencils down so we can start together.”

2. Distribute probe sheets. Prompt students, “Put your pencil down when you have finished writing your name on your paper so that we can all start together.”

3. “If you are ready look at me” (make sure all eyes are on you). Say, “Look at the letter in the box. When I say ‘start,’ you will copy the letter in the box underneath it (point). (Go to the chalkboard.) Let’s pretend that this letter is written in the top box. (Draw a letter “C” on the chalkboard.) Your job would be to copy the same letter underneath it (demonstrate). Remember to work quickly, but do your best work at the same time.” Monitor for compliance and understanding. If students continue working, remove their papers and give them a new one.

4. Say, “I’ll tell you when to start and stop. It’s okay if you don’t finish your paper. Is everyone ready? On your mark, get set, start.” Begin the timer. Prompt students to turn the page if they finish the first page and continue working. If a student finishes all three pages before 1 minute has elapsed, give the student a fresh probe and instruct the student to “keep working.”

5. Do not assist or teach students the task during the timed probe. Say only, “Do your best work” if students ask questions during the probe.

6. When the timer rings say, “Stop. Put your pencils down and hold your papers up in the air so we can pick them up.” Monitor to ensure that all papers are held up so that students cannot continue working.

Scoring:

1. Count number of items correct in one minute. Items with exactly the correct answer choice circled are counted correct.

2. Count number of errors. Items not answered are not counted as errors. Errors are defined as letters written improperly; as set by the following criteria:

Specific Criteria:
* Must be an exact replica of the letter (i.e., lowercase letters are counted as errors).
* Reversals are not counted as errors.
* More than a 45-degree rotation on the copied letter is counted as an error.
* More than ¼ of an inch overhang on any letter is an error (e.g., T, Y).
* To be counted correct, the E must contain exactly 3 horizontal lines in addition to the other criteria.
* To be counted as correct, the F must contain exactly 2 horizontal lines in addition to the other criteria.
* To be counted correct, the O must be closed with no more than ¼ inch overhang.