

Printing PCA Documents

Before a PCA workshop, the following papers need to be printed for each participant. The recommended paper **color**, and print format are given here.

1. Scenario and Item Booklets: Print on **white** paper, two-sided with two staples on the left side to make booklets. The booklet will be WASL-like if there is a cover and pages are printed on both sides so the scenario and extended-response items are on facing pages.
2. Scoring Guide and Results: Print on **light yellow** paper, two-sided with a staple in the upper left corner. Participants need to keep referring to the scoring guide so the color helps them find it among all the other paper.
3. Student Responses: Print on **light green** paper, two-sided with a staple in the upper left corner for each written item. Participants need to compare the responses to the annotations so the color helps them find it among all the other paper.
4. Annotations to Student Responses: Print on **light blue** paper, two-sided with a staple in the upper left corner for each written item. Participants need to compare the annotations to the responses so the color helps them find it among all the other paper.

Leave the packets in separate stacks rather than collated all together. Distribute each as needed by the participants during the workshop.