

10 Steps to PALS Implementation

1. Go to www.palsresource.info to familiarize yourself with the PALS Resource Center. This site will allow you to keep up to date with information about PALS implementation.
2. Check with your PALS District Representative to determine if PALS Form A or Form B will be used this school year in grades K-8. If you need consumables, you can get these from your administrator, or you may download and print the consumables from your PALS Online account. If you are entering scores directly into the PALS Online System, consumables will not be needed, other than the PALS-K Student Booklets.
3. Log into your PALS Online account at palsk8.com using your credentials from last year. Please note that you will not be able to log into your account until an administrator assigns a class to you. If you are a new teacher, your PALS District Representative or principal will create an account for you.
4. Once your class list is populated, take some time to view the student information pages and verify the information by clicking the box at the bottom of each page.
5. Check with your PALS District Representative regarding your assessment schedule, including the screening window dates and the PALS Online System score entry deadline.
6. If you are a new teacher, log into your online account to view the PALS Administration tutorials for your grade level. Teachers who are familiar with PALS may also review these modules in order to prepare for the assessment.
7. Organize your assessment materials, and make any copies needed.
8. Administer PALS to your students during the established assessment window.
9. Enter scores into your PALS Online account either during or after assessment.
10. View and/or print your reports. You may choose to use the Sorting Function and/or the Grouping Function (PALS Plus) to group your students for small-group literacy instruction, and explore the many instructional resources available in your account.

After all teachers have entered student data, conduct a PALS data meeting with colleagues. If your PALS package includes a professional development account at pd.casenex.com, view the *Using PALS Data to Drive Instruction* online course for your grade level.