

## SAT PROGRAM SPECIFICATIONS: JOHN SMITH

**Student Name:** John Smith [*cestlavie@gmail.com* / (312)555-5460]

**Program:** SAT Platinum Program (60 hours)

**Parent/Guardian:** Vega, Quentin [*dusktilldawn@gmail.com* / (312)555-4837]

**Program Start:** December 2021

**Program End:** May 2022

**Program Duration:** 6 months

**Baseline SAT Composite Score:** 1130 (64th percentile)

*Baseline SAT Reading Test Score: 220*

*Baseline SAT Writing & Language Test Score: 250*

*Baseline SAT Evidence-based Reading & Writing: 470 (31st percentile)*

*Baseline SAT Math Score: 660 (85th percentile)*

**Mock SAT Tests:**

- 1) February 2022
- 2) March 2022
- 3) April 2022

**Official SAT Tests:**

- 1) March 23, 2022
- 2) May 7, 2022

**Tutor Assignments:**

- 1) **SAT Reading:** Joe Burton, 18 sessions / 27 hours
- 2) **SAT Writing & Language:** Joe Krupnick, 13 sessions / 19.5 hours
- 3) **SAT Math:** Andrew Kletzien, 9 sessions / 13.5 hours

## RECOMMENDED SCHEDULING: JOHN SMITH

### **SAT Reading: Joe Burton** (27 hours / 18 sessions)

SAT Reading sessions can be scheduled via his [availability link](#). Joe can be reached at [joeburton@thekrupnickapproach.com](mailto:joeburton@thekrupnickapproach.com) / (708)555-6862.

**Pacing:** 3 sessions in December, 3 sessions in January, 3 sessions in February, 6 sessions in March, 3 sessions in April

[1.5 hours/session]

### **SAT Writing & Language: Dr. Joe Krupnick** (19.5 hours / 13 sessions)

SAT Writing & Language sessions with Dr. Krupnick can be scheduled using his [availability link](#). Joe can be reached at [joekrupnick@thekrupnickapproach.com](mailto:joekrupnick@thekrupnickapproach.com) / (312)560-3941.

**Pacing:** 3 sessions in January, 4 sessions in February, 2 sessions in March, and 4 sessions in April

[1.5 hours/session]

### **SAT Math: Andrew Kletzien** (13.5 hours / 9 sessions)

ACT Math sessions with Andrew can be scheduled via his [availability link](#).

Andrew can be reached at [andrew@thekrupnickapproach.com](mailto:andrew@thekrupnickapproach.com) / (414)555-9109.

**Pacing:** 1 session in January, 2 sessions in February, 2 sessions in March, and 4 sessions in April

[1.5 hours/session unless otherwise agreed]

## PROGRAM RESOURCES: JOHN SMITH

### **Student Drive (John Smith)**

The above link will give you editor permissions for your student drive, and all of your tutors will have access to everything in the folder. You can use this to share homework, scores, and other documents with your tutor team as you progress in your program. You will need to 'Request Access' the first time you access this folder, as will your parents if they would like access.

### **Krupnick Approach SAT Database**

The above link will give you access to the complete Krupnick Approach SAT Database. This includes full-length tests for practice sections assigned for regular homework, scoring and percentile information, subject-level strategy files, third-party resources and study guides, and the ZipGrade answer sheets you will use to fill out all homework sections. You will need to 'Request Access' the first time you access this folder, as will your parents if they would like access.

### **SAT Math Virtual Whiteboard (via ExplainEverything)**

The above link will give you access to your personal SAT Math Whiteboard, via ExplainEverything. You will be able to edit this whiteboard along with your math tutor, and either of you can go back and access all work from previous sessions. Though it is most functional with a touchscreen and stylus (iPad/tablet/convertible laptop), this is entirely optional. The whiteboard can be accessed and downloaded anytime on any mobile phone, computer, or tablet. Many students working remotely complete their math homework on the whiteboard so that our math specialists can review their work virtually. Students without access to a touchscreen device and stylus will have the option of uploading photos or scans of their work for review. You will need to create a free account at [www.ExplainEverything.com](http://www.ExplainEverything.com) to access the whiteboard when your tutor is not already active on your project.

### **ZipGrade Credentials**

Your unique ZipGrade Student ID and Access Code are included below and in your Student Drive. By logging into your ZipGrade portal, you can view all of your past diagnostic exams and homework sections, including any available question-level tag data. To ensure proper data processing and archiving, please make sure you indicate your Student ID on all ZipGrade answer sheets by writing in the digits and filling in the respective bubbles. So that administrators and tutors can accurately track progress across subjects and over time, please ensure all homework practice sections are submitted using a ZipGrade answer sheet.

Login @ [www.zipgrade.com/s/](http://www.zipgrade.com/s/): ZipGrade Student ID: **14525** Student Access Code: **A26jE7g**

## POLICIES & PROCEDURES

### **Scheduling: Expectations & Procedures**

Students are expected to maintain a professional and punctual attitude towards their time with our subject specialists. We expect students to do their own scheduling, and find that students who take ownership of their programs tend to reach their stated goals more quickly and consistently. All sessions must be made or canceled at least 24 hours in advance. The Krupnick Approach reserves the right to charge full-price for any time reserved, manually or automatically, that is not cancelled within these timeframes.

### **Mock Testing: Expectations & Procedures**

Students are encouraged to take a full-length mock test at least every 2-4 weeks depending on baseline exam scores and student goals. These should mimic test-day conditions as closely as possible. This means testing in the morning, usually on a weekend, and always after a good night's sleep and hearty breakfast. Students should schedule all mock tests, whether at-home or in The Krupnick Approach offices, using [this link](http://thekrupnickapproach.as.me/mocktest) ([thekrupnickapproach.as.me/mocktest](http://thekrupnickapproach.as.me/mocktest)). At-home testers will receive an exam, answer sheets, and testing instructions via email prior to their scheduled mock test. At-home tests must be proctored by a parent or guardian, ensuring all timing and calculator policies are strictly followed, and they must be printed in full, along with all answer sheets, to mimic the paper-based exam. In-office testers should be sure to bring a calculator, several pencils, and a photo ID to check in at the first floor lobby of Riverfront Plaza (321 N. Clark St., Chicago, IL 60654). Results will be returned via email and question-level data will be made available in the student's ZipGrade Student Portal. All tutors will have access to all results for in-session review.

### **Homework: Expectations & Procedures**

Students are expected to complete all assigned homework before the start of their next tutoring session. Full-length practice sections that have not been filled out on a ZipGrade answer sheet or ZipGrade online portal will not count as completed homework. It is recommended that students plan on a 1:1 ratio of tutoring to homework: for every 1 hour in-session each week, you should plan on doing 1 hour of homework each week. Detailed data on student ZipGrade submissions versus program length will be collected on a weekly basis. Student progress is highly correlated with their homework completion, so failure to complete these steps can significantly hinder your ability to reach your stated goals by the end of your program. ZipGrade answer sheets should always include the student's written name, the tutor the section is being completed for (or 'Mock' or 'Baseline' for a full-length test), the number or code of the test used, and the student's ZipGrade ID (written and bubbled). All hard copy answer sheets for homework practice sections should be emailed to the tutor for which you completed the section.