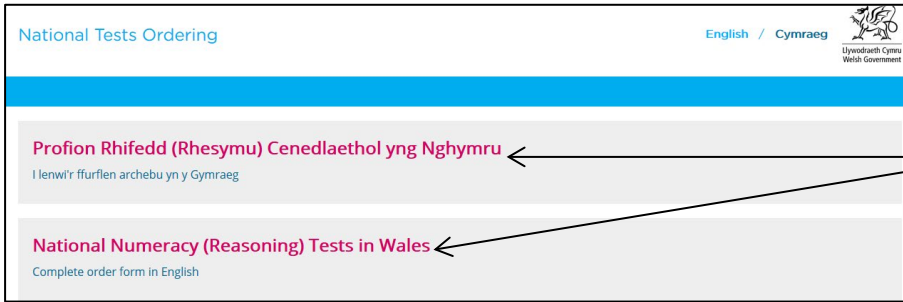


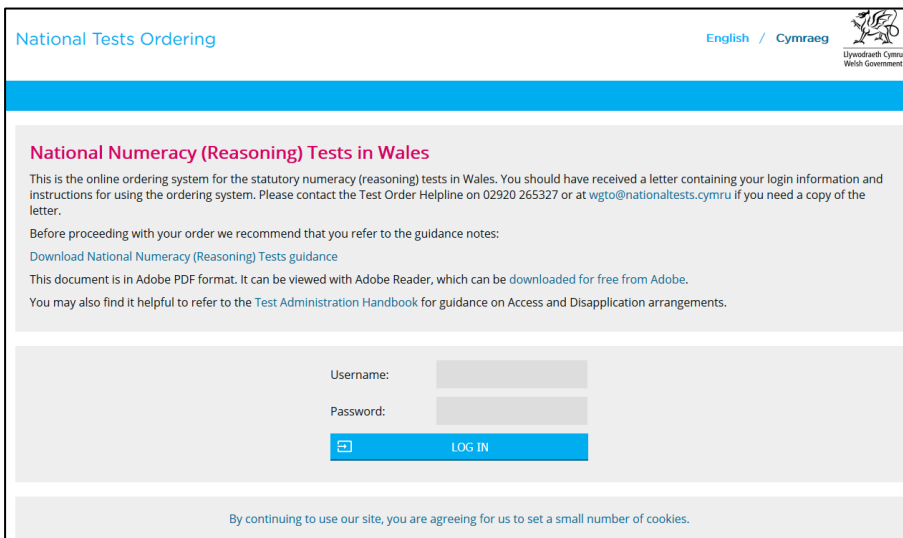
Tests Ordering – Instructions

1. Open the page <http://testordering.nationaltests.cymru> in your browser.



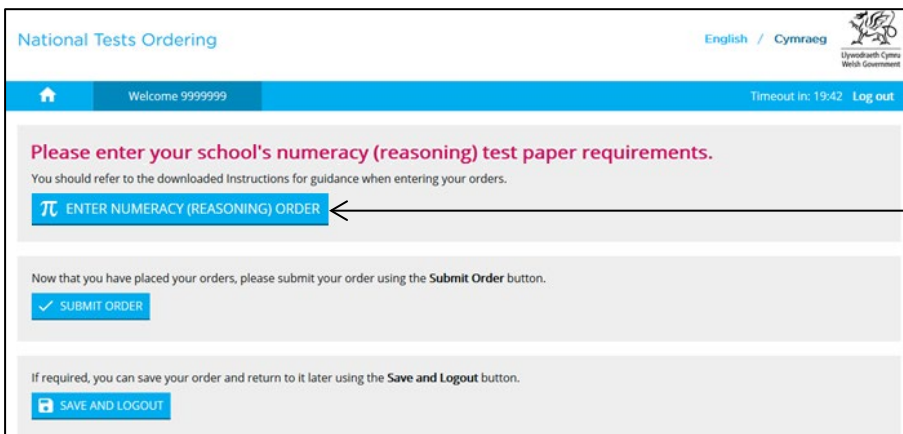
Decide whether to complete the order form in Welsh or English.

2. Login using the unique **Username (School DfE Number)** and **Password** which are in the letter sent to you. Links are provided on this page to the 'Test Administration Handbook' as well as the 'Test Order Helpline'.




Type in the **Username (School DfE Number)** and **Password** and click on the **LOGIN** button.

3. Numeracy tests order.



Click the **π ENTER NUMERACY (REASONING) ORDER** button to place the **numeracy (reasoning)** order (Welsh and/or English).

National Tests Ordering English / Cymraeg 

Welcome 9999999 Timeout in: 18:06 [Log out](#)

Order Numeracy (Reasoning) Tests



Use your downloaded instructions "Ordering National Numeracy (Reasoning) Tests" for help with placing your order.
Please enter the number of pupils taking each test for all relevant year groups. Modified test orders will be collected on a separate form.

	**Number of English numeracy (reasoning) tests	**Number of Welsh numeracy (Reasoning) tests
Year 2	28	28
Year 3	29	29
Year 4	32	32
Year 5	28	28
Year 6	24	24
Year 7	0	0
Year 8	0	0
Year 9	0	0

**Each pupil will receive a numeracy reasoning test booklet.
The number of Teacher Packs supplied will be calculated on the basis of the number of tests ordered.

[← BACK](#) [NEXT →](#)

Enter the number of tests for each year group in the appropriate cell. A number will have to be input in each cell before you can move on to the next screen. Click [NEXT →](#) once complete.

 National Test Ordering English / Cymraeg 

Welcome 1234567 Timeout in: 19:48 [Log out](#)


Do you want to amend an order for modified tests for any of your pupils?

Yes

No

[← BACK](#) [NEXT →](#)

To place an order for modified numeracy tests select Yes and then [NEXT →](#).

National Tests Ordering English / Cymraeg 

Welcome 9999999 Timeout in: 19:53 [Log out](#)

Modified Numeracy (Reasoning) Tests

Use your downloaded instructions "Ordering National Numeracy (Reasoning) Tests" for help with placing your order.
You may also wish to refer to the "Test Administration Handbook" for further information.

	Number of English numeracy (reasoning) tests				Number of Welsh numeracy (reasoning) tests			
	Modified Large Print	Braille	Enlarged Print	Hearing Impaired Guidance	Modified Large Print	Braille	Enlarged Print	Hearing Impaired Guidance
Year 2	0	0		0	0	0		0
Year 3	0	0		0	0	0		0
Year 4	0	0	0	0	0	0	0	0
Year 5	1	1	0	0	0	0	0	0
Year 6	2	0	0	0	0	0	0	0
Year 7	0	0	0	0	0	0	0	0
Year 8	0	0	0	0	0	0	0	0
Year 9	0	0	0	0	0	0	0	0

[← BACK](#) [NEXT →](#)

Enter the number of tests for each year group in the appropriate cell. A number will have to be input in each cell before you can move on to the next screen. Click [NEXT →](#)

Presenting your order.

National Tests Ordering

English / Cymraeg

Welcome 9999999

Timeout in: 19:54 Log out

Please enter your school's numeracy (reasoning) test paper requirements.

You should refer to the downloaded Instructions for guidance when entering your orders.

π NUMERACY (REASONING) ORDER COMPLETE

Now that you have placed your orders, please submit your order using the **Submit Order** button.

✓ SUBMIT ORDER

If required, you can save your order and return to it later using the **Save and Logout** button.

SAVE AND LOGOUT

When the numeracy (reasoning) order is complete the button will turn green.

Click the **✓ SUBMIT ORDER** button.

WJEC CBAC National Test Ordering

English / Cymraeg

Welcome 1234567

Timeout in: 19:49 Log out

Important

Please check your school address details below. This will help us to despatch tests to the correct school address.

DRES number: 1234567

School Name*: Ysgol Brawf

Address 1: Ffordd y Bryn

Address 2:

Address 3:

Town*: Caerdydd

County*: Caerdydd

Postcode*: CF10 3NP

Email*: prawf@caerdydd.sch.uk

< BACK **NEXT >**

Check that the school address is correct and amend accordingly.

Click the **NEXT >** button.

WJEC CBAC National Test Ordering

English / Cymraeg

Welcome 1234567

Timeout in: 19:02 Log out

Important

We ask for contact details so that we can email you confirmation of your order and keep you advised of any changes. Your contact details will only be used for the purpose of ordering tests and will not be shared with anyone other than the partners responsible for printing and despatch of the tests.

Standard Test Administration

Please enter the name and email address of the liaison person within your school.

Title: Mr

Forename*: Richard

Surname*: Jones

Job Title: Penmath

Email*: penmath@ysgolbrawf.caerdydd.sch.uk

Modified Test Administration

Please enter the name and email address of the liaison person within your school, if different from above.

Title:

Forename:

Surname:

Job Title:

Email:

Please note - if you have ordered any modified tests these will be delivered separately from the main tests.

< BACK **NEXT >**

Complete the appropriate spaces to note the name(s), job title and e-mail address of the contact(s) responsible for administering the tests.

Click **NEXT >**.

WJEC CBAC National Test Ordering

Welcome 1234567

Thank you for completing the order form.


If you are happy to submit your order, please press the **Submit** button.

If you would like to review your order, please press the **Back** button.

< BACK **✓ SUBMIT**

To submit your order click the **✓ SUBMIT** button.


Orders can be amended at any time up until 22 November 2019.


National Test Ordering

[Home](#) | Welcome 1234567

Order Submitted
 Thank you, we have received your order. A confirmation email will be sent to the lead contact. Tests will be despatched to your school before testing begins.
 If you have any questions, please contact the Test Order Helpline on *helpline phone number here* or by email at wjeto@nationaltests.cymru.
[Return to home](#)

The order process is now complete and the number of tests ordered will be confirmed by e-mail.


 National Test Ordering

National Reading and Numeracy Tests in Wales

Order Summary
 Order Date: 12/12/2023
 Order Ref: 123456789


Reading Tests

Year Group	Number of Schools	Number of Tests per School	Total Number of Tests
Y1	10	10	100
Y2	10	10	100
Y3	10	10	100
Y4	10	10	100
Y5	10	10	100
Y6	10	10	100

Numeracy Tests

Year Group	Number of Schools	Number of Tests per School	Total Number of Tests
Y1	10	10	100
Y2	10	10	100
Y3	10	10	100
Y4	10	10	100
Y5	10	10	100
Y6	10	10	100

A summary of your order will also appear on screen by following the 'Return to home' link and clicking the


 button.