

# NOCTI

## Job Ready Assessment Blueprint

### Early Childhood Care and Education



Test Code: 3016 / Version: 01

**“Measuring What Matters”**

## Specific Competencies and Skills Tested in this Assessment:

### Program Management

- Arrange setting for child development and child care management
- Prepare and maintain materials and equipment storage
- Develop a balanced schedule or routine of activities
- Develop an effective lesson plan
- Describe a variety of transition-time activities
- Recognize laws and regulations that pertain to licensing
- Identify recordkeeping and clerical functions in a child care setting



### Professionalism

- Explain the procedure for reporting child abuse and neglect
- Identify employability skills
- Identify resources for professional development
- Explain the role of a child advocate
- Describe the importance of confidentiality
- Describe the components of a professional portfolio or resume

### Observation and Documentation of Learning

- Observe and record children's developmental learning
- List basic observation techniques
- Communicate and interpret observation results

### Health and Safety

- Identify safety hazards in and around the child care setting
- Identify symptoms of common childhood diseases
- Describe universal precaution
- Explain rest and relaxation techniques
- Explain the importance of nutritionally balanced meals and snacks

## ***Specific Competencies and Skills continued:***

### **Cognitive Development**

- Explain cognitive development stages and how they correlate to social, emotional, and physical development
- Describe equipment that promotes cognitive development
- List learning opportunities and conditions that develop creative/critical thinking
- Recognize the factors that impact brain development
- Identify examples of cognitive development



### **Language Development and Communication**

- Describe the stages of language development
- Describe strategies to encourage expressive and receptive language
- List materials that encourage and support literacy skills
- Demonstrate effective literacy strategies
- List various methods of story presentation
- Describe the factors affecting language development

### **Physical Development**

- Explain the stages of fine and gross motor development
- Describe strategies and conditions that encourage physical development
- Select age-appropriate indoor and outdoor play equipment for physical development
- Describe the effects of play on children's physical development
- Explain how physical development correlates to social, emotional, and cognitive development
- Explain sensory development and supporting materials

### ***Specific Competencies and Skills continued:***

#### **Social and Emotional Development**

- Discuss teaching techniques that encourage the development of a positive self-concept
- Describe the stages of social and emotional development of children
- Discuss caregiving techniques that develop social skills
- Identify techniques for conflict resolution

#### **Creativity**

- List strategies for promoting creativity
- List materials and equipment that encourage creative development
- Explain strategies for presenting creativity

#### **Culturally Relevant Care and Education**

- Explain the importance of a multicultural curriculum
- List strategies to foster a positive cultural identity
- Describe ways to incorporate children's home language

#### **Inclusion of Children with Special Needs**

- Identify concerns and basic rights of special needs children
- Describe how to adapt the learning environment to accommodate special needs
- Identify alternative forms of communication



***Specific Competencies and Skills continued:***

**Positive Adult-Child Relationships and Guidance**

- Demonstrate positive adult-child communication
- Identify positive guidance techniques
- Describe how rules and supervision should be set and managed
- List strategies to promote self-help skills

**Positive Relationships with Families**

- Describe the importance of cooperative relationships with families
- Identify methods of parental involvement
- Describe the components of effective parent communication

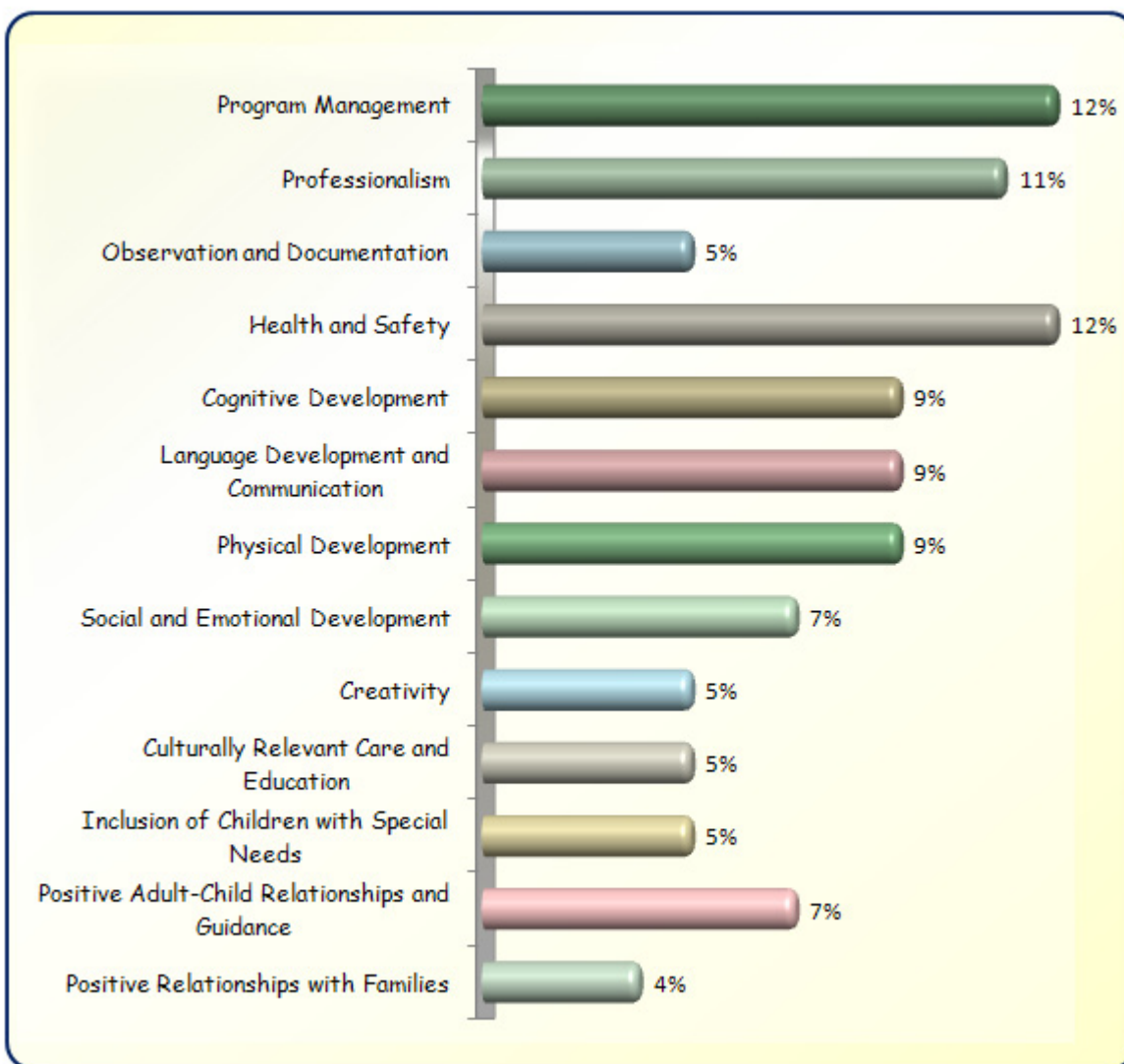


### Written Assessment:

Administration Time: 3 hours

Number of Questions: 190

### Areas Covered:



## Sample Questions:

Long, open areas in a classroom invite children to

- A. form lines
- B. run
- C. walk
- D. play quietly

Children first solve problems through the process of

- A. thinking them through
- B. using trial and error
- C. following abstract directions
- D. seeking peer help

As children grow, the first muscles to develop are

- A. large muscles of the leg
- B. small muscles of the hand
- C. small muscles of the feet
- D. large muscles of the trunk

Rhythm instruments encourage children to

- A. listen to music
- B. classify jobs
- C. experiment with sounds
- D. sing songs and dance

Non-traditional, blended, and extended are forms of family

- A. dysfunction
- B. functions
- C. structures
- D. values



## Performance Assessment:

**Administration Time:** 2 hours

**Number of Jobs:** 6

### Areas Covered:

**11% Demonstrate Washing of Caregiver's Hands**

Washing hands, and timeliness of job.

**19% Arrange a Room**

Traffic patterns, room arrangement, toys and materials, quality of graphic, and timeliness of job.

**25% Prepare a Lesson**

Theme and lesson plan consistency, developmental area and objective stated, listed appropriate equipment and materials, written introduction and procedure, open-ended questions, back-up activity listed, resource listed, legibly written, and timeliness of job.

**17% Storytelling**

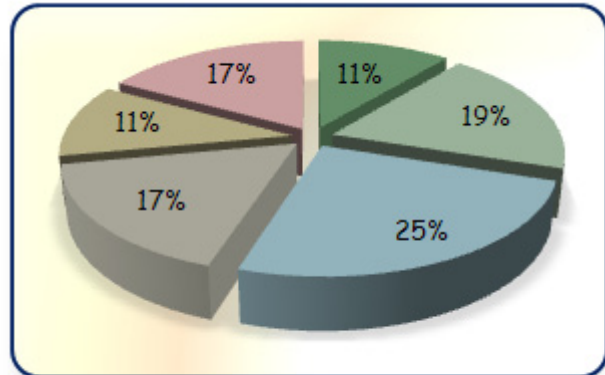
Book selection and verification, story or book introduction, presentation techniques, group interaction, and timeliness of job.

**11% Gross Motor Stretching Activity**

Stretching activity, and timeliness of job.

**17% Present a Lesson Plan**

Attention getting technique (introduction), clear instructions for children (introduction), use appropriate equipment and materials, professionalism, lesson plan followed, and timeliness of job.




**Sample Job:** Prepare a Lesson Plan

**Maximum Time:** 45 minutes

**Participant Activity:** The participant will develop a lesson plan and prepare the lesson to be presented to preschool children. The number of preschool children will be determined by the evaluator.

The participant will choose from a list of themes given and using the resources and materials provided, develop a lesson plan.

Participant will be evaluated on the completeness of the lesson plan, the clarity of purpose or goal, developmental appropriateness, and neatness and accuracy of the plan.

Letter Aa color Red  Number 1 Shape Circle O

Our Theme: Welcome Week

	Monday	Tuesday	Wednesday	Thursday	Friday
Circle Time	Welcome & get to know all of our new classmates	Establish our CLASS rules	DISCUSS How we do our homework	What things are Red in our class?	Upper case Lower case- what does it mean?
Language Arts/Writing	A Beka Manuscript page 1	Draw names from hat & find out who it is for	Practice writing our names	Dot to Dot A'S	A Beka Manuscript page 2
Math Science Social Studies	Cutting & gluing red circles	A Beka ABC-123 page 1	Hair Color Chart (w/ paper plates)	A Beka ABC-123 page 19	Apple oxidation experiment
Arts & Crafts	Color hearts for "hurting hearts" story	-Red- Q-tip painting	Colored pencils Make a welcome card for a new friend	Spool Tracings (circles)	Free Style water colors @ easel
Curriculum Enhancement	Computers	Spanish	Homework: A Beka ABC-123 p. 21	Spanish	Computers Show & Tell

Use credit pending

Bring something red