

Dear Proctor,

Thank you for devoting your time to proctoring a student for the RUN Test. Please read the following instructions carefully, as they unambiguously define the rules of the contest.

There will be three sections: Relays, Ultimate Challenge, and Number Sense.

1. **Number Sense:** Print out a copy of the Number Sense problems. **Do not print double-sided.** There will not be an answer sheet; students will have to write their answers to the LEFT of the problem number. There will be 20 minutes to solve 75 problems. The problems are classified into 2 sections: an easier section with 40 problems, and a harder section with 35 problems. Suggested time is 12 minutes for the easier section and 8 minutes for the harder section, although this suggestion is not mandatory. You may give time warnings at 3 minutes and at 15 seconds. After the student finishes the test, you should grade it. Each correct answer is worth 1 point; all other answers are worth 0 points. Only answers in the form provided in the answer key will be marked as correct.
2. **Relays:** Print out a copy of the Relays problems. There will be three pages. **Do not print double-sided.** In each relay, there will be four problems. There will also be a designated answer sheet for answers. Each relay will be conducted in 15 minutes. You may give time warnings at 3 minutes and at 30 seconds. In each relay, the first problem is worth 5 points, the second is worth 6 points, the third is worth 7 points, and the fourth is worth 7 points.
3. **Ultimate Challenge:** Print out a copy of the Ultimate Challenge problems. There are three problems. Prepare three to five pages of blank scratch paper. The student must show work and justification on the scratch paper only and specify which problem he or she is attempting. See next page for an example answer sheet.

The tests may be taken in any order, although it is RECOMMENDED that the student take Number Sense, Relays, and Ultimate Challenge in that order. Once the tests are graded, you may give the student his or her results. Do not accept appeals or protests from the student unless there is a blatant grading mistake. When grading is complete, please submit using the Google Forms provided.

Thank you for your time and may your student perform well.

Sincerely,
Kevin Ren
Curriculum Developer for PTMS Math League