

Ohio's State Tests and Ohio English Language Proficiency Assessment Practice Site Guidance Document

Updated February 9, 2018

This document covers the following information:

- What's new for 2017-2018
- About the tests and items
- Signing in to the Practice Site and Selecting Available Features
- Student Practice Site:
 - Toolbar Overview
 - Navigation
 - Items that are Part of a Cluster
 - Test Progress Indicator
 - Toolbar Buttons
 - Item Features and Additional Tools

What's New for 2017-2018

- Writing Tools
- Text-to-Speech and Text-to-Speech Tracking
- o Paginated Stimuli
- o Screen Reader Mode
- o Ending the Test

Practice Tests and Item Release Tests

The online practice tests have been updated for all grades and subjects (except physical science tests). These updates include a few new items replacing old items on mathematics, science (except physical science) and social studies tests.

Additional items have been released from spring 2015 and spring 2016 science and social studies tests and have been added to the respective item release tests on the site. The 2015 tests now represent the entire test content given in spring 2015. Although grades 4 and 6 social studies will no longer be assessed during state testing, practice tests and item release tests will still be available as a resource to students and educators.

Spring 2017 item release tests for all grades and subjects (except physical science tests) are available.

New Student Login Feature

Students now have the option to log into the practice test site with their first name and SSID as they do for operational tests. This feature is optional and requires the student first name and SSID to match what is entered in TIDE. This new feature allows:

- Districts to more closely simulate the day of testing experience, by having students log into the Practice Test Site as they would with the Secure Browser.
- Districts to confirm that student information is entered in TIDE correctly and verify that students are able to successfully login before test day.
- Test administrators to better track practice sessions in the TA Practice Site by listing the students logged in to their practice session.

This feature requires student information be entered in TIDE via pre-ID file upload or manual entry. All student information in TIDE is removed at system rollover at the beginning of the school year. Districts must add student information to TIDE after TIDE reopens for 2017-2018 for this feature to function.

Timer Feature

The Ohio's State Tests practice tests now include a test clock on the top right of the toolbar within the student practice site. This feature is not available for OELPA tests.

The test clock displays a clock icon and the amount of time that has elapsed while the student is in the test. The test clock will not be displayed nor count the time when the student is on log-in pages, awaiting approval or on the review page. The test clock setting is on by default but can be turned off on the Choose Settings page. If the test clock setting is on, the student can select the test clock on the top right of the student practice site to hide the time elapsed; selecting the test clock again will display the elapsed time spent on the test. If the student logs into a practice session established by a test proctor, the TA Practice Site will display a time column in the Students in Your Test Session table. This column displays the **approximate** time that the student has been testing. The time column does not count the time when the student is on log-in pages, awaiting approval or on the review page.

Item Scoring

The practice tests will feature real time item scoring to allow students immediate feedback on each item. The item score shows how many points were earned for the student's response, how many points are possible for the item and information about why the student's response was correct or incorrect. A summary report at the end of the practice tests, on the "Your Results" page shows the student how they did on each item. No test score will be provided (e.g., no scale score, no performance level) on the practice tests. The item scoring information will not be available for Test Administrators. This feature is only available for practice tests. It is not available for item release tests or OELPA tests.

Desmos Calculator

Beginning with the 2017-2018 school year, the Ohio's State Tests will use Desmos as the online calculator. The previous calculator versions will no longer be available on the tests or under the Student Practice Test resources. Practice tests that have the calculator tool have been updated to provide students with the Desmos calculator. The Desmos calculators are also available in the Student Practice Resources folder on the Ohio's State Tests portal.

About the Tests and Items

The practice site offers several tests to help prepare for the Ohio's State Tests and the Ohio English Language Proficiency Assessment (OELPA). The available tests include practice tests and released item tests. This site and the tests can be accessed from the home page of the <u>portal</u>. Look for the Practice Tests icon.

Students will see the types of questions that Ohio may administer online. Additionally, the online tests give students the opportunity to navigate through the online testing system, use the available tools and features and familiarize themselves with the testing experience. Test takers will receive item scores when taking practice tests. Item scores are not available on item release tests or OELPA tests.



For educators, the tests provide an opportunity to review examples of how Ohio's Learning Standards may be assessed.

Practice Tests

The Ohio's State Tests online practice tests are organized by grade level and end-of-course test. The OELPA online practice tests are organized by grade band. <u>Scoring guidelines</u> are also available. They include additional information about each question, such as alignment to the standards; an answer key and rubrics; and sample exemplar responses.

Released Item Tests

The Ohio's State Tests released items are organized by grade level and end-of-course test. <u>Scoring guidelines</u> are also available. They include additional information about each question, such as alignment to the standards; an answer key and rubrics; and sample exemplar responses.

See the screen shots and information below for guidance on signing in to the Practice Site as a guest and the available features that users will select on the Choose Settings page.

ning in to the Practice Site and Selecting A	vailable Features
✔ Guest User	 Step 1. Users can either sign in to the Practice Site using the "Guest User" access or b unchecking the box next to "Guest User" and entering the student's "first name" and "student ID" as it is entered in TIDE. There is no limit to the number of time a user can sign in and review the practice tests and released items. Test proctors who wish to practice establishing a test session will use the <u>Test Administrator (TA) Practice Site</u> available on the portal. Authorized user accounts are required. If you need a user account, talk with your test coordinator. Users can sign in to a practice session established by a test proctor but are not required to do so. Users can use the pre-selected guest session to sign in.

able Features
 Step 2. On the "Is This You?" page, select the grade that corresponds with content you wish to access: KG = Kindergarten ELPA21 Grade 1 = Grade 1 ELPA21 Grade 2 = Grade 2-3 ELPA21 Grade 3 = Grade 3 English language arts, mathematics and Grades 2-3 ELPA21 Grade 4 = Grade 4 English language arts, social studies, mathematics and Grades 4-5 ELPA21 Grade 5 = Grade 5 English language arts, science, mathematics and Grades 4-5 ELPA21 Grade 6 = Grade 6 English language arts, social studies, mathematics and Grades 4-5 ELPA21 Grade 6 = Grade 6 English language arts, social studies, mathematics and Grades 6-8 ELPA21 Grade 7 = Grade 7 English language arts, social studies, mathematics and Grades 6-8 ELPA21 Grade 8 = Grade 8 English language arts, science, mathematics and Grades 6-8 ELPA21 Grade 8 = Grade 8 English language arts, science, mathematics and Grades 9, 10, 11, 12 = American government American government American distory Biology Physical science English language arts I Algebra Geometry Integrated math I Integrated math I Integrated math II Grades 9-12 ELPA21 IMPORTANT: If using the student's first name and SSID to login, the student will not be able to select a grade. The tests available to the student in the Practice Test Site will be based on the student's enrolled grade in TIDE.

Signing in to	the Practice	Site and Selecting	Available Features

Your Tests Select the test you need to take.	
English language arts	
Start G4 English language arts Spr17 Released Items	Start G4 English Language Arts Practice Test
Start G4 English language arts Spr16 Released Items	
Mathematics	
Start G4 Mathematics Spr17 Released Items	Start G4 Mathematics Practice Test
Start G4 Mathematics Spr16 Released Items	
Social Studies	
Start G4 Social Studies Practice Test	Start G4 Social Studies Spr15 Released Items
Start G4 Social Studies Spr16 Released Items	
OELPA Practice Tests	
Start Grades 4-5 ELPA21 Practice Test	
Next Step: If you do not see the test you need to take, notify your T	est Administrator and select Back to Login.
Back to Login	

Step 3.

On the "Your Tests" page, options are available based on the enrolled grade selected. If using the student's first name and SSID to login, the student will not be able to select a grade. The tests available to the student in the Practice Test Site will be based on the student's enrolled grade in TIDE. See the introductory section for more information on the types of tests available.

Click on one of the options to get started.

Opportunities to visit this page are unlimited and the options will reset each time a user revisits this page.

اً یا General Testing Tools		
Strikethrough	000	ON
Highlighter	000	ON
Masking	00	ON
Test Clock	000	ON
Reading Tools		
Paginated Stimuli	000	ON
Text-to-Speech		None
Line Reader	00	ON
TTS Tracking		OFF
Visual Tools		
Color Choices		Black on White (default)
Mouse Pointer		System Detault
Screen Reader Mode		No default zoom applied
r init size		No dolada 200m appiled
Other Tools		
Permissive Mode		OFF
Language		English
Cham.		
Step.		ent text, shaara Ca Baala

Step 4.

On the Practice Site, if using the "Guest User" login, users have the option of selecting among several different features on the Choose Settings page. If users login to the Practice Test Site using the student first name and SSID information, students will not have the option to select these features. The features must be marked by test coordinators or test proctors in TIDE or the TA Practice Site Interface.

For the operational tests, students will not have the option to select these features. For operational testing, the features must be marked by test coordinators or test proctors in TIDE or the TA Interface.

General Testing Tools

Desmos Calculator: This calculator is offered on tests with the calculator feature available. This tool is described later in this document.

Masking: This tool is described later in this document.

Highlighter: The default setting is on for all tests. This tool is described later in this document.

Strikethrough: The default setting is on for all tests. This tool is described later in this document.

Test Clock: The default setting is on for all Ohio's State Tests. This tool is described later in this document.

Reading Tools

Line Reader: The default setting is on for all tests. This tool is described later in this document.

Paginated Stimuli: This feature allows a student to read a passage by "flipping" pages. This eliminates vertical scrolling on passages. By default, this is "on" for English language arts and social studies. This feature is not available for mathematics or science and cannot be used with Screen Reader Mode.

Text-to-Speech: Text-to-speech will only play in the secure browser or app; this tool is described later in this document.

Text-to-Speech Tracking: Add-on feature for use with text-to-speech; this tool is described later in this document.

Choose Settings: Review the following test settings. You can change the options, if necessary.		
G3 English Language Arts Practice Test		
General Testing Tools		
? Strikethrough	€ ON	
? Highlighter	8 ON	
Masking	8 ON	
? Test Clock	on	
Reading Tools		
Paginated Stimuli	8 •	
? Text-to-Speech	None -	
? Line Reader	€ ON	
? TTS Tracking	OFF	
Visual Tools		
Color Choices	Black on White (default)	
? Mouse Pointer	System Default 🔹	
? Screen Reader Mode	OFF	
Print Size	No default zoom applied 🔹	
💥 Other Tools		
Permissive Mode	OFF	
2 Language	English	
Next Step: To test with these settings, choose Select. To select a dif Select Go Back	fferent test, choose Go Back.	

Visual Tools

Color Choices: Users can select from a range of text and background colors. Defaults to Black on White.

Mouse Pointer: Users can select from a range of mouse pointer sizes and colors. Defaults to the system default for the device being used.

Print Size: The default print size is approximately 12 point; other sizes (levels 1-4) scale up.

Screen Reader Mode: This mode is intended for students who use screen readers and is described later in this document. This mode is not available for all tests and cannot be used with Paginated Stimuli.

Other Tools

Language: English and Bilingual English-Spanish are available for all grades in mathematics, science and social studies practice tests and released item tests. English language arts items are never translated.

Permissive Mode: For those few students with disabilities who need to use specialized software or assistive technology in the secure browser, permissive mode enables them to do so. Users can enable Permissive Mode on the Practice Test Site to verify the assistive technology will work with the Secure Browser. Test Coordinators need approval from the Department to enable this for operational tests. For additional information, refer to the Assistive Technology Guidelines in <u>Ohio's Accessibility Manual with Appendices</u>.

Accommodation Codes

Accommodation Codes: For students who are eligible to receive accommodations on a test. The accommodation codes do not turn on or off any features in the Practice Test Site. All students have "none" as the default and the codes available vary by test.

Choose Settings: Review the following test settings. You can change the options, if necessary.				
G3 English Language Arts Practice Test				
General Testing Tools				
Strikethrou				
Highlight	hter 💡 ON			
Maski	king 💡 ON			
Test Clo	lock 🖇 🛛 ON			
Reading Tools				
Paginated Stim	muli 🖇 🛛 🔊			
Text-to-Spee	eech None -			
3 Line Read	ader 🔮 ON			
? TTS Tracki	king OFF			
Visual Tools				
Color Choice	ices Black on White (default)			
O Mouse Point	inter System Default •			
Screen Reader Mo	lode OFF			
Print Si	Size No default zoom applied -			
🕅 Other Tools				
Permissive Mo	Iode OFF			
Zangua	age English 👻			
Next Step: To test with these settings, choose Select. To select a Select Go Back	a different test, choose Go Back .			

Step 5.

After selecting features on the Choose Settings page and clicking [Select], the "Is This Your Test?" page gives users the opportunity to confirm their selections.

If the correct features are listed, click [Yes].

If the correct features are not listed, you can select [No] and you'll be re-directed back to the sign in page.

Text-to-Speech is Not Available Text-to-Speech is not available on the browser and/or platform that using a supported secure browser.	REMINDER: Text-to-speech is only available to users who are accessing the Practice Site through a browser that supports TTS.
Continue Log Out	Users who select the text-to-speech feature and access the Practice Site from a Web browser which does not support TTS will see the "Text-to-Speech is Not Available" message. These users can [Continue] to the Practice Site, but the text-to-speech feature will not be available.
Instructions and Help Source and select the question mark button to access this Help Guide at any time during your test. Simple Test Page Image: Image	Step 6. The last page users see before the first test question loads is the "Test Instructions and Help" page. Students have access to this page throughout the test by clicking the regiment of the toolbar. Click [Begin Test Now] to load the first test question.

Student Practice Site

The sections that follow describe elements of the Student Practice Site and explain how the system works.

Toolbar Overview								
The image below displays a sample toolbar for the physical science tests. I test.	Note tha	t the button	s may v	ary as the	e stude	ent navigat	es throug	gh the
Questions: 4 - Physical Science Practice Test (0 out of 24) GUEST, GUEST (SS	ID: GUES	T) TEST-414	40-1		0 (04:40		?
\leftarrow \rightarrow \blacksquare \blacksquare \blacksquare	Ħ		(XY ²)			\bigcirc		۹
Back Next Save Pause End Test	Masking	Periodic Table	Formula	Calculator	Notes	Line Reader	Zoom Out	Zoom In
The image below displays a sample toolbar for a grade 4 social studies tes the test.	it. Note t	nat the butte	ons ma <u>y</u>	y vary as	the stu	ident navig	ates thro	ough
Questions: 1 - G4 Social Studies Practice Test (0 out of 24) GUEST, GUEST (SSID: GU	EST) TEST-2	2DA2-1		O	04:40		?
				Ħ		\bigcirc		۹
Back Next Save Pause End Test				Masking	Notes	Line Reader	Zoom Out	Zoom In



Test Progress Indicator	
G4 Social Studies Practice Test (0 out of 24)	The test progress indicator (# out of #) shows the student how many questions he or she has responded to out of the total number of questions. IMPORTANT : The operational Student Testing Site and the Practice Site do not determine whether the response is complete, only that the student has taken sufficient action to signal that the student has attempted a response.

Items that are Part of a Cluster

Navigation for questions that are part of a cluster, meaning the questions share a common stimulus, is slightly different. The "cluster" is available in the question's drop-down menu (e.g., Questions: 7-10). Students can navigate forward by clicking [Next]. They also can click the question numbers that appear between the test question and the toolbar. In the example below, the individual question numbers associated with the stimulus are available on the right and are highlighted with the red box. This layout allows students who have run a simulation to see their results as they move forward through the associated questions.

Questions: 7 - 10 - G8 Science EOY (4 out of 18) GUEST, GUE	T (SSID: GUEST) 04:40 ?
Back Next Save Pause	Notes Line Reader Zoom Out Zoom I
7	8 9 10
A farmer grows flowering bushes. The bushes have red, white, or red and white flowers.	8
Calast two narouts to sugar and then alists Start The	Use the simulation to perform an investigation to determine the flower color

Toolbar Buttons	
?	Click the question mark inside the circle at the top right of the toolbar to reach the "Test Instructions and Help" page.
0 01:10	Unless the test clock setting is turned off, students will be able to view the test clock to determine how much time has elapsed on the test. Students can select the clock or time to hide the time displayed next to the clock and select the icon again to display the time. Since the test clock does not count the time spent logging in, awaiting approval, or on the review screen, the test clock will not be displayed on these pages.
Zoom Out Zoom In	Students use the [Zoom Out] and [Zoom In] buttons at the top right to decrease and increase the size of the text and graphics on the page. If students require a larger default size, this can be preset.
Save	The operational Student Testing Site and the Practice Site do not immediately capture each individual typed character in some item types. [Save] ensures the response is committed. Although the [Save] button is available for some items, it is not a requirement to save an item. Other actions, such as moving forward to the next question, save the response. Please note that the Student Practice Site does not save any responses upon sign-out.
Pause Attention Are you sure you want to pause the test? Ask your Test Administrator before pausing your test. [Message Code: 10899] No Yes	The Student Practice Site is set up to simulate the test-taking experience for operational tests. Thus, the message that displays when the student clicks [Pause] is the same message that will appear on operational assessments. Please note, however, that unlike the operational site, the Student Practice Site does not save any responses upon sign-out. Clicking [Pause] then [Yes] signs the student out of the test.

Toolbar Buttons	
	Students in grades 4-5 have access to a formula sheet for all mathematics items.
	Students in grades 6-7 have access to a formula sheet for all mathematics items and a calculator for some mathematics items.
Periodic Table Formula Calculator	Students taking the grade 8 mathematics test or a high school mathematics test have access to a calculator and formula sheet for all items.
	Students taking the physical science test have access to the periodic table, a formula (reference) sheet, and a calculator for all items.
Image: Notes Image: Notes Image: Notes Image: Notes	In order for the test clock, masking tool or line reader tool to be available on the Practice Site toolbar, the appropriate setting must be turned on under Choose Settings. If one of these tools is off on the Choose Settings page, the tool will not display in the toolbar. For operational tests, these tools will be turned "on" by default for all students. Districts that feel one of these tools is distracting to students may
O 01:10	elect to turn it off.
Masking Notes Line Reader Zoom Out Zoom In	When the masking or line reader tools are on, their buttons change color.

Toolbar B	olbar Buttons							
C	DFF	ON 🔲	Masking allows students to "cover" an area of the item so they can focus on certain item elements. There are several things to note about the masking feature:					
7 A student records the	Masking ecords the hours of darkn average temperature for	Masking mess of certain days in the year and those days in the data table.	 While it is turned on, with each click and drag, the student is creating a new "mask." To stop creating masks, the student must click the masking tool button, which will turn the feature off. While creating the mask, the student will see a box with a dashed outline and 					
	Student Observati	ons for a City in Ohio	a transparent fill. When the student releases the click, the box will be a nearly opaque dark gray.					
Which state	Hours of Darkness 11.25 11.66 12.66 12.91 13.75 14.08 ement explains the trend so	Average Temperature (°F) 68.0 62.6 57.2 200 48.2 42.8 seen in the table? warmer temperatures.	 Once the mask (the dark gray box) is created, it cannot be moved or manipulated. To remove the box, the student must click the X in its top right corner. If a student advances to the next item, the mask will not be present if the student returns to the item that had the mask. Students should not try to place a mask near response boxes. The operational Student Testing Site and the Practice Site will prevent the student from creating the mask and the outline that appears before the mask is created will drag around the screen but will not create the masking box. 					
Notes	Notepad My notes An A Whice C C C C Cancel Sa	or ave and Close	 The [Notes] button brings up an online notepad that students can use to type notes while testing. The Notepad pops up in front of the test question. The student must click [Save and Close] to preserve notes for future reference as he or she takes the test, or [Cancel] to close the pop-up window without saving notes. The [Notes] button is available on every item, and by clicking it students can access notes that were recorded and saved at any point during the active test session. If a student clicks [Pause] and signs out of the Student Practice Site, notes are no longer available when the student signs back in. When taking tests operationally, student notes will be saved. IMPORTANT: Students cannot copy and paste notes from the Notepad to an item's response space. Notes taken in the notepad are not scored or reported. 					

Toolbar Buttons OFF ON Line Reader Line Reader The line reader tool highlights text for students as they read. To activate the tool, students will click the [Line Reader] button. The diagram shows a portion of a stream It is suggested that students use the up and down arrows on their keyboards to from above. Predict how the banks of the move the line reader tool from line to line. stream will change over time. A. Move an image into the blank box to Students can also click each line to highlight it with the line reader. Students should be cautious when doing so, however, because if they click on a response option with show what bank A will look like over the line reader, the option they click could be selected (e.g., the multiple-choice option letter will be darkened). The line reader tool cannot be used on graphics. The diagram shows a portion of a stream from above. Predict how the banks of the To remove the line reader's highlighting, students should click the [Line Reader] stream will change over time. button.

Item Features and Additional Tools

A. Move an image into the blank box to show what bank A will look like over

Test questions are numbered on the left.

To the top right of an item, test takers will see three horizontal bars, or the **context menu**. The context menu includes a listing of available item tools.

Item Features and Additional Tools Click on the **context menu** (three horizontal bars) to see available options. Note that options will vary by item. In this example, the item has two available tools: Tutorial and Mark for Review. Tutorial *i*) Mark for Review I'm going to show you how to take this part of the test. Select "Tutorial" from the context menu to see a short clip on how to answer the item type. Students can also "right-click" to access the item type's tutorial. Evidence-Based Selected Response Item Tutorial **IMPORTANT:** The tutorials do not have audio. This question type requires you to answer a two part question. II (S)



Marking Items for Review

Students who wish to mark items for later review can select "Mark for Review" from the context menu. Alternatively, they can "right-click" on the item and select "Mark for Review."

After marking an item for review, the item number display shows a "folded corner" mark.

Additionally, after marking an item for review, "(marked)" displays next to the item number in the Questions drop-down menu.

Lastly, when the student reaches the end of the test and is given the oportunity to review his or her responses, marked items are noted with a flag and checkmark.

To unmark an item, select "Unmark Review Item" from the context menu or right click and select "Unmark Review Item."



Score Item

IMPORTANT: Item scoring is not available for constructed response items. This feature is only available for practice tests. It is not available for item release tests or OELPA tests.

Students who wish to receive feedback on how they responded to an item can select "Score Item" from the context menu. Alternatively, they can "right-click" on the item and select "Score Item".

After selecting "Score Item", a pop-up will display scoring results for [item number], how many points were earned for the student's response, how many points are possible for the item and information about why the student's response was correct or incorrect.

Some item types, such as two part questions, will display more than one Scoring Criteria and Your Answer boxes.

Item Features and Additional Tools

Wh Ear	ich phenomenon is caused by the same force that cau th?
A	Earth orbits the su 👔 Tutorial
B	Sunlight travels to 🏴 Mark for Review
C	The tails of comet
O	A compass needle points to the North Pole of Earth
2 Wł Ear	nich phenomenon is caused by the same force that cau
2 Wi Ear	nich phenomenon is caused by the same force that cau rth? Earth orbits the sum
2 Wi Ear	nich phenomenon is caused by the same force that cau rth? Earth orbits the sum Sunlight travels to the p Mark for Review
2 WI Eat	hich phenomenon is caused by the same force that cau th? Earth orbits the sum Sunlight travels to the p The tails of comets point away from the sum

Strikethrough or Eliminate Answer Choices

In order for the **strikethrough** option to be available on the Practice Site, the appropriate setting must be turned on under Choose Settings. If the strikethrough settings is off on the Choose Settings page, the strikethrough option will not display in the context menu. For operational tests, strikethrough will be turned "on" by default for all students. Districts that feel that this setting is distracting to students may elect to turn it off.

On multiple-choice items, students can strikethrough answer choices. To strikethrough an answer choice, right click the answer choice or select "Strikethrough" from the context menu and select an answer choice to strikethrough.

Students can undo the strikethrough using the same steps.

Item Features and Additional Tools

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 As a result of the changing nature of work during the time period following the fively War, some members of the working class formed unions to address work-related issues. A. Identify the problems that represent the common labor movement demands during the investigation of the work of the work of Review hat unions which the problem by moving the correct solutions into the blank boxes. Be sure to move the solution next to the As a result of the changing nature of work during the time period following the fivel working class formed unions to address work-related issues. A Identify the problems that represent the common labor movement demands which are provided by the problem by moving the correct solutions into the blank boxes. Be sure to move the solution next to the As a result of the changing nature of work during the time period following the fivel war, some members of the working class formed unions to address work-related issues. A. Identify the problems that represent the common labor movement demands of the working class formed unions to address work. B. Then, ide the problems that represent the common labor movement demands of the working class formed unions to address work are to move the solution next to the problem by moving the correct solutions into the blank boxes. Be sure to move the solution the total work to the problem by moving the correct solutions into the blank boxes. Be sure to move the solution next to the problem by moving the correct solutions into the blank boxes. Be sure to move the solution next to the problem by moving the correct solutions into the blank boxes. Be sure to move the solution next to the problem by moving the correct solutions into the blank boxes. Be sure to move the solution next to the problem by moving the correct solutions into the blank boxes. Be sure to move the solution next to the problem by moving the correct solution into the blank boxes. 	Highlighting In order for the highlighting option to be available on the Practice Site, the appropriate setting must be turned on under Choose Settings. If the highlight settings is off on the Choose Settings page, the highlighting option will not display in the context menu. For operational tests, highlighting will be turned "on" by default for all students. Districts that feel that this setting is distracting to students may elect to turn it off. Students can select text and right click to highlight it. Additionally, they can select text then the context menu to highlight their selection. Right click or click on the context menu for the option to reset highlighting.
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Writing Tools



Some mathematics, science and social studies items require students to write/type responses and include writing tools.

IMPORTANT: English language arts tests do not have this tool bar available for

When the toolbar is present, students have access to

- [B] bold, [I] italics, and [U] underline. Press the $[T_x]$ button to undo formatting.
- numbered lists, bullet lists, and indent text features.
- cut, copy, and paste tools, as well as options to undo and redo. The copy, cut and paste tools only work within the response space. Text from outside the response space cannot be copied into the response space.
- a spellcheck tool (see below for more details).
- a button to insert special characters.
- a context tool to select previous versions for Text Response items (see below for more details). This tool is available for English language arts writing items.

Writing Tools

B	7		T	1=	•=		-==		B	ß	4		ABC	
Onen	- egati	ve c	=×	2=	•=	inter	il=	high	way	grou	- vth			22
One n	cgau	ive e	onsee	quene	. 01	inci	state	mgn	way	grov	vui			
B	I	U	<u>I</u> _x	1= 2=	0 == 0 ==	÷1E	: 	X	6		4	1	ABC	Ω
One n	egati	ve <u>o</u>	onsec	quenc	of	inter	state	high	way	grov	vth			
В	Ĩ	U	<u></u> <i>∎</i> ×	1=	- 0	= •			X	6	Ē	*	*	ABC
One n	ega	tive	cons	eque	<u>nc</u> c	of in	terst	ate h	ighv	vay	grov	vth		
				con	sequ	ence								
				con	sequ	ent								
				sea	uenc	ina								

Spell check

Spell check is available for some mathematics, science and social studies items that require a student to write/type a response. <u>Spell check is not available for the</u> <u>English language arts tests</u>. Unlike some word processing programs, the operational Student Testing Site and the Practice Site do not automatically highlight misspelled words as the student types.

Students must click the ABC button to check spelling. Misspelled words will turn color and be underlined. While the spell check is on, students cannot edit the response.

By clicking on the misspelled word (do not right click), a list of options will display. The student can select one of these options to replace the misspelled word.

To resume editing the response, the student must unclick the ABC (spell check) button.

Writing Tools

	=	Select Previous
Select Previous Versi	 Tutorial Mark for Review Select Previous Version 	To view and rest click on the Sele responses appea
Version 3 Version 2 Vorsion 1	This is my draft response.	For example, if s enter new text, th To recover a pre Click on the Sele Previous Versior the left panel. Select a response response appear Click Select . The
Cancel Select		Note: This student or any other pausing o Version w

Version

ore responses previously entered for a Text Response question, ct Previous Version option from the context menu. A list of saved ars.

tudents type a response, click **Save**, delete the response text, and ney can use this tool to recover the original response.

viously-entered response:

ect Previous Version option from the context menu. The Select window appears, listing all the saved responses for the question in

se version from the left panel. The text associated with that rs in the right panel.

e selected response appears in the text box for the question.

s tool is only available for Text Response guestions. If the test administrator pauses the test or the test is interrupted for reason (e.g., power outage), any responses entered prior to r interruption will no longer appear in the Select Previous indow.

Text-to-Speech and Text-to-Speech Tracking							
	Text-to-speech is an accessibility feature that speaks aloud words in test questions and descriptions of graphics. It is available only to users accessing the Practice Site from the secure browser, secure test app, Chrome browser or Firefox browser.						
Text-to-Speech	Select "Item Stimuli Instructions and non-item pages" from the drop-down menu on the Choose Settings page. This selection allows all test elements that have been tagged for text-to-speech to be spoken to the student.						
	For operational tests, by default, text-to-speech will be turned "on" for all students taking mathematics, science and social studies tests. Districts may elect to turn it "off". Please note that Text-to-Speech is not available for the OELPA.						
Tayt to Speech Tracking	Text-to-speech tracking is an accessibility feature that highlights words in test questions as the words are spoken aloud.						
Text-to-Speech Tracking	Text-to-speech tracking is not available for most graphics, although it may be available for some (but not all) tables.						
	Use of the text-to-speech feature requires the student's device to have a voice pack installed. If the student will be testing with the Bilingual English-Spanish form, the device must have both an English and Spanish voice pack installed.						
	Students who use the text-to-speech feature on Macs, tablets and Chromebooks will use pre-installed voice packs on these devices.						
Voice Pack	AIR recommends that districts download and install the "Julie" voice pack for students who will use English text-to-speech and the "Violeta" voice pack for students who will use Spanish text-to-speech on supported Windows-based PCs. These voice packs are available in TIDE. Use of these voice packs is optional. If students prefer another voice pack that is compatible with the secure browser, they are permitted to use it.						
	IMPORTANT: Regardless of device, students should select a voice pack option that they are familiar with and that has been confirmed to work with the secure browser. Districts can access the Student Practice Site via the secure browser to check text-to-speech. Refer to the <u>Technical Specifications</u> <u>Manual</u> for a list of voice packs that have been confirmed to work with the secure browser and for more detailed guidance on voice packs for text-to-speech.						

Text-to-Speech and Text-to-Speech Tracking

Text-to-Speech Sound Check Make sure text-to-speech is working. Press the speaker button. You should hear a voice speak the following	Students who are accessing the Student Practice Site using the secure browser or app will see this page after the "Is This Your Test?" page.					
being read aloud."	The "Did you hear the English text?" page allows users to verify their audio for text-to-speech. When clicking the green button, users should hear "This text is being read aloud."					
Sound Settings Current Voice Pack: Microsoft Anna - English (United States)	[I did not hear the voice] Make sure the computer's sound is on.					
Use the sliders to adjust the available text-to-speech settings.	[I heard the voice] Clicking this button moves the user to the Test Instructions and Help page.					
- Volume - 10	[Skip TTS Check] Clicking this button moves the user to the Test Instructions and Help page.					
- Pitch + 10 Rate + 10 Next Step:	The Sound Settings display the voice pack that will be used for text-to-speech. If more than one voice pack is installed on the computer, a dropdown will be available. Additionally, there are three slider bars that allow users to adjust volume, pitch, and rate.					
If you heard the voice clearly, choose I heard the voice. If not, choose I did not hear testing without checking text-to-speech, choose Skip TTS Check. I heard the voice I did not hear the voice Skip TTS Check	IMPORTANT : Students who access the Bilingual English-Spanish form will check their English voice pack and then move to a second sound check page to check the Spanish voice pack.					
	IMPORTANT: The text-to-speech audio does not automatically play. There are a few ways for students to have the text spoken aloud:					
	 Open the context menu and choose one of the [Speak] options. Students can also right click on the question and choose one of the [Speak] options. 					
	 [Speak Question] reads the question and graphic descriptions (if a graphic with text is part of the test question). [Speak Question and Options] reads the question, graphic descriptions (if applicable), and all the response options. 					
Listening to Text-to-Speech Audio	Note: The text-to-speech options in the context menu will vary depending on the item type.					
	Right click on a response option and choose [Speak Option] to hear that option only.					
	 Highlight a section of text, open the context menu or right click, and choose [Speak Selection] to hear the highlighted words only. Students cannot highlight specific text within a graphic. 					
	If the Text-to-Speech Tracking feature is on, words in test questions will be highlighted as they are read aloud. Words in graphics are not highlighted.					

Text-to-Speech and Text-to-Speech Tracking							
	 Students must listen for the directional cues in the text-to-speech descriptions of graphics. Although there are some general rules for descriptions, because of the variation among items and graphics, different approaches may be taken when describing the image depending on the graphic's text and presentation. 						
Items with Graphics	 Generally speaking, for graphics that do not have defined rows and columns, descriptions start with the left-most text, move from the top of the page to the bottom, and then move to elements that are to the right, from top to bottom, and so on. Items that are read in this way are described as being read "left to right, top to bottom." 						
	 Descriptions of tables and charts generally refer to column headings or row headings followed by values. The description will let the student know when elements are being read in columns or in rows from left to right, or from top to bottom. 						
	 Descriptions of graphs with axes will refer to the horizontal axis and vertical axis. 						
	 Some descriptions may state that words in graphics will be read in a clockwise order. 						
	The system will not read aloud texts associated with simulations.						

Paginated Stimuli

This feature is available for English language arts and social studies. It is not available for mathematics or science. When enabled, allows a student to read a passage by "flipping" pages, similar to a book or e-reader. This eliminates vertical scrolling on passages.

IMPORTANT:

• This feature cannot be used with screen reader mode.

	Paginated Stimuli "Off"
Paginated Stimuli "On"	
The Clumsy Monkey by Evan Davis Opie was a very clumsy monkey. He loved to eat bananas, but he was too embarrassed to eat them around other monkeys, because he always slipped on the banana peels. One day, Opie's mother asked him what he wanted to eat for breakfast. Opie lied and told his mother that he wanted to eat a pineapple. After that morning, Opie's mother gave him a pineapple for breakfast every day. He had to eat	Watching in the Wild. by Charnan Simon 1 Jane Goodall knows how to watch. For more than 40 years, she has watched a group of chimparzees in Gombe National Park in Africa. What she has seen has changed the way scientists think about animals—and people. 2 Jane was 26 years old when she first went to Gombe. It was 1960, and no one had ever studied chimpanzees in the wild. Jane's plan was simple. She would travel to Africa and find some chimpanzees. Then she would sit quietly and watch them go about their lives. 3 When she arrived at Gombe, Jane could hear chimpanzees calling to each other across the valleys. She found half-eaten fruits under trees where they had fed. But she didn't see the chimpanzees themselves. They were shy! Whenever Jane came close, they ran away. 4 Jane was discouraged. But she didn't give up. If the chimpanzees didn't want her to come close, she would watch them from a distance. Every day she woke up before dawn. She put on clothes that blended in with the jungle and climbed to the top of a high, rocky ledge. Using binoculars, she sat and looked at chimpanzees— hour after hour. 5 Other people might have been bored. Not Jane! She loved watching the chimpanzees feeding in fig trees and drinking from streams. She saw how they greeted each other with hugs and kisses. She smiled at the baby chimps who perched on their mothers' backs or sat cradled in their laps. 6 Jane took notes on everything she saw. She wrote about how, at night, each chimp made a cozy nest high in the treetops. Jane watched the chimps left due next in the meeting. Thes chimped wat to the bout only seen they branches and tuck in smaller twigs. She saw mothers curu up with their babies and then sit back up to

Screen Reader Mode

This mode is available for grades 4 and 6 social studies, grade 5 science, American History and American Government, math tests and English language arts tests. It is intended for students with visual impairments and who use screenreaders. This mode changes the presentation of items. An example is shown below. Note that this mode offers a vertical presentation (rather than displaying item elements side-by-side) and offers more white space.

IMPORTANT:

- Students who have this mode turned "on" will not see animations for those item types. Instead, alternative text will display that describes the animation.
- Students who are working in this mode must use the context menu () to access tools such as text to speech (if turned on) and highlighting.
- Cannot be used with paginated stimuli.



Ending the Test If students click [Next] after reaching the last question on the test, they Attention will see this message. Click [OK] to return to the last question on the There are no more questions on the test. When you have finished checking test. your answers, click the [End Test] button. [Message Code: 10915] Students can navigate back through the test if they would like to ок review questions or responses, or they can click [End Test]. If satisfied with their responses, students will click [End Test], which is available toward the left side of the toolbar. End Test After clicking [End Test], students will see this message. If they click Attention [No], they will be taken back to the last question on the test. Students can navigate back through the test if they would like to review You have clicked [End Test] button. Click [Yes] to continue to the next page. questions or responses. Click [No] to keep working on your test. [Message Code: 10900] No Yes If students click [Yes], they will be taken to a page that allows them to review questions they have marked or not answered. When students reach this page, they will see items that they marked Congratulations, you reached the end of the test! for review (🌅). They will also see items for which they marked no If you need to review your answers, select the question number you wish to review. A flag icon appears for any questions that you marked for review. response (Λ). If an item does not display the Λ symbol, it does You have marked questions. Review these questions before submitting your test. not mean the student fully answered the question. No symbol means only that the student took sufficient action to signal a response. The Please review your unanswered questions before submitting the test. absence of the A symbol does not mean the student answered the **Ouestions:** question fully or correctly. 5 9 11 🍃 🛕 15 1 3 5 7 13 2 4 6 A 10 8 12 14 Students can click on any question in the listing to return to that question. Once the student returns to a question, he or she can edit Next Step: their responses or continue to navigate forward and backward through When you are done reviewing your answers, select Submit Test. You cannot change your answers after you submit the test. the questions or click [End Test] to return to this page. Submit Test Click [Submit Test] to end the test.

ding t	he Te	est		
	Varning Are you	SURE Yes	e you want to submit the test?	After clicking [Submit Test], students have one last opportunity to return to the test. If students click [Yes] to indicate they want to su their test, they will be taken to the Your Results Page.
Your test Your test Student Na Test Name: Test Compl	Result was submitt ume: GUEST, : American G leted On: 7/27	S ted. You GUEST (overnmer 7/2017	may review the test details below. (Student ID: GUEST) at Practice Test	When submitting a Practice Test, the summary report on the "You Results" page shows the student how they did on each item. No
Congratul Question	lations, you Achieved	have fir Max	nished your test. Please log out now. Score Rationale	overall test score, such as scale score or performance level, will b
1 amber	0	2	The student matches all six of the listed actions with the correct branches of government, demonstrating an understanding of the powers and responsibilities of each branch of government as they pertain to law and public policy. The student matches three, four, or five of the listed actions with the correct branches of maximum demonstrating a match due destending of the neuron and due non-liviting of	Refer to the <u>scoring information</u> for answer keys, rubrics, sample
2	-		government, demonstrating a partial understanding of the powers and responsibilities of each branch of government as they pertain to law and public policy. Not Scored	in the Student Practice Resources folder on the Ohio's State Test
3	1	2	opposing the ratification of the 17th Amendment, demonstrating an understanding of the calls for political reform during the Progressive Era.	Students canclick on the question number to navigate to a particu
4			understanding of the calls for political reform during the Progressive Era.	question to review their response.
5	1	1	The student identifies the event that brought about the adoption of the 25th Amendment, demonstrating an understanding of the historical circumstances surrounding the adoption of constitutional amendments pertaining to presidential election, terms, and succession.	If a student navigates from Your Response page to a particular
6	1	1	The student identifies the factor that led to the ratification of the 21st Amendment, demonstrating an understanding of the unique historical circumstances surrounding the adoption of several constitutional amendments.	question, they will only be able to view their responses but will not able to edit them.
7	1	1	The student identifies one change made by the 1851 Ohio Constitution, demonstrating an understanding of how the 1851 Ohio Constitution addressed difficulties in governing Ohio.	While the student is reviewing a question, he or she can continue
8	1	1	The student identifies the situation that made the 20th Amendment a practical improvement, demonstrating an understanding of the historical circumstances surrounding the adoption of constitutional amendments pertaining to presidential election, terms, and succession.	navigate forward and backward through the questions or click [Te
9	1	1	The student identifies the factor that should be considered when evaluating the provided claim, demonstrating an understanding of how to use supporting evidence and draw logical conclusions when determining the credibility of sources.	Results] Test Results to return to this page.
10	0	2	The student correctly identifies each listed effect as occurring because of an increase or decrease in the discount rate, demonstrating an understanding of how the Federal Reserve System uses monetary tools to regulate the nation's money supply and moderate the effects of expansion and contraction in the economy.	Click [Log Out] to end the Test
10	Ū	2	The student correctly identifies two of the listed effects as occurring because of an increase or decrease in the discount rate, demonstrating a partial understanding of how the Federal Reserve System uses monetary tools to regulate the nation's money supply	