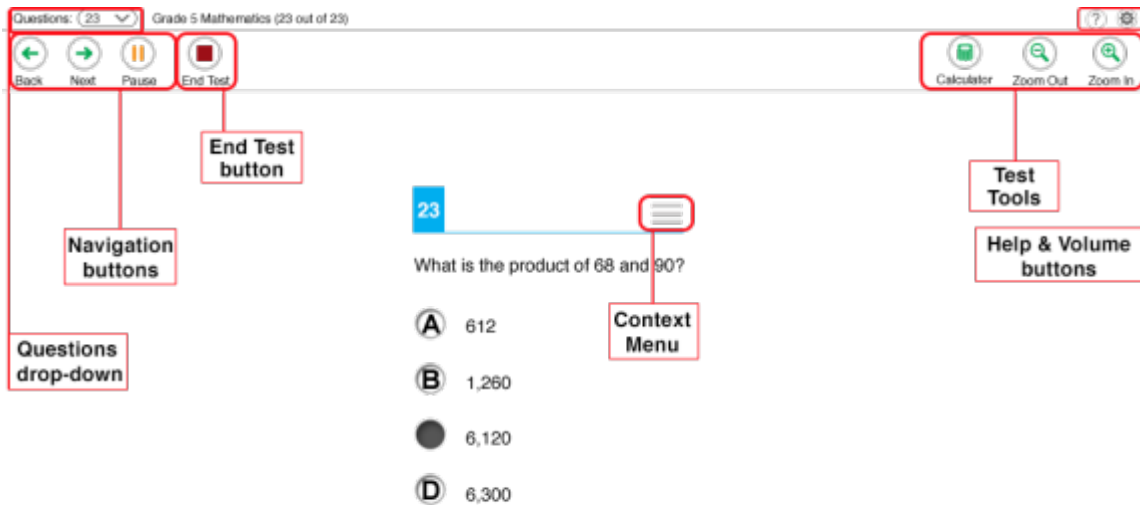


Overview of the Test Site for Smarter Balanced Assessments

Sample Test Page



There are two types of test tools available:

- **Global Tools:** These tools appear in the global menu at the top of the test page.
- **Context Menu Tools:** These tools are for passages and questions. To use these tools,

click the context menu  .

Table 1: Global Tools in the Student Testing Site

Global Tools	Instructions
Help (?) button	To view the on-screen Test Instructions and Help window, select the ? button in the upper-right corner.
Calculator	To use the on-screen calculator, select Calculator in the global menu. <ul style="list-style-type: none"> • • This tool is available for the following tests: <ul style="list-style-type: none"> • Mathematics 6, 7, 8, and 11
Dictionary	To search the Merriam-Webster dictionary or thesaurus, select Dictionary in the global menu. This tool is available for the following tests: <ul style="list-style-type: none"> • ELA Performance Tasks
Masking	The Masking tool temporarily covers a distracting area of the test page. To use this tool: <ol style="list-style-type: none"> 1 Select the Masking button. 2 Click and drag across the distracting area. 3 Release the mouse button.




	To close the Masking tool, select the Masking button again. <i>Note: This tool requires you to have the Masking accommodation.</i>
Notes	To open an on-screen notepad, select Notes in the global menu. This tool is available for the following tests: <ul style="list-style-type: none"> • ELA Performance Tasks
System Settings	To adjust audio volume during the test, select the cog wheel icon  in the upper-right corner.
Zoom buttons	To enlarge the text and images on a test page, select Zoom In . You can zoom in up to four levels. To undo zooming, select Zoom Out .

Table 2: Context Menu Tools in the Student Testing Site

Context Menu Tools	Instructions
American Sign Language	To view audio content translated into American Sign Language, select American Sign Language from the context menu. <i>Note: This tool requires you to have the ASL accommodation turned on.</i> <ul style="list-style-type: none"> • ELA • Mathematics
Expand Passage	To expand the passage section, select the double arrow icon  in the upper-right corner of that section. The passage section will overlap the question section for easier readability. To collapse the expanded section, select the double arrow icon  again.
Glossary (Word List)	To open the glossary, click a word or phrase that has a border around it. This tool is only available for certain words.
Highlighter	To highlight text, select the text on the screen and then select Highlight Selection from the context menu. To remove highlighting, select Reset Highlighting from the context menu. You cannot highlight text in images.
Mark for Review	To mark a question for review, select Mark for Review from the context menu. The marked question number displays a flap in the upper-right corner. The Questions drop-down list displays "(marked)" for the selected question.
Strikethrough	For selected-response questions, you can cross out an

	<p>answer option to focus on the options you think might be correct. There are two options for using this tool:</p> <p><i>Option A:</i></p> <ol style="list-style-type: none"> 1 To activate Strikethrough mode, open the context menu and select Strikethrough. 2 Select the answer options you wish to strike out. 3 To deactivate Strikethrough mode, press the Esc key or click outside the response area. <p><i>Option B:</i></p> <ol style="list-style-type: none"> 1 Right-click an answer option and select Strikethrough.
Tutorial	To view a short video demonstrating how to respond to a particular question type, select Tutorial from the context menu.

Test Rules for Smarter Balanced Assessments

Navigation Rules

- You cannot skip questions. You must answer all the questions on a page before you can go to the next page. You can mark a question for review and go back to it later to change the answer, if necessary.
 - Some pages contain multiple questions. You may need to use the scroll bar to view all the questions on a page.
- You can navigate to test pages by clicking the **Back** and **Next** buttons or by selecting an option from the **Questions** drop-down list in the upper-left corner.
- You must submit the test after you finish answering all questions.

Pause Rules

For ELA and Mathematics tests:

- You can pause the test at any time.
 - If the test is paused for less than 20 minutes, you can review questions you already answered.
 - If the test is paused for more than 20 minutes, you cannot review questions you already answered. The only exception is if you pause on a page that has at least one unanswered question.
- When you resume the test, the first page with unanswered questions appears.
- If you are idle for 30 minutes, the test automatically pauses and logs you out.
- All answers are saved immediately. You do not lose them when the test is paused.

For ELA Performance Task tests:

- You can pause your test at any time.
- No pause limit is in effect. You can pause the test for as long as you need to.

About Print-on-Demand and Text-to-Speech for Smarter Balanced Assessments

About Print-on-Demand

The following tests require you to have a print accommodation if you need to request printouts:

- ELA tests
- Mathematics tests

To send a print request to the Test Administrator, choose from the following options:

- To print a passage and all questions on the page, select **Print Page** in the global menu.
- To print a passage, select **Print Passage** in the global menu.
- To print a question, open the question's context menu and select **Print Item**.

About Text-to-Speech

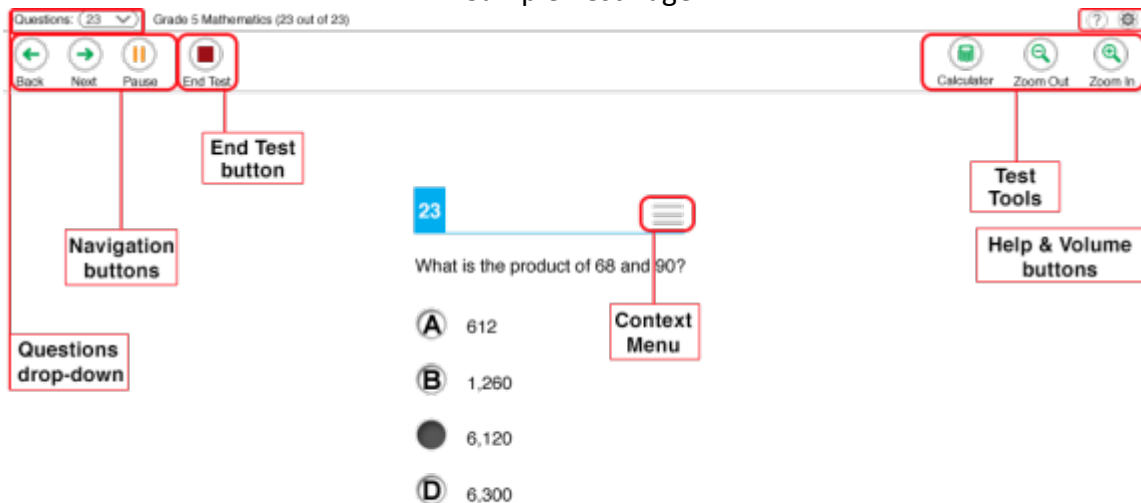
If you are testing with Text-to-Speech, you can listen to instructions, passages, and questions in the test. For ELA tests, some passages are not read aloud.

To listen to content with the Text-to-Speech tool:

- To listen to a passage, open the passage context menu and select a **Speak** option. You can also select a portion of text to listen to, such as a word or phrase. To do this, select the text, open the passage context menu, and select **Speak Selection**.
- To listen to a question or answer options, open the question context menu and select one of the following **Speak** options:
 - To listen only to the question, select **Speak Question**.
 - To listen to a multiple-choice question and all answer options, select **Speak Question and Options**.
 - To listen only to an answer option, select **Speak Option** from the context menu and then select the answer option. You can also right-click on the answer option and select **Speak Option**.

Overview of the Test Site for California Alternate Assessments

Sample Test Page



There are two types of test tools available:





- **Global Tools:** These tools appear in the global menu at the top of the test page.
- **Context Menu Tools:** These tools are for passages and questions. To use these tools,

click the context menu .

Table 3: Global Tools in the Student Testing Site

Global Tools	Instructions
Help (?) button	To view the on-screen Test Instructions and Help window, select the ? button in the upper-right corner.
Masking	The Masking tool temporarily covers a distracting area of the test page. To use this tool: 1 Select the Masking button. 2 Click and drag across the distracting area. 3 Release the mouse button. To close the Masking tool, select the Masking button again. <i>Note: This tool requires you to have the Masking accommodation.</i>
Zoom buttons	To enlarge the text and images on a test page, select Zoom In . You can zoom in up to four levels. To undo zooming, select Zoom Out .

Table 4: Context Menu Tools in the Student Testing Site

Context Menu Tools	Instructions
Expand buttons	You can expand the passage section or the question section for easier readability. <ul style="list-style-type: none"> • To expand the passage section, select the right arrow icon  below the global menu. To collapse the expanded passage section, select the left arrow icon  in the upper-right corner. • To expand the question section, select the left arrow icon  below the global menu. To collapse the expanded question section, select the right arrow icon  in the upper-left corner.
Highlighter	To highlight text, select the text on the screen and then select Highlight Selection from the context menu. To remove highlighting, select Reset Highlighting from the context menu. You cannot highlight text in images.
Mark for Review	To mark a question for review, select Mark for Review from the context menu. The marked question number displays a flap in the upper-right corner. The Questions drop-down list displays "(marked)" for the selected question.
Notepad	To open an on screen notepad, select Notepad from the context menu.

Strikethrough

For selected-response questions, you can cross out an answer option to focus on the options you think might be correct. There are two options for using this tool:

Option A:

- 1 To activate Strikethrough mode, open the context menu and select **Strikethrough**.
- 2 Select the answer options you wish to strike out.
- 3 To deactivate Strikethrough mode, press the **Esc** key or click outside the response area.

Option B:

- 1 Right-click an answer option and select **Strikethrough**.

Test Rules for California Alternate Assessments

Navigation Rules

- You can skip questions. You can mark a question for review and go back to it later to change the answer, if necessary.
 - Some pages contain multiple questions. You may need to use the scroll bar to view all the questions on a page.
- You can navigate to test pages by clicking the **Back** and **Next** buttons or by selecting an option from the **Questions** drop-down list in the upper-left corner.
- After completing and submitting a test segment, you cannot return to items within that segment.
- You must submit the test by selecting **End Test** after you finish answering all questions in the test.

Pause Rules

For ELA and Mathematics tests:

- You can pause the test at any time.
- When you resume the test, the first page with unanswered questions appears.
- If you are idle for 30 minutes, the test automatically pauses and logs you out.
- All answers are saved immediately. You do not lose them when the test is paused.

About Print-on-Demand for California Alternate Assessments

The following tests require you to have a print accommodation if you need to request printouts:

- ELA tests
- Mathematics tests

To send a print request to the TA Interface, choose from the following options:

- To print a passage and all questions on the page, select **Print Page** in the global menu.
- To print a passage, select **Print Passage** in the global menu.
- To print a question, open the question's context menu and select **Print Item**.