



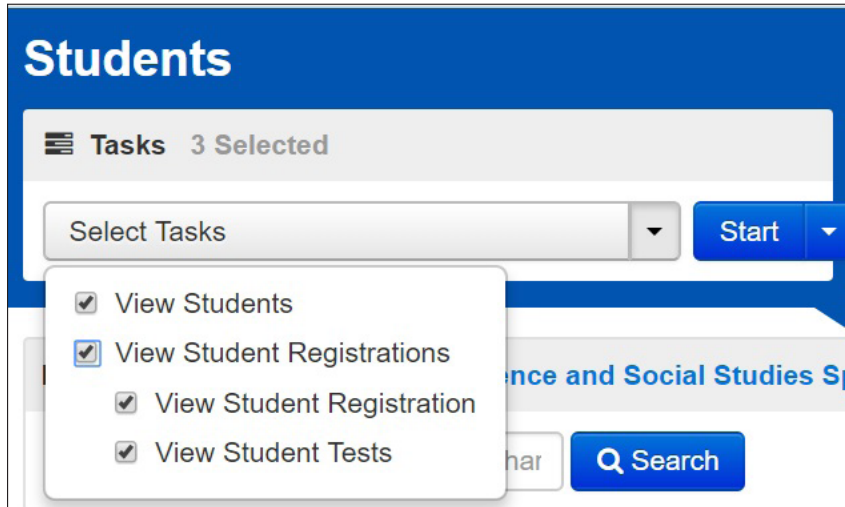
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## **Appendix D: American Sign Language (ASL), Spanish, and Translation of Key Terms**

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These steps will assign a student to the correct test session for either the ASL (American Sign Language), Spanish, or Keyword Translation accommodation.

1. From *Setup > Students*, select the Select Tasks dropdown and click the checkboxes next to the appropriate task(s).





2. Select the View Student Tests tab. It is under this tab that you can make edits to a student's accommodations.

**STUDENT TESTS (4)**

- Create Student Tests
- HHSID, STUDENT # (21)  
 High School Biology Assigned
- HHSID, STUDENT # (21)  
 Grade 11 Social Studies Assigned
- HHSID, STUDENT # (21)  
 Grade 4 Social Studies Assigned
- HHSID, STUDENT # (21)  
 Grade 7 Social Studies Assigned
- HHSID, STUDENT # (21)  
 Grade 5 Science Assigned
- HHSID, STUDENT # (21)  
 Grade 8 Science Assigned

**TEST DETAILS**

**New Student Test**

Student:  Test:

Organization:

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**Test Information**

Type:   Do Not Report

Do Not Report Reason

Unique Identifier:

Roster Section Name:   Get Ed with Support

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**Main Test Session**

American Sign Language  Spanish  Transition of Key Terms Language

Text-to-Speech Text Only  Text-to-Speech Text and Graphics

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**Paper Transcription Test Session**

Paper-Pencil

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**Braile Transcription Test Session**

Braille

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**Designated Embedded Supports**

Alternate Mouse Pointer  Magnification Percentage

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**Non-Embedded Universal Supports**

Familiar Test Administrator  Small Group

Frequent Breaks  Specified Equipment or Furniture

Refocus  Specified Area/Preferential Seating

Scratch/Blink Paper  Whiteboard/Assistive Device

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**Non-Embedded Designated Supports**

Amplification/Assistive Listening Device  Separate Setting

Bilingual Dictionary  Scribe

Human Read-Aloud

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**DOE Approval Needed Supports**

Large Print  Medical Support

Human Interpreter - Native Language  Scribe - Injury

Human Interpreter - Visual Communication  Unique Accommodation

\* Required

- Remove the Text-to-Speech Text Only indicator and add ASL, Spanish, or Keyword Translation. To do this, first uncheck the box next to Text-to-Speech Text Only.

**Main Test Session**

American Sign Language ⓘ

Spanish ⓘ

Translation of Key Terms Language ⓘ

Text-to-Speech Text Only ⓘ  Text-to-Speech Text and Graphics ⓘ

- Next, make the appropriate choice for which accommodation the student needs.
  - For ASL, select the checkbox next to American Sign Language.
  - For Spanish, select the dropdown under Spanish.
  - For Keyword Translation, select the correct language in the dropdown under Translation of Key Terms Language.

Then select [Save].

**Main Test Session**

American Sign Language ⓘ

Spanish ⓘ

Translation of Key Terms Language ⓘ

Text-to-Speech Text Only ⓘ  Text-to-Speech Text and Graphics ⓘ

- For ASL and Spanish, accommodation indicators will be available on the Students in Sessions screen, next to the SSID. Check that it says either “ASL” or “S” next to the SSID to ensure that the student is in the correct session. Note: There is no indicator for Keyword Translation.

<input type="checkbox"/>	SSID	Last Name	First Name
<input type="checkbox"/>	99990001 ⓘ TTS	Student	Test
<input type="checkbox"/>	00000003 ⓘ ASL	Four	Sample
<input type="checkbox"/>	00000000 ⓘ S	One	Sample



6. Optional: Another way to ensure that the student is in the correct session is to check the Form ID. For a list of all Form IDs, see Appendix G.

Find Students In the selected session(s) above ▾

Search ▾

26 Results Displaying 25 ▾ Manage Columns ▾

**Filters** Clear Hide

**Organization**

Select one or more

**SSID**

Starts with

[Toggle secondary filters](#)

SSID	Last Name	First Name	Middle Name	Username	Session	Student Test Status	Session Type	Form
<input type="checkbox"/> 99911076 <span>TTS</span>	SciGrade5	UAT		99911076	● 9991-9991 - GR5 SCI (Grade 5 Science)	<span>Ready</span>	Main	Grade 5 Science - 19SC05ETSO01000001 (19SC05ETSO01000001)