

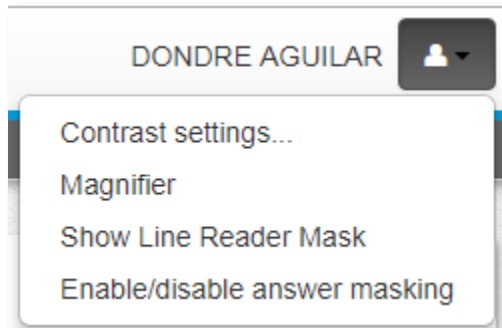
Assessment Test Taking Tools Setup for TestNav

What features are Enabled?

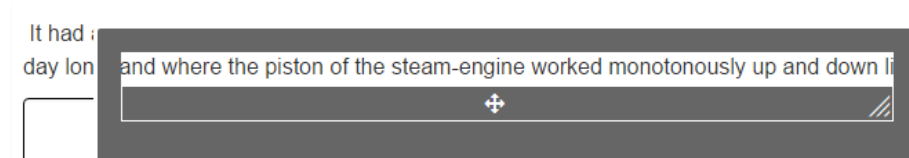
The following accessibility features have been enabled at the state level and can be utilized by all students:

- Color contrast/reverse contrast
- Answer masking
- Line reader mask
- Magnifier

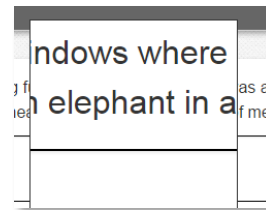
Students will have the options to enable/disable answer masking, change the contrast setting, turn on the magnifier and show the line reader mask from the menu next to their name.



- Answer masking allows a student to hide/eliminate answer choices.
- The line reader mask allows students to drag the viewer over one line at a time



- The magnifier lets students zoom in on item content.



What other Accommodations Can Be Enabled?

- Extra testing time on timed tests
- Calculator
- Text To Speech

Supporting Text to Speech

The TestNav Text to Speech (TTS) accommodation allows students to have the computer read item content aloud. Text to speech is supported for test instructions, item content, passages, tasks and image labels. If the question language is set to Spanish, the content will be read with a Spanish accent. All other languages will be read with an American English accent. Be sure to plan for headsets.

Assessment Test Taking Tools Setup for TestNav

Unlike for other test accommodations, in order for the audio feature to be available, **both** the student Personal Needs Profile (PNP) **and** the test must be enabled for Text to Speech.

See also: Online Help, *Administering Assessments with Accommodations in TestNav Quick Reference Card*

How Do Students Get Enabled for Text to Speech?

Teachers, BTC and DTCs can modify PNP settings directly in a student profile.

1. Access a student profile, such as by searching by name in the Find a Student field in the top right of the page
2. Click the TestNav PNP tab
3. Select the accommodations that should be associated with the student
4. Click Save

Enabling Text to Speech on a Test

Tests can be flagged to generate text to speech content so that the content can be read both during test preview and to students with the appropriate setting during test-taking. Text to speech must be enabled in both the test and a student's Personal Needs Profile (PNP) to be available for a student. You can enable text to speech when creating a new test or edit the test properties on an existing test.

By default, text to speech is available for passages as well as items, but the passage option may be deselected so that only item content is read.

If the test content is in Spanish, change the language in order for the audio to read aloud in a Spanish accent. The test-level setting

overrides the item-level Question Language. All other languages will be read with an American English accent.

Accommodations

- Line Reader
- Magnifier
- Text to Speech English
- Enable TTS for Passages

On the *Create Test* page under *Test Settings* is a section for enabling accommodations.

tails Test Settings Downloads & Resources

Accommodations Edit

On an existing test, on the test detail page under *Test Settings*, click **Edit** next to *Accommodations* to access the options.

Text to Speech: Replacement/Alternate Text

Because the spelling of English words is not a precise guide to pronunciation, the text to speech accommodation will not always pronounce words correctly. To correct or enhance the pronunciation of words on a test item, you can enter alternate text with phonetic word spellings as well as commas, hyphens and apostrophes. The replacement word will be read instead of the original word.

Replacement word or phrases can be provided for a word that is part of the test instructions, question, answer and passage content. Alternate text can be entered for math equations, images, audio files and tables. For tables, alternate text can be entered for content within the table or the entire table (in Table Properties). If alternate text is

Assessment Test Taking Tools Setup for TestNav

entered for both, only the alternate text for the entire table will be read. A phonetic guide is included on the Replacement/Alternate text dialog giving phonetic suggestions. Refer to the online help section *Phonetic Guide for Text to Speech* for additional details.

To replace a word with alternate text:

1. Highlight the content to be replaced in the text editor
2. Click the alternate text icon



3. Enter alternate text

Alternate Text for Text to Speech	
Original Text	melancholy
Alternate text	melloncollie

4. Click **Ok**

An orange dotted border will highlight words, images, equations, and tables that have replacement/alternate text provided.

5. To view the replacement text, mouse over the bordered content

there was a rattling and a trem
state of melancholy madness.

Troubleshooting Issues Generating Text to Speech

If you are having trouble generating text to speech, here are a few things to look out for:

- Honorifics such as Mr., Mrs., Dr. without a space: for example Mr.Smith, Mrs.Jones, Dr.Rodgers. These will all generate an error. There must be a space for the system to interpret correctly. Mr. Smith, Mrs. Jones, Dr. Rodgers.
- Conjunctions without the apostrophe such as didnt, wouldnt will generate an error. Sometimes, test creator may purposefully want one of these to be in question or answer choice. In this case, add Alt-Text..

Multiple Choice

Review the passage and choose the best way to complete the paragraph.

- A 3) not rang
- B 3) didnt ring
- ✓ C 3) didn't ring
- D 3) didn't rang

Item B will generate a text to speech error.

Preview and Generate Text to Speech

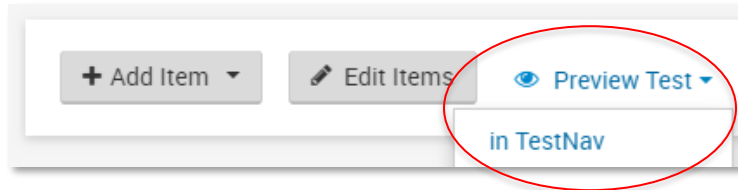
Once items are complete, preview and generate text to speech.

1. On the test detail, click **Generate Text to Speech**

Assessment Test Taking Tools Setup for TestNav

To preview **Text to Speech** content, it must be generated Generate Text to Speech

2. Once you see the message that text to speech is ready, preview text to speech in TestNav to ensure accuracy before scheduling

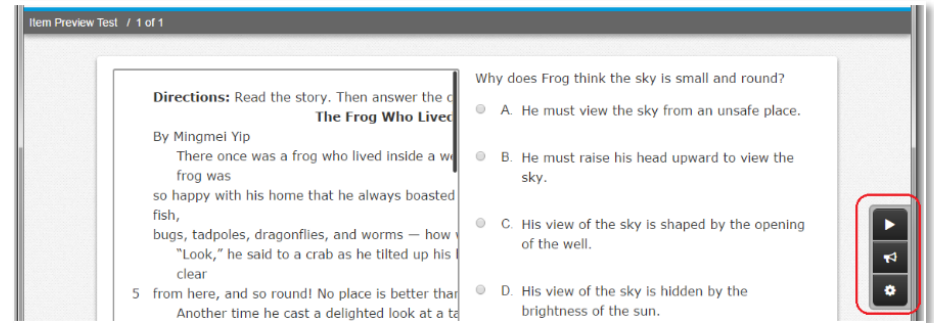


3. Click **Start Test Now**
4. Use the arrows to navigate through the test
5. On each item, click the play button to listen to the content
6. After previewing all content, close the preview window
7. Make any needed edits and click **Generate Text to Speech**

If the test content has not changed, the text to speech content will not need to be re-generated. The Generate Text to Speech option is disabled if the test in the Scheduled or In Progress state. Republishing the test will regenerate TTS content.

Text to Speech: Student Test Taking

Students who have text to speech enabled in their Personal Needs Profile can click the **Play** button to start listening to the item content. The **Click to Hear** (middle) button allows students to select a specific line of text. Words are highlighted in blue as content is being read.



Students can adjust the voice speed and gender.

