

Online High School Assessment (SD-ACT) Tools, Supports, and Accommodations

Testing with accessibility supports on the high school state assessment (SD-ACT) have been broken down by tools, supports, and accommodations and listed alphabetically. More information about the accessibility supports can be found on the <u>ACT Accessibility Supports Guide for the ACT</u> website or <u>South Dakota's SD-ACT</u> website in the Resources & Tips section.

Tools are available to all students to use.

Designated supports are allowed for student who may need them. These do not need to be requested. They are typically adjustments to the testing environment but testing administrators must ensure test security is not compromised.

Accommodations must be documented on an IEP or 504 plan. Districts request accommodations through the <u>Test Accessibility and Accommodations (TAA)</u> system. ACT then approves or denies the request. IEP or 504 documents must be uploaded into the TAA system.

Tool	Description
Answer/custom masking	Answer masking allows multiple-choice answers to be covered, and the student uncovers choices when ready.
	Sections of the screen are covered by a box that varies in size and location. This may help students who have difficulty with visual clutter.
Answer eliminator	The student crosses out multiple-choice answers to help determine the correct response. This will help students who use similar strategies during instruction.
	Students use a system tool to cross out answers. This is embedded into the testing platform as a universal support.
Color overlay/ color contrast	Student has the ability to adjust the contrast between the background and text. This will be helpful for students with visual impairments. Students who experience eye fatigue when reading black text on a white background. Students select from preset text and background combinations.
Large print	For online testing, zoom is the corresponding support.
Magnification device/zoom	Zoom is the enlarging of the screen display using keyboard shortcuts (e.g., Ctrl +). Students should be seated so other students in the test room cannot see the enlarged text or screen. When using zoom, students may need to scroll to view all text and graphics.
Time remaining indicator	Students may be providing an alternate auditory or visual notification of time remaining, such as a countdown timer, note cards with time remaining, or a tap the on shoulder.
	This will be helpful for students with a hearing or visual impairment, or for students who require a visual representation of time remaining in a test session, such as students who are deaf. Countdown timers are embedded on the online testing platform. They show the time allowed for the test and count down when the test administration starts. A visual five-minute warning is embedded in the online testing platform.

Designated Supports	Description	Recommendations for Use
Assistive	Specialized tools that allow	Students with physical impairments, motor control
devices/technology	access to the test such as a	difficulties, or difficulties producing speech may need
	mouse, specialized seating, augmentative and alternative	assistive devices/technology.
	communication (AAC)	Depending on the assistive technology used, local
	devices, geoboards, switch,	printing of student responses and/or transcription of
	or other assistive devices	responses may be required for the test to be scored. No
		test materials may be copied or downloaded onto the assistive device.
		If using digital projection, the test must be administered
		one-to-one (individual test room). Extra testing time
		and/or a scribe may need to be requested, based on
		the support provided. Word-predicting AAC devices
		may be used to communicate with a scribe if the
		student independently selects the word choice. The test
		coordinator or room supervisor is responsible for
		collecting all nonscorable student work created from
		assistive technology devices. Test-related content must be cleared off all devices.
Bilingual word-to-	A reference source in print	Available to students who are not proficient in English
word dictionary (ACT-	containing words in English	but have sufficient English to use the support
authorized)	and the equivalent word in	effectively. If the student is not proficient in English,
	another language	ACT recommends that the one- and one-half-time
		accommodation be requested to use with this support.
		Only an ACT-authorized bilingual dictionary may be
		used.
Extended time – One	Allowing students extra time	Students who are not proficient in English may require
and one-half time, single day	to complete testing	extra testing time to translate the test.
,		One and one-half time, single day provides students
Support only for EL		50% extra time in a single session. One and one-half
learners not yet		time, single day is the only allowable timing support for
proficient in English – otherwise is an		English learners.
accommodation		This support expires every two years from the academic
		year it was requested and authorized in. Refer to the
		student-specific Decision Notification in Test
		Accessibility and Accommodations (TAA) to determine if
		the support is still authorized. If expired, a
		reconsideration with current documentation must be submitted.
		Submitteu.
		See <u>Timing Guidelines</u> for administration instructions.
Food, drink, and	Allowing the student access	For students with medical conditions who require
medication for	to snacks, drinks, and/or	access to food, drinks, or medication.
students with	medication in the testing	Core must be taken so as not to decrees the
medical need	environment	Care must be taken so as not to damage the
		equipment.

Designated Supports	Description	Recommendations for Use
Hearing assistive	Specialized tools that	For students with hearing impairments who wear
devices (audio	eliminate the effects of	hearing aids, have cochlear implants, or who use an
amplification,	distance, background noise,	FM/DM system.
FM/DM system)	and reverberation and	
	deliver sound direct to the	Student's hearing aids or cochlear implants do not
	users' ears	require authorization for use during testing.
	Audio amplification:	Hearing assistive devices may be used as a Bluetooth
	Students wear headphones	headphone when testing with a computer but cannot
	and raise or lower volume as	be connected to the internet or have recording
	needed	capabilities.
		,
	FM/DM system: The room	
	supervisor wears a	
	microphone that wirelessly	
	transmits radio (FM) or	
	digital (DM) sound directly to	
Noise buffer/ear	the student's hearing device Equipment designed to block	For students with a focus impairment,
plugs	or minimize external sounds	For students with a focus impairment,
piugs	from distracting a student	The use of a noise buffer or ear plugs requires one-to-
	(e.g., individual carrel or	one administration (individual test room). The use of a
	study enclosure, noise	carrel or enclosure must allow for monitoring of the
	canceling headphones,	student during testing. If noise-canceling headphones
	earplugs, ear mufflers)	or earplugs are used, a visual method to indicate time
		remaining must be used.
		Charles to such a size of the control of the contro
		Students authorized to use a noise buffer or wear headphones are prohibited from listening to music or
		white noise. Noise buffers/ear plugs may not connect to
		the internet or have recording or communication
		capabilities. All paired devices must be powered off and
		remain out of sight (or proximity) during testing.
Permission to stand	Seating a student in a	For students who need an environment that allows for
during testing	location that allows them to	movement.
	stand, walk, pace, or	
	otherwise move and not	This is typically provided in an individual one-to-one
	distract other students	administration.
Preferential seating	Allowing a student a specific	For students with sensory concerns, who are easily
	seat location	distracted, or with behaviors that may distract others.
		A student may sit in front to better see a sign language
		interpreter.
Printed copy of	Students are provided a	For students who have difficulty following the verbal
verbal instructions	printed copy of the verbal	instructions or students with a hearing impairment who
	instructions locally	need to follow along with what is being said by the
		room supervisor
		Verbal instructions are the instructions that the room
		supervisor reads aloud to students when administering
		the test. Verbal instructions can be found on the ACT-

Designated Supports	Description	Recommendations for Use
		hosted State and District web page, to be printed locally
		and provided to the student.
Read aloud to self	The student reads test items	For students with a learning disability in reading
	and/or answers aloud in an	decoding or comprehension. One-to-one administration
	individual setting.	(individual test room) is required.
Service animal	An animal, typically a dog,	For any student with a disability who has a trained
	trained to assist an individual who has a disability	service animal.
		The use of service animals is a protected right under
		the ADA. Service animals must be allowed in all areas of
		the test center where the public is allowed to go.
		Animals whose sole function is to provide comfort or
		emotional support do not qualify as service animals
		under the ADA and are not permitted in the testing
		environment. See Students Who Test with a Service
		Animal for more information.
Small group/one-to-	Allowing testing in a small	For students with sensory concerns, or who are easily
one testing	group or one-to-one, as an	distracted.
	individual administration	Casell arrays is defined by the attribute advectional plan
		Small group is defined by the student's educational plan
		or state policy. ACT recommends that a small group be less than the number of students in a standard room,
		with a maximum of 20 students. See <u>Testing More than</u>
		One Student at a Time for more information.
Test location:	Allowing students to test in a	For students with medical concerns, anxiety, or other
Administration at	secure location other than	conditions who are unable to test with other students,
home or care facility	the usual test environment	or who are not allowed in the standard test
,		environment.
		Online testing requires district- or school-supplied
		equipment. Follow all testing and technology protocols.
Time of day	Allowing students to test	For students who take medication that affects their
	with a later time other than	ability to stay focused or causes drowsiness.
	the standard schedule	
		Students should be reminded not to share test content
	The adjusted start time should be no later than 10:30	with peers who are on a different test schedule, to
	a.m. and should allow for	minimize exposure to test content.
	completion of the test by the	
	end of the academic day.	
Translated test	Copy of the test directions	Fo students enrolled in school in the United States who
directions (ACT-	(the directions found in the	are not proficient in English.
authorized)	test booklet that the student	5.5.5¢ p. 55.5 English
,	reads when taking the test),	Only the ACT-authorized translated test directions may
	translated into a limited	be used for test administration. A link to the printable
	number of languages other	Translated Test Directions can be found on your ACT-
	than English	hosted web page. Securely destroy the ACT-authorized
		test directions within 72 hours after test completion.
		ACT provides translated test directions for printing
		locally in a limited number of languages.

Designated Supports	Description	Recommendations for Use
Visual environment	Adjusting the test environment based on identified student need; this may include, but is not limited to: minimizing visual clutter, brighter or dimmer lighting, or seating to minimize glare or increase natural light	For students with visual impairments or migraines. The environment should be adjusted in addition to the general preparation of a test room.
Wheelchair accessibility	Ensuring students who use a wheelchair are able to enter and exit the test facility, test room, and restroom; if the test environment is not on the main level, access to elevators or ramps must be available	For students for whom walking is difficult or impossible due to illness, injury, or disability. Table heights may need to be adjusted to accommodate the student.

Accommodations	Description	Recommendations for Use
Accessible calculator	A calculator with	For students with visual impairments. Students using
	features that make it	talking calculators may test in a group setting if they use
	usable for students with	headphones. If headphones are not used, students must
	visual impairments, such	test individually.
	as an abacus or large	
	key, braille, or talking	If the keys or screen are larger than 1 inch, the student
	calculator	must be seated so other students cannot view the
		calculator (e.g., in the back row). Calculators may only be
	This is not the same as a	used on the mathematics test.
	standard calculator,	
	which is allowed for all	Requests for use on the ACT should be submitted under
	students.	Other Accommodations.
Background music/white	Instrumental music or	For students diagnosed with anxiety who use music as a
noise machine	white noise played aloud	therapeutic tool. All students in the test environment
	in the test environment	must be authorized for background music, or a one-to-
	intended as an	one administration (individual test room) is required.
	unobtrusive	
	accompaniment to the	Music or white noise must be played through speakers. An
	test administration	individual music player with headphones is not allowed.
		Music or white noise must be screened by the
		administrator in advance.
Braille response	Specialized tools that	For students with visual impairments, including blindness,
	allow students to	who are proficient in writing braille.
	produce braille	
	responses	Refreshable braille devices/notetakers must be
		disconnected from the internet and set to operate in
	Braille notetaker:	dumb terminal mode. Students using screen reader
	Portable device with	software may use their refreshable braille display or
	built-in refreshable	keyboard to enter responses for online testing.
	braille display and has	
	other software	The room supervisor must delete the essay from the
	applications	braille writer or computer used by the student and the
		transcriber (including the trash folder). Students
		authorized for braille response are provided triple time.
Braille/Low Vision: Screen	Software that allows	For students with visual impairments, including blindness.
reader software for low	students with visual	
vision or blindness	impairments to navigate	For the math and science sections of the test, tactile
	and interact with the	graphics must be used in conjunction with screen reader
	ACT test	software. The correct braille code for the tactile graphics
		must be requested.
	Screen readers provide	
	access via a speech	Students who are authorized for the use of screen reader
	synthesizer or braille	software will participate in the ACT via an online test
	display to on-screen	platform, even if the school has selected to test on paper.
	text, alternative text for	Testing must occur in an individual setting unless students
	graphics, and navigation.	are using refreshable braille without auditory output or
		have their own headphones. Students must be able to
		navigate through questions at their own pace.

Accommodations	Description	Recommendations for Use
		Students authorized for use of a screen reader are
		provided triple time. See <u>Testing with Screen Reader</u>
		Software for administration instructions.
Braille: Tactile graphics,	Palpable representation	For students with visual impairments, including blindness,
stand-alone (see also braille)	of non-textual	who are proficient in reading braille.
	information for students	
	who are blind or visually	Students are able to feel the raised lines and surfaces to
	impaired. Graphics for	obtain the same information people who are sighted get
	braille are called tactile	through visual images. Tactile graphics are needed only
	graphics or raised line	for the mathematics and science tests.
	drawings. Charts,	
	graphs, maps, diagrams,	ACT offers two stand-alone tactile graphics options:
	models, and symbols are	UEB math/science
	translated into tactile	UEB with Nemeth
	graphics using multiple	
	line heights, dashes, and	The braille code read by the student must be indicated in
	textures to be felt by the	the TAA system.
	fingertips.	,
		Tactile graphics provide critical interpretive information
		on the math and science tests for items containing
		graphics that may not be read aloud. Tactile graphics are
		used in conjunction with:
		Screen reader software
		A human reader for paper testing
Breaks, as needed	Additional rests with the	For students with medical conditions that require
	test time paused, in	immediate response, or with behavioral concerns that
	addition to breaks	require sensory breaks for calming.
	scheduled for all	
	students	One-to-one administration (individual test room) is
		required. Students indicate when they need to take a
	When testing online, a	break and when they are ready to resume testing.
	single break cannot	Students may not interact with other students when
	exceed 59 minutes	taking a break.
		There is a 90-minute time limit inclusive of all breaks
		(including stop-the-clock breaks and scheduled breaks
		between sections for all students). Breaks may not be
		overnight.
		See <u>Breaks</u> or <u>Test Timings</u> for additional information.
Extended Time: Standard	Allowing students to	For students with medical conditions that affect stamina.
time over multiple days	have sections of the test	
	administered on	Standard time over multiple days allows students to have
	different days with	test content administered over multiple days with no
	standard time	extra time. One or more content areas may be
		administered in a day. Testing days do not need to be
		consecutive. All testing must be completed during the
		published test event.

Accommodations	Description	Recommendations for Use
Extended Time: One and one-half time, single day See below for times	Students are allowed additional time to complete testing (extra time)	Once a content area has been started, it must be completed in the same sitting with the authorized time. ACT recommends the same person act as the room supervisor for all test sessions administered over multiple days; however, this is not required. See Test Timings for administration instructions. Students with a learning disability who require additional processing time, or with medical conditions that affect stamina. One and one-half time, single day provides students 50%
		extra time in a single session. See <u>Test Timings</u> for administration instructions.
Extended Time: One and one-half time over multiple days See below for times	Allowing students extra time to complete testing and have sections of the test administered on different days	For students with a learning disability who require additional processing time, or with medical conditions that affect stamina. One and one-half time over multiple days provides students 50% extra time over multiple days. One or more content areas may be administered in a day. Testing days do not need to be consecutive. All testing must be completed during the published test event. Once a content area has been started, it must be completed in the same sitting, with the authorized time. ACT recommends the same person act as the room supervisor for all test sessions administered over multiple days; however, this is not required. See <u>Test Timings</u> for administration instructions.
Extended Time: Double time on the writing section, single day See below for times	Allowing students extra time to complete the writing portion of the ACT	For students with a learning or physical disability who require additional time for written tasks. Double time on the writing portion provides students 200% extra time for the writing portion only. Students are authorized to use only standard time for the multiple choice test content. Testing must be completed in a single day. See Test Timings for administration instructions.
Extended Time: Double time over multiple days See below for times	Allowing students extra time to complete testing and have sections of the test administered on different days	For students with a learning disability who require additional processing time or with medical conditions that affect stamina. Double time over multiple days provides students 200% extra time over multiple days. One or more content areas

Accommodations	Description	Recommendations for Use
		may be administered in a day. Testing days do not need to be consecutive. All testing must be completed during the published test event.
		Once a content area has been started, it must be completed in the same sitting, with the authorized time. ACT recommends the same person act as the room supervisor for all test sessions administered over multiple days; however, this is not required.
		See <u>Test Timings</u> for administration instructions.
Extended Time: Triple time over multiple days See below for times	Allowing students extra time to complete testing and have sections of the test administered on different days	For students who are authorized for a companion accessibility support that requires additional time to administer, such as screen reader software, verbal/audio presentation, or braille presentation of the ACT. Triple time over multiple days provides students 300% extra time over multiple days.
		One or more content areas may be administered in a day. Testing days do not need to be consecutive. All testing must be completed during the published test event. Once a content area has been started, it must be completed in the same sitting, with the authorized time.
		ACT recommends the same person act as the room supervisor for all test sessions administered over multiple days; however, this is not required.
		See <u>Test Timings</u> for administration instructions.
Fidget device	Small, handheld item designed to relieve tension or stress and	For students with focus impairment, obsessive compulsive disorder, or anxiety impairment.
	channel anxious energy, allowing the student to concentrate on the test administration (e.g., fidget spinner, chewable jewelry, kneadable dough, stress ball)	The devices may not make noise. One-to-one administration (individual test room) is required.
Medical monitoring device (not physically attached to the student)	A cell phone, smart device, or stand-alone electronic monitor (such	For students with medical conditions that require continuous monitoring.
,	as a continuous glucose monitor) used to check the performance of paired medical equipment	A cell phone, smart device, or any stand-alone monitor used to check the performance of paired medical equipment is considered a medical monitoring device. A one-to-one administration (individual test room) is required to ensure the device is only used for medical purposes.
		Medical devices that are physically attached to an student, such as hearing aids, cochlear implants, a heart monitor,

Accommodations	Description	Recommendations for Use
		or traditional insulin pump, do not need to be authorized
		for use, provided the device can be silenced. If the device
		cannot be silenced, the student must test in an individual
		room.
Other requests	Uncommon	For accommodations not listed in TAA, use the Other
	accommodations	Accommodations box.
	needed by students to	
	access the ACT test that	The Other Accommodations box should not be used to
	are not available in the selections provided in	request additional time or calculator use on the science test.
	the TAA system	test.
	the IAA system	Requesting uncommon accommodations may increase
	Students who require	the review time for ACT to evaluate the request.
	unique tools or settings	Alternative accommodations are available for all test
	to access the test	content areas dependent on the request and whether ACT
		can establish that the accommodation would not change
		what the test is designed to measure.
Personal aide	An adult, not related to	For students with health restrictions that require constant
	the student, who cares	human monitoring.
	for the student's medical	
	needs	The aide cares for the student's medical needs and does
		not act in another testing role (e.g., test proctor, reader,
		scribe). One-to-one administration (individual test room)
		is required.
Scribe	A qualified individual	For students with motor disabilities that impede their
	marks/enters responses	ability to independently write.
	for the student on the	
	multiple choice section	The scribe must sign an agreement on test day. The scribe
	and, if applicable, the	must be proficient in English. A scribe should not be used
	writing section of the	based solely on difficulty with marking responses.
	test	Use of a scribe to dictate responses is a skill that develops
		over time and an student should not use it for the first
		time during testing.
		time during testing.
		One-to-one administration (individual test room) is
		required. Use of a scribe will require authorization of
		extra testing time that must be requested and authorized
		by ACT.
		See <u>Testing with Interpreters</u> , <u>Readers</u> , and <u>Scribes</u> for
		administration instructions.
Sign Language: American	Video of the test items	For the entire test, the student uses video ASL. Video ASL
Sign Language (ASL), for the entire test	in American Sign Language (ASL)	is embedded within the testing platform.
Chare test	Luiiguage (ASL)	A reader's script is not provided with the use of video ASL.
		Video ASL provides a standardized translation of test
		items. ASL is not a direct transliteration, but rather an
		interpretation of the text. If there is a difference between
		the signed and written text, the written text supersedes

Accommodations	Description	Recommendations for Use
		the signed text. A local interpreter is needed for verbal
		instructions (optional). The interpreter must sign an
		agreement on test day.
		See Administration Instructions for Video American Sign
		Language for additional information.
Sign Language: Signed Exact	A qualified individual	For students with a hearing impairment, in conjunction
English (SEE) or cued speech, for the entire test	who visually translates test directions, test items, and multiple-	with a reading disability, who use sign language as their primary mode of communication.
	choice responses using	The student must be seated so they have clear access to
	the reader's script for the student	view the interpreter.
		If ASL is needed, see American Sign Language, for the
		entire test, above. If using SEE or cued speech, the
		interpreter follows the reader's script verbatim, without adding explanation.
		The interpreter must sign an agreement on test day A
		The interpreter must sign an agreement on test day. A one-to-one administration (individual test room) is
		required.
		See Testing with Sign Language Interpreters, Readers, and
		Scribes for administration instructions.
Sign language interpreter, for	A qualified individual	For students with a hearing impairment who use sign
verbal instructions	who visually translates verbal instructions for	language as their primary mode of communication.
	one or more students in	Student must be seated so they have clear access to view
	the same testing environment	the interpreter.
		One interpreter may sign verbal instructions to multiple
		authorized students who are seated in the same room
		and use the same sign language system.
		Verbal instructions may be translated into any English-
		based sign system used widely in the U.S., including ASL,
		SEE, Conceptually Accurate Signed English (CASE), or cued
		speech. The interpreter must sign an agreement on test day.
		See Testing with Sign Language Interpreters, Readers, and
		Scribes for administration instructions.
Speech-to-text software for	Software that allows a	For students with motor disabilities that impede their
response and navigation	student to use their	ability to independently navigate on a computer with a
	voice to control a	mouse or keyboard.
	computer and type	Miles testing online it many be used in section of
		When testing online, it may be used in conjunction with screen reader software to navigate the test. The
		compatible software must be locally provided, and the
		student must test individually. Voice recognition software
		on smart devices is not allowed.

Accommodations	Description	Recommendations for Use
		See <u>Testing with Speech-to-Text Software</u> for additional information. Refer to the <u>ACT State and District Technical</u> <u>Guide to Online Testing for complete instructions.</u>
Spell checker	Hand-held device used to correct spelling errors on the writing prompt Electronic devices may not have word prediction, a thesaurus,	For students whose spelling errors impact their writing to the point of being incomprehensible to others. Grammar check must be turned off. If using word processing software, students may not use the embedded spell check tool. A Franklin Speller or similar device can be requested.
Text-to-speech reader	or contain definitions. An embedded, online, auditory presentation accommodation that allows the user to click to hear content readaloud. The tool highlights and reads aloud the test items, words on graphics, and answer options.	For students with a learning disability in reading comprehension or decoding; or with a visual impairment who can independently use a mouse. This auditory presentation of the assessment replaces the need for a human reader reading from the reader script. When administered in a small group, each student must have their own headphones. Text-to-speech is available only in English. Students authorized for text-to-speech readers are provided triple time. See Testing with Text-to-Speech or Pre-Recorded Audio for the state of the state
		administration instructions. Students with vision impairments are encouraged to try out text-to-speech via an online practice test.
Verbal cues to stay on task	An action intended to encourage a student to stay on task	For students who have difficulty staying on task. The test proctor may provide a verbal cue to return to testing. The test proctor may not point to the test booklet or computer screen or use any gesture that may be interpreted as indicating a response is correct or incorrect.
		One-to-one administration (individual test room) is required.

Refer to Accessibility Supports Guide for the ACT – State and District Testing for more information.

Authorized Timing

Authorized Timing	Test 1— English	Test 2— Mathematics	Test 3— Reading	Test 4— Science	Writing Test
Standard time, single day	35 minutes	50 minutes	40 minutes	40 minutes	40 minutes
Double time over multiple days	70 minutes	100 minutes	80 minutes	80 minutes	80 minutes
Triple time over multiple days	105 minutes	150 minutes	120 minutes	120 minutes	120 minutes
Standard time over multiple days	35 minutes	50 minutes	40 minutes	40 minutes	40 minutes
Breaks as needed, single day	35 minutes	50 minutes	40 minutes	40 minutes	40 minutes
One and one-half time, single day	52 minutes and 30 seconds	75 minutes	60 minutes	60 minutes	60 minutes
One and one-half time over multiple days	52 minutes and 30 seconds	75 minutes	60 minutes	60 minutes	60 minutes
Double time writing only, single day	35 minutes	50 minutes	40 minutes	40 minutes	80 minutes

Note: When providing breaks as needed (stop-the-clock breaks), breaks can be taken whenever needed and for as long as needed, but the total break time cannot exceed 60 minutes during a single break or 90 minutes in total breaks. Students must test one-to-one.