Stand-Alone Field Test

Test Administration Information



SST Student Success Tool

February 2027

Information about the Texas Assessment Program can be found on the Student Assessment website.

Texas Educator Committees

The Texas Education Agency encourages highly qualified educators to apply to participate in educator committees for the Texas Assessment Program. Click the link or scan the QR code for more information.

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General Information

The Student Success Tool (SST) is an instructionally supportive assessment program for Texas public school systems that is being developed to satisfy the requirements of House Bill (HB) 8, passed by the Texas Legislature in September 2025, and will be administered beginning with the 2027–28 school year. As the Texas Assessment Program transitions from the State of Texas Assessments of Academic Readiness (STAAR®) to SST, a stand-alone field test is necessary for the development of items for use on future administrations of SST, including the adaptive beginning-of-year (BOY) and middle-of-year (MOY) assessments. Although the Texas Education Agency (TEA) has made a concerted effort to minimize the amount of instructional time used for state testing purposes generally and particularly for stand-alone field testing, this stand-alone field test is necessary to develop the new assessment program, as provided by Texas Education Code (TEC) §39.0225(d) and §39.035(b).

The stand-alone field test will be administered online only, in February 2027, and will include the following grades/subjects and courses:

- Mathematics: grades 3–8 and Algebra I
- Reading Language Arts (RLA): grades 3–8, Spanish grades 3–5, English I
- Science: elementary science, middle school science, and Biology
- Social Studies: grade 8 social studies and U.S. History

Field-test data from a sample of students who are representative of the state are critical to the state's ability to build high-quality assessments. Although Texas school systems (public school districts and open-enrollment charter schools) will not receive field-test performance data from this administration, the field test plays a critical role in strengthening future assessments. As a routine part of the Texas Assessment Program's test development process, field-test questions and their associated data will be reviewed to determine whether the questions are appropriate for inclusion in the test bank, helping build a more robust and high-quality pool of items.

The test directions assume that students are familiar with the online testing environment. Students taking the stand-alone field test should be provided with ample opportunities to use the online practice tests before the field test administration. The practice tests, available on the Practice Test Site, provide students with opportunities to interact with the online testing environment, locate and use the available tools, and respond to the various types of test questions that will appear on SST.

NOTE: Students may encounter question types on online practice tests that will not be included on the SST Stand-Alone Field Test.

For more information regarding SST, refer to the House Bill 8: Student Assessment web page.

Eligibility

On August 21, 2026, Texas school systems were notified of their campus selections for participation in the required 2027 SST Stand-Alone Field Test. Lists of campus assignments for each school system selected to participate in this field test were posted for the district testing coordinator in the Secure File Center. Updated lists of campus assignments will be posted in the Secure File Center on December 18, 2026.

All students at a selected campus who are enrolled in an assigned grade or course and who are scheduled to take the corresponding STAAR assessment online in spring 2027 should participate in the stand-alone field test. Emergent bilingual (EB) students and students with disabilities should participate unless a student cannot access an online assessment or a testing accommodation cannot be provided in an online setting. If EB students and students who receive special education services can meaningfully participate in the field test, they should do so.

A language proficiency assessment committee (LPAC) decision is not required for grade 3 EB students to participate in the stand-alone field test. District testing personnel should use their educational expertise to appropriately assign grade 3 EB students to test in English or Spanish at the time of the February field test.

Requirements for Select Field Tests in English

For the mathematics, science, and social studies field tests, as well as the English version of the RLA field test, eligibility includes:

- students who are scheduled to take the STAAR mathematics, RLA, science, or social studies assessment for their enrolled grade level in spring 2027; and
- students who are enrolled in and completing the assigned course (i.e., Algebra I, English I, Biology, U.S. History) during the spring semester of the 2026–27 school year, regardless of their enrolled grade or whether they have previously taken the EOC assessment for that course.

Example scenarios are provided below.

- A student who is enrolled in grade 6 but receiving instruction in grade 7 mathematics will take the grade 7 mathematics field test if his or her campus has been assigned to field-test grade 7 mathematics.
- A student who is enrolled in grade 4 but receiving instruction in grade 5 RLA will not take the grade 4 RLA field test if his or her campus has been assigned to field-test grade 4 RLA but will take the grade 5 RLA field test if his or her campus has been assigned to field-test grade 5 RLA.
- A student who is enrolled in grade 7 but receiving instruction in grade 8 mathematics will take both the grade 7 RLA field test and the grade 8 mathematics field test if his or her campus has been assigned to field-test both grade 7 RLA and grade 8 mathematics.

- A student in 11th grade who is enrolled in and completing instruction in English I in spring 2027 will take the English I field test if his or her campus has been assigned to field-test English I.
- A student who is enrolled in and completing instruction in Biology in fall 2026 will **not** take the Biology field test if his or her campus has been assigned to field-test Biology.
- A student who is enrolled in and completing instruction in U.S. History in spring 2027 and has previously taken the U.S. History EOC assessment will take the U.S. History field test if his or her campus has been assigned to field-test U.S. History.

Requirements for Census Spanish Field Tests

Due to the limited number of students who take Spanish assessments, the Spanish RLA field tests will be census field tests. **All students in grades 3, 4, and 5 who are scheduled to take the STAAR Spanish RLA assessments in spring 2027 are required to participate in the stand-alone field test, and all school systems that have those students enrolled must administer the field test regardless of whether they have been assigned an English version of the field test.** If a campus does not have any students scheduled to take the STAAR Spanish RLA assessments in spring 2027, then that campus is not required to participate in the Spanish RLA field tests.

In addition, students who are scheduled to take STAAR Spanish RLA assessments in spring 2027 will take the Spanish RLA field test as well as any other subject-area tests assigned to their campus and grade. For example, a student who is enrolled in grade 3 and is scheduled to take the STAAR Spanish RLA assessment in spring 2027 will take both the grade 3 Spanish RLA field test and the grade 3 mathematics field test if his or her campus has been assigned to field-test grade 3 mathematics.

Accommodations

Accessibility features are procedures and materials that should be made available on state assessments to students who regularly benefit from their use during classroom instruction; however, testing personnel may not require a student to use accessibility features during testing and should not automatically provide them to all students in a testing environment. For the stand-alone field test, there is no need to document their use in the Test Information Distribution Engine (TIDE).

Most designated supports available for the operational STAAR assessment (e.g., content and language supports, text-to-speech [TTS], speech-to-text [STT]) are available for the SST Stand-Alone Field Test for students who need them. However, braille, refreshable braille, and American Sign Language (ASL) videos are not available for the stand-alone field test. The decision to provide a particular accommodation to a student should be made on an individual basis and should take into consideration both the needs of the student and whether the student routinely and effectively uses the support in classroom instruction and testing. Designated supports must be indicated in TIDE for students who need them on the stand-alone field test. Documentation of accommodations used on the field test is not required in the student's paperwork.

Scheduling

The stand-alone field test is scheduled for February 1–5, 2027, and will be administered online only. Participating school systems may administer the stand-alone field tests at any time during the testing window, and district testing personnel should develop a local schedule for administration. The field tests are not timed, but students must complete each field test in one school day. District testing personnel should schedule two to three hours for the administration of each field test; however, some tests may take longer than others.

Field tests for mathematics, science, and social studies consist of 25 test questions. Field tests for English RLA and Spanish RLA consist of 12 to 15 test questions, including at most one extended constructed-response question. The remainder of each field-test form may vary in the type of test questions presented (e.g., multipart, multiple choice, multiselect, inline choice).

Participating campuses are strongly encouraged to offer make-up opportunities to students who are absent on the scheduled testing day.

Before Testing

Responsibilities of Testing Personnel

Because the instructions in this publication are intended for use prior to and during the administration of the stand-alone field test, testing coordinators should ensure that all personnel involved in the administration receive a copy of this publication. Testing coordinators, technology staff, and test administrators will need to use this information to fulfill their responsibilities for the field test. Campus coordinators should ensure that test administrators have received sufficient training to carry out their duties and should be available to answer questions during the administration of the field test.

Testing Coordinators

Testing coordinator responsibilities include, but are not limited to, the following:

- becoming familiar with the information in this document
- reviewing the *Test Information Distribution Engine (TIDE) User Guide*, which provides details for navigating and using the resources available in TIDE
- preparing test administrators and technology staff to perform their duties
- ensuring that test administrators and technology staff have signed test security oaths
- identifying students who will participate
- scheduling the stand-alone field test
- setting up test sessions and printing student test tickets
- being available to answer questions

Test Administrators

Test administrator responsibilities include, but are not limited to, the following:

- preparing for administration of the field test and reviewing this test administration information
- reviewing and signing a test security oath (if not already signed for the 2026–27 school year)
- coordinating with the campus coordinator to ensure that students have the information needed to log in to their test sessions and take the field test
- preparing the testing environment
- helping students log in to and access their assessments
- ensuring proper testing procedures
- administering the stand-alone field test
- maintaining test security, including active monitoring

Technology Staff

Technology staff responsibilities include, but are not limited to, the following:

- ensuring that administrative rights necessary for installing software are obtained
- ensuring that network infrastructure and devices have been assessed and meet the Minimum System Requirements
- reviewing and signing a test security oath (if not already signed for the 2026–27 school year)
- ensuring that all testing software is properly installed, configured, and tested
- ensuring that devices are available and properly configured for testing sessions
- ensuring that a Spanish voice pack is available for students testing with a TTS accommodation in Spanish
- being available for assistance before and during test sessions to address technology problems that may occur

UNAUTHORIZED VIEWING, DISCUSSION, DUPLICATION, OR SCORING OF SECURE TEST MATERIALS IS NOT PERMITTED AT ANY TIME.

Test Security and Training

Maintaining the security of all components of the Texas Assessment Program is critical for ensuring fair and equal testing opportunities for all Texas students. Test security for the Texas Assessment Program includes, but is not limited to, preserving the confidentiality of students' individual assessment results and personally identifiable information used or obtained in the administration of an assessment. Training on test security and administration procedures should be provided annually to ensure a standardized test administration and the best testing experience for Texas students. Annual training is especially important for understanding and implementing new or updated policies and procedures. It is imperative that all individuals participating in the Texas Assessment Program preserve the integrity of test content and student data through strict adherence to the instructions and procedures contained in the *District and Campus Coordinator Resources* and the test administration materials.

All testing personnel involved in the stand-alone field test are required to sign an Oath of Test Security and Confidentiality indicating that they understand their obligations concerning test security and confidentiality. The general test security oath is located in the Test Security section of the *Coordinator Resources* and must be signed before handling secure test materials.

Prepare for Online Administrations

Test Materials

No paper test booklets, answer documents, or other printed materials will be sent to school systems. Test administrators must ensure that the following required materials are available on the day of testing:

- student test tickets;
- scratch paper, as needed;
- pencils or pens for use with scratch paper;
- dictionaries, if students are using another dictionary in place of or in addition to the dictionary tool embedded in the online testing platform; and
- headsets for students receiving TTS or STT accommodation when multiple students are testing in the same room.

Ensure That Students Are Registered in TIDE

- Although the recommended due date for registering students in TIDE for the spring STAAR administration is January 7, 2027, all students participating in the SST Stand-Alone Field Test **must** be registered in TIDE before the test window opens on February 1, 2027.
- Ensure that students' test attributes are correct:
  - For grades 3–8, students should have the correct grade indicated.
  - For above grade-level testers, the "STAAR 3–8 Above Grade" flag should be marked in the *Student Eligibility-Summative* panel.
  - For end-of-course (EOC) testers, the "Spring EOC Eligibility" flag should be marked in the *Student Eligibility-Summative* panel.
- For Spanish RLA testers, *Presentation* must be set to "Spanish" under the RLA column in the *Test Attributes* panel.
- It is not necessary to select the test format; the only available format is online.
- Ensure that all embedded supports are set in the appropriate columns of the *Test Attributes* panel, as applicable.
- If an eligible student enrolls in a campus that is participating in the field test, the district testing coordinator should ensure the student is added to TIDE with the appropriate attributes marked so he or she can participate in the field test.
- It is not necessary to include demographic or program information for students participating in the stand-alone field test.
- Refer to the Manage Student Information page of the *Test Information Distribution Engine (TIDE) User Guide* for more detailed instructions.

Create Test Sessions

- Campus coordinators may create test sessions in the Test Delivery System (TDS) beginning January 11, 2027. Because the mathematics, science, and social studies field tests, as well as the English version of the RLA field test, were assigned at the campus level, campus coordinators may create test sessions. District-level users may create test sessions for Spanish RLA field tests. Testing personnel must create a test session and select the tests to be administered in the session in the Test Administrator Interface of TDS. Test sessions can be created by clicking the *Create Sessions* button.
- Specify the start date, start time, end date, and end time for each test session.
- Ensure that the session start and end dates and times are set within the testing window.
- From the list of color-coded test categories, select the yellow category for the stand-alone field test. This will display the tests or test groups available for the field test. The *Test Selection* window displays only tests and test categories that are eligible to be administered. For the stand-alone field test, only tests assigned to the campus (including Spanish grades 3–5 RLA tests) will be available in the Test Administrator Interface. If the list of available tests does not match the list of assigned tests you received in the communications sent by Cambium Assessment, Inc., contact Texas Testing Support.
- Test administrators must schedule or start the test session before students can log in and begin taking the test. For directions on creating and managing a test session, refer to the *Test Delivery System (TDS) User Guide*.

Become Familiar with Administration Directions

- There are directions indicating which instructions should be read aloud and when. What may and may not be read aloud will vary depending on designated supports, accommodation eligibility, test version, and other circumstances.
- Accommodations can affect how students' assessments are administered. Campus coordinators provide test administrators with instructions on the use of specific accommodations. Test administrators should ensure that students have the accommodations they are eligible for and should contact the campus coordinator if any questions arise about providing or implementing these accommodations. In advance of the test session, test administrators should talk to students who will be receiving accommodations and explain what materials or types of assistance will be available to those students during the assessment.

- Test administrators may help EB students understand the directions that are read aloud before the assessment begins (i.e., the “SAY” directions), as well as the directions that introduce specific assessment sections or question formats. The test administrator may paraphrase, translate, repeat, or read aloud these types of directions if an EB student requests assistance, and these directions may be translated ahead of time and kept available in case a student asks for a translation. The test administrator may not add directions that are substantively different from the published directions (e.g., give pointers, mention test-taking strategies).

During Testing

Ensure a Proper Testing Environment

- No element of the testing room environment should hinder any student's performance.
- A "Testing—Do Not Disturb" sign should be posted outside the testing room.
- It is not necessary to conceal or remove instructional or reference materials in testing areas, classrooms, or hallways unless they could provide assistance or are a direct source of answers for the subject-area assessment being administered.
- Clocks in the testing room, whether analog or digital, do not need to be covered or removed.
- All desks or computer workstations used for testing must be cleared of books and other materials not required for the assessment.
- All desks or computer workstations used for testing must be sufficiently separated from each other so that students cannot see one another's screens.

Ensure Proper Testing Procedures

Testing must be conducted under the best possible conditions to ensure a valid and reliable administration. Follow the procedures listed below to ensure the security and confidentiality of the stand-alone field test and the uniform administration of the field test throughout the state.

- District testing coordinators are required to have procedures in place to prevent student use of cell phones and personal electronic devices during test administrations.
- At least one trained test administrator per 30 students must always be present in each testing room during testing.
- District and campus coordinators may establish start times for testing, but testing should begin within one hour of the start of the school day.
- Campus coordinators should schedule test sessions for two to three hours. Students who are still testing after three hours should be consolidated into a general testing area to continue testing. Students must complete the assessment within the same school day, and no test session may exceed seven hours.
- A student who arrives after a test session has started may be tested if sufficient time remains in the day for the student to complete the assessment. District testing personnel should exercise judgment about allowing a student to join a session after testing has started, as those students might not have sufficient time to complete the assessment before the end of the school day and will not be able to complete any started tests the following day.

- Test administrators must actively monitor the testing room while students are working.
- Test administrators should verify that students have access only to the materials specifically allowed for the assessment.
- Test administrators may not view or discuss individual assessment questions or responses unless specifically directed to do so by the test procedures.
- Reinforcing, reviewing, or distributing testing strategies during testing is strictly prohibited.
- Students must remain seated during testing except when they are receiving or returning authorized test materials or being consolidated.
- Students are not allowed to talk to one another while testing is in progress.
- After five minutes of inactivity on an assessment, an "Are you still there?" warning message will pop up. The online assessments will automatically pause when the testing devices have been idle for 20 minutes. To complete the assessments, students must log back in using their original test tickets.
- Once a student has completed and submitted the assessment, the test administrator should allow the student to leave the area based on the campus consolidation plan so other students may continue testing.

Test Administration Directions

These directions have been written with the assumption that students are familiar with the tools and features available in TDS from using the online practice tests.

General Information

- A student who takes a break during the test session should pause the assessment. Pausing an assessment logs the student out. To resume testing, the student must repeat the login process.
- For EB students who request assistance, test administrators are allowed to paraphrase, translate, repeat, or read aloud these directions and the directions that introduce particular test sections or question types, as long as the substance of the directions is not changed.
- For students receiving accommodations, the test administrator is permitted to modify the directions when needed.
- For students using TTS, the test administrator is allowed to remind students that a *Do Not Read* icon next to passages or test questions indicates that the text may not be read aloud to the student.
- For students using TTS and content and language supports, the text within these supports will be read aloud unless there is a *Do Not Read* icon.

Read-Aloud Directions

The test administrator **MUST** read aloud **WORD FOR WORD** the **bold** text after the word **"SAY."** Some directions use brackets within the read-aloud text to indicate where information should be verbally inserted. For example, in the statement **"Today you will take the [GRADE and SUBJECT or COURSE] Stand-Alone Field Test,"** the test administrator should verbally fill in the name of the assessment, such as grade 8 reading language arts, as he or she is reading the directions to students. The directions may be repeated as many times as needed. The text in *italics* is information meant for the test administrator and should not be read aloud to students.

SAY	**Today you will take the [GRADE and SUBJECT or COURSE] Stand-Alone Field Test. It is important that you do your best.**	**Hoy van a tomar la [GRADE and SUBJECT or COURSE] prueba de campo. Es importante que hagan su mejor esfuerzo.**
SAY	**This test should take you about two to three hours to complete. Do not spend too much time on any single question. If you are unsure of a response, provide the best response you can. If you would like to review that response, mark the question for review. You may go back to review your response at the end of the test. Are there any questions?**	**Completar esta prueba debería llevarles entre dos y tres horas. No dediquen demasiado tiempo a una sola pregunta. Si no están seguros de una respuesta, pongan la mejor respuesta que puedan. Si quieren revisar esa respuesta, marquen la respuesta para revisión. Al final de la prueba, pueden regresar a revisar las respuestas. ¿Tienen alguna pregunta?**

Answer any questions before continuing.

SAY	**If you have questions about the instructions or the tools, please raise your hand so I may help you. You should remain seated and quiet so that you do not disturb others who are testing. Are there any questions?**	**Si tienen alguna pregunta sobre las instrucciones o las herramientas, por favor levanten la mano para que pueda ayudarles. Deben permanecer sentados y en silencio para no distraer a los demás que están tomando la prueba. ¿Tienen alguna pregunta?**

Answer any questions before continuing. Distribute test tickets to students.

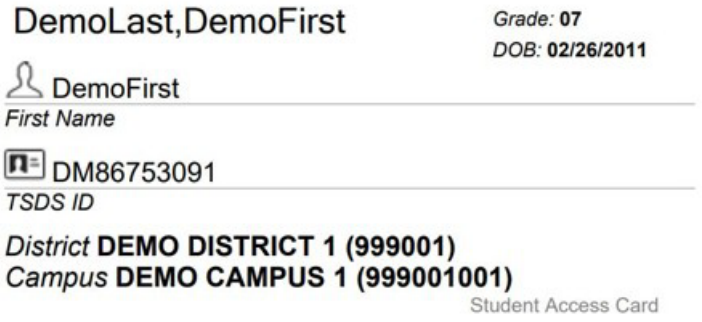
For students receiving Content and Language Supports

SAY	**This test has supports for you to use. You will see borders around words or small arrows next to questions and answer choices. Click these borders or arrows to see words or pictures that may help you.**	**Esta prueba tiene apoyos para su uso. Verán palabras con bordes o pequeñas flechas cerca de las preguntas y opciones de respuesta. Hagan clic en los bordes o flechas para ver palabras o ilustraciones que podrían ayudarles.**

SAY	**Now we will log in to the test. Does everyone have a student test ticket? If not, please let me know. You will use the information on your student test ticket to log in to the test.**	**Ahora vamos a iniciar la sesión de la prueba. ¿Todos tienen una ficha de la prueba? Si no, díganmelo por favor. Van a usar la información que está en su ficha de la prueba para iniciar la sesión de la prueba.**

Make sure each student has a student test ticket. When students are ready, continue.

SAY	**Please make sure that your first and last name and your birth date, or DOB, are correct on the test ticket. If this information is wrong or missing, please let me know.**	**Por favor, asegúrense de que su nombre y fecha de nacimiento estén correctos en su ficha de la prueba. Si falta esta información o si está equivocada, díganmelo por favor.**



Assist students as needed, then continue. For a student whose test ticket information is incorrect, contact the campus coordinator after other students have begun testing.

SAY	**On the *Sign In* page, type your first name and the TSDS ID into the correct fields exactly as they are written on your student test ticket. Your test site should have a blue banner. If your test site banner is green, please raise your**	**En la página de *Ingresar* [Sign In], escriban su nombre y su clave de identificación TSDS en los campos correctos exactamente como aparecen en su ficha de la prueba. Su sitio de la prueba debe tener un recuadro azul. Si**

	hand so that I can help you.	**el recuadro de su sitio de la prueba es verde, por favor levanten la mano para que pueda ayudarles.**
	Assist students as needed.	
SAY	**You will now see a screen that says *Is This You?* Check your name and date of birth. If they are correct, click *Yes*. If they are not correct, raise your hand.**	**Ahora verán una pantalla que dice *¿Eres tú?* [Is This You?] Verifiquen su nombre y fecha de nacimiento. Si están correctos, hagan clic en *Sí* [Yes]. Si no están correctos, levanten la mano.**
	Assist students as needed. Provide the Session ID to students in whatever way is appropriate for the students and the room.	
SAY	**I have provided you with the Session ID. Type the Session ID in the *Session ID* field exactly as I have provided it. Now click the *Join Session* button.**	**Les di su Número de identificación de la sesión [Session ID]. Escriban ese número en el campo *Número de identificación de la sesión* exactamente como se lo he dado. Ahora hagan clic en el botón de *Unirse a la sesión* [Join Session].**
	Check to see if everyone has successfully logged in to the test.	
SAY	**You will now see a screen that says *Your Tests*. Select the SST [GRADE and SUBJECT or COURSE] test to continue. If you are not sure, raise your hand.**	**Ahora verán una pantalla que dice *Tus Pruebas* [Your Tests]. Seleccionen la prueba SST de [GRADE and SUBJECT or COURSE] para continuar. Si no están seguros, levanten la mano.**
	Assist students as needed.	
SAY	**Now you should carefully read the instructions on each screen. Check that the test you select is the [GRADE and SUBJECT or COURSE] Stand-Alone Field Test and not a practice test or an interim assessment. Are there any questions?**	**Ahora deben leer cuidadosamente las instrucciones en cada pantalla. Revisen que la prueba que seleccionaron es la [GRADE and SUBJECT or COURSE] prueba de campo y no una prueba de práctica o una prueba de referencia. ¿Tienen alguna pregunta?**
	Answer any questions before continuing.	

SAY	**When you are ready to start your test, select "Begin Test Now" on the *Test Information* screen. When you have completed your test, raise your hand so I can help you close the test and collect any test materials. Do not click the *Submit Test* button until you are sure you are done. If there are no additional questions, you may begin.**	**Cuando estén listos para comenzar la prueba, seleccionen "Comenzar la prueba ahora" [Begin Test Now] en la pantalla *Información de la prueba*. Cuando hayan terminado la prueba, levanten la mano para que pueda ayudarles a cerrar la prueba y recoger los materiales de la prueba. No hagan clic en el botón *Enviar prueba* [Submit Test] hasta que estén seguros de que ya terminaron. Si no hay ninguna otra pregunta, pueden comenzar.**

Assist students with directions as needed.

For students receiving a TTS Accommodation

SAY	**You should see a *Read Page* button at the top of your screen. Use this button if you need to listen to the test instructions and information before beginning your test.**	**Deben ver el botón *Leer la página* [Read Page] en la parte superior de la pantalla. Usen este botón si necesitan escuchar las instrucciones y la información de la prueba antes de comenzar la prueba.**

Additional Information

- Any students using TTS or STT should be told to put on their headphones or headsets. If a student's volume is not working, troubleshoot basic steps such as ensuring that the headphones are fully plugged in, *Mute* is not inadvertently selected, and the volume setting is turned up. If the student is still experiencing issues, contact the campus coordinator.
- During the test session, the test administrator may assist students if they have trouble with the secure browser or the functionality of the tools, features, or accommodations. Refer to Appendix A for information in English about the online tools or to Appendix B for the same information in Spanish.
- Test administrators are not allowed to answer any questions related to the content of the assessment itself. If a student asks a question that a test administrator is not permitted to answer, the test administrator may respond, for example, **"I can't answer that for you; just do the best you can"** or **"No te puedo responder esa pregunta; sólo contesta lo mejor que puedas."**

- Test administrators should remind students periodically that they should not click the *Submit Test* button until they have finished the assessment. Once an assessment is submitted it cannot be restarted by the test administrator.
- If a student for whom the test administrator does not have a student test ticket arrives in the testing room, contact the campus coordinator.
- If any issues arise or assistance is needed, contact the campus coordinator.
- For all breaks, instruct students to pause the assessment.
- As students complete the assessment, collect student test tickets and any scratch paper or reference materials. These materials should be returned to the campus coordinator.
- Once a student has completed and submitted the assessment, the test administrator should allow the student to leave the area according to the campus consolidation plan.
- Because this is a field test and students will not receive scores, it is not necessary to record score codes for any students.

TEST ADMINISTRATORS SHOULD NOT VIEW, COPY, OR DISCUSS THE TEST CONTENT AT ANY TIME UNLESS SPECIFICALLY GIVEN AUTHORIZATION TO DO SO.

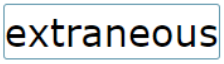
Appendix A

Online Tools (English)

Use the chart below when a student has a question about one or more of the tools in the online system. If a student is having trouble locating a tool, point to the proper icon in the ICON column below. If a student asks how a tool or button functions, the test administrator may read aloud the information in the TEXT column. The information in this column may be read verbatim, paraphrased, or clarified as needed. Test administrators may also point to the "Help" icon below to remind students of the ***Help*** button located in the top right of the screen.

ICON	NAME	TEXT
 Next	Next	You can use ***Next*** to move forward through the test.
 Back	Back	You can use ***Back*** to move backward through the test.
	Mark for Review	You can use ***Mark for Review*** to flag a question to review later. When you mark a question for review, a flag will appear on the question number.
	Help	You can use ***Help*** to remind you how to use the tools.
	System Settings	You can use ***System Settings*** to change some of the features of your test, such as the color of the screen or the mouse pointer, the size of the mouse pointer, or the zoom setting.
	Pause	You can use ***Pause*** to stop your test for short breaks. The system saves your work and returns you to the same spot when you come back.
	Context Menu	You can use ***Context Menu*** to see additional tools, such as Sticky Notes, that are available for the question.
 	Highlight Selection or Reset Highlighting	You can use ***Highlight Selection*** to mark important words or numbers. You can erase highlights by selecting ***Reset Highlighting***.

ICON	NAME	TEXT
	Strikethrough	You can use ***Strikethrough*** to cross out answer choices that you think are not correct.
 Notepad	Notepad	You can use ***Notepad*** to take notes on each question.
	Writing Tools	You can use ***Writing Tools*** in the Notepad or Sticky Notes to format the text you entered.
	Select Previous Version	You can use ***Select Previous Version*** to see and restore previously entered responses for Text Response questions.
	Tutorial	You can use ***Tutorial*** to view a short video on how to answer a particular type of question.
 Dictionary	Dictionary	You can use ***Dictionary*** to look up the definitions of words.
 Line Reader	Line Reader	You can use ***Line Reader*** to help you keep your place while reading.
	Sticky Notes	You can use ***Sticky Notes*** to post reminders on the screen.
 Zoom Out Zoom In	Zoom	You can use ***Zoom*** to make everything on your screen larger or smaller.
 Calculator	Calculator	You can use a basic, scientific, or graphing ***Calculator***, depending on the test.
 Ruler	Ruler	You can use a ***Ruler*** to measure images on the screen.
 Graph/Draw	Graph/Draw	You can use ***Graph/Draw*** to plot points and draw lines or freeform shapes with multiple colors during the test.

ICON	NAME	TEXT
	Periodic Table	You can use ***Periodic Table*** to view the contents of the Periodic Table.
 References	References	You can use ***References*** to show information such as conversions, formulas, Punnett squares, a periodic table, and a writing checklist, depending on the test.
	Text-to-Speech*	You can use ***Text-to-Speech*** to listen to text in questions, answer choices, pop-ups, notepad, and rollovers being read aloud.
	Speech-to-Text*	You can use ***Speech-to-Text*** to transcribe your spoken words into text to answer questions.
	Pop-Up*	You can click a word or phrase that has a border around it (***Pop-Up***) and helpful information will pop up.
	Rollover*	You can use ***Rollover*** to see a different version of the sentences in the test question.
	Spell Check*	You can use ***Spell Check*** to identify misspelled words and view suggestions for replacements.
	Word Prediction (Co:Writer)*	You can use ***Word Prediction (Co:Writer)*** to receive automatic word suggestions in constructed-response questions.
	Expandable Items Expandable Passages	You can use the arrows in ***Expandable Items*** or ***Expandable Passages*** to expand questions or passages.
 Save	Save	All responses are saved automatically. You can also manually ***Save*** your responses to questions.

*These tools will only appear in TDS for eligible students who have had them enabled in TIDE.

Appendix B

Online Tools (Spanish)

Use the chart below when a student has a question about one or more of the tools in the online system. If a student is having trouble locating a tool, point to the proper icon in the ICON column below. If a student asks how a tool or button functions, the test administrator may read aloud the information in the TEXT column. The information in this column may be read verbatim, paraphrased, or clarified as needed. Test administrators may also point to the "Ayuda" icon below to remind students of the ***Ayuda*** button located in the top right of the screen.

ICON	NAME	TEXT
	Siguiente	Puedes usar ***Siguiente*** para avanzar en la prueba.
	Volver	Puedes usar ***Volver*** para regresar en la prueba.
	Marcar para revisar	Puedes usar ***Marcar para revisar*** para señalar una pregunta para revisarla después. Cuando marques una pregunta para revisarla, aparecerá una bandera junto al número de la pregunta.
	Ayuda	Puedes usar ***Ayuda*** para recordar cómo usar las herramientas.
	Configuración del sistema	Puedes usar ***Configuración del sistema*** para cambiar algunas de las características de la prueba, como el color de la pantalla o el puntero del ratón, el tamaño del puntero del ratón o el ajuste de zoom.
	Pausa	Puedes usar ***Pausa*** para detener tu prueba y tomar un descanso breve. El sistema guardará tu trabajo y te permitirá regresar al mismo lugar cuando regreses.
	Menú contextual	Puedes usar ***Menú contextual*** para ver herramientas adicionales, como Bloc de notas, que están disponibles para la pregunta.
	Resaltar selección o Restablecer resaltado	Puedes usar ***Resaltar selección*** para marcar palabras o números importantes. Puedes quitar lo que hayas resaltado seleccionando ***Restablecer resaltado***.
	Tachado	Puedes usar ***Tachado*** para tachar opciones de respuestas que creas que no son correctas.

ICON	NAME	TEXT
	Notas	Puedes usar ***Notas*** para escribir notas en cada pregunta.
	Herramientas de escritura	Puedes usar las ***Herramientas de escritura*** en las Notas o en el Bloc de notas para editar el texto que escribas.
	Seleccionar versión anterior	Puedes usar ***Seleccionar versión anterior*** para ver y restaurar las respuestas ingresadas previamente en las preguntas de Respuesta de texto.
	Tutorial	Puedes usar ***Tutorial*** para ver un video corto sobre cómo responder a un tipo de pregunta en particular.
	Diccionario	Puedes usar ***Diccionario*** para buscar definiciones de palabras.
	Lector de línea	Puedes usar ***Lector de línea*** para ayudarte a no perder de vista el renglón donde estás leyendo.
	Bloc de notas	Puedes usar ***Bloc de notas*** para poner recordatorios en la pantalla.
	Alejar o Acercar	Puedes usar ***Alejar*** o ***Acercar*** para reducir o ampliar todo lo que aparece en tu pantalla.
	Calculadora	Puedes usar ***Calculadora*** básica, científica o gráfica, dependiendo de la prueba.
	Regla	Puedes usar ***Regla*** para medir imágenes en la pantalla.
	Graficar/Dibujar	Puede usar ***Graficar/Dibujar*** para trazar puntos y dibujar líneas o formas libres con varios colores durante la prueba.
	Tabla periódica	Puedes usar ***Tabla periódica*** para ver el contenido de la Tabla periódica.

ICON	NAME	TEXT
	Materiales de referencia	Puedes usar ***Materiales de referencia*** para mostrar información como, por ejemplo, conversiones, fórmulas, cuadros de Punnett, una tabla periódica y una lista de control de escritura, dependiendo de la prueba.
	Texto a voz*	Puedes usar ***Texto a voz*** para escuchar las preguntas, las opciones de respuesta, las ventanas de apoyo, notas y textos de apoyo.
	Voz a texto*	Puedes usar ***Voz a texto*** para transcribir tus palabras habladas en texto para responder a preguntas.
	Ventana de apoyo*	Puedes hacer clic en una palabra o una frase que tiene un borde a su alrededor y aparecerá información útil en una ***Ventana de apoyo***.
	Texto de apoyo*	Puedes usar ***Texto de apoyo*** para ver una versión diferente de las oraciones en una pregunta.
	Corrector ortográfico*	Puedes usar ***Corrector ortográfico*** para identificar palabras con errores ortográficos y ver sugerencias de reemplazo.
	Predicción de palabras (Co:Writer)*	Puedes usar ***Predicción de palabras (Co:Writer)*** para recibir sugerencias automáticas de palabras en las preguntas de respuesta construida.
	Elementos expandibles Pasajes expandibles	Puedes usar las flechas en ***Elementos expandibles*** o ***Pasajes expandibles*** para expandir las preguntas y los pasajes.
	Guardar	Todas las respuestas se guardan automáticamente. También puedes ***Guardar*** manualmente tus respuestas a las preguntas.

*Estas herramientas solo aparecerán en TDS para los estudiantes elegibles a quienes se les hayan habilitado en TIDE.

TEXAS ASSESSMENT