



# Cognitive Lab Test Guidance Document

Updated May 10, 2019

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# Cog Lab Test Overview

## Before Testing

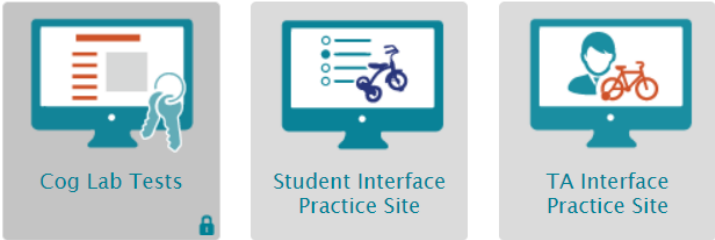
Prior to accessing the Cog Lab tests, there are several things needed:

1. All users need a TIDE account. If you do not have a TIDE account, please speak with Jill Christmus or contact the SC-Alt Help Desk at 1.877.231.7789.
2. Please use one of the following browsers: Chrome 67+, Firefox 52+, Edge, or Safari 9+.
3. Disable any popup blockers in your web browser.
4. Test settings like Print Size/Zoom, Mouse Pointer sizes, or Color Contract are not available in the Cog Lab tests. If you need to enlarge the text, please use the [Toolbar](#).
5. **There is no Human Voice Recording or Text-to-Speech for this Cog Lab. Instead, please use the scripts provided. See below for details.**

## Accessing the Tests

The SC-Alt cog lab test is located on the [SC-Alt Portal](#). From the Portal homepage click on the Practice Tests link. The following page appears. Click on Cog Lab Tests. **Please note the Cog Lab Script hyperlink, where you can access the scripts for all tests.**

### Practice Tests



The image shows three computer monitor icons. The first icon, labeled 'Cog Lab Tests', shows a screen with a list and a hand cursor. The second icon, labeled 'Student Interface Practice Site', shows a screen with a list and a bicycle. The third icon, labeled 'TA Interface Practice Site', shows a screen with a person and a bicycle.

**Practice Test Guidance Document**

The [Practice Test Guidance Document](#) provides a walk-through and explanation of the SC-Alt Practice Test. It is also listed as a resource under Online System Resources.

**Cog Lab Guidance Documents**

The [Cog Lab Guidance Document](#) provides a walk-through and explanation of the SC-Alt Cog Lab Tests. It is also listed as a resource under Online System Resources.

The [Cog Lab Script](#) is available for Cog Lab administrators to guide the student through the test.

# Signing In

## Step 1.

To access the tests, log in with your TIDE account credentials.

Users sign in using their TIDE account. Simply click [**Secure Login**] to begin. If you are having difficulty logging in to the Cog Lab, please contact Jill Christmus or call the SC-Alt Help Desk at 1.877.231.7789.

## Step 2.

Select **Grade 3** for:

- ELA Grade 3 and 4 Literature Below
- ELA Grade 3 and 4 Literature Low
- ELA Grade 3 and 4 Literature Approach
- ELA Grade 3 and 4 Literature Meets

Select **Grade 5** for:







- ELA Grade 5 and 6 Literature Below
- ELA Grade 5 and 6 Literature Approach
- ELA Grade 5 and 6 Literature Meets

## Available Tests

Choose a test for data entry.

Student Enrolled Grade Level: 3

### Practice Test

|   |   |
|---|---|
|  Start Grade 3 ELA   |  Start Grade 3 Mathematics   |
|  Start Grade 3 and 4 Literature: Below Form<br>This is opportunity 1 of 99       |  Start Grade 3 and 4 Literature: Low Form<br>This is opportunity 1 of 99   |
|  Start Grade 3 and 4 Literature: Approaching Form<br>This is opportunity 1 of 99 |  Start Grade 3 and 4 Literature: Meets Form<br>This is opportunity 1 of 99 |



### Step 3.

On the next page, test options are available based on the grade selected.

Click on one of the tests listed in **Step 2** to get started.

## Choose a Test Form

Select the appropriate test form from the drop-down list. If no drop-down list is available, verify that the listed test form is correct.

Test Forms: Select form

Select form  
SC-Alt-CogLab-ELA-3-Lit\_Below-SU19

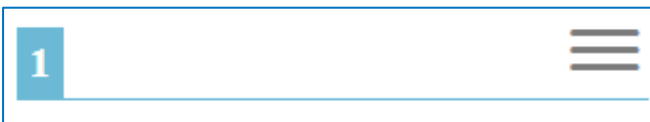
### Step 4.

From the dropdown menu select the only option. Click [**Next**].

## Item Overview

**Basic Navigation:** The sample item page appears. To select an answer, click on one of the answer options. To move to the next item, click the **[Next]** button at the top of the page. If your student does not respond to an item, click **[Next]** to skip the current item.




The screenshot displays a test item interface. On the left, a stimulus area contains a square with side lengths labeled "5 cm". Above the square is the text "Here is a square. Each side of the square is 5 centimeters long." and a small ear icon. To the right of the stimulus is a question area with a blue box containing the number "1" and the text "What is the area of the square?". Below the question are three large gray buttons with the answers "10 cm<sup>2</sup>", "20 cm<sup>2</sup>", and "25 cm<sup>2</sup>". Each button has a small ear icon at the bottom. At the top right of the interface is a green "Next" button with a right-pointing arrow. A context menu icon (three horizontal lines) is visible in the top right corner of the stimulus area.




Test questions are numbered on the left.


To the top right of an item or the stimulus, test takers will see three horizontal bars, or the **Context Menu**. The context menu includes a list of available item tools. More information on this can be found in the Context Menu section.

**Expandable Passages:** Some items have a stimulus that sets up the question. The stimulus appears on the left side of the page. You can expand the stimulus by clicking the arrows at the top. Clicking them again returns the stimulus to its original size.






### Spider Plants




Spider plants are very popular, easy to grow houseplants. People like these plants because they have bright green and yellow leaves.

Spider plants do not need special care; just give them light (not bright sun), a little water, and watch them grow. In the spring, spider plants send out long stems with little white flowers on them. Some of the flowers turn into baby spider plants. Clip the baby plants and plant them in a pot with soil. Soon you will have a whole family of these cheery plants!


Next 

1




What does the author claim about spider plants?

They are fun to grow.



They look like spiders.



# Toolbar

**Toolbar Access:** By default, the toolbar is hidden from view. To access the toolbar, click the gray button in the top left of the page. The password is the student's first name. For the practice test, the student's first name is "guest".

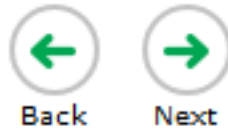
The screenshot shows a math test interface. On the left, a square is shown with side lengths of 5 cm. The text reads: "Here is a square. Each side of the square is 5 centimeters long." On the right, a question asks: "What is the area of the square?" Below the question are three answer choices:  $10 \text{ cm}^2$ ,  $20 \text{ cm}^2$ , and  $25 \text{ cm}^2$ . A "Next" button is visible at the top right of the question area.

The image below displays a sample toolbar for a grade 6 math test. Note that the buttons may vary as the student navigates through the test. Select **[Full Screen]** to hide the toolbar again.

The toolbar displays the following elements from left to right: "Questions: 1 - 3" with a dropdown arrow; "Grade 3 and 4 Literature: Below Form (0 out of 3)"; "GUEST (SSID: GUEST)"; "UAT-6B9D-1"; a question mark icon; and a pause icon. Below these are five navigation buttons: "Back" (left arrow), "Next" (right arrow), "Save" (floppy disk), "Finished" (red square), and "Full Screen" (green square with white 'x'). On the right side of the toolbar are four utility icons: "Masking" (green square with white 'x'), "LineReader" (green horizontal line), "Zoom Out" (magnifying glass with minus sign), and "Zoom In" (magnifying glass with plus sign).

Grade 3 and 4 Literature: Below Form (0 out of 3)

The **test progress indicator (# out of #)** shows the student how many questions he or she has responded to out of the total number of questions.



The toolbar allows for additional navigation options. You may navigate through test questions using the **[Back]** and **[Next]** arrow buttons or by selecting the item tabs at the top right.



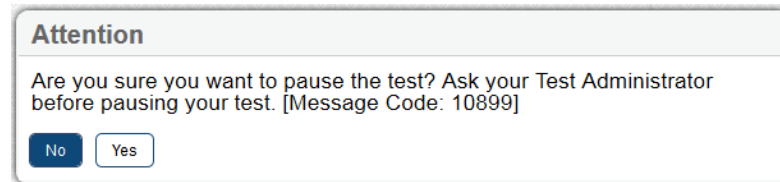
You are not required to mark a response before moving on to the next test question. You can skip a question and are encouraged to mark a question for review if they do not answer it (see below for more information on marking items for review).



**[Save]** ensures the response is committed. Although the **[Save]** button is available for some items, it is not a requirement to save an item. Other actions, such as moving forward to the next question, save the response. Please note that the Student Practice Site does not save any responses upon sign-out.



The Student Practice Site is set up to simulate the test-taking experience for operational tests. Thus, the message that displays when the student clicks **[Pause]** is the same message that will appear on operational assessments.



Please note, however, that unlike the operational site, the Student Practice Site does not save any responses upon sign-out. Clicking **[Pause]** then **[Yes]** signs the student out of the test. You will be logged out of the test.





In order for the **masking, calculator, and line reader tools** to be available on the Practice Site, the appropriate setting must be turned on under Choose Settings. If one of these tools is off on the Choose Settings page, the tool will not display in the toolbar. These tools will be turned “on” by default for all students.

If masking or line reader are available, their buttons will display toward the right side of the toolbar.

In order to use the masking or line reader feature, you must click the appropriate button to turn it “on.” When these tools are on, their buttons change color.



7

A student records the hours of darkness of certain days in the year and records the average temperature for those days in the data table.

**Student Observations for a City in Ohio**

| Hours of Darkness | Average Temperature (°F) |
|-------------------|--------------------------|
| 11.25             | 68.0                     |
| 11.66             | 62.6                     |
| 12.66             | 57.2                     |
| 12.91             | 50.0                     |
| 13.75             | 48.2                     |
| 14.08             | 42.8                     |





Which statement explains the trend seen in the table?

A. The length of darkness causes warmer temperatures.

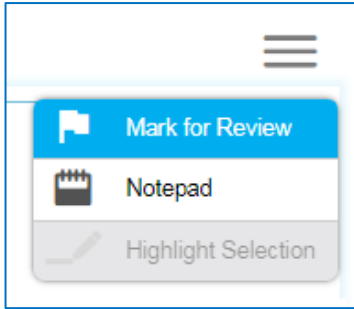
Masking allows students to “cover” an area of the item so they can focus on certain item elements. There are several things to note about the masking feature:

- While it is turned on, with each click and drag, you are creating a new “mask.” To stop creating masks, click the masking tool button, which will turn the feature off.
- While creating the mask, you will see a box with a dashed outline and a transparent fill. When you release the click, the box will be a nearly opaque dark gray.
- Once the mask (the dark gray box) is created, it cannot be moved or manipulated. To remove the box, click the X in its top right corner.
- If you advance to the next item, the mask will not be present if you return to the item that had the mask.

Do not try to place a mask near response boxes. The operational Student Testing Site and the Practice Site will prevent creating the mask and the outline that appears before the mask is created will drag around the screen but will not create the masking box.

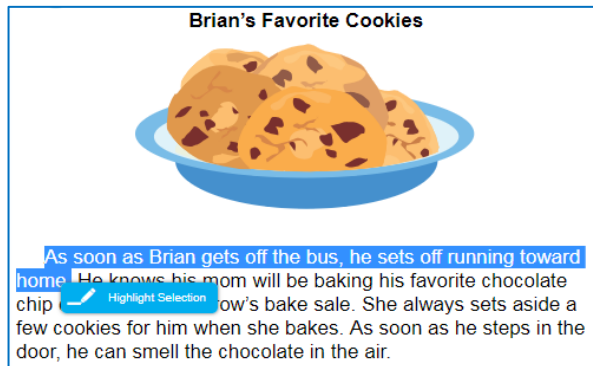
|   |   |
|---|---|
| <div style="text-align: center;"> <br/>       Line Reader     </div> <div style="border: 1px solid blue; padding: 5px; margin: 10px 0;"> <div style="display: flex; justify-content: space-between; align-items: center;"> <span style="background-color: #0070C0; color: white; padding: 2px 5px; border-radius: 3px;">2</span> <span>☰</span> </div> <p>The diagram shows a portion of a stream from above. Predict how the banks of the stream will change over time.</p> <p>A. Move an image into the blank box to show what bank A will look like over</p> </div> <div style="border: 1px solid blue; padding: 5px; margin: 10px 0;"> <div style="display: flex; justify-content: space-between; align-items: center;"> <span style="background-color: #0070C0; color: white; padding: 2px 5px; border-radius: 3px;">2</span> <span>☰</span> </div> <p>The diagram shows a portion of a stream from above. Predict how the banks of the stream will change over time.</p> <p>A. Move an image into the blank box to show what bank A will look like over</p> </div> | <p>The line reader tool highlights text for students as they read. To activate the tool, click the [<b>Line Reader</b>] button.</p> <p>It is suggested that you use the up and down arrows on your keyboard to move the line reader tool from line to line.</p> <p>The line reader tool cannot be used on graphics.</p> <p>To remove the line reader’s highlighting, click the [<b>Line Reader</b>] button.</p> |
| <div style="display: flex; justify-content: center; gap: 20px;">   </div> <p>Zoom Out   Zoom In</p>   | <p>Students use the [<b>Zoom Out</b>] and [<b>Zoom In</b>] buttons at the top right to decrease and increase the size of the text and graphics on the page.</p> <p>If students require a larger default size, this can be preset.</p>   |
|    | <p>Click the question mark inside the circle at the top right of the toolbar to reach the “<b>Test Instructions and Help</b>” page.</p>   |

# Context Menu



Click on the **context menu** (three horizontal bars) to the top right of the stimulus or question to see available options. Note that options will vary by item. In this example, the item has three available tools: Mark for Review, Notepad, and Highlight Selection. This menu can also be accessed by right clicking on the screen.

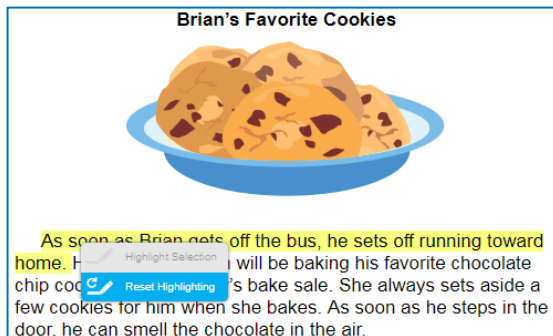
**IMPORTANT:** Please note that in the operational test, the Context Menu will also include a No Response button to skip items as necessary.

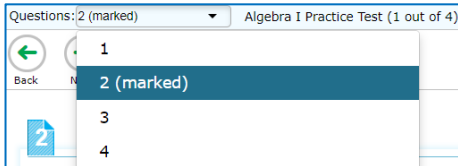
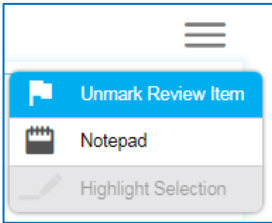
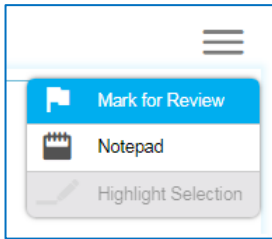


## Highlighting

You can select text and right click to highlight it. Additionally, they can select text then the context menu to highlight their selection.

Right click or click on the context menu for the option to reset highlighting.





### Congratulations, you reached the end of the test!

You have marked questions. Review these questions before submitting your test.

#### Questions:

1 2 3 4

#### Next Step:

When you are done reviewing your answers, select **Submit Test**. You cannot change your answers after you submit the test.

Submit Test

## Marking Items for Review

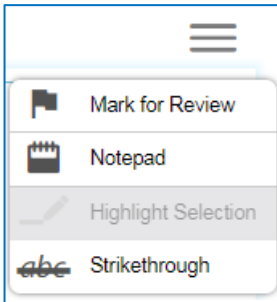
Those who wish to mark items for later review can select “Mark for Review” from the context menu.

To unmark an item, select “Unmark Review Item” from the context menu or right click and select “Unmark Review Item.”

After marking an item for review, the item number display shows a “folded corner” mark.

Additionally, after marking an item for review, “(marked)” displays next to the item number in the Questions drop-down menu.

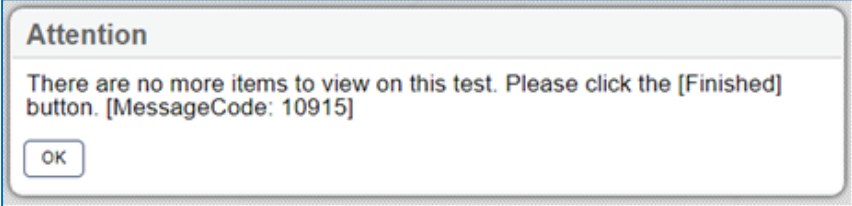

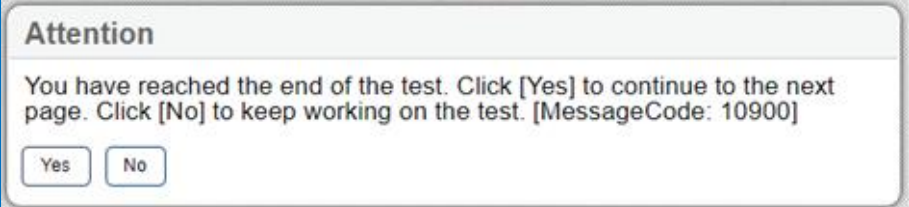
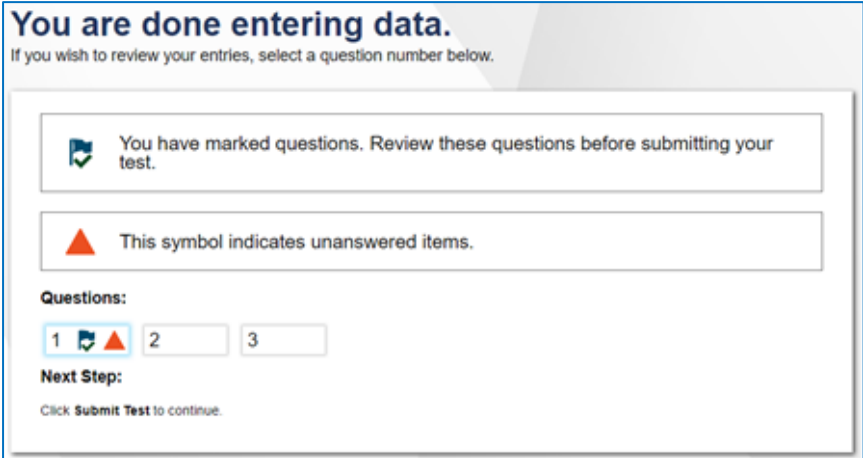








Lastly, when you reach the end of the test and is given the opportunity to review his or her responses, marked items are noted with a flag and checkmark.



## Strikethrough

You may cross out answer options that the student rules out. Use the context menu or right click and select Strikethrough. Then click on the now-gray option(s) that you wish to eliminate. Click anywhere on the screen to return the answer options to solid black. Repeat the process to remove a strikethrough.

## Ending the Test

|   |   |
|---|---|
|  <p><b>Attention</b></p> <p>There are no more items to view on this test. Please click the [Finished] button. [MessageCode: 10915]</p> <p><input type="button" value="OK"/></p>   | <p>If you click [<b>Next</b>] after reaching the last question on the test, you will see this message. Click [<b>OK</b>] to return to the last question on the test.</p> <p>You can navigate back through the test if they would like to review questions or responses, or you can end the test.</p>  |
|  <p>Finished</p>   | <p>If you are ready to end the test, click [<b>End Test</b>] in the toolbar.</p> <p>Please note that you must access the toolbar to End Test by clicking on the toolbar reveal button at the top left of the page and entering the password “guest” or the student’s first name.</p>  |
|  <p><b>Attention</b></p> <p>You have reached the end of the test. Click [Yes] to continue to the next page. Click [No] to keep working on the test. [MessageCode: 10900]</p> <p><input type="button" value="Yes"/> <input type="button" value="No"/></p>  | <p>After clicking [<b>End Test</b>], you will see this message. If you click [<b>No</b>], you will be taken back to the last question on the test. You can navigate back through the test if they would like to review questions or responses.</p> <p>If you click [<b>Yes</b>], you will be taken to a page that allows you to review questions they have marked or not answered.</p>  |
|  <p><b>You are done entering data.</b><br/>If you wish to review your entries, select a question number below.</p> <p> You have marked questions. Review these questions before submitting your test.</p> <p> This symbol indicates unanswered items.</p> <p><b>Questions:</b></p> <p>1   2 3</p> <p><b>Next Step:</b><br/>Click <b>Submit Test</b> to continue.</p> | <p>When you reach this page, you will see items that they marked for review (  ). You will also see items for which no answer was selected (  ). If an item does not display the  symbol, it does <u>not</u> mean the student fully answered the question. No symbol means only that the student took sufficient action to signal a response. The absence of the  symbol does <u>not</u> mean the student answered the question fully or correctly.</p> <p>You can click on any question in the listing to return to that question. Once the you return to a question, you can edit your responses or continue to navigate forward and backward through the questions or click [<b>End Test</b>] to return to this page.</p> <p>Click [<b>Submit Test</b>] to end the test.</p> |

Warning

Are you sure you're done reviewing this test?

Yes

No

After clicking [**Submit Test**], you have one last opportunity to return to the test by clicking [**No**]. If you click [**Yes**].