



Test Delivery System Quick Guide: SDSAA Practice Test 2020–2021

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Prepared by Cambium Assessment, Inc.





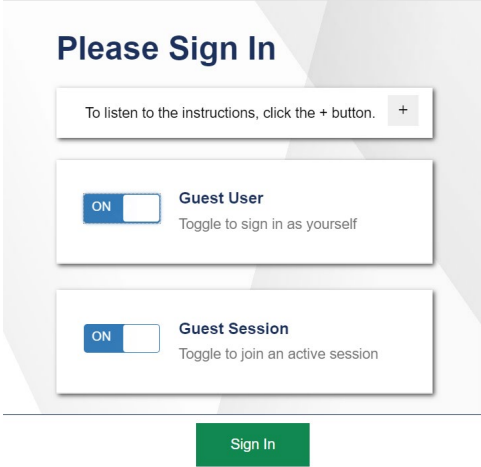
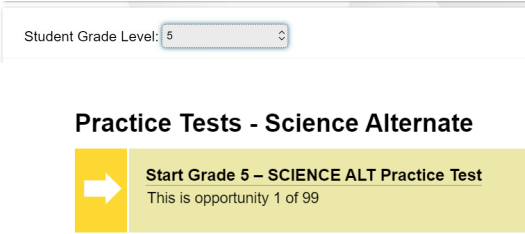
Descriptions of the operation of the Test Delivery System and related systems are property of Cambium Assessment, Inc. and are used with the permission of CAI.

About This Guide

This quick guide provides a quick overview on how to navigate the South Dakota Science Alternate Assessments (SDSAA) practice test once inside the Student Testing Site. If the steps apply to either the Summative or Practice assessments, those directions are clearly called out in this guide. For the more details on how to access the site as a Proctor or a student using the Secure Browser, refer to the *Test Delivery System User Guide*.

Accessing the SDSAA Practice Test

The practice SDSAA test can be accessed through any supported web browser or through the Secure Browser. The directions below cover how to access the SDSAA Practice Test as a Guest.

<p>Go to the South Dakota Gateway.</p> <p>Click the Students & Families card.</p>	
<p>Click the Practice & Training Tests card.</p> <p>Click the Take the Practice & Training Test card.</p>	
<p>Guest User and Guest Session defaults to <i>ON</i>. Click Sign In.</p> <p>For more details on how to access the practice test in Secure Mode, refer to the Test Administration User Guide.</p>	
<p>In the Student Grade Level drop down, select grade 5, 8, or High School. Scroll down to the Practice Tests – Science Alternate section and click the test name.</p>	
<p>Note: For more information on how to access the practice test or Summative test with the Secure Browser, refer to the full <i>Test Delivery System User Guide</i>.</p>	

Navigating Alternate Assessments

The Student Testing Site displays alternate assessments in full-screen mode with the global menu hidden by default.

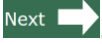

1. To proceed to the next question, students select .
2. To exit full-screen mode and access the global menu, students select  in the upper-left corner. A message appears, asking for a password.
 - Students enter their first name and select **OK**. The global menu appears at the top of the screen.
 - When signed in as a guest user in the Student Training Site, students enter Guest.

Figure 1. Alternate Assessment Layout




3. To return to full-screen mode, students select **Full Screen** in the global menu.






Figure 2. Full Screen Button



Listening to Audio Content

Some test pages display ear  icons, which read aloud the content for stimuli, questions, and answer options.

To listen to the test's content, students must do the following:

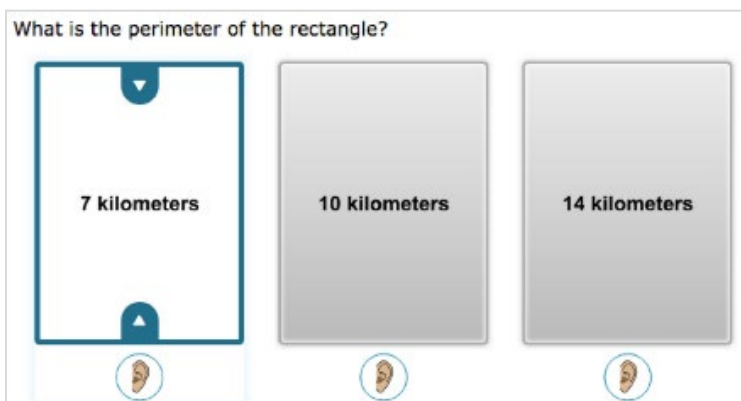
- To listen to a stimuli select  beside the stimuli.
- To listen to a question and its answer options, select  beside the question.
- To listen only to an answer option, select  below the answer option.
- To stop the audio, click  while it is playing.
 - You cannot pause audio content. If you select  again, it will play the audio from the beginning.

Responding to Questions and Ending a Test

Alternate assessment questions display answer options as cards, which may include text, graphics, or both.

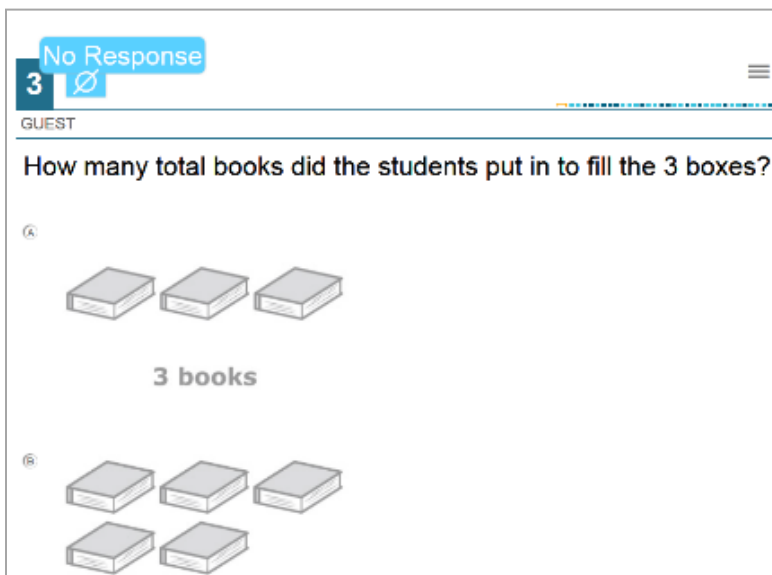
- To select an answer option, students select a card. Once a card is selected, arrows appear at the top and bottom of the card along with a blue border.

Figure 3. Alternate Assessment Card Item



- To indicate that no response was provided for an item and proceed with the test, do the following:
 - From the item's context menu, select **Mark as No Response**, then select **Yes** in the confirmation message that appears. Note: This only applies to the first four items in the SDSAA Summative Assessment called the Early Stopping Rule (ESR). For more information on the ESR and its use cases, refer to the SDSAA Test Administration Manual.
 - The item's response options are disabled and a no response icon \emptyset is displayed on top of the item. For Summative reporting purposes, the item is assigned a condition code of NR.

Figure 4. Item Marked as No Response



- b. *Optional:* To revert, from the item’s context menu, select **Unmark No Response**. However, if you had entered any response prior to marking the item as “No Response”, that response will not be retrieved.
- To end a test, exit full-screen mode and select **End Test**. You can submit the alternate assessment by following the same procedure used to submit all other assessments in the Student Testing Site.

User Support

For additional information and assistance contact the South Dakota CAI Assessments Help Desk. The Help Desk is open Monday–Friday from 6:00 a.m. to 6:00 p.m. Central Time (except holidays or as otherwise indicated on the South Dakota gateway).

South Dakota CAI Assessments Help Desk

Toll-Free Phone Support: 1-855-838-8378

Email Support: SDHelpDesk@cambiumassessment.com

Please provide the help desk with a detailed description of your problem, as well as the following:

- If the issue pertains to a student, provide the SSID and associated district or school for that student. Do not provide the student's name.
- If the issue pertains to a TIDE user, provide the user's full name and email address.
- Any error messages that appeared.
- Operating system and browser information, including version numbers (e.g., Windows 8 and Firefox 13 or Mac OS 10.7 and Safari 5).