

The following tools are available to all students.

Ine following tools are av	Description
Tab 1 Tab 2	Tabs are labeled with the tab name. Some questions may require you to read more than one source. Use the tabs at the top of the sources to switch between multiple sources.
◆ B I U BBC	Most constructed response items will have a series of writing tools that are shown with the symbols for redo, undo, bold, italicize, underline, and spell checker.
Magnification Tool:	Magnification: Use the Magnification tool to zoom your screen to 100%, 150%, 200% or 300%.
	Sketch: Use the Sketch tool to sketch, highlight or underline text on the screen.
abc	Text Highlight: Use the Text Highlight tool to select text and highlight the selection.
abc	Line Reader: Use the Line Reader tool to move the tool up and down to help you read the text on the screen.
	Answer Eliminator: Use the Answer Eliminator tool to cross-out multiple-choice answers on a test. Answer choices may not be selected while they are crossed-out.
	General Masking: Use the General Masking tool to hide or mask certain portions of the screen; you may add multiple masking squares as well as reposition and resize the squares on the screen to hide more or less of the screen.
<ul> <li>A</li> <li>B point R</li> <li>C point S</li> </ul>	Answer Masking: Use the Answer Masking tool to hide an answer option. This will help you narrow down your correct answer. Click the eye icon again to display the answer option again.
	Notepad: Use the Notepad tool to type notes in the notepad for each separate test question. Notes on passages are viewable for all items pertaining to the passage. The notepad can be moved around on the screen as desired.
Hilling	Ruler: Some science test questions may require the use of an online ruler. Use the Ruler tool to answer those questions.
	Protractor: Some science test questions may require the use of an online protractor. Use the Protractor tool to answer those questions.
	Basic Calculator: Some science test questions may require the use of a calculator. Use the Basic Calculator tool as you would

## **Tools Reference Sheet 2021**

Icon	Description
	use any calculator, but make sure you type your answer in the
	text box provided or select the correct answer.
	Reference Sheet: Use the Reference Sheet tool to view
	additional information that may help you answer the test
	questions. The reference sheet can be moved around on the
	screen as desired.
1 ▼ →	Bookmark: Bookmark or save items to come back to later by
	clicking the star icon. The Jump to Question icon is a picture of
	a down arrow. Click the down arrow to be taken to a test
	review screen to jump to another test question.
Clear	Click the Clear button if you want to clear your entire answer
	from the screen.
Next	Click the Next button to move to the next test question.
Back	Click the Back button to move to the previous test question.
Finish	Click the Finish button to submit your test; this button only
	appears on the last item of the session.

## The following tools are available to some students.

Icon	Description
Cottons  India Service  Magnitudin Too  Magnit	Accessibility Mode: The proctor will be required to enter the proctor password on the Options page to enable Accessibility Mode. When enabled, you will be allowed to use assistive technology while testing.
	Color Contrast: Use the Color Contrast tool to change the background color and text color of the test content.
ASL	ASL Video: The ASL video will be open by default. Click on the minimize icon to close the ASL video. Click on the ASL video tool icon from the header to open the video back up again. Clicking on the down arrow within the video player will display a list of videos for source and question. This will allow you to switch between the videos. You may also use the play, pause, and stop buttons within the video player. The video player can be moved around on the screen as desired.
Volume: 100% Speed: Slow Normal Fast	The Text-to-Speech tools are used to control the text to speech features.  • Click the Selector button to listen to a specific portion
	of the source or item again.

## Tools Reference Sheet 2021

<ul> <li>Click the Play button to listen to the entire item from</li> </ul>
beginning to end. You may pause or stop at any time.
<ul> <li>Click the Skip button to skip listening to the source and</li> </ul>
go directly to the test question.
<ul> <li>Click the Gear icon button to change the volume or</li> </ul>
speed of the text being read aloud.