

Marking Accommodations – Guidelines

When a student has one of these accommodations they must have ‘Accommodated’ marked in the Special Code section of SAGE:

- These 7 accommodations must be set in TIDE under the tab **Special Codes** before a student starts his or her test.
- Those in yellow need a code assigned in TIDE under the tab **Student Information**.

Accommodation	SAGE Summative
Braille (tactile graphics for students who are blind)	Allowed
Calculation device and computation table	6th grade—handheld allowed during calculator section
Large print paper	Allowed
Scribe	Allowed (Notify USBE)
Sign language	Allowed with certified interpreter (only on items or content when TTS is available)
Standard size paper	Allowed – “Print on request”
Visual Representation	Allowed

The screenshot shows the TIDE interface with a navigation bar at the top containing: Users, Student Information, Rosters, Test Windows, and View/Edit Special Code. Below this, two windows are open. The left window is 'Test Settings' with a tab for 'Accommodations' showing settings for ELA, Mathematics, and Science. The right window is 'Special Codes' with a tab for 'Special Codes' showing dropdown menus for 'Summative Grade 4 ELA- Reading', 'Summative Math Grade 4', 'Summative Grade 4 Science', and 'Summative Grade 4 ELA- Writing', each set to 'No Special Code'. 'Save' and 'Cancel' buttons are at the bottom right of the 'Special Codes' window.

The Utah Participation and Accommodations Policy manual can be found at:

<http://www.schools.utah.gov/sars/Assessment/AccommodationsPolicy.aspx>

Braille and Tactile Graphics –set in TIDE

USBE will provide a Tiger embosser for each student needing the Braille accommodation for SAGE assessments.

Each embosser is to follow the student (e.g., student moves from Jr. high to high school)

Embossers should be used throughout the year to support instruction.

Each school site must be “certified” to administer Braille assessments each year.

Contact Jared Wright(jared.wright@schools.utah.gov)

Print on Request –set in TIDE

Large Print and Standard size paper: available on request for students with disabilities.

Mark Print on Request in TIDE

Proctor prints out item sets throughout testing session

Notify USBE for use of this accommodation:

Tracy Gooleytracy.gooley@schools.Utah.org

Sign Language –set in TIDE

Where human sign is allowed on the assessment, it must only be by a certified interpreter.

Interpreters may only interpret items that are able to be read aloud, have the text-to-speech, and descriptive audio (e.g., graphic representation) option available as outlined for individual assessments.

The interpreter must listen to and interpret only the audio portions of the assessment.

If ASL is provided onscreen, the interpreter may not interpret the item. The student must use the online interpreter. ASL videos are now provided for listening passages.

There is interpreter guidance with more in-depth information available on the Special Education Assessment web page.

Scribe –set in TIDE

Allowed for students with disabilities if documented in the IEP or 504plan.

Allowed for a student who experiences a debilitating injury just prior to testing that prevents him or her from being able to write may need ascribe.

The role of the scribe is to write only what is dictated, no more and no less.

The use of Speech-to-Text/Voice-Recognition software used with assistive technology, like Dragon Dictation, is allowed.

Notify USBE for use of this accommodation by submitting a request form:

Special Education Assessment web page

Scribe: Scribe Accommodations Guidelines & Scribe Accommodation Request Form

Tracy Gooleytracy.gooley@schools.Utah.org

TIDE –Permissive Mode

Allows students to use accessibility software while in the secure browser.

Can only be set by a state user.

Use Case: Student uses Speech-To-Text software in the classroom and wants to use on SAGE test

Paralyzed student needing to use assistive technology to navigate the interface (e.g. switches)

TIDE –Permissive Mode Speech-to-Text/Voice-Recognition Software

The use of Speech-to-Text/Voice-Recognition software used with assistive technology, like Dragon Dictation, is allowed. A web-based program, like Google Read and Write, **is not permitted**.

This allows students to use their voices and input devices to dictate responses or give commands to the computer (e.g., opening application programs, pulling down menus, and saving work).

Students will use their own assistive technology devices, which generally include a microphone and headphones.

Students need to be familiar with the software and have used it during instruction. They must have practice using it prior to testing, on the available practice tests, to ensure their technology works appropriately with the testing platform.

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