Accommodations and Accessibility

For students who need it, there are several accessibility features available for MAP Growth testing.

See also: [Text-to-Speech Accommodation](#).

Accommodation Setup

You set up accommodations to keep a record of the services a student received. Accommodation settings have no effect on the test (however, Text-to-speech does add tools to the test). Consider your state and district policies and the overall NWEA guidelines, here: [NWEA Accessibility and Accommodations FAQ](#).

> Required MAP Role: **District Proctor** or **School Proctor**

1. Open **Manage Test Sessions**.

2. Set up a testing session, choose a saved one, or click **Test My Class**.

   For detailed instructions, see [Proctor Quick Start](#).

   > **Note:** If you include students from different grades, you cannot assign the same accommodations to them, so add students one grade level at a time.

3. Select one or more students from the list (assuming those students share the same grade and accommodation needs).

4. Click **Assign Accommodations**.

5. From the window that appears, select which accommodations or features apply.

   > **Note:** Your selections remain for as long as you use this testing session. If you **do not** want these accommodations for other tests, then either assign those tests in a separate testing session, or modify the accommodations before the student takes another test. (Text-to-speech settings, however, only apply to the assigned test, not the whole testing session.)

6. Continue with additional setup, as needed, in the following sections.

To alter accommodation assignments:

If needed, you can alter an assignment any time before a student starts testing. However, once the student starts testing, you cannot change the accommodation setting, except by using **Terminate**; choosing **Test Again**; and then making the change. Be careful: Using Terminate removes any student responses already given.

To view a record of accommodations:

Use the Data Export Scheduler to view assigned accommodations (requires the Assessment Coordinator role). A record appears in either the Comprehensive and Combined Data Files. For more information, see [How to Export Data](#).

Screen Reader – Additional Setup

For students using JAWS or similar screen reader technology, see [Screen Reader Guidelines](#).

Visual Aids – Additional Setup

You can implement the following visual aids. Other programs may be compatible, but these have been successfully evaluated for use with MAP Growth testing.

- Windows:
  - Windows Magnifier and color contrast options
    - If using the NWEA lockdown browser, launch these features first (however, the lockdown browser prevents students from making adjustments to magnification or color contrast)
  - ZoomText Magnifier and Mag/Reader (separately purchased tool; speech feature not fully supported at this time)
- Mac:
  - OS X Zoom and color contrast options
    - If using the NWEA lockdown browser, launch these features first (however, the lockdown browser prevents students from making adjustments to magnification or color contrast)
  - ZoomText Mac (separately purchased tool; speech feature not fully supported at this time; and not supported by the Mac lockdown browser)
- Chromebook:
  - Magnifier and color contrast options
  - *Recommended*: Zoom out to full screen when answering for drag and drop questions
- iPad:
  - Zoom and color contrast options
  - *Recommended*: Zoom in using a "pinch" gesture when answering drag and drop questions

Using Universal Testing Tools

Students can take advantage of the following universal accessibility features. Some tools appear only when they are relevant to the subject and test question:

Zoom
Useful for enlarging the question display

Highlighter and Eraser
Useful for marking key parts of a question

Line Reader
Useful to focus attention on one line at a time, such as with reading passages

Notepad
Useful for making notes about the question

Answer Eliminator
Useful for marking wrong answers so they appear dimmer

Calculator
Appears for applicable questions, either standard or scientific based on grade level. For details about using the scientific calculator, see:

http://s3.amazonaws.com/desmos/Desmos_Calculator_User_Guide.pdf

Ruler and Protractor
Appear for applicable questions, and enable students to measure lengths and angles and to move and rotate the tools

Keyboard Navigation

For students unable to use a mouse, it is possible to use keyboard controls. See Keyboard Navigation for Testing

How to Handle Problematic Questions

If your student encounters a question that does not function properly or one that you feel is inaccessible, use the following instructions. If you have time, please follow the Option B steps to report the problem to NWEA.

**Skip a question that appears broken ("Problem Item Report")...**

Option A. Skip the question:

1. On the proctor computer, with the student selected, choose **Select Action > Pause**.

2. Select the student again and then choose **Select Action > Resume**.

3. After the student clicks **Resume**, a new question appears.

Option B. Both skip the question and report the problem to NWEA:

Note: This feature is not available on an iPad.

1. On your proctor computer, hover over the **Proctor Interrupt PIN** to reveal the code:
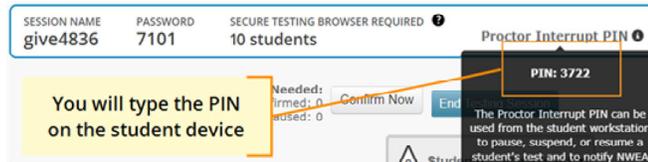
2. On the student computer, type: Ctrl+Shift+P (or Ctrl+Shift+L).

3. In the window that appears, type the PIN code.

4. Type a description of the problem with the test question.
   Note: The MAP system captures the test name and question number for you.

5. Click **Resume Test**.
   The MAP system sends the report to NWEA to be addressed (a "problem item report"), and the test resumes with the next question.