



ASSESSMENT TECHNOLOGY, INCORPORATED

A Guide for Galileo® K-12 Online: Text-to-Speech Functionality

PURPOSE

The *Text-to-Speech* tool in Galileo is typically used by students who require read aloud accommodations when testing online. When the feature is enabled and scheduled for selected students, the student will be presented with an icon that when clicked, they hear the item read. The selected student will need earbuds or headphones to utilize the tool. Please note, Google Chrome is the supported browser of this tool. Text-to-Speech is available in English for traditional items types but not advanced Technology-enhanced items or ASK assessments.

ACTIVATE

The *Text-to-Speech* feature is available for most items on math, ELA, and science Comprehensive Blueprint Assessment Series (CBAS or TE-CBAS) Assessments. If you administer Assessment Planner Essential Standards Assessments contact EMS (800.367.4762 or EdMgtSvs@ati-online.com) to determine if the *Text-to-Speech* feature is available for your customized assessments.

PROVIDING ACCESS TO STUDENTS

When the test is scheduled using the *Bulk Scheduler* tool, all students in the selected classes will have the *Text-to-Speech* tool. From the **Bulk Schedule History** page, and the **Schedule Test** page, accessed from the **Class Calendar** and the **Teacher**

Dashboard's Calendar view users may limit the students who have been provided access to the text-to-speech tool. Since teachers are often tasked with limiting which students have access to the tool, ATI allows for the schedule of bulk scheduled assessments, including *Results-only Instructional Effectiveness Assessments* to be modified by class-level users.

When the test is scheduled using the **Schedule Test** page, the users may extend the text-to-speech tool directly to individual students.

TEXT-TO-SPEECH VIA BULK SCHEDULER

BULK SCHEDULER

Directions for accessing the *Bulk Scheduler* tool are found in the online help files.

1. Follow the *Bulk Scheduler* instructions to schedule a test.
2. During *Step 6: Review scheduling information including Advanced options* click the **Text-to-Speech** checkbox.
3. All students in the classes being bulk scheduled will have access to the *Text-to-Speech* tool.

Test Title	Test Availability	No. Paused	Paused	Randomize Items	Translator	Dictionary/Thesaurus	Text-to-Speech
2018-2019 ATI Math 07 Gr. TE Demo TTS	From: 5/15/2018 To: 5/15/2018	0		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

LIMIT ACCESS VIA BULK SCHEDULE HISTORY

Remember, tests are housed in libraries that govern who can schedule an assessment and access the Bulk Schedule History. If the test you must edit cannot be accessed here, then follow the instructions in the next section to limit student access from the **Teacher Dashboard**.

4. Click **Assessment>Test Scheduling>Bulk Schedule History**.

5. Select the **Test** radio button.

6. Select the **School, Library** and the **Test** to edit.

7. Click the **pencil** icon.

8. Locate the **Include Accommodations for Students** section and click on Selected Students.

9. All classes will appear, listing all students. Students with have a checkmark by their name indicating that they will have access to the text-to-speech tool.

9. Click the empty checkbox by **All Classes** to deselect all students. Next scroll through the list to select those students who need the accommodation.

- OR -

10. Click the empty checkbox by each class, and select the students who need the accommodation.

11. When done, close the pop-up and click the **Save** button.

LIMIT ACCESS VIA SCHEDULE TEST

1. Hover over the *Dashboard menu option* and select **Teacher**.

2. In the *Dashboard Group Filter* widget, select either **Class** or **Intervention Group**. If you selected:

a. **Class** mode:

i. If necessary, select the **School**. (The School defaults based on your **Settings** page.)

ii. Verify the **Class**.

b. **Intervention Group** mode, select the **Library** and the **Intervention Group**.

3. Click the Calendar view link.

4. Click the link of the test for which you wish to provide Text-to-Speech functionality.

5. On the pop-up, click the **View/Edit Schedule** button.

6. Locate the **Include Accommodations for Students** section and click the Selected Students link. (By default, the entire class has the Text-to-Speech tool.)

Include Accommodations for Students
Please note text-to-speech can only be administered using Google Chrome browser. Text-to-speech is only available in English.

Text-to-Speech: Selected Students (10) [review test with text-to-speech](#)

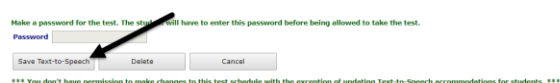
7. Click to highlight the **student(s)** to whom you would like to provide or remove access to the *Text-to-Speech* tool.

8. Use the *single right arrow* button to move a single student or *double*

right arrows button to move all students. The selected student(s) is moved to the **Selected students** box.



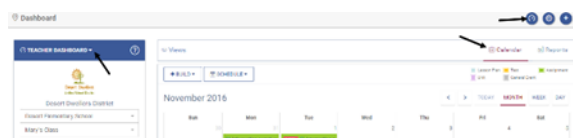
9. Click the **X**, once the students are selected.
10. Click the *Save text-to-Speech* button.



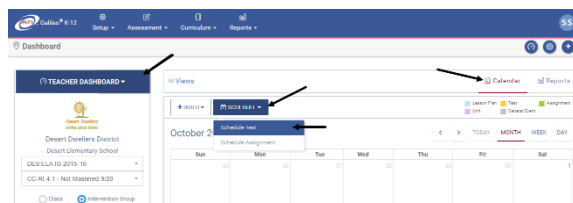
TEXT-TO-SPEECH VIA CLASS CALANDER

To initially schedule a test from the **Schedule Test** page, you may directly select the students during the scheduling process.

1. Click the **Dashboard** icon or **Launchpad** tile.
2. Hover over the *Dashboard menu* option and select **Teacher**.
3. In the *Dashboard Group Filter* widget, select either **Class** or **Intervention Group**. If you selected:
 - a. **Class** mode:
 - i. If necessary, select the **School**. (The School defaults based on your **Settings** page.)
 - ii. Verify the **Class**.
 - b. **Intervention Group** mode, select the **Library** and the **Intervention Group**.
4. Click the Calendar view link.



5. Hover over the *Schedule* button and select **Schedule Test**.



6. Locate the **Include Accommodations for Students** section.

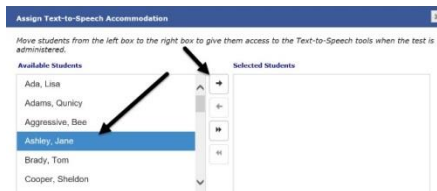
7. Click the preview test with text-to-speech link to familiarize yourself with the tool that will be provided to the selected students.



8. Click the Selected Students link.



9. Click to highlight the **student(s)** to whom you would like to the *Text-to-Speech* tool.
10. Use the *single right arrow* button to move a single student or *double right arrows* button to move all students. The selected student(s) is moved to the **Selected students** box.

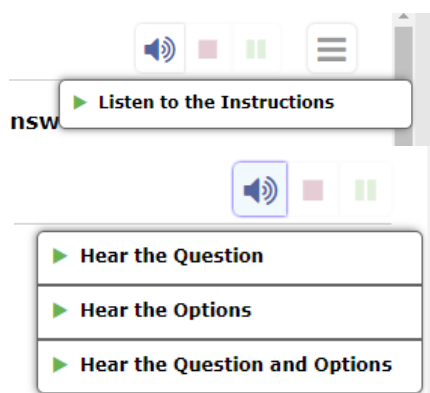
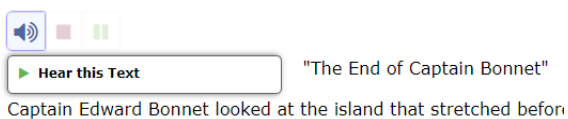


11. Click the **X**, once the students are selected.
12. Click the *Save* button.

TEXT-TO-SPEECH IN THE ONLINE TESTING INTERFACE

Once the selected students log in to the online test via the *K-12 Student-Parent Center*, they will see the *Text-to-Speech* options for each appropriate item. Please note, there may be items on the test that do not have Text-to-Speech controls because of the nature of the skill being assessed.

When clicking the **speaker** icon students are presented *Text-to-Speech* options:



Text-to-Speech functionality may be:

paused



stopped

