



Matrix One: Universal Tools, Designated Supports, and Accommodations for the California Assessment of Student Performance and Progress for 2017–18

(Revised August 2017)

This document should be used in conjunction with the *Smarter Balanced Consortium: Usability, Accessibility, and Accommodations Guidelines*, (<https://portal.smarterbalanced.org/library/en/usability-accessibility-and-accommodations-guidelines.pdf>) and *California Code of Regulations* (<http://bit.ly/2eHz72b>), Title 5 (5 CCR), sections 850 through 864 of the California Assessment of Student Performance and Progress (CAASPP) regulations, to determine the use of resources for individual students. The appropriate use of universal tools, designated supports, and/or accommodations on CAASPP tests is restricted to only those identified in this document.

Matrix One displays the embedded and non-embedded universal tools, designated supports, and accommodations allowed as part of the CAASPP System for 2017–18*.

- **Universal tools** are available to *all* students on the basis of student preference and selection.
- **Designated supports** are available to *all* students when determined for use by an educator or team of educators (with parent/guardian and student input, as appropriate) or specified in the student’s individualized education program (IEP) or Section 504 plan.
- **Accommodations** must be permitted on CAASPP tests to all eligible students if specified in the student’s IEP or Section 504 plan.

Instructional supports and resources for the California Alternate Assessments (CAAs) can be found in Part 3. Information about requesting the use of unlisted resources and a list of identified unlisted resources that have been determined to change the construct being tested is provided in Part 4.

* Some embedded universal tools, designated supports, or accommodations are available only for specific items (i.e., test questions) for which they are allowed. If a non-embedded tool is shown to be available for “allowed items,” it may be used only for the specific items for which the embedded version of the tool is available. Please note that the resources shown for the 2018 science field test will be expended for the operational administration.

Part 1. Embedded Resources

Embedded resources are digitally delivered **universal tools (U)**, **designated supports (D)**, or **accommodations (A)** available as part of the technology platform for the computer-administered CAASPP tests. Embedded resources do not change or alter the construct being measured. The table below shows the available embedded resources for the following CAASPP tests: Smarter Balanced and CAA ELA and mathematics (for CAA some embedded resources are not available as noted, also see Part 3); 2018 Field Test for California Science Test (CAST) (there are no embedded resources for the CAA for Science Pilot Test); and the Primary Language Test in Spanish (STS).

Embedded Resource	English Language Arts (ELA)			Mathematics	2018 CAST Field Test ¹	Primary Language Standards Test in Spanish (STS for Reading/ Language Arts)
	Reading	Writing	Listening			
American Sign Language ²	–	–	A	A	A	–
Audio Transcript* (includes braille transcript)	–	–	A	–	A	–
Braille ²	A	A	A	A	A	–
Breaks	U	U	U	U	U	–
Calculator	–	–	–	U (grades 6–8 and grade 11; for specific items)	U (four-function calculator for grade 5 and a scientific calculator for grade 8 and high school)	–
Closed captioning ²	–	–	A	–	A	–
Color contrast	D	D	D	D	D	–

¹ The accessibility resources listed here are for this field test only. They will be expanded for the operational administration.

² Not available for the CAA. See Part 3 for details.

* New resource(s) added for use starting in the 2017–18 school year.

Embedded Resource	English Language Arts (ELA)			Mathematics	2018 CAST Field Test ¹	Primary Language Standards Test in Spanish (STS for Reading/ Language Arts)
	Reading	Writing	Listening			
Digital notepad	U	U	U	U	U	–
English dictionary	–	U (for ELA full write performance tasks, not short paragraph responses)	–	–	–	–
English glossary	U	U	U	U	U	–
Expandable items	U	U	U	U	U	–
Expandable passages	U	U	U	U	U	–
Global notes	–	U (for ELA full write performance tasks, not short paragraph responses)	–	–	–	–
Highlighter	U	U	U	U	U	–

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Embedded Resource	English Language Arts (ELA)			Mathematics	2018 CAST Field Test ¹	Primary Language Standards Test in Spanish (STS for Reading/ Language Arts)
	Reading	Writing	Listening			
Keyboard navigation	U	U	U	U	U	–
Line reader*	U	U	U	U	U	–
Mark for review	U	U	U	U	U	–
Masking	D	D	D	D	D	–
Math tools (i.e., embedded ruler, embedded protractor)	–	–	–	U (for specific items)	U	–
Mouse pointer* (size and color)	D	D	D	D	D	–
Science charts (i.e., calendar, Periodic Table of the Elements, conversion charts)	–	–	–	–	U	–
Science tools (i.e., analog clock, laboratory equipment)	–	–	–	–	U	–
Spell check	–	U	–	–	–	–
Streamline	A	A	A	A	A	–

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* New resource(s) added for use starting in the 2017–18 school year.

Embedded Resource	English Language Arts (ELA)			Mathematics	2018 CAST Field Test ¹	Primary Language Standards Test in Spanish (STS for Reading/ Language Arts)
	Reading	Writing	Listening			
Strikethrough	U	U	U	U	U	–
Text-to-speech ²	D (for ELA items, not passages)	D	D	D	D	–
	A (for ELA reading passages)					
Thesaurus*	–	U (for ELA full write performance tasks, not short paragraph responses)	–	–	–	–
Translated test directions ²	–	–	–	D (w/ Spanish stacked translation only)	–	–
Translations ² (glossary) See Instructions (http://www.smarterbalanced.org/wp-content/uploads/2015/09/Instructions-for-using-Embedded-Glossaries.pdf)	–	–	–	D	D	–

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² Not available for the CAA. See Part 3 for details.

* New resource(s) added for use starting in the 2017–18 school year.

Translations ² (Spanish stacked)	–	–	–	D	D	–
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¹ The accessibility resources listed here are for this field test only. They will be expanded for the operational administration.

² Not available for the CAA. See Part 3 for details.

* New resource(s) added for use starting in the 2017–18 school year.

Embedded Resource	English Language Arts (ELA)			Mathematics	2018 CAST Field Test ¹	Primary Language Standards Test in Spanish (STS for Reading/Language Arts)
	Reading	Writing	Listening			
Turn off any universal tool	D	D	D	D	D	–
Writing tools for student-generated responses (i.e., bold, italic, bullets, undo/redo)	U (for specific items)	U (for specific items)	U (for specific items)	U (for specific items)	U	–
Zoom (in/out)	U	U	U	U	U	–

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Part 2. Non-Embedded Resources

Non-embedded resources are universal tools (U), designated supports (D), or accommodations (A) available, when provided by the local educational agency (LEA), for either computer-administered or paper-pencil CAASPP tests. These supports are not part of the technology platform for the computer-administered CAASPP tests and do not change or alter the construct being measured. The table below shows the available non-embedded resources for the following CAASPP tests: Smarter Balanced and CAA ELA and mathematics; 2018 Field Test for CAST (for the CAA for Science Pilot Test, please see Part 3); and the STS.

Non-Embedded Resource	English Language Arts (ELA)			Mathematics	2018 CAST Field Test ¹	Primary Language Standards Test in Spanish (STS) (STS for Reading/ Language Arts)
	Reading	Writing	Listening			
100s number table (http://www.caaspp.org/rsc/pdfs/CAASPP.hundreds-number-table.pdf)	–	–	–	A (beginning in grade 4)	D	–
Abacus	–	–	–	A	A	–
Alternate response options (i.e., adapted keyboards, large keyboards, StickyKeys, MouseKeys, FilterKeys, adapted mouse, touch screen, head wand, and switches)	A	A	A	A	A	–
American Sign Language	–	–	–	–	–	–
Amplification*	D	D	D	D	D	–

¹The accessibility resources listed here are for this Field Test only. They will be expanded for the operational administration.

*New resource(s) added for use starting with the 2017–18 school year.

Non-Embedded Resource	English Language Arts (ELA)			Mathematics	2018 CAST Field Test ¹	Primary Language Standards Test in Spanish (STS) (STS for Reading/ Language Arts)
	Reading	Writing	Listening			
Bilingual dictionary	–	D (for ELA full write performance tasks, not short paragraph responses)	–	–	–	–
Braille (paper-pencil tests)	A	A	A	A	–	A
Breaks	U	U	U	U	U	U
Calculator	–	–	–	A (for allowed items, grades 6–8 and grade 11)	D (four-function calculator for grade 5; scientific calculator for grade 8 and high school)	–
Color contrast	D	D	D	D	D	–
Color overlay	D	D	D	D	D	U
English dictionary	–	U (for ELA full write performance tasks, not short paragraph responses)	–	–	–	–
Large-print versions of a paper-pencil test (as available)	A	A	A	A	–	A

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Non-Embedded Resource	English Language Arts (ELA)			Mathematics	2018 CAST Field Test ¹	Primary Language Standards Test in Spanish (STS) (STS for Reading/ Language Arts)
	Reading	Writing	Listening			
Magnification	D	D	D	D	D	D
Multiplication table (http://www.caaspp.org/rsc/pdfs/CAASPP.multiplication-table.pdf)	–	–	–	A (beginning in grade 4)	D	–
Noise buffers (e.g., individual carrel or study enclosure or noise-cancelling headphones)	D	D	D	D	D	D
Print on demand (To set, e-mail caltac@ets.org .)	A	A	A	A	A	–
Read aloud (http://www.smarterbalanced.org/wp-content/uploads/2015/09/Read-Aloud-Guidelines.pdf)	D (for items, not passages)	D	D	D (For Spanish stacked translation, see Read Aloud Spanish Guidelines: http://www.smarterbalanced.org/wp-content/uploads/2015/09/Read-Aloud-Guidelines_Spanish.pdf)	D	A
	A (for ELA reading passages)					
Science charts (State-approved only; i.e., calendar, Periodic Table of the Elements, conversion charts.)	–	–	–	–	D	–
Scratch paper (blank, lined, graph, white board, electronic assistive devices without Internet as allowed)	U	U	U	U	U	U

¹ The accessibility resources listed here are for this field test only. They will be expanded for the operational administration.

Non-Embedded Resource	English Language Arts (ELA)			Mathematics	2018 CAST Field Test ¹	Primary Language Standards Test in Spanish (STS) (STS for Reading/ Language Arts)
	Reading	Writing	Listening			
Scribe (Scribing Protocol: http://www.smarterbalanced.org/wp-content/uploads/2015/09/Scribing-Protocol.pdf)	D	A	D	D	D	A

¹ The accessibility resources listed here are for this field test only. They will be expanded for the operational administration.

Non-Embedded Resource	English Language Arts (ELA)			Mathematics	2018 CAST Field Test ¹	Primary Language Standards Test in Spanish (STS) (STS for Reading/ Language Arts)
	Reading	Writing	Listening			
Separate setting (i.e., most beneficial time, special lighting or acoustics, adaptive furniture)	D	D	D	D	D	D
Simplified test direction (See the Guidelines: https://portal.smarterbalanced.org/library/en/guidelines-for-simplified-test-directions.pdf)	D	D	D	D	D	D
Speech-to-text	A	A	A	A	A	A
Thesaurus	–	U (for ELA full write performance tasks, not short paragraph responses)	–	–	–	–
Translated test directions	D (Consortium-provided PDFs for online test)	D (Consortium-provided PDFs for online test)	D (Consortium-provided PDFs for online test)	D (Consortium-provided PDFs for online test)	D	D
Translations (glossary)	–	–	–	D (Consortium-provided PDFs for paper-pencil tests only)	–	D

¹The accessibility resources listed here are for this Field Test only. They will be expanded for the operational administration.

Non-Embedded Resource	English Language Arts (ELA)			Mathematics	2018 CAST Field Test ¹	Primary Language Standards Test in Spanish (STS) (STS for Reading/ Language Arts)
	Reading	Writing	Listening			
Unlisted resources	The LEA CAASPP coordinator or CAASPP test site coordinator may submit a request through the Test Operations Management System (TOMS) for an unlisted resource. Requests must be received at least ten business days before the student's first day of CAASPP testing. For more information about the unlisted resources and a list of the pre-identified unlisted resources, please refer to Part 4.					–
Word prediction*	A	A	A	A	A	–

¹ The accessibility resources listed here are for this field test only. They will be expanded for the operational administration.

*New resource(s) added for use starting with the 2017–18 school year.

Part 3. Instructional Supports and Resources on the California Alternate Assessments (CAAs)

Most universal tools, designated supports, and accommodations listed in Parts 1 and 2 are available for the CAAs for ELA and mathematics through the online testing interface, but because the CAAs are administered to students one-on-one by a test examiner and because they may also be administered in the language of instruction, some embedded resources are not provided. For the CAA Science Pilot Test, due to the design, any instructional supports used in daily instruction may be used for the embedded performance tasks.

Embedded resources NOT available for CAA:

- American Sign Language videos (The test examiner is allowed to sign to the student as the language of instruction.)
- Braille (either by means of an embosser or a refreshable display)*
- Closed captioning
- Text-to-speech
- Translation glossaries

The “language of instruction” may include instructional or physical supports needed for communication and instruction. Some test practices (e.g., hand-over-hand), as noted in the *Test Administration Manual* (http://www.caaspp.org/rsc/pdfs/CAASPP.online_tam.2016-17.pdf), are inappropriate and not allowed. Examples of permissible non-embedded instructional and physical supports below.

Examples of instructional supports

- Allowing the student to use an augmentative communication device (e.g., Audiovox, switch)
- Allowing nonverbal students to respond with gestures, movements, or vocalization in place of speech
- Accepting eye gaze (<http://www.caaspp.org/rsc/pdfs/CAASPP.eye-gaze-guidance.pdf>) as a way of indicating a response
- Accepting a change in muscle tone or a change in facial expression as an observed behavior
- Allowing students to direct another person (aide or test examiner) in performing physical tasks
- Allowing use of the student’s calculator, 100s number table, or other instructional supports instead of the embedded supports provided through the testing platform as long as those supports do not impact the test construct

Examples of physical supports

- Structuring the test environment to eliminate distractions for students who are particularly distractible
- Positioning and stabilizing the student to allow for the most controlled movement possible

*The test examiner can request print-on-demand functionality to produce such documents. For a handful of ELA items in grades three and four that have decoding as part of the construct, support and guidance will be available to LEAs for brailing the appropriate text.

Part 4. Unlisted Resources

Unlisted resources are not universal tools, designated supports, or accommodations. Unlisted resources shall be made available if specified in the eligible student’s individualized education program (IEP) or Section 504 plan and **only on approval by the California Department of Education (CDE)**.

To request the use of an unlisted resource, the local educational agency (LEA) California Assessment of Student Performance and Progress (CAASPP) coordinator or CAASPP test site coordinator may submit a request through the Test Operations Management System (TOMS) a minimum of ten business days before the student’s first day of testing. The CDE will reply to the request within four business days.

Approval of an unlisted resource that has not been previously identified (see p.11) will be granted by the CDE on the basis of the IEP team’s and/or Section 504 plan’s designation and if the unlisted resource does not compromise the test’s security. The CDE shall make a determination of whether the requested unlisted resource changes the construct being measured after testing has been completed.

IEP teams should be made aware of the following regulation, although teams should not allow the impact of an LEA’s accountability to outweigh the needs of the student in making decisions related to accessibility supports: “If the CDE determines the unlisted resource changes the construct being measured, the unlisted resource will not be approved but may still be used by the pupil and the pupil will receive an individual score report. The pupil will not be counted as participating in statewide testing, which will impact the accountability participation rate indicator for the LEA.” (5 CCR Section 853.8)

The CDE and/or the Smarter Balanced Assessment Consortium has identified, on the following page, non-embedded unlisted resources for English language arts, mathematics, science, and primary language that change the construct being tested. The LEA may use the CAASPP Unlisted Resources Request form, available in TOMS (<http://bit.ly/2xOemJa>) to request the use of unlisted resources required by a student’s IEP or Section 504 plan.

Identified Non-Embedded Unlisted Resources That Change the Construct Being Measured						
Non-Embedded Unlisted Resources	English Language Arts (ELA)			Mathematics	2018 CAST Field Test¹	Primary Language Standards Test in Spanish (STS) <small>(STS for Reading/ Language Arts)</small>
	Reading	Writing	Listening			
American Sign Language	X	X	X	X	X	
100s number table				X (grade 3)		
Bilingual dictionary	X			X	X	X
Calculator (used on non-allowed items)				X (grades 6–8 and grade 11)		
Calculator				X (grades 3–5)		
English dictionary	X		X	X	X	X
Math tools (i.e., non-embedded ruler, non-embedded protractor)				X		
Multiplication table				X (grade 3)		
Signed Exact English	X	X	X	X	X	X (for reading passages)
Thesaurus	X		X	X	X	X
Translations (Not provided by Smarter Balanced.)	X	X	X	X	X	
Translated word lists	X	X	X	X	X	

¹To request these identified non-embedded resources for the 2018 CAST Field Test, use the “other unlisted resource” feature in TOMS.