

**Maine Educational Assessments (MEA)  
For Mathematics and  
English Language Arts/Literacy  
eMPowerME (Grades 3-8)**

**Accessibility Cheat Sheet  
Spring 2018**

# Tools

**Embedded**  
Ruler, Protractor,  
Calculator, Sketch  
& Highlight,  
Notepad, Answer  
Masking, Guideline  
Tool, Bookmark,  
Format Tools,  
Custom Masking,  
Zoom, Reverse  
Contrast

**Non-embedded**  
Scratch Paper

# Supports

**Embedded**  
Turn off Tools

**Non-embedded**  
Visual/Auditory Aids  
& Devices, External  
Calculator or Abacus  
Color Overlay,  
Magnification, Noise  
Buffers,  
Individual or Group  
Separate Setting,  
Extended Time, Breaks

# Accommodations

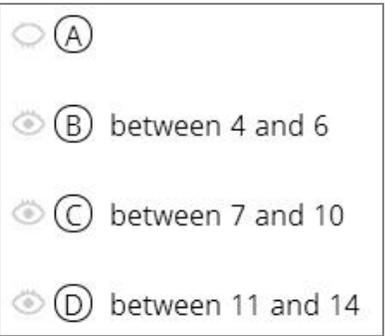
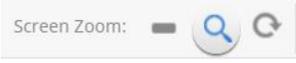
**Embedded**  
Text-to-speech, Color Contrast

**Non-embedded**  
Scribe, Read-Aloud, Sign Language,  
Braille, Bilingual Word Translation

## Maine Educational Assessments (MEA) Accessibility Cheat Sheet Spring 2018

The following tables give screenshots and descriptions the universal tools and accommodations currently available for MEA online testing for the Spring 2018 test administration. For more information, see the *MEA Portal User Guide*, which is available on the MEA Help & Support page: <http://maine.onlinehelp.measuredprogress.org>  
If you have any questions or concerns, contact the Measured Progress Service Desk at [maineservicedesk@measuredprogress.org](mailto:maineservicedesk@measuredprogress.org) or (855) 652-8929.

### Universal Tools are available to all students for online testing.

Name	Tool Icon	Description
Guideline		The student uses an onscreen tool to assist in reading by raising and lowering the tool for each line of text onscreen.
Answer Masking (Multiple-choice items only)		The student “hides” possible answer choices (for multiple choice items only).
Sketch & Highlight		The sketch pad provides the following functionalities: <ul style="list-style-type: none"> <li>• Sketch or draw using black, red or blue pen.</li> <li>• Highlight using a semi-transparent yellow highlighter pen.</li> </ul> Erase drawings and highlighting using the eraser.
Notepad*		A notepad is provided for students to write different notes for different items, meaning it uniquely persists per item. The notepad is resizable, draggable, and displays a timestamp for when the student last edited content.
Screen Zoom		Students can magnify the entire screen up to 300 percent. This is a full vector zoom of the entire screen.
Reverse Contrast		Inverts all color values in the user interface.
Custom Masking		Provides the ability to mask certain parts of the test interface or question.

**\*IMPORTANT: Notes are NOT saved if a test is paused. As such, students should NOT use the notepad to construct rough drafts. Notes are NOT saved if a student finishes a test session and then has state-approved reactivation.**

**Item-Specific Universal Tools are available to all students for specific items.**

Name	Content Area	Tool Icon
Basic Calculator	Grade 3-6 Mathematics	
Scientific Calculator	Grades 7-8 Mathematics	
Ruler	Mathematics	

**Accommodations**

Accommodations are available only to those students who have an approved accommodation. Accommodations will be available to students testing using the MEA kiosk. Students are able to view these accommodations on the **Options** page upon logging in to the kiosk to take a test.

**Important:** Test Coordinators must assign the **Text-to-Speech Mathematics**, **Text-to-Speech Essay**, **Color Contrast**, and **Turn Off All Universal Tools** accommodations within the MEA Portal. For more information, see the *MEA Portal User Guide*.

Name	Assessment/Content Area	Tool Icon	Description
Text-to-Speech Mathematics	Mathematics		Students can play, pause, or stop audio. Students can adjust the rate and volume, and can select text to be read aloud on demand.
Text-to-Speech Essay	Essay		
Color Contrast	All Content Areas		Students have the ability to choose a text and background color from a set of 12 predefined color combinations.
Turn Off All Universal Tools	All Content Areas	No icon for Turn off all universal tools accommodation.	Selecting this accommodation will turn off the sketch and highlight tool, the guideline tool, screen zoom, the reverse contrast tool, custom masking, and the answer-masking tool.

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**2018 eMPowerME  
Math & ELA/Literacy Grades 3-8  
Accommodations Screen Shot – Portal View**

Student Information

Accommodations

### *Accommodations*

*(IEP/504)*

#### **Embedded**

- Text-to-Speech Mathematics
- Text-to-Speech Essay
- Color Contrast
- Turn off all universal tools

#### **Non-Embedded**

- Read Aloud Mathematics (human)
- Read Aloud Essay (human)
- Scribe
- ASL Interpreter
- Braille

### *Supports*

*(Rtl, Title I, SAT, Language Acquisition Committee, etc.)*

#### **Embedded**

- Extended time (Same Day Only)

#### **Non-Embedded**

- Color overlays
- Distraction reducing items
- Alternative/assistive aids & devices
- Bilingual Glossary (Math Only)
- Individual separate setting
- Small group separate setting
- Multiple/frequent breaks

Student Information

Accommodations

Classes

**Text-to-Speech Writing**

**Text-to-Speech Mathematics**

**Color Contrast**

**Turn off all universal tools**

**Scribe**

**ASL Interpreter**

**Read Aloud (human)**

**Braille**

**Color overlays**

**Distraction reducing items**

**Alternative/assistive aids & devices**

**Bilingual Translation**

**Individual separate setting**

**Small group separate setting**

**Extended time**

**Multiple/frequent breaks**

Save

Cancel