SPECIAL EXAMINATION PROVISIONS FOR THE 2006 School Certificate Computing Skills Test

The Computing Skills test is mandatory for the School Certificate in 2006

<table>
<thead>
<tr>
<th>If you have a question about:</th>
<th>Please contact:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Special Examination Provisions</td>
<td>Student Examination Support Ph: (02) 9367 8268 Ph: (02) 9367 8164 <a href="mailto:specprovs@boardofstudies.nsw.edu.au">specprovs@boardofstudies.nsw.edu.au</a></td>
</tr>
<tr>
<td>Test Administration</td>
<td>Examinations Branch Ph: (02) 9367 8210 <a href="mailto:beckett@boardofstudies.nsw.edu.au">beckett@boardofstudies.nsw.edu.au</a></td>
</tr>
<tr>
<td>Technical Questions</td>
<td>Peter Starkey Ph: (02) 9367 8408 Mobile: 0407 264 666 <a href="mailto:starkey@boardofstudies.nsw.edu.au">starkey@boardofstudies.nsw.edu.au</a></td>
</tr>
<tr>
<td>Student Entries</td>
<td>Student Enrolments and Credentialling Ph: (02) 9367 8130 Ph: (02) 9367 8272 <a href="mailto:records@boardofstudies.nsw.edu.au">records@boardofstudies.nsw.edu.au</a></td>
</tr>
</tbody>
</table>
Online Format

Supervision of Students

As well as the funds already provided to schools undertaking the online format of the test, the Office of the Board of Studies will pay schools for the additional supervisors needed for students requiring separate supervision as part of approved special examination provisions. This will be instead of the Office employing external supervisors. Schools will receive payment in January at twice the rate paid by the Office to external supervisors used for other SC tests where students have been approved separate supervision.

Special Examination Provisions

It is strongly recommended that students approved special examination provisions for the School Certificate tests be given the opportunity to use the 2006 Computing Skills Practice Test, available via Schools Online, to see if they still require adjustments. For example, students who require coloured paper might be satisfied with a white screen background when using a computer. Similarly, students who require large print on paper might find that the size of the computer monitor allows them to read the questions without difficulty.

A special online test application with additional features will be available for students who have been approved for, and wish to use, certain special examination provisions.

A practice test with the special examination provision features will be available in Term 3 through Schools Online. Schools are strongly advised to ensure that all students who will be using the special online test make use of the practice version. Students will need to enter their Student Numbers and the test will only allow access to those students from whom an application for special examination provisions has been received.

Schools are encouraged to allow students who have applied for special examination provisions to experiment with the display options available to find the best selection for each student.

Additional Special Examination Provision Features

Display Options

Approved students will be provided with options to modify the display on their screen once they have logged on but before the commencement of the test. They will be able to control the colour of the screen and font size. These options should be accessed only by students who have been approved coloured and/or large print examinations.

It is important to note that students who enlarge the font size will need to scroll across and down to see the entire question and all possible answers. Please ensure that students who will need to enlarge the font size are aware of the need to scroll and have the opportunity to practise using the special practice test in this way.
Extra Working Time
All students undertaking the 2006 online test will have a timer on their screen that shows how much time they have remaining until the test is finished, at which time the test will automatically shut down.

Students with approved special examination provisions that entitle them to extra working time will have the additional time, as approved by the Office of the Board of Studies, automatically added to their timer. Students or supervisors will not need to enter any additional information for this to occur. Students need not be seated in a separate room unless the school feels that this is appropriate for a particular student.

Pause Button
For students who have been approved special examination provisions that entitle them to additional time without access to the examination, the test will have a 'PAUSE' button that they can use when they wish to take a break.

The student may take breaks and 'pause' the test at their discretion, just as a student sitting a pen and paper test would. When the test has been paused the examination timer will be suspended until the student resumes the test.

As in a pen and paper test, the breaks will need to be timed by the supervisor to ensure that the student only takes breaks up to the maximum time allowed.

Other Provisions

Reader
As with the other SC tests, a volunteer reader will be required for students using this provision. The reader is permitted to read the question and all possible answers. The reader is NOT permitted to interpret the questions or advise the student in any way. Please refer to the rules and procedures for the use of a reader/writer, available on the Board's website through Schools Online in the ‘Memos and Documents’ section, for further information regarding readers.

Bite-sized Food and/or Drink
The Board understands that most schools will have a ‘no food or drink’ rule around computers. However, some students are permitted to eat and/or drink as part of their special examination provisions. It is recommended that these students eat and/or drink as necessary during their rest break(s) away from the computer.

Students approved diabetic provisions are granted additional time of five minutes per half-hour of examination time to eat, drink or go to the toilet as necessary.

If after trialling the practice test(s) with your student(s), you believe that their special examination needs have not been addressed with the approved provisions, please contact the Student Examination Support section.
Oral and Sign Interpreters

As the online format of the test delivers the questions in a randomised order, it is not possible to provide oral or sign interpreters with a copy of the questions before the start of the test.

Students who will be using an oral or sign interpreter will have an additional 10 minutes per half-hour of test time automatically added to their test timer. This will allow the interpreter time to read and familiarise themselves with the test content as the student progresses through the test, and to interpret for the student as necessary.

Please refer to the rules and procedures for the use of an oral/sign interpreter, available on the Board’s website through Schools Online in the ‘Memos and Documents’ section, for further information.

Students with Very Low Vision

Students who are blind or have very low vision may be accustomed to using screen reading software or other assistive technologies when using a computer. A special test application has been produced for these students, with items adjusted where necessary to make them appropriate for this form of computer use. A practice test will also be available in Term 3 through Schools Online.

Approval for the use of computers and software will need to be discussed by schools with the Student Examination Support section.

Pen and Paper Format

Supervision of Students

For schools that have chosen to use the pen and paper format of the test, the implementation of special examination provisions will work in the same way as for the other SC tests. That is, a Presiding Officer will be appointed and the Office of the Board of Studies will pay for all additional supervisors who are required to supervise students with approved separate supervision.

Specimen Test

A specimen test is available on the Board’s website at http://www.boardofstudies.nsw.edu.au/schoolcertificate/sc_computing_skills.html

Schools may modify the font size and/or paper colour of the specimen test as necessary. For the actual test in November, the Office of the Board of Studies will produce large print and coloured papers for approved students.

Writers and extra time to write will not be required by most students, as there is no writing involved. Individual consideration will be given to all applications. However, these provisions will only be granted in limited cases.