

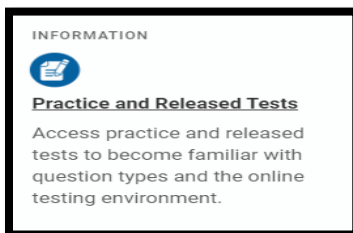
# INSTRUCTIONS FOR ACCESSING SPEECH TO TEXT IN CAMBIUM'S PRACTICE SITE.

Practicing STT requires a few extra steps because the STT function is licensed by Cambium from another vendor.

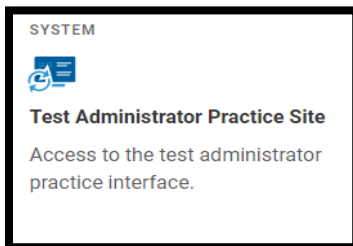
1. Make sure STT is marked under "Test Attributes" on the student's profile in TIDE.
2. Go to [texasassessment.gov](https://texasassessment.gov) & select "Testing Personnel" from the menu bar at the top.



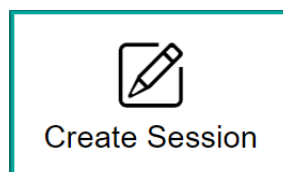
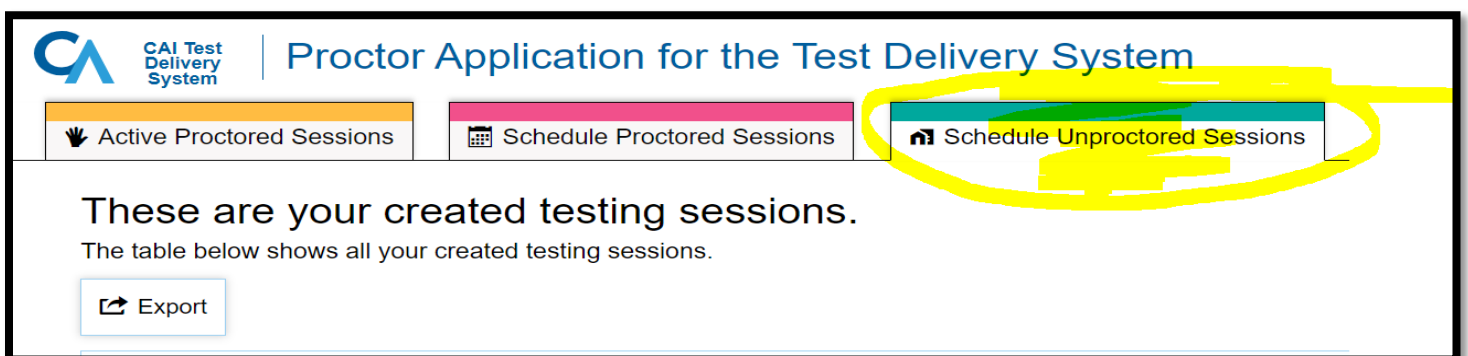
3. Scroll down and find the file for "Practice & Released Tests."



4. Scroll down and find the file for "Test Administrator Practice Site."



5. Create a practice test session using the "teal" option – [Schedule Un-Proctored Sessions](#).



6. Now, click on the CREATE SESSION Icon
7. Select the session's start date and time in addition to the end date and time. Click Next.

**Schedule Unproctored Sessions** Test Selection

Create a Session

Choose the dates for which the session can be accessed.

Start: 1/27/23 8:00 AM CST ✓

End: 1/30/23 5:00 PM CST ✓

**Next** ←

8. Now, from the list of options select the one for which you will need the STT to display.

**Choose a Testing Category**

Then select one or more tests. You can switch categories by using the button in the modal header.

- 2022 STAAR Redesign Practice Tests
- STAAR New Item Types
- STAAR Released and Practice Tests
- TELPAS Released and Practice Tests
- 2020 STAAR Revising and Editing Practice Set

9. On this next screen, you will select the subject area. Please, note that once you select the READING subject, 11 tests (for the different grade levels will appear). You may leave them as shown, or only pick the ones that you would like to create a session for. To remove any displayed tests, simply click on the title and uncheck them. In this same screen enter a Session Name.

**Schedule Unproctored Sessions** Test Selection

Filter by: Add Filter

STAAR New Item Types

Choose which tests to add to your session, then start it.

- Reading
- Grade 3
  - 2022 STAAR Grade 3 Reading New Item Types
  - 2022 STAAR Spanish Grade 3 Reading New Item Types
- Grade 4

**11 Test(s) Selected** Clear All

**STAAR New Item Types**

- 2022 STAAR Grade 3 Reading New Item Types
- 2022 STAAR Spanish Grade 3 Reading New Item Types
- 2022 STAAR Grade 4 Reading New Item Types
- 2022 STAAR Spanish Grade 4 Reading New Item Types

**Session Settings**

Session Name: Reading STAAR New Item types

10. Save Session

11. Have the student launch practice on their device.

12. The student will log in with their TSDS ID & the practice test session ID.