

Polly trial as part of Literacy and Numeracy corequisite digital assessments – June 2023

Polly instructions for students/ākonga

We appreciate you participating in this trial. Here's what you need to know and do to use Polly in your assessment.

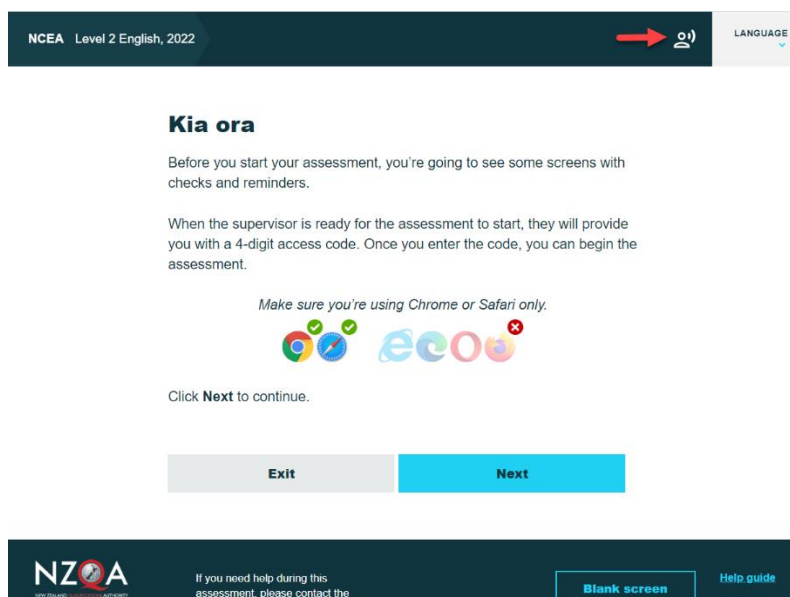
Polly is available to all students/ākonga sitting the writing and numeracy assessments. It is not currently available for the English Literacy-reading standard (32403) assessment as the Ministry of Education is investigating the suitability of using text-to-speech with the reading standard.

Things to do before the assessment

1. Make sure you have headphones for the assessment.
2. Practise using Polly using the [numeracy sample assessment](#) (the access code is 0000).
3. Read the instructions (on the next page) for using Polly.


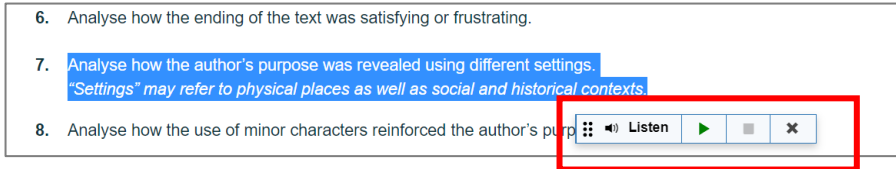
On the day of the assessment

1. Make sure you have headphones to use with the assessment.
2. Log in to the assessment and follow the supervisor's instructions.
3. On the first screen of the assessment, turn Polly on.



Instructions for using Polly

How to use Polly

Step	Action
1	<p>Log into the digital assessment.</p> <p>Note:</p> <ul style="list-style-type: none"> Polly is off by default. Turn it on using the icon on the top righthand side of the screen.  <ul style="list-style-type: none"> When Polly is on, it is available on all pages of the assessment – unless you turn it off again. Turn Polly off by clicking the Polly icon (available on any page).
2	<p>Highlight the text you want read aloud by selecting it with your mouse.</p> <p>Result: The Polly play bar displays.</p> 
3	<p>Click the play icon to hear the text read aloud.</p> <p>Note:</p> <ul style="list-style-type: none"> You can use the stop and pause buttons to stop or pause the text while playing. If you want to turn Polly off at any time during the assessment, click the Polly icon in the top right hand corner of your screen.

Questions and Answers

1. What if I want to use the Highlight and Notes tool?

If you are not using Polly, it will be off by default and you don't need to do anything.

The Highlight and Notes tool can be used to add notes to, or highlight sections of the assessment text. While the Highlight and Notes tool is on, Polly will not display when you highlight sections of text.

You can turn on the highlight and notes tool by clicking on the icon in the top left-hand corner of the screen. Once on, it can be used to add notes to and highlight sections of the text. It can be turned off again by clicking on the icon to unselect it.

2. I don't like the Polly voice and the speed is not right for me. What can I do?

You can't change the Polly voice or the speed the text is read aloud at.

We are planning to make improvements to Polly including changing the voice to one preferred by students, and adding a function allowing you to change the speed.

If you have any feedback about the Polly functionality, please complete the survey that we will send to you via your SENCO or teacher. We may also invite you to participate in a group discussion to discuss your experience of Polly.

3. What will Polly read aloud?

Polly will read out any text that has been selected. You can select the text by using your mouse or keyboard to drag the cursor across the text.

If you have selected just part of a multi choice question, Polly will only read aloud the answer or answers you have selected. If you have selected a drop-down box, Polly will read aloud all the answers in the drop-down box, regardless of whether you have selected an answer or not. This is because Polly can't tell which answer you have selected.

Questions

If you have any questions about Polly, please ask your teacher.