

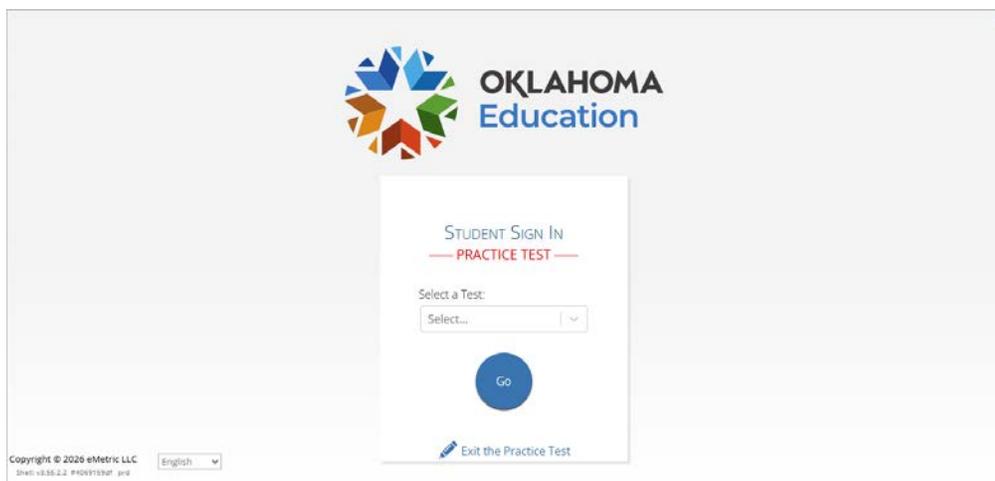
Technical Guide for Spanish Language Support Spring 2026

A. Overview of Spanish Language Testing

The Oklahoma School Testing Program (OSTP) Grades 3 through 8 Math and Science and College and Career Readiness Assessments (CCRA) Grade 11 Science and U.S. History assessments are available in Spanish. English Language Arts (ELA) assessments are not available in Spanish.

Students access operational and practice assessments using the OSTP Student Testing Interface. The Student Testing Interface can be accessed by two methods:

1. For practice tests, by launching a web browser and navigating to the following URL <https://okpracticetest.cognia.org/student/login> or by launching a student test kiosk or app.



2. For operational summative assessments, by launching a student test kiosk or app.



The Student Testing Interface is available in Spanish using a web browser or the kiosk.

This guide explains how to set up the Spanish language version of the test and to ensure the student’s test device can support Spanish Text-to-Speech if that accommodation is used. For general information regarding test device technical requirements, installing the kiosk, and using the Student Test Interface using a kiosk or web browser, you can access additional user guides on the [Oklahoma Help & Support Page](#).

Note: OSTP and CCRA will use Cloud TTS for practice and operational tests. No setup is required on the student testing device for Cloud TTS but does require a network connection. Text-to-Speech will not work when a student is offline.

B. Assign Accommodations

Before students can take the Spanish version of a test, the school must ensure that students are assigned the appropriate accommodations, create a separate class for Spanish testers, and schedule the class(es) for the Spanish version of the test in the OSTP Portal.

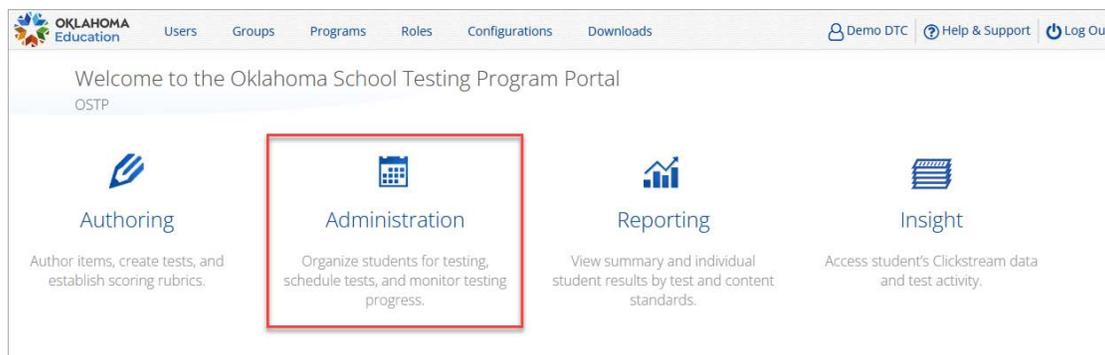
Students requiring Spanish Text-to-Speech must be assigned the Spanish Text-To-Speech accommodation in the student’s profile **before** you schedule the test session.

To assign the **Spanish Text-To-Speech** accommodation:

1. Log into the OSTP Data Portal.



2. On the portal home page, click **Administration**.



- At the top of the Administration page, click Students.



- From the drop-down menu at the top of the page, select the site where the student is currently enrolled.



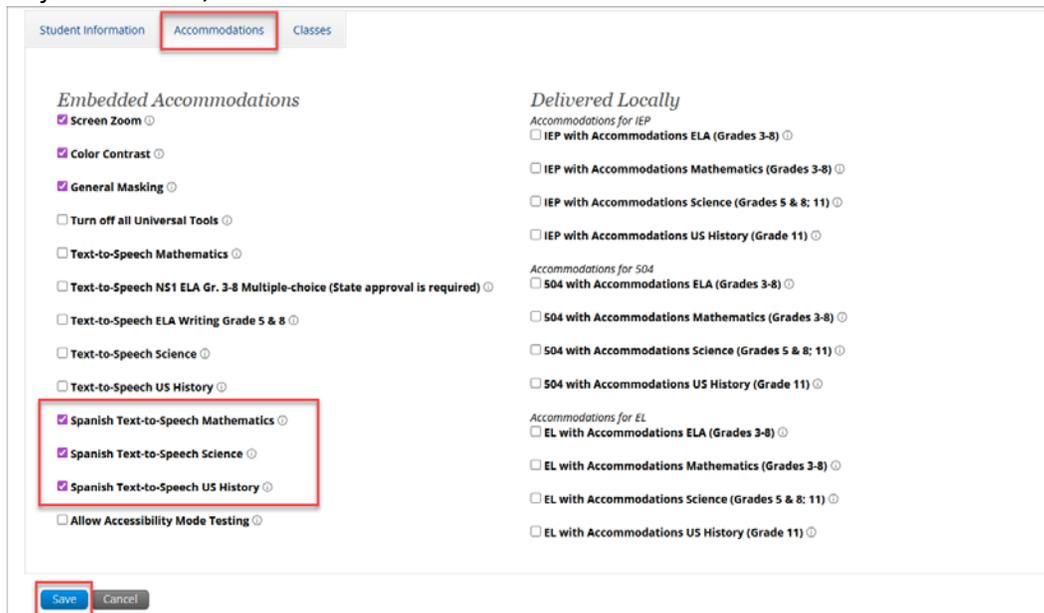
- Locate the student's name in the Student list and then click Edit.

Last Name	First Name	Middle Initial	State Student ID Number	Grade				
Demo	One		2245678900	05	View Classes	View Test Sessions	Enrollment Info	Edit
Demo	Two		2245678902	05	View Classes	View Test Sessions	Enrollment Info	Edit
Demo	Three		2245678901	05	View Classes	View Test Sessions	Enrollment Info	Edit

- Click the Accommodations tab to display the list of available accommodations, and select **Spanish Text-to-Speech Mathematics, Spanish Text-to-Speech Science, or Spanish Text-to-Speech US History.**

Note: Only the Spanish Text-to-Speech language accommodation should be selected for Text-To-Speech. Please ensure that none of the English TTS accommodations are selected.

- Select any other accommodations required for the student.
- When you are done, click **Save.**



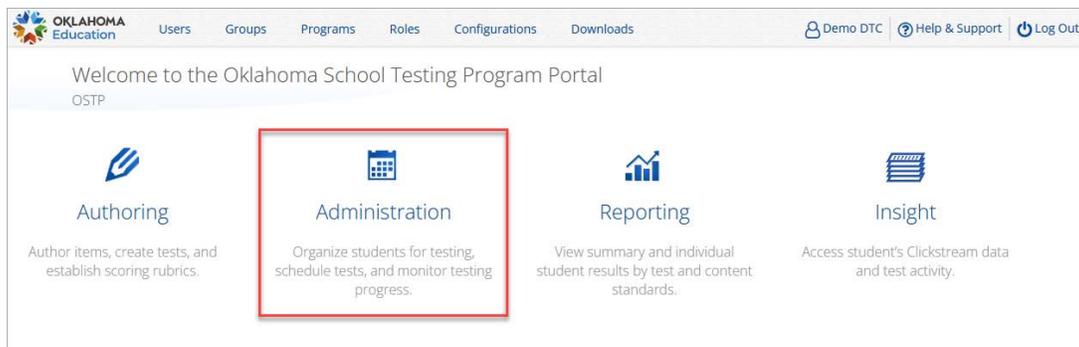
C. Creating a Class

To create a class for Spanish test takers:

1. Log into the OSTP Data Portal.



2. On the portal home page, click **Administration**.



3. At the top of the Administration page, click **Classes**.



4. From the organization drop-down list, select the site where the students are currently enrolled and the **Subject** for which you are creating a class.



5. Select the **Course Level** tab for CCRA content or **Grade Level** tab for OSTP grades 3-8 Math or Science and click **Create Course Level Class** or **Create Grade Level Class**.

Mathematics Classes in Cyber City Sch QA

Cyber City Sch QA (Cyber City) Mathematics

Create Course Level Class Upload Classes

Course Level Grade Level

Class	Course	Student Count	
Demo Math-Gr5-Test Class-Mathematics (MATH)	Mathematics	6	View Edit Delete
RajuQAclass1-Mathematics (MATH)-(online)	Mathematics	12	View Edit Delete
Regression Test class - Gerry-Mathematics (MATH)-(online)	Mathematics	3	View Edit Delete

6. In the class name field, type the name of the new class for Spanish test takers.
7. Select a grade from the **Choose a Grade** drop-down list.
8. Under the Search for Students section, you can filter the student list by grade and/or class.
Tip: To further limit the results, select **Show only students that are not assigned to a class**.
9. To add students to the class, select one or more students from the students list. To select multiple students, press and hold **Ctrl** and then select student names from the list
10. Click the **Add** button to move the students to the class list on the right.

Student names appear dimmed or grayed out in the list on the left when they have been added to the class list on the right.

Note: Classes are limited to a maximum of 250 students.

11. To remove students from the class, select one or more students from the class list on the right, and then click the **Remove** button.
12. When the class list is complete, click **Save** to create the class.

Class Information

Class Name: Demo Class

Grade: 03

Search for Students

Grade: 03 Class: Choose a Class

Show only students that are not assigned to a class

Showing students in : Cyber City Sch QA

Last Name, First Name (State Student ID Number)

Sort By: Last Name

Students in Demo Class: 2/250
Miller, Test (9052486500)
Test, One (2345678100)
Test, two (2345678200)

Add »

« Remove

Save Cancel

D. Schedule a Test

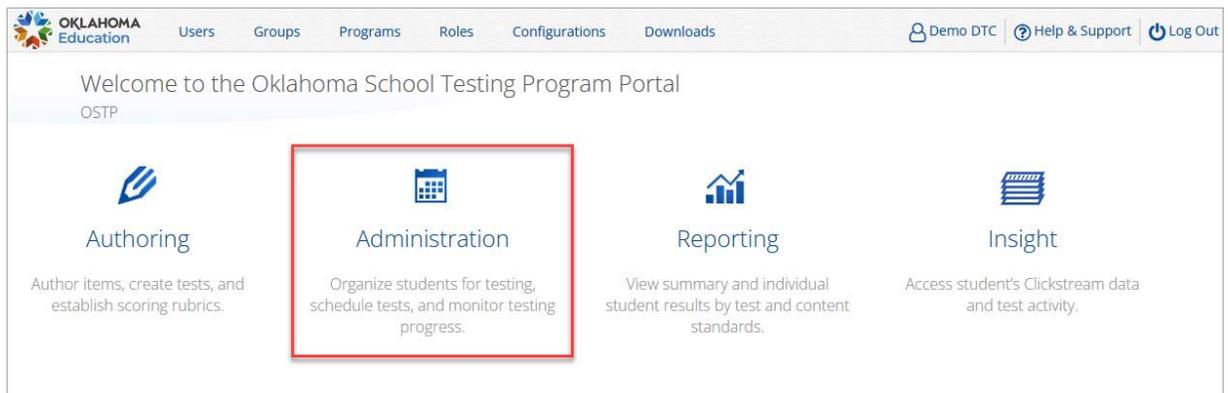
To schedule the class for the Spanish version of the test:

1. Log into the OSTP Data Portal.



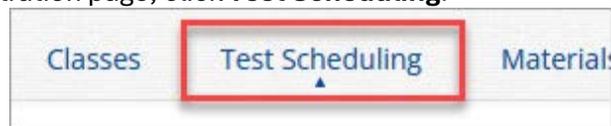
The screenshot shows the login page for the Oklahoma School Testing Program. At the top center is the Oklahoma Education logo, a colorful starburst, followed by the text "OKLAHOMA Education" and "Oklahoma School Testing Program". Below this is a white login box with a "Username" field, a "Password" field, and a "Forgot Password?" link. A blue "Log In" button is positioned at the bottom center of the login box.

2. On the portal home page, click **Administration**.



The screenshot shows the home page of the Oklahoma School Testing Program Portal. The top navigation bar includes the Oklahoma Education logo, menu items for "Users", "Groups", "Programs", "Roles", "Configurations", and "Downloads", and utility links for "Demo DTC", "Help & Support", and "Log Out". The main content area features a welcome message and four large tiles: "Authoring" (with a pencil icon), "Administration" (with a calendar icon and a red border), "Reporting" (with a bar chart icon), and "Insight" (with a document icon). Each tile includes a brief description of its function.

3. At the top of the Administration page, click **Test Scheduling**.



The screenshot shows a horizontal navigation bar with three buttons: "Classes", "Test Scheduling", and "Materials". The "Test Scheduling" button is highlighted with a red border and a small upward-pointing triangle below it.

4. Select the **Organization**, **Program** (OSTP Operational or CCRA Grade 11 Operational), **Subject**, and then select a **Spanish version test**, then click **Schedule New Test**.

Displaying scheduled tests in Cyber City

Cyber City Mathematics

OSTP Practice

Select a test (required)

- OSTP Spanish Gr. 3-8 Math Practice
- OSTP Gr. 3-8 Math Practice
- OSTP Gr. 3-8 Math
- OSTP Spanish Gr. 3-8 Math

Schedule New Test

The selected criteria.

- In the classes list, select the class of Spanish test takers you just created.
- When you are done, click **Schedule** to save the test session.

Schedule Tests

2 forms selected for scheduling 1 class.

Content Area: Mathematics Program: OSTP Operational

Test: SPANISH 2026 G3 Math

Search for Classes

Cyber City Sch Supp (Cyber City)

Classes: Select All Unselect All

- Gr 3 Spanish-(Grade-03)-(online)

Start Date: 02/12/2026 End Date: 03/31/2026 Time Zone: Central

Schedule Cancel

E. Changing Language Settings on Student Test Interface

When the student is ready to log into the test, the student should change the OSTP Assessments Test Interface to the Spanish Language version prior to logging in. This will ensure the login screen, navigation buttons, tool and accommodations labels, and on-screen prompts are all in Spanish. To do this:

1. Launch the OSTP Kiosk or App
2. On the Sign in Screen select Español from the localization drop-down list at the bottom of the page.

