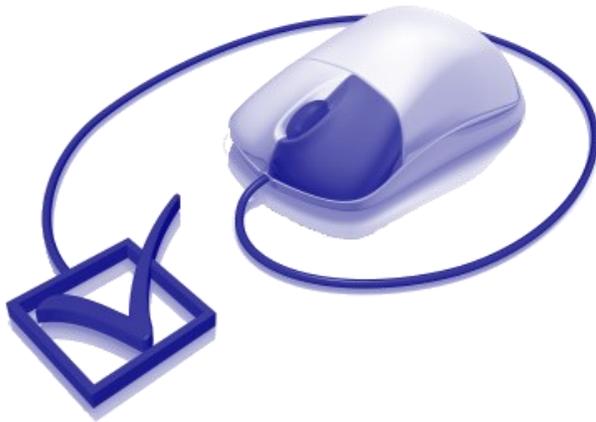


Prep Session Guide Book

Online OSSLT Prep Sessions



Online OSSLT October 20th, 2016

Use this guidebook to help you answer the types of questions on the Online OSSLT. Good luck & study hard!

Multiple Choice Questions

Online OSSLT Prep Sessions

READ the question carefully!

STEP 1: **I**NSTINCT—what answer comes to mind first?

STEP 2: **D**ELETE—answers you know are wrong (use
strikeout tool).



STEP 3: **E**VIDENCE—

a) **S**KIM the reading selection to find out
what section the question is referring to;

b) **R**E-**R**EAD the necessary sections;

c) **L**OOK for any sentences or words that are
“quoted” in the question.

STEP 4: **A**NSWER—do not leave it blank!

I.D.E.A.

Section A, C, F, I, J, L



Multiple Choice Conventions Questions

Online OSSLT Prep Sessions

READ the question carefully!

These questions are designed to test your knowledge of proper grammar, sentence structure, and use of conventions.

STEP 1: **I**NSTINCT—what answer comes to mind first?

STEP 2: **D**ELETE— answers you know are wrong (use
strikeout tool).



STEP 3: **E**VIDENCE—carefully read all of the answers
left again.

STEP 4: **A**NSWER— pick the best choice—do not
leave it blank!

I.D.E.A.



News Report

Online OSSLT Prep Sessions

- STEP 1: Look at the picture and headline.
- STEP 2: Make up a series of facts based on the picture **and** headline—use W5H (who, what, where, when, why and how) to help you.
- STEP 3: Write your lead (first) paragraph—include the W5H.
- STEP 4: Write a body paragraph that explains what happened in the event. Include an eye witness **quotation** in this paragraph.
- STEP 5: Write a final paragraph which explains how the event ended. Include another quotation from an eye witness. End with a simple, closing statement that ties back to the title.

REMINDERS:

- Do not include your personal opinion or a “story”—**JUST THE FACTS.**
- Use the Notepad space to help you plan.
- Write in the past tense (walked, talked, ran, spoke).
- Write in the third person (he, she, they).
- Use specific details like REAL dates, REAL names—ones that you know how to spell.
- Indent each paragraph.
- Capitalize names of people and places.
- Include eye witness quotations.
- Do not use “I” - unless it is part of an eyewitness quotation
- Fill the space provided—1250 *characters*.

Writing *Your* News Report

Students Participate in Important Election



MAKE UP THE FACTS

Who is involved?

What is the event/issue?

Where did it happen?

When did it happen?

Why did it happen?

How did it happen?

WHERE?	TO WHOM?	WHEN?	EYE WITNESS OR EXPERT
What town?	Name:	On what day, month, year did this occur?	Who witnessed the event?
What province?	Age:		What did they say about it?
What country?	Occupation:	At what time did this occur?	What is their connection to the event?
<i>Ex. St. Catharines, Ontario, Canada</i>			

Students Participate in Important Election (example)

On _____ (specific date) _____

(school name) participated in a(n) _____ (event).

It started _____

_____ (how

and why the event happened). _____ (name of eye witness) who witnessed the

event said, “ _____

_____.”

In the end, _____

_____ (explain how the event ended). One witness

stated, “ _____

_____.”

Remember to add enough detail to fill 1250 characters

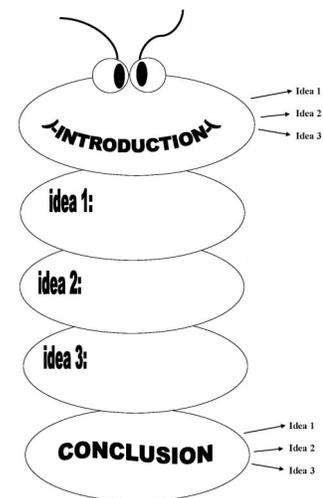
Series of Paragraphs Expressing an Opinion

Online OSSLT Prep Sessions

- STEP 1: Read the question.
- STEP 2: Decide on your opinion—if you don't have an opinion about the topic, make one up!
- STEP 3: Use the Notepad space to plan. (You can cut and paste from there.)
- come up with 3 supporting arguments.
 - include proof, facts, examples, etc. for each argument.
- STEP 4: Write the introduction (1 paragraph).
- STEP 5: Write a paragraph for each supporting argument (aim for 3 paragraphs in order to help fill the space).
- STEP 6: Write a conclusion (1 paragraph).

REMINDERS:

- Indent the first line of each paragraph.
- Write in complete sentences.
- Watch your character count to fill the space—you are allowed 2500 *characters* for this writing piece.



Writing *Your* Series of Paragraphs—Template

Question: Is it a good idea for high school students to have a part-time job?

Answer: In my opinion, high school students _____ have a part-time job.

SUPPORTING ARGUMENT	PROOF/FACT/ EXAMPLE
1	1
2	2
3	3

In my opinion, students _____ have a part-time job because _____, _____ and _____.

The first reason why students _____ have a part-time job is _____. For example, _____

_____.

The second reason why students _____ have a part-time job is _____. For example, _____

The third reason why students _____ have a part-time job is _____. For example, _____

In conclusion, students _____ have a part-time job because _____, _____ and _____.

Remember to add enough detail and examples to fill 2500 *characters*.

Reading Dialogue

Online OSSLT Prep Sessions

Tip 1: Notice punctuation

- Quotation marks (“...”) indicate someone is speaking.
- A question mark (?) indicates someone is asking a question.
Example: “Is tomorrow the big day?” asked Hanna.
- An exclamation mark (!) indicates someone is speaking in an excited tone.
Example: “You’re a fantastic chef!”
- Single quotation marks (‘...’) within a quotation indicate someone is speaking someone else’s words.
Example: “Thanks. It’s not the cooking that I’m worried about—it’s the pace. ‘Go! Hurry!’ People yelling...”

Tip 2: Notice dialogue tag words (snarled, giggled, cried, said) to help understand the tone of the speaker.

Example: Gerry *exhaled loudly*...
“Poor Steve,” *recalled Gerry, chuckling*.

Tip 3: Use your inferencing skills to “read between the lines” and draw conclusions about what the characters are thinking and feeling.

Tip 4: Go back and re-read sections of the text to help you understand.

Tip 5: When in doubt—guess! Don’t leave it blank! Use the **IDEA** tips for answering multiple choice questions.

Reading Graphic Texts

Online OSSLT Prep Sessions

Tip 1: Read *all* labels and text—especially **bolded** or **large** font—each one has a purpose.

Tip 2: Follow arrows and lines.

Tip 3: Study legends and symbols.

Tip 4: Study all images carefully—look at the details.

Tip 5: Pay attention to the fine print.

Tip 6: Use the captions (words near the pictures) to help you understand the images.

Tip 7: Read questions and skim the page to find answers to multiple choice questions.

Tip 8: When in doubt—guess! Don't leave it blank!

Tip 9: Use the zoom in & out tools to see the graphic more easily.



Online OSSLT Tools

Online OSSLT Prep Sessions



If you cannot see the complete text on your computer screen, use the scroll bar on the right of your computer screen to move up and down, or use the scroll bar at the bottom of your computer screen to move from left to right.



Click the magnifying glass with the plus sign to zoom in (make the text bigger).



Click the magnifying glass with the minus sign to zoom out (make the text smaller).



Click the highlighter to use the highlighting feature.



Use your notepad on your tools bar for your rough notes.



For multiple-choice questions, you can cross out or eliminate some answer choices by clicking the strikethrough tool. Click the strikethrough tool and then click the answer you want to cross out or eliminate.



Click the flag if you do not know the answer to a question or are unsure of the answer you have chosen. This will make it easier for you to return to those questions before finishing your test. You do not have to answer a question before moving to the next question.



Click the mask icon in the upper right corner of the screen to mask or block parts of the text on the screen.



Click the mask icon in the upper right corner of the screen to mask or hide an answer choice on the screen. The mask icon will only be visible to students receiving this accessibility feature.



For students receiving the colour contrast accommodation, click the colour contrast icon in the upper left corner of the screen to change the background and/or font color. The colour contrast icon will only be visible to students receiving this accommodation.



Click the line reader icon in the upper right corner of the screen to mask a single line of text (item or passage) and to move the tool up or down the screen to assist in reading individual lines of text.



For students receiving the text reader accommodation, click the play icon.



For students receiving the text reader accommodation, click the fast forward icon to move to the next track. The fast forward icon appears after a track has been selected.



For students receiving the text reader accommodation, click the rewind icon to move to the previous track. The rewind icon appears after a track has been selected.



Click the Ab icon to enable Click to Speak. Once enabled, the Click to Speak icon will appear (see below). Then select specific text within the passage or question you wish to hear.



Click the Click to Speak icon to disable it. If you wish to return to autoplay, click the play button. The audio will resume playing automatically.

Online OSSLT Tools

Online OSSLT Prep Sessions

Split Screen: Some of the screens in this test are split into two screens, with a text appearing in the left screen and an item appearing in the right screen. There is a scroll bar on the right side of the left screen that you can move up or down to see all of the text. To expand the text to one full screen, click the gray tab at the top of the left screen.

The **Previous** button will allow you to return to the previous screen. The **Next** button will allow you to view the next screen. When you click **Next**, your answer is automatically saved. Click the **Review** button to view a list of all unanswered, answered, and flagged items. When you have completed the test, click **Finish**. If you click **Finish**, you can still return to the test by clicking **Return to Test**.

Reading Section Tip: Some Reading Sections have the text behind the questions. To access the whole text, click the double arrows to 'hide' the question panel, and click the double arrows to reveal the question panel again.

Highlighting Tool Tip: Be sure to click the Highlighting Tool OFF when responding to Multiple Choice questions and when typing in a Text Box.

Note: The highlights you create are attached to the question slide.

Character Count Tip: The Text Box tracks characters and words typed and gives you a MAXIMUM number of characters for your written responses.

Notepad Tip: After typing notes in the Notepad, you may Copy and Paste your text into the Text Box, either by using the Copy and Paste icons, or Ctrl C (Copy) and Ctrl V (Paste).

Note: If you have created a note on a slide, then navigate off of that slide, the note in your Notepad will be there when you return to your original slide - it is attached to the question.

Highlighting Tool Tip: Be sure to click the Highlighting Tool OFF when responding to Multiple Choice questions and when typing in a Text Box.

Read carefully before starting the test:

- Read all instructions before responding to the question.
- Attempt all questions. If you leave a question unanswered, the question will be scored zero.

Multiple-Choice

- Choose the best or most correct answer for each question.

Typed Answers

- For the writing sections, pay attention to clarity, organization, spelling, grammar and punctuation.
- The Notepad can be used for rough notes. Nothing you type in the Notepad will be scored.