



ACT USB Usage Guidelines for Use with the ACT Practice Test

What is an ACT USB?

The USB format is a version of the tests based on the reader's script. It includes audio of the directions, test questions, and response choices. It does not include video test content or the verbal instructions from the administration manual. The video is static text identifying the test form and subject area test.

Hardware/Playback Device Guidelines

- Use a desktop computer, laptop, or tablet with an available USB drive. (e.g., PC, MAC, or Chromebook).
- Ensure that a compatible Internet browser is installed on the computer. ACT recommends Chrome, Firefox, Internet Explorer, or Safari.

How ACT USBs Work

Playback

1. Insert the USB device and access the folder on the drive. The folder contains a file named *Start_Here*. Open this file with a compatible web browser. **The device must be inserted and remain inserted while testing.** Your device may open this folder automatically, or you may manually need to access the folder.
2. A web browser (Chrome, Firefox, IE, or Safari) will open and a login screen displaying a form number should appear.
3. Enter the Username and Password below.

<p>Username: Practice</p> <p>Password: Practice1</p>
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4. A new screen displaying each test section as links will appear. Select a test section when ready to begin. The program may take 30 seconds or more to load.
5. The program goes from one track to the next automatically. Use the double arrow icons to navigate to the previous («) or next (») track.
6. When the final track for a section is finished, select **Home** and proceed to the next section when ready.
7. The test directions on the USB are specific to the oral presentation mode and will not match the test directions on the printed booklet.
8. Exit out of the browser, by clicking the X in the top right corner, before removing the USB.

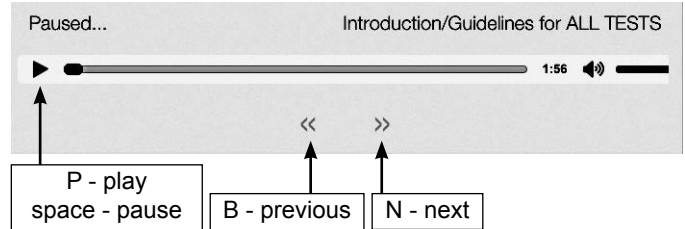
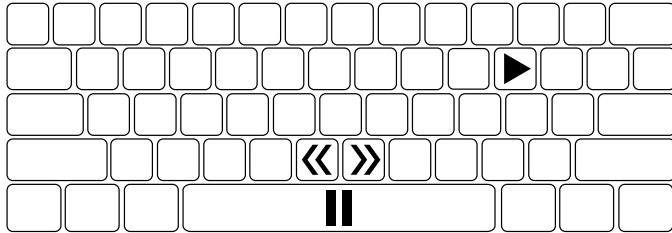
Note: On Chromebooks, removing and reinserting the device quickly may result in the file appearing as "Optical Disc", which will not allow you to open it. To resolve this, select the eject button in the file window, eject, and reinsert.



Tracking

Each section is divided into tracks, or chapters, so examinees can repeat a question or set of response choices without listening to more text than necessary.

- Each question is on one track and the response choices are on a separate track.
- Most passages are broken into tracks by paragraph.
- Information that applies to ALL tests is found at the beginning of the English test. Specific directions for each test are on the first track of that test.



ACT Contact Information

For questions related to tracking an order or for technical problems, please email ACT Customer Care at hs.reporting@act.org.

For all other inquiries regarding testing students with disabilities, please contact **ACT Test Accommodations: 800.553.6244, extension 1332**. ACT normal office hours are 8:30 a.m.–5:00 p.m. central time, Monday-Friday.