

BASCTM 4

Continuous Performance Test (CPT) Administration Guide

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Examinees ages 8–25 years will complete two computer-based subtests approximately 15 minutes each; the total testing session will take about 45 minutes. Each subtest is designed to assess the examinee’s ability to sustain attention for an extended period as well as assess their ability to refrain from impulsive responding. Tests like the BASC-4 Continuous Performance Test (CPT) are often used in the assessment of attention-deficit/hyperactivity disorder.

Each subtest presents a series of images that are associated with either a response or no response from the examinee. The first subtest (Not X) follows a paradigm where the examinee responds to an image by pressing the space bar as quickly as possible for all but one image (to which no response is provided). The images are presented in a series of 12 item blocks that vary in the amount of time that passes before the next image appears.

For the second subtest (Cognitive Control), examinees respond using 1, 0, or no response based on where an image of a duck appears in a nature setting. This subtest requires the examinee to focus on rules while responding to images that appear in a series of item blocks that vary in the amount of time that passes before the next image appears. This subtest will always be administered second in the testing sequence.

Before administering the CPT, become familiar with this administration guide and the testing procedures. Before beginning, ensure the computer used during testing meets the following requirements:

Technology Requirements

Computer type: Mac or PC (no tablets or Chromebooks allowed)

Internet browser: Chrome is preferred; other browsers are allowed

Internet connection: An internet connection is required to launch the assessment and to upload the results of testing at the end of the assessment. The testing session can continue even if there is a disruption to internet connectivity.

Keyboard: wired or wireless (keyboard required; wired preferred)

Monitor: laptop or external monitor, minimum of 14-in. screen

Preparing for Testing

Prepare your computer to minimize distractions during testing (e.g., close other software programs or browser windows, delay any automatic software updates, optimize your browser for the subtest administration).

SILENCING OPERATING SYSTEM NOTIFICATIONS

Windows

- Select Start > Settings > System > Notifications
- To turn on Do Not Disturb, select On.

Note. Alarms and priority notifications will still display. Ensure no notifications are scheduled during administration on the computer used for testing. These settings may appear differently on different computers.

Mac

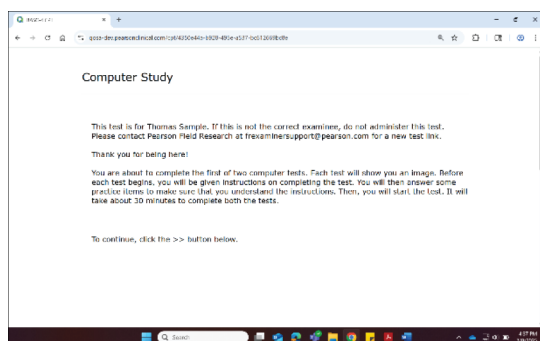
- Select the Control Center (icon is in the upper-right corner of the menu bar) > Focus (i.e., the moon icon)
- Choose a duration in the Do Not Disturb option.

Note. Alarms and priority notifications will still display. Ensure no notifications are scheduled during administration on the computer used for testing.

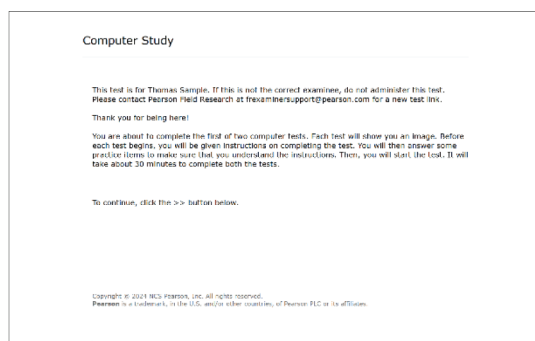
OPTIMIZING THE VIEW IN CHROME

Enter full-screen mode in Chrome to disable any task bars, docks, or side panels.

- Select the three dots icon in the top-right corner of the browser window. In the Zoom row, select the full-screen icon. Alternately, press the F11 key to enter full-screen mode.
- *Note.* If using a browser other than Chrome, make sure to disable any task bars and enter full-screen mode.



Desktop without full-screen mode



Desktop with full-screen mode

SETTING UP THE MONITOR

Use only one monitor display during the testing session. If using a laptop computer connected to an external monitor for administration, ensure that the external monitor is the only display visible (Settings > System > Display).

DISABLING THE TOUCH PAD AND/OR TOUCHSCREEN (LAPTOPS ONLY)

If using a laptop computer, turn off the touch pad and use an external mouse connected to the laptop to navigate between subtests. For laptops with touchscreens, disable the interface in the Device Manager (Windows only).

FAMILIARIZING YOURSELF WITH THE SUBTESTS

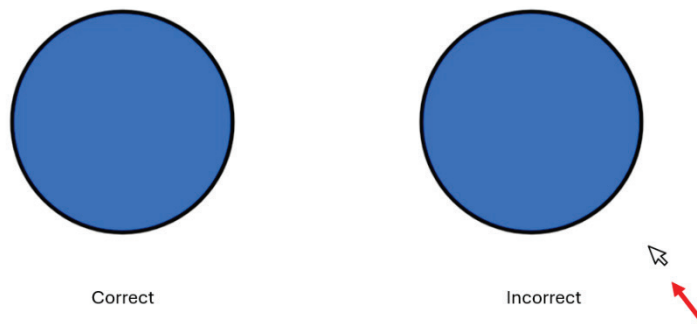
Review the BASC-4 CPT Administration Demo Video on the BASC-4 Continuous Performance Test (CPT) project page of the [Examiner Hub](#). This brief video reviews the instructions for each subtest and presents the first few items from each subtest to provide a better understanding of how each subtest works.

Administration

Obtain the BASC-4 CPT Administration Instruction Cards from the BASC-4 Continuous Performance Test (CPT) project page on the [Examiner Hub](#). Print the cards before the testing session to use to guide the examinee through the instructions for each task. If you are unable to print the instruction cards, use an alternate electronic device (e.g., second computer, tablet) to review the cards with the examinee.

To minimize distractions, ask the examinee's parent/guardian to wait in an area outside of the testing room. Ask examinees to leave any devices (e.g., phone, personal watch) with their parent/guardian.

Remain in the room and attend closely to the examinee's understanding of the tasks, their effort, and their behaviors exhibited during your time together. Instruct the examinee to keep their hands on the keyboard during the tasks to ensure quick and accurate responses. At the start of a subtest, ensure that the mouse's cursor arrow is not blocking or near the subtest images (see below).



Before each subtest, teach the task to the examinee using the BASC-4 CPT Administration Instruction Cards from the [Examiner Hub](#). Make sure the examinee understands the instructions for each task and that, when the subtest begins, you may not help them and the subtest cannot be paused or restarted. You may assist with the instructions and sample items, but the examinee must complete the task without help. As needed, redirect the examinee's attention to the subtest, remind them to focus on the screen, and/or encourage them to try their best while completing the task.

Subtests are presented in the following sequence:

- Subtest 1 (Not X)
- Subtest 2 (Cognitive Control)

TEACHING SUBTEST 1 (NOT X)

When teaching the examinee how to complete Subtest 1 (Not X), use the Subtest 1 (Not X) Instruction Cards to teach the task to the examinee before administering the sample items. Point to each image on the first card and tell the examinee that various shapes like these appear on the screen one at a time. Point to the top of the second card and say:

“When any one of these shapes appears on the screen, press the space bar as quickly as you can.”

Then, point to the bottom of the second card and say:

*“But, when you see this shape, **do not** press the space bar.”*

Use the third card to test the examinee’s understanding of the rules by pointing to a shape and asking the examinee for the correct response for each shape (correct answers: orange triangle = space bar, purple flag = space bar, blue circle = space bar, light blue plus sign = do not press the space bar). When it is clear the examinee understands the task, direct them to the computer to complete the subtest. Note that the examinee will review the instructions on the screen and will then be presented with practice items. The practice items will continue until the examinee reaches the minimum performance threshold of 80% (i.e., 4 out of 5 trials) correct. Then, the examinee will be allowed to proceed to the subtest items.

DURING TESTING

After a subtest begins, do not provide additional prompts. Let the examinee work through any struggles they have with the subtest. Use discretion to stop the administration if the examinee becomes uncomfortable or upset during testing. Remain in the room with the examinee during the entire testing session. If possible, do not be in the direct line of the examinee’s view while they complete the subtests to avoid becoming a distraction to the examinee (i.e., the examinee is more interested in what you are doing than they are in completing the test). After completion of the first subtest (Not X), review the Subtest 2 (Cognitive Control) Instruction Cards with the examinee.

TEACHING SUBTEST 2 (COGNITIVE CONTROL)

When teaching the Cognitive Control subtest, review the Subtest 2 (Cognitive Control) Instruction Cards with the examinee before beginning the subtest. Instruct the examinee that they will see images presented one at a time, but this time the images will be of animals in a nature setting. Using the first Subtest 2 (Cognitive Control) Instruction Card, teach the examinee the rules presented on the card by saying:

*“When you see a duck at the **top** of the scene and **out** of the water, press 1 as quickly as you can. When you see a duck in **any other** position **out** of the water, press 0 as quickly as you can.”*

Present the second card and say:

*“When you see a duck at the **top** of the scene and **in** the water, press 0 as quickly as you can. When you see a duck in **any other** position and **in** the water, press 1 as quickly as you can.”*

Check with the examinee to ensure they understand the difference in the rules for out of and in the water. Repeat the directions as necessary. Then, present the final rule by saying:

*"If there is **any other animal** in any spot in or out of the water, **do not press any key** on the keyboard."*

When it is clear the examinee understands the subtest, point to each sample image on the last Instruction Card and ask the examinee to state the correct response (reading left to right: first image = no response, second image = 1, third image = 0, fourth image = 0, fifth image = no response, sixth image = 1). When it is clear the examinee understands the task, direct them to the computer to complete the subtest. Note that the examinee will review the instructions on the screen and will then be presented with practice items. The practice items will continue until the examinee reaches the minimum performance threshold of 80% (i.e., 8 out of 10 trials) correct. Then, the examinee will be allowed to proceed to the subtest items.

After Administration

Upon completion of Subtest 2, select the >> button to submit the subtest data. Close the window when prompted.