New York State Grades 3-8 Testing
Equation Editor Drawing Tool – Quick Reference Guide

The purpose of this document is to provide information on how to use the drawing tool in constructed response questions for math. The drawing tool is a feature within the Equation Editor that allows students to demonstrate their work by drawing with their mouse or via a touchscreen on iPads and other supported devices. Students can click on the Drawing Tool button that appears as the third button on all Equation Editor toolbars to add drawings to the "Show your Work" section in the Equation Editor constructed response box.

When a student clicks on the Drawing Tool button, the Drawing Modal box displays to allow a student to create a drawing that can be added to the "Show Your Work" Equation Editor constructed response box. Answer boxes that include the Equation Editor toolbar also offer the Drawing Tool button for providing answers. A student can add, remove, resize, erase, and draw while working within the Drawing Modal. A total of five drawings can be added to a student's Equation Editor constructed response to aid in "showing your work."

A drawing must be added to the Equation Editor constructed response box to be included as part of the student's answer.

To practice using the tool, students can access the drawing tool in the NY Question Sampler or using the Secure Browser practice tests.

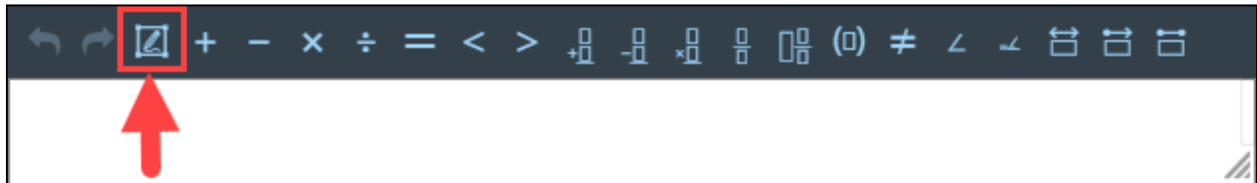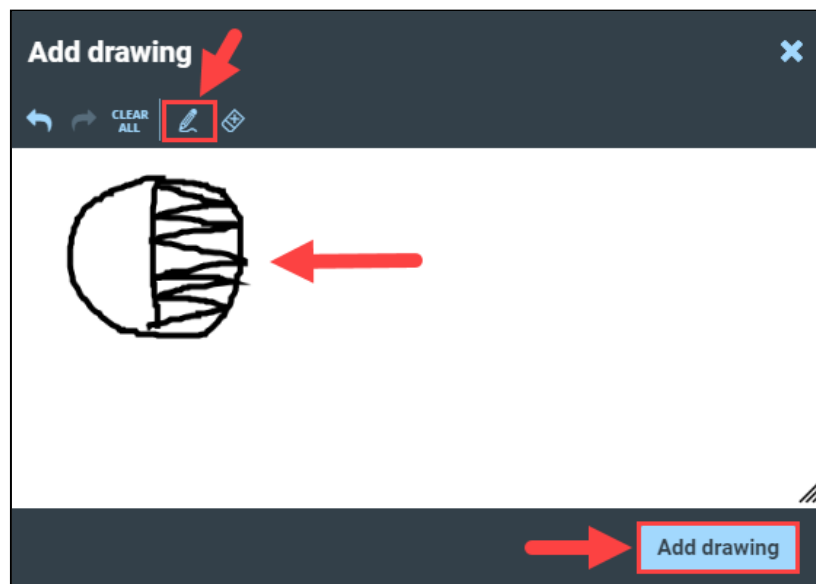## Overview

Drawing Tool Features
1. Drawing Tool button
2. Drawing Modal box
3. Undo/Redo
4. Clear All
5. Pencil button
6. Eraser
7. Add drawing to equation editor response
8. Resize "Drawing Modal" box
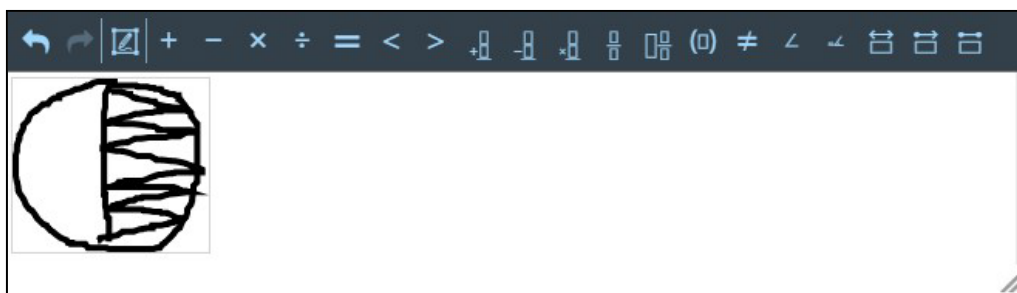9. Close "Drawing Modal"

To add a drawing:

1. Click the **Drawing Tool** button on the Equation Editor toolbar.

2. The **Drawing Modal box** displays.
3. Click the **Pencil** button and use your mouse (or finger on the supported touchscreen device) to create drawings.
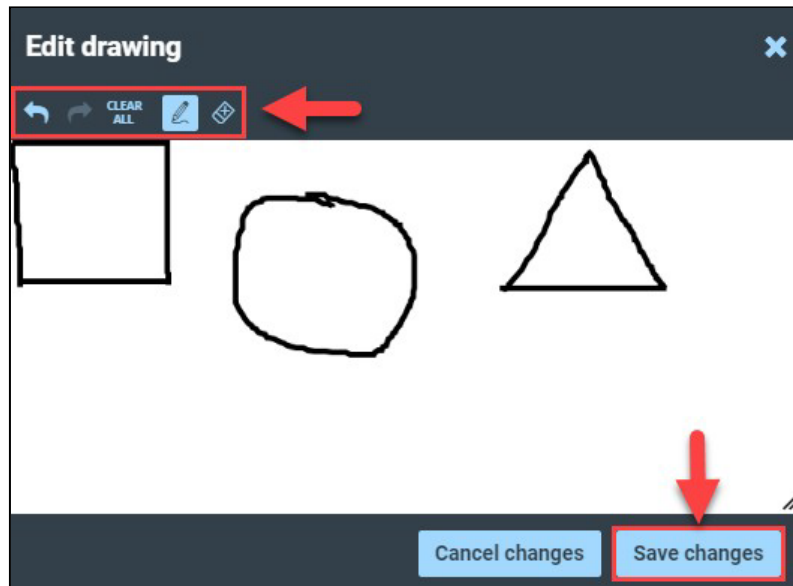4. Click the **Add drawing** button.

5. The drawing will be added to the Equation Editor response area.

Note: There is a limit of five drawings per Equation Editor response. After five drawings are added, the **Drawing Tool** button will be grayed out and cannot be selected. Once you have reached the five-drawing limit, you can delete one or more drawings to reactivate the Drawing **Tool** button.

To edit a drawing:

1. Double click (long press on the supported touchscreen device) within an existing drawing.
2. The **Drawing Modal box** displays.
3. Update the drawing you wish to change.
4. Click **Save changes** to add the changes to the Equation Editor response area.

Note: If you click **Cancel changes**, a prompt will appear reading, "Are you sure you want to cancel and discard your changes? Your drawing will not be updated and your changes will notbe saved."
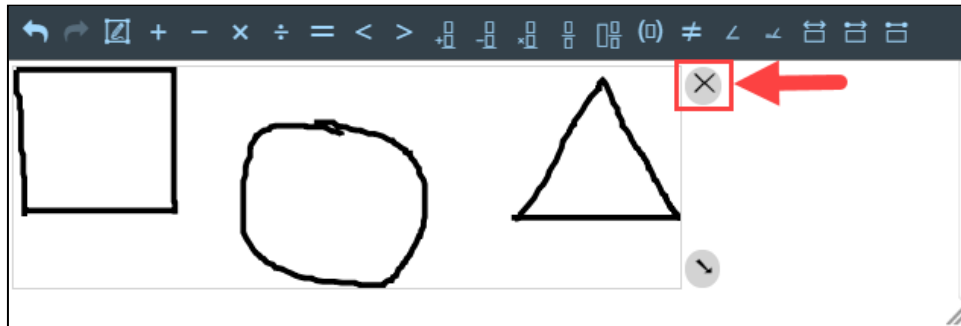
- Clicking **Cancel** will return you to the Drawing Modal box.
- Clicking **Discard changes** will delete any changes you made to the drawing and returnyou to the Equation Editor response area.

If you click the **"X"** in the upper-right corner, a prompt will appear reading, "You must save your changes before leaving your drawing. Do you want to save your changes now?"

- Clicking **Cancel** will return you to the **Drawing Modal box**.
- Clicking **Discard changes** will delete any changes you made to the drawing and returnyou to the Equation Editor response area.
- Clicking **Save changes** will save any changes you made to the drawing and return youto the Equation Editor response area.

To delete a drawing:

1. Select an existing drawing by clicking or tapping it once.
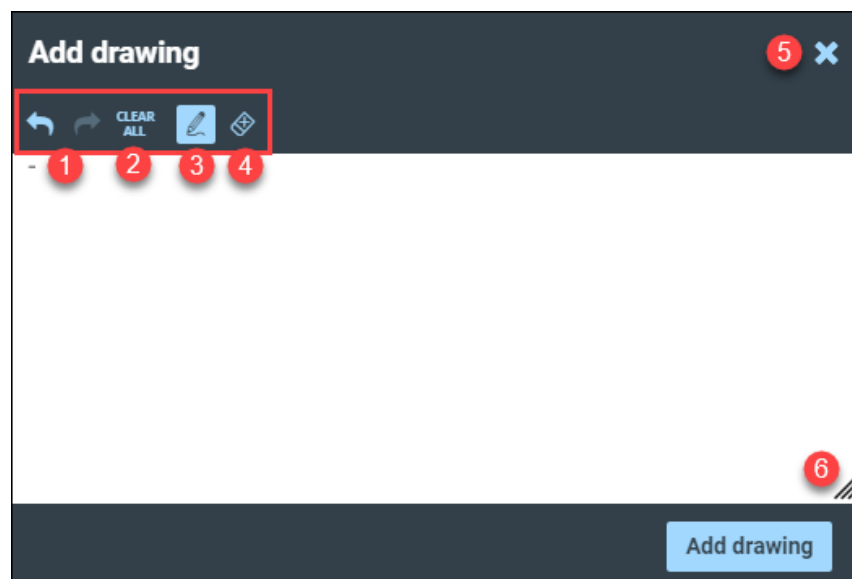2. Click the **"X"** icon to delete the drawing.

3. The drawing is now removed from the Equation Editor response area.

Note: You can use the **Undo** button to undo the delete function directly after clicking the **"X"** icon.
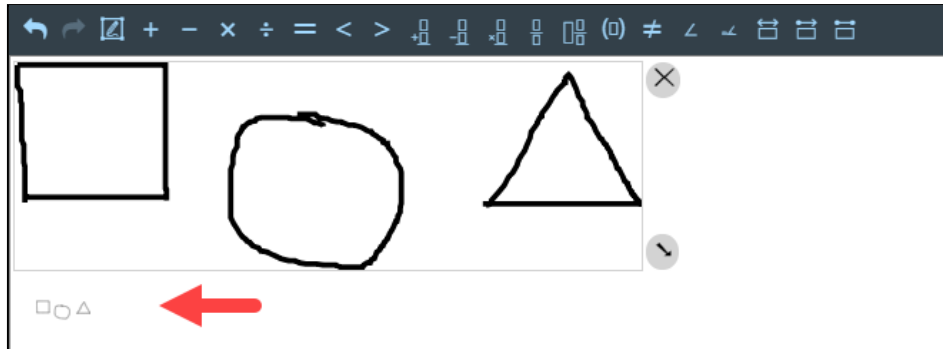
The following list describes all actions available to students within the Drawing Modal:

1. The student can **Undo/Redo** drawing actions.
2. The student can **Clear All** content within the drawing area.
3. The student can use the **Pencil** to create drawings within the drawing area.
4. The student can select the **Eraser** and erase any part of an existing drawing.
5. The student can close the **Drawing Modal box** by clicking the **"X"** in the upper-right corner.
6. The student can expand or contract **Drawing Modal box** by using the **drag indicator** in thelower-right corner.
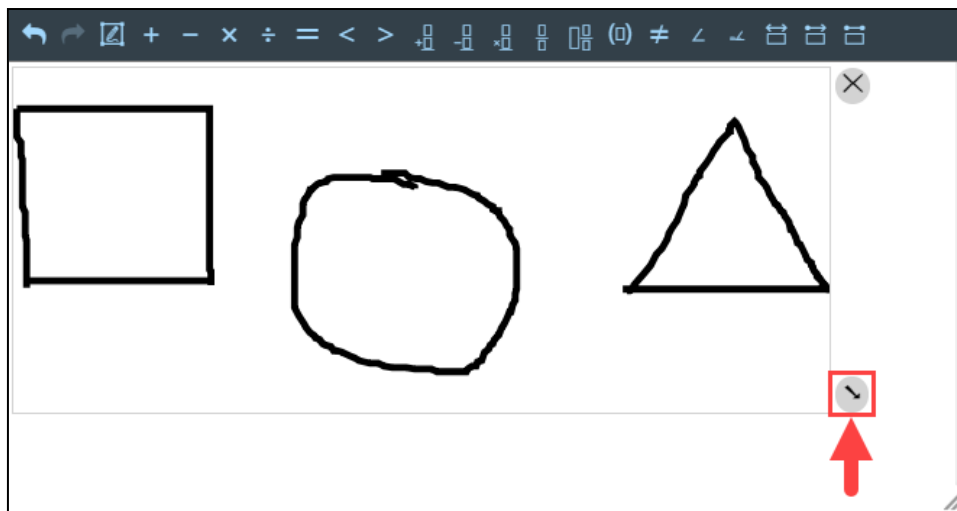
The following list describes additional actions available to students in the Equation Editor response area:

1. The student can move an existing drawing within the Equation Editor area. A drawing can only be moved up or down. When doing so the student will see a mini icon of the drawing as it is being moved.

2. The student can adjust the scale of an existing drawing by selecting the drawing and dragging the arrow icon to the desired size.

Customer Support

NWEA Customer Support is available between the hours of 7:30 a.m.—4:30 p.m. ET Monday—Friday.

- Phone: 1-866-997-0695
- Chat: Available via the Nextera Admin Help page
- Email: NYTesting@nwea.org