

TOAL-4

Examiner Record Booklet

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Section 1. Identifying Information

Name _____ Female Male Grade _____

Year Month Day

Date Tested _____ School _____

Date of Birth _____ Examiner's Name _____

Age _____ Examiner's Title _____

Section 2. Subtest Performance

Subtest	Raw Score	Percentile Rank	Scaled Score*	Descriptive Rating
1. Word Opposites (WO)	_____	_____	<input type="text"/>	_____
2. Word Derivations (WD)	_____	_____	<input type="text"/>	_____
3. Spoken Analogies (SA)	_____	_____	<input type="text"/>	_____
4. Word Similarities (WS)	_____	_____	<input type="text"/>	_____
5. Sentence Combining (SC)	_____	_____	<input type="text"/>	_____
6. Orthographic Usage (OU)	_____	_____	<input type="text"/>	_____

Section 3. Composite Performance

Composite	Subtest Scaled Scores						Sum of Scaled Scores	%ile Rank	Descriptive Rating	Composite Index*	Difference:
	WO	WD	SA	WS	SC	OU					
Spoken Language	_____	_____	_____	_____	_____	_____	<input type="text"/>	_____	_____	<input type="text"/>	<input type="radio"/> not important <input type="radio"/> 8+ statistical <input type="radio"/> 26+ clinical
Written Language	_____	_____	_____	_____	_____	_____	<input type="text"/>	_____	_____	<input type="text"/>	
General Language	_____	_____	_____	_____	_____	_____	<input type="text"/>	_____	_____	<input type="text"/>	

*SEM = 1 for subtests and 3 for indexes.

Section 4. Administration and Scoring Instructions for Subtests

Subtest 1: Word Opposites

Instructions: Say, **I am going to say a word and I want you to tell me one word that means the opposite. For example, if I say *day* you would say ... (pause) *night*. *Night* is correct because *night* is the opposite of *day*. Let's try another one, and you tell me an opposite word. What is the opposite of *up*?** (Pause.) The examinee should say "down." If the examinee responds correctly, skip the next example item.

If the response is incorrect, tell the examinee the correct response and give the second example item. Say, **Let's try another one. What is the opposite of *big*?** (Pause.) The examinee should say "little." If the examinee misses both example items, do not administer this subtest. If the examinee answers the first or second example item correctly, begin with Item 1 and say, **Listen carefully to what I say, and tell me the one word that is the opposite of the word I say. If you cannot think of a word that is the opposite, just say, "I don't know."** For all items say, **What is the opposite of ...**, pausing a few seconds if necessary for each answer. Items may be repeated on request.

Scoring: Each item is scored 1 for a correct response or 0 for an incorrect response. **Discontinue testing** when 3 consecutive items are missed. Accept as correct only those responses listed below.

Stimulus Word	Correct Response(s)	Score	Stimulus Word	Correct Response(s)	Score
1. front	back.....	<input type="text"/>	20. permanent	temporary; transient.....	<input type="text"/>
2. wet	dry.....	<input type="text"/>	21. deliberate	accidental; unintentional; accident; spontaneous.....	<input type="text"/>
3. true	false.....	<input type="text"/>	22. inferior	superior.....	<input type="text"/>
4. above	below.....	<input type="text"/>	23. profit	loss; lose.....	<input type="text"/>
5. smooth	rough; bumpy.....	<input type="text"/>	24. deceit	truth; honesty; honest; truthful.....	<input type="text"/>
6. go	stop.....	<input type="text"/>	25. concur	dissent; disagree.....	<input type="text"/>
7. vertical	horizontal.....	<input type="text"/>	26. opaque	transparent; clear.....	<input type="text"/>
8. war	peace.....	<input type="text"/>	27. punctual	tardy; late.....	<input type="text"/>
9. death	life; birth.....	<input type="text"/>	28. diminish	increase; inflate; add; expand.....	<input type="text"/>
10. succeed	fail.....	<input type="text"/>	29. asset	liability; deficit; loss.....	<input type="text"/>
11. polite	rude.....	<input type="text"/>	30. autocracy	democracy.....	<input type="text"/>
12. guilty	innocent.....	<input type="text"/>	31. abstract	concrete; tangible.....	<input type="text"/>
13. reject	accept.....	<input type="text"/>	32. intermittent	continuous; chronic; constant; regular; steady....	<input type="text"/>
14. insult	compliment.....	<input type="text"/>	33. hyperbole	understatement.....	<input type="text"/>
15. major	minor.....	<input type="text"/>	34. incriminate	exonerate.....	<input type="text"/>
16. misplace	find; locate.....	<input type="text"/>			
17. expand	contract; reduce; shrink; minimize; decrease.....	<input type="text"/>			
18. optimistic	pessimistic.....	<input type="text"/>			
19. seldom	often; frequently.....	<input type="text"/>			
				Total Raw Score	<input type="text"/>

Subtest 2: Word Derivations

Instructions: Say, **I am going to say a word and then say two sentences. The second sentence will have a word missing at the end of the sentence. I want you to use the word I gave you but change it so that it is said correctly at the end of the second sentence. Let's try an example: *Broke*. The glass fell and shattered into many pieces. It is now _____ (pause).** The examinee should say "broken." If the examinee responds correctly, skip the next example item.

If the response is incorrect, say, **You should have said "broken." This would be the correct way to use *broke* in the sentence. Let's try another: *Laugh*. The play was very funny. The people broke out _____ (pause).** The examinee should say "laughing." If the examinee misses both example items, do not administer this subtest. If the examinee answers the first or second example, begin with Item 1 and say, **Listen carefully to the word and the two sentences and tell me how the word should be used correctly at the end of the second sentence. If you cannot think of how the word should be used, just say, "I don't know." If you want me to repeat the word and sentences, just ask me.**

Scoring: Each item is scored 1 for a correct response or 0 for an incorrect response. **Discontinue testing** when 3 consecutive items are missed. Correct responses for a score of 1 are provided. Accept as correct only those responses listed below.

Word	Stimulus	Correct Response(s)	Score
1. million	The man made lots of money. He became a _____	millionaire	<input type="text"/>
2. explode	We knew that it would be a terrible noise. From a mile away we heard the _____	explosion	<input type="text"/>
3. brave	I would be afraid to climb that cliff. So, I was impressed with your _____	bravery; braveness	<input type="text"/>
4. prove	The girl knew her friend was lying. However, she had no _____	proof	<input type="text"/>
5. agree	Each of them wanted a different kind of car. This was their first big _____	disagreement; agreement	<input type="text"/>
6. muscle	Eric works out in order to have a stronger body. His build will become more _____	muscular	<input type="text"/>
7. expose	The winter was very cold. Many animals died of _____	exposure	<input type="text"/>
8. glory	The concert was spectacular. In fact, it was _____	glorious	<input type="text"/>
9. spectacle	The fireworks were amazing. They were quite _____	spectacular	<input type="text"/>
10. occupy	Some people are now living in that building. Who are its _____?	occupants	<input type="text"/>
11. triumph	We were thrilled when we learned that our boys had won. The team would return _____	triumphant; triumphantly	<input type="text"/>
12. fever	Jennifer's temperature was high. In spite of the medicine, she still felt _____	feverish	<input type="text"/>
13. mortal	I would like to live forever. Then I would be _____	immortal	<input type="text"/>
14. intense	This storm is getting stronger. As the night wears on, it will _____	intensify	<input type="text"/>

Word	Stimulus	Correct Response(s)	Score
15. perish	You must eat the ripe tomatoes soon. They are very _____	perishable.....	<input type="checkbox"/>
16. toxic	Poisons are very dangerous. They have high levels of _____	toxicity; toxins.....	<input type="checkbox"/>
17. forgot	The concert is one I will remember forever. It is totally _____	unforgettable	<input type="checkbox"/>
18. capital	Our society is not socialistic. Our society is _____	capitalistic	<input type="checkbox"/>
19. critic	People do not always agree with me. However, I welcome their constructive _____	criticism	<input type="checkbox"/>
20. mercy	They showed no kindness. They were _____	merciless; unmerciful.....	<input type="checkbox"/>
21. intent	Bob didn't mean to trip his friend during the race. The tripping was _____	unintentional.....	<input type="checkbox"/>
22. wise	None of my investments have worked out. In choosing investments, I have been very _____	unwise.....	<input type="checkbox"/>
23. grateful	They did not appreciate all the work he had done. I could not believe the extent of their _____	ingratitude; ungratefulness....	<input type="checkbox"/>
24. convince	He said he was sorry. But, she found his apology _____	unconvincing	<input type="checkbox"/>
25. resist	Everyone liked Kathy. Her smile was _____	irresistible.....	<input type="checkbox"/>
26. custom	Is there a particular order for this ceremony? Yes, for the flag bearer to go first is _____	customary	<input type="checkbox"/>
27. public	The actor wanted to become better known. So, he hired a _____	publicist	<input type="checkbox"/>
28. practice	The doctor did a poor job setting the woman's broken leg. Now she is suing him for _____	malpractice	<input type="checkbox"/>
29. cure	The doctors can't help the patient. Her disease is _____	incurable.....	<input type="checkbox"/>
30. opportunity	She showed up just in time to win the game. Her appearance was quite _____	opportune; opportunistic....	<input type="checkbox"/>
31. change	The two words have exactly the same meaning. In a sentence, they can be used _____	interchangeably	<input type="checkbox"/>
32. photograph	The camera loves Mary. She is very _____	photogenic.....	<input type="checkbox"/>
33. noble	Her father was a duke. Does that make her a member of the _____?	nobility	<input type="checkbox"/>

Word	Stimulus	Correct Response(s)	Score
34. medicine	Some herbs are known for their healing powers. The properties of these herbs are _____ medicinal		<input type="text"/>
35. picture	I wanted to take a photograph of the beautiful view. The scene was very _____ picturesque		<input type="text"/>
36. decide	He can't ever make up his mind. He is very _____ indecisive		<input type="text"/>
37. president	He used to be president. Now he is an _____ ex-president.....		<input type="text"/>
38. tense	The two boys don't get along very well. In fact, they dislike each other _____ intensely		<input type="text"/>
39. analyze	He thinks about all aspects of a problem. He is very _____ analytical.....		<input type="text"/>
40. infant	You're acting like a baby. Don't be so _____ infantile.....		<input type="text"/>
41. authority	Her ideas are quite good. But, she needs to find supporting sources that are _____ authoritative		<input type="text"/>
42. traitor	They were disloyal to our cause. We believed that their activities were _____ traitorous		<input type="text"/>
43. value	I would never let her leave this job. Her contributions to the company are _____ invaluable.....		<input type="text"/>
44. vein	The man was so sick he couldn't feed himself. He had to be fed _____ intravenously.....		<input type="text"/>
45. script	Something is written on the wall of the cave. Can you read the _____ inscription		<input type="text"/>
46. profit	The amount of money he made during the war was unreasonable. He was regarded as a _____ profiteer		<input type="text"/>
47. civil	They were not nice to each other. I was especially distressed at Tom's level of _____ incivility		<input type="text"/>
48. organ	It is neither plant or animal. Therefore, it must be _____ inorganic.....		<input type="text"/>
49. moral	He has no morals at all. He is completely _____ amoral.....		<input type="text"/>
50. debt	He wasted all his fortune and had to borrow a large sum of money. There is no excuse for his current degree of _____ indebtedness.....		<input type="text"/>
51. serve	He agrees with everything his boss says and tries to please him in every way. You could say that his behavior is very _____ subservient; servile.....		<input type="text"/>
Total Raw Score			<input type="text"/>

Subtest 3: Spoken Analogies

Instructions: Say, **I am going to ask you to finish a sentence that has a word missing at the end of the sentence. Listen carefully. "Birds are to sing as dogs are to _____ (pause)." Tell me a word that would end that sentence correctly.** The examinee should say "bark."

If the examinee responds correctly, skip the next example. If the examinee responds incorrectly or does not understand, say, **You should have said bark. Birds sing and dogs bark. Let's try another. "Day is to night as cold is to _____ (pause). Tell me a word to finish the sentence."** The examinee should say "hot." If the examinee misses both examples, do not administer the subtest. If the examinee answers either example correctly, say, **Listen carefully to the sentences I say and give me a word that ends each sentence correctly. If you cannot think of a word just say "I don't know."**

Scoring: Each item is scored 1 for correct or 0 for incorrect. *Discontinue testing* when 3 consecutive items are missed. Correct responses for a score of 1 are provided.

Item	Correct Response(s)	Score
1. Day is to week as month is to _____	.year	<input type="checkbox"/>
2. Mountain is to high as valley is to _____	.low	<input type="checkbox"/>
3. Vegetarian is to vegetable as carnivore is to _____	.meat	<input type="checkbox"/>
4. Eye is to head as toe is to _____	.foot	<input type="checkbox"/>
5. Swim is to swimming as hike is to _____	.hiking	<input type="checkbox"/>
6. Clock is to time as thermometer is to _____	.temperature	<input type="checkbox"/>
7. Dog is to mammal as snake is to _____	.reptile	<input type="checkbox"/>
8. Fish is to scale as bird is to _____	.feather	<input type="checkbox"/>
9. United States is to North America as France is to _____	.Europe	<input type="checkbox"/>
10. Girl is to feminine as boy is to _____	.masculine	<input type="checkbox"/>
11. Book is to librarian as flower is to _____	.florist; gardener	<input type="checkbox"/>
12. Doctor is to patient as lawyer is to _____	.client	<input type="checkbox"/>
13. Plumber is to pipe as electrician is to _____	.wire	<input type="checkbox"/>
14. Inch is to foot as centimeter is to _____	.meter	<input type="checkbox"/>
15. February is to April as June is to _____	.August	<input type="checkbox"/>
16. Rain is to drop as snow is to _____	.flake	<input type="checkbox"/>
17. Male is to fraternity as female is to _____	.sorority	<input type="checkbox"/>
18. Japan is to island as Italy is to _____	.peninsula	<input type="checkbox"/>
19. Gold is to metal as lightning is to _____	.electricity	<input type="checkbox"/>
20. Blueprint is to build as map is to _____	.navigate; find; locate	<input type="checkbox"/>
21. Compass is to navigation as camera is to _____	.photography	<input type="checkbox"/>
22. Tree is to sap as animal is to _____	.blood	<input type="checkbox"/>
23. Turtle is to shell as house is to _____	.roof	<input type="checkbox"/>
24. Sullen is to somber as friendly is to _____	.affable; outgoing; happy	<input type="checkbox"/>
25. Bull is to minotaur as horse is to _____	.centaur	<input type="checkbox"/>
26. Major is to battalion as colonel is to _____	.regiment	<input type="checkbox"/>
Total Raw Score		<input type="checkbox"/>

Subtest 4: Word Similarities

Instructions: Give each examinee a Written Language Form. Say, **Write your name and today's date on the lines at the top of the form.** Make sure each examinee fills in these lines correctly.

Then say, **Look at the first page of your form. Read Example Item A. The example word is *look*. The word written next to it is *see*. *See* means the same thing as *look*.**

Now read Example Item B. The example word is *hog*. The word written next to it is *pig*. *Pig* means the same thing as *hog*.

Below is a list of printed words. Beginning with Item 1, read each word and write one word next to it that means the same or almost the same thing. Do as many words as you can. Remember to write only one word that means the same or almost the same thing as the printed word. If you cannot think of a word that means the same thing, just write "dk," for "don't know," and go on to the next item. Ready? Begin.

Scoring: Each item is scored 1 for a correct response and 0 for an incorrect response. **Discontinue testing** when 3 consecutive items are missed and proceed to the next subtest. Misspelled words are acceptable and scored as correct on this subtest. Score incorrect responses or "dk" responses as 0. Specific scoring criteria for this subtest are found in Appendix C of the TOAL-4 Examiner's Manual. Accept as correct only those responses listed in Appendix C.

Subtest 5: Sentence Combining

Instructions: Say, **Now open your form to page 2. The example item has two sentences: "We ate lunch. It was an hour ago." The two sentences can be rewritten into one sentence. The best way to combine these sentences would be to write, "We ate lunch an hour ago." I want you to read the following groups of sentences and combine them into one sentence.**

Some of these items are easy, and some are hard. Some items have two sentences, but others have three or more sentences that need to be combined. Remember, combine the sentences to make one and only one sentence. Work as quickly as you can. Begin with Item 1. I want you to try each item. If you cannot do an item you should write "dk," for "don't know," and go on to the next item. You may use scratch paper in developing the sentences but write only your final sentence on the lines for each item. Ready? Begin.

Scoring: Each item is scored 1 for a correct response and 0 for an incorrect response. **Discontinue testing** when 3 consecutive items are missed and proceed to the next subtest. Score incorrect responses or "dk" responses as 0. Specific scoring criteria for this subtest are found in Appendix C of the TOAL-4 Examiner's Manual. Accept as correct only those responses listed in Appendix C.

Subtest 6: Orthographic Usage

Instructions: Say, **Open your form to page 6. I want you to correct some sentences that have capitalization, punctuation, and spelling errors. Look at the example item. The example sentence has a capitalization, a spelling, and a punctuation error. The second sentence shows how to correct the errors. You will notice that a capital *I* is put above the small *i*. Also, notice that a line is drawn across the misspelled word, and the correct spelling for *home* is written above the misspelled word. A period has also been placed at the end of the sentence. Now begin with Item 1 and correct each sentence for capitalization, spelling, and punctuation errors. Some sentences have many mistakes. Write your corrections above each sentence. Be sure and mark each sentence carefully. Ready? Begin.**

Check each examinee's responses to the first three items. If the examinee corrects capitalization and spelling errors but fails to place punctuation at the end of the sentences, stop testing and say, **Remember to correct the punctuation errors. Each sentence should have punctuation at the end of it. Now start over with the first sentence and mark each sentence carefully.** Check each examinee's markings regularly to make sure they are clear and distinct.

Scoring: Each sentence is scored 1 if all punctuation, capitalization, and spelling errors are corrected. The sentence must contain no errors. A sentence is scored 1 if either totally correct or scored 0 if incorrect. **Discontinue testing** when 3 consecutive items are missed and proceed to the next subtest. Specific scoring criteria for this subtest are found in Appendix C of the TOAL-4 Examiner's Manual. Accept as correct only those responses listed in Appendix C.

Section 5. Administration Conditions

Test Administration

- A. TOAL-4 subtests administered in
 1 session 2 sessions 3 sessions
- B. Complete test given individually
 Written Language subtests given in group setting
Size of group _____

Environmental Conditions

	Interfering			Not Interfering	
A. Noise level	1	2	3	4	5
B. Interruptions	1	2	3	4	5
C. Distractions	1	2	3	4	5
D. Light	1	2	3	4	5
E. Temperature	1	2	3	4	5
F. Notes and other considerations _____					

Examinee Characteristics

	Poor			Good	
A. Energy level	1	2	3	4	5
B. Attitude toward test	1	2	3	4	5
C. Rapport with examiner	1	2	3	4	5
D. Perseverance	1	2	3	4	5
E. Visual acuity	1	2	3	4	5
F. Hearing acuity	1	2	3	4	5
G. State of health:					
General	1	2	3	4	5
During testing	1	2	3	4	5
H. Notes and other considerations _____					

Section 6. Interpretations and Recommendations

