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EPT Scoring Manual (Everyday Problems Test)

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Everyday Problems Test Scoring manual for the EPT

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1. Introduction to the purpose and scoring of the EPT

The EPT (Everyday Problems Test) is a paper-and-pencil measure of adults' document literacy and ability to handle paper-and-pencil tasks of daily living. The stimuli in the EPT are taken directly from the everyday world, and goal of the EPT is to assess how well adults can process information and respond to questions about these common and important everyday stimuli. The EPT is designed to assess performance in the Instrumental Activities of Daily Living (Food Preparation, Medication Use, Telephone Use, Financial Management, Shopping, Transportation, Housekeeping and Laundry).

The EPT is administered in a group testing session, and participants write their answers to each of the 28 questions it contains. These written responses do not contain enough information, by themselves, to decide whether individuals have performed well or poorly on the EPT tasks. In order to determine the quality of participants' performance on the EPT, the EPT needs to be scored before it is data entered.

This manual explains how to score the EPT.

2. General scoring rules for the EPT

The Everyday Problems Test is scored by using a "0" (zero) to indicate an incorrect answer, a "1" (one) to indicate a correct answer, and a "2" (two) to indicate that the question was not attempted. The score for each question is written in the test booklet in the "score box" located to the lower-right of each item. At the end of the booklet, a total score must be calculated (i.e., summing the number of "1" scores received over all 28 items) and written into the "Total Score" box on the last page. The incorrect and unattempted items are not added into the scoring. The maximum score is 28 points.

Corrections and recording follow ACTIVE conventions (see Section 4).

5. Item-by-item scoring and recording rules

- Scores for each item should be recorded directly on the EPT booklet. Record scores to the left of the question
- ACTIVE conventions apply for the scoring. Scores must be written with a <u>black pen</u>, in large, legible numbers. If a score is revised or changed, the original score must be circled and crossed out with a <u>single diagonal line</u>, and the change must be <u>dated and initialed</u> (with scorer initials). The new score is then written directly next to the old score, also in black ink.
- Score correct responses as "1" (one). Score incorrect responses as "0" (zero). Incorrect responses include things that you may view as "partially correct". For example, if the correct answer is "two 3-packs or one six-pack", an answer of "three pack" would <u>not</u> be correct.
- Skipped or not attempted items are scored as "2" (two). These items will have been left blank by the participant, including all items following the last attempted item.

• Paraphrases are allowed. Hence, if the correct answer in this manual is listed as "Take in eight hour intervals", answers like "every eight hours", "once every eight hours", "when eight hours have passed", etc. would all be coded as correct.

3. Item-Specific Scoring Instructions

Item #	Correct answers	Incorrect answers
	(Score = 1)	(Score = 0)
1	Scratch-cover liquid polish	
	Scratch cover	
2	Paste wax	
3	216-555-1111	
4	Bell of Concord	just "Bell"
5	Drivers turning left	Drivers on the left
	#2	Left
6	Jogger	
	Pedestrian	
7	\$45.00	
8	None	
	0	
	Membership includes spouse	
	Spouse is free with your membership	
9	С	
	Line C	
	Nervous breakdown/fatigue/etc.	
10	L	
	Line L	
	Indigestion or difficulty in swallowing	
11	8	4 doses
	8 teaspoons	
12	None	
	Should not take	
	Do not take for persistent cough such as	
	occurs with smoking	
	Consult the doctor	
13	6 pair	
	2 3-packs	
	1 6-pack	
14	Cash register receipt(s) <u>and</u> required UPC	only "Cash register receipts"
	symbols	or only "UPC symbols"
15	\$12.50	one half of \$25.00
16	\$3.80	

Item #	Correct answers	Incorrect answers
	(Score = 1)	(Score = 0)
17	Allowable employee business expenses and	only "Allowable employee
	non-taxable income	business expenses" or "non-
	Line 6	taxable income"
18	\$13,000	
19	Decrease water by 2 tbsp.	
	Decrease water	
	Use less water	
	Decrease moistness by 2 tbsp.	
20	None	5 minutes
	0	
	Remove from heat	
	Remove and let stand	
21	Won't agitate or fill and won't spin or drain	Won't agitate or fill (only)
	Won't agitate and won't spin	Won't spin or drain (only)
	Won't fill and won't drain	
22	Hose filter screens plugged	
	Clean screens	
23	\$760.00	All but \$760.00
24	None	
	0	
25	12%	
26	40	
27	Call to daughter	
	Daughter	
	Saturday to daughter	
	Saturday at 11:37 am	
	Saturday	
	Morning call	
	Weekend call	
28	Weekday and evening rates	The rate in effect for each
	3 minutes day and 4 minutes evening	minute of the call

4. Edit procedure after data entry

Sometimes participants may have generated the beginnings of a correct answer but did not finish the item. The scorers should code the EPT booklet according to the written information, and should not try to infer or correct participant responses. behavior. Thus, if an uncodable or incorrect response has been made, it should be scored as 0. If an item has been skipped, it should be coded as 2.

At data entry, some EPTs may be returned to the tester in an edit report. The tester should correct or verify the value, and then return the EPT to the scorer. The scorer should verify scores before returning the form for data entry.

In some cases, edit reports will be generated due to scorer errors, rather than tester errors. In these cases, the tester is unlikely to be able to resolve the edit report, and the scorer will do edit report resolution when he/she receives the edit report

All revised scores that result as a result of the edit report process should be recorded according to ACTIVE conventions: Scores must be written with a <u>black pen</u>, in large, legible numbers. If a score is revised or changed, the original score must be circled and crossed out with a <u>single diagonal line</u>, and the change must be <u>dated and initialed</u> (with scorer initials). The new score is then written directly next to the old score, also in black ink.

In addition, the scorer should make a note of the revised score on the edit report (or should validate the existing score), and initial and date these changes. This resolved edit should then be returned to data entry.