

Pre-test Checklist- Verbal Instructions: DLC2

- Verify the examinee signed a consent form.
- If applicable, verify the examinee completed all pre-test documents.
- Inform the examinee the duration of the test is 20-25 minutes.
- Ensure the examinee does not require a restroom break.
- Ensure the examinee does not have any eye obstructions. If so, please remove. For example:
 - Baseball cap or hat with a rim that shadows the eyes
 - Hair that covers any part of the eyes
 - Thick, dark makeup
 - Long, fake eyelashes
 - Face mask positioned high on the cheeks
- Ask the examinee to turn off all electronic devices to avoid distractions such as notifications or vibrations.
- Briefly describe the test setup process: (1) finish verbal instructions, (2) load the test, (3) properly position the examinee, (4) calibrate eyes, and (5) run any optional diagnostic pre-tests.
- Describe the testing process: (1) Pre-test instructions, (2) Practice test, and (3) Lie detection tests. During the lie detection test, there are sequences of test questions followed by short breaks or rest periods.
- Explain pacing of test questions: 22 second interval in between each question, which is not a break. It allows physiological recovery.
- Explain all questions are YES/NO and question types include relevant, directed lie and math.
- Emphasize and explain directed lie questions. Rehearse and give examples.
- Describe how to answer with the mouse: YES (green button) and NO (red button). Physically show the examinee the red and green mouse buttons.
- Tell the examinee to keep head still except during breaks and that movement otherwise can affect test- place a lot of emphasis on this. If using chin rest, tell them they need to keep their chin in the chin rest for entire test except during breaks. Also, ok to blink and breathe normally.
- Explain that breaks occur periodically and last 15 seconds; there is a countdown on the screen.
- Notify the examinee they will be monitored to ensure they are alert and cooperative. Both conditions are required to take the test.
- Verify the examinee has no questions or concerns.
- Do test set up process: have them sit, load the test, properly position examinee, calibrate eyes (verbally explain), run any optional diagnostics (verbally explain), and start the test.

Sample pretest script- without chin rest:

This test will take about 20 to 25 minutes and should be uninterrupted. If interrupted, we may have to start over. If you need to visit the restroom, please do so now. Also, please power off any electronic devices to avoid distractions.

The test starts with pre-test instructions, then you will take a practice test to get used to answering the questions, and then you will take the lie detection test. You will be asked a series of YES or NO questions. You respond "yes" by clicking the green button on the mouse and "no" by clicking the red button. There will be an interval of 22 seconds between every question. Just sit still during that time

and wait until the next question appears. First, you will be asked if you... (introduce R1 topic). Second you will be asked very simple, basic math addition questions like does $1 + 1 = 2$ which would be YES or does $3 + 5 = 7$ which would be NO.

And third, you will be asked directed lie questions, which are questions that you should lie to. These will all start with the phrase "In your entire life (or whatever phrase is in the test. Could be: In your entire lifetime, In your entire life as an adult, etc.)" so indicate that you should lie to that question. An example of a directed lie question is "In your entire life, have you ever told a lie?" If you are going to lie to that question, the correct response is "no." [Give another example but ask the examinee to answer. Correct them if they get it wrong and give another example until they get it right]. A good way to think of the directed lie is to pretend that you are perfect and never do anything wrong. You will always be lying if you respond this way. It is very important to answer these directed lie questions correctly, which is to lie. If your body does not respond as if it is lying to these questions, you will most likely fail the test. To ensure a good response, you should think of a time when you did something should show not have done. Example, when it asks, "In your entire life, have you ever told a lie," you should click NO but think of a time when you told a big lie.

It is also important for the entire test that you keep your head still. If you blink, squint, slouch, look away or do anything that obscures your eyes, the eye tracker at the bottom of the screen will lose data and that can cause you to fail the test. I will monitor you to ensure this does not happen. We know that this may be difficult to do for 25 minutes, so there are periodic breaks throughout the test where you can move and stretch if needed. It will prompt you on the screen to relax and then it will count down from 15 seconds. You can move during the count down. Any other time you are instructed to stare at the screen and wait, you need to be still. Only when you see a countdown is it ok to move. Any questions?

Example of test setup script:

At Telemetry: *These white dots here represent your eyes. They need to be in the middle of this green box for the entire test, except breaks. You will see this box appear after each break, where you will need to get your eyes back to the middle before the test will continue. Get your posture and head to a position you think you can maintain for the next 20 minutes, and I will adjust the screen so that your eyes will be in the right place. [Once they settle, move screen so that eyes are in right place. Once you have them in a good position, continue]*

Before Calibration: *Please look at the dot and follow it as it moves along the screen.*

Before Pupil Light Reflex Diagnostic: *Please stare at the screen as it changes from light to dark.*

Before Digit Span Sequence Diagnostic: *You will be presented with a series of numbers. Memorize them. A keypad will appear on the screen, and you will use the mouse to enter the numbers you memorized. You will gradually be presented with longer series of numbers. Please do your best to accurately repeat the numbers.*