

## Pre-test Checklist- Verbal Instructions: DLC

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- Verify the examinee signed a consent form.
- If applicable, verify that the examinee has filled out all pre-test documents.
- Inform the examinee of the duration of the test: 15-20 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
  - Bangs or hair that fall over the eyes
  - Thick, dark makeup
  - Long, fake eyelashes
  - A face mask too far up on their cheeks
- Ask the examinee to turn off all electronic devices to avoid distractions like sound alerts or buzzing.
- Briefly state 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.
- Explain 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 all questions are TRUE/FALSE and the types: relevant, directed lie and math.
- Emphasize and explain directed lie questions. Rehearse and give examples.
- Indicate how to answer with the mouse TRUE (green button) and FALSE (red button). Physically show the examinee the red and green mouse buttons.
- Explain that test questions must be answered quickly and accurately. It is ok to incorrectly answer or time out on a few questions. Forget mistakes and focus on the next question.
- 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 normally.
- Explain what a break looks like (15 second pause with countdown on the screen).
- Notify the examinee they will be monitored to ensure they are being 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 15 to 20 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. In the test you will be responding to a series of TRUE or FALSE statements. You respond "true" by clicking the green button on the mouse and "false" by clicking the red. It is important that you answer questions quickly and accurately. With that said, do not be worried if you incorrectly answer a few questions. That's normal. It does not mean you're going to fail the test. We do not expect perfection, but that you do your best. Also, please blink normally throughout the test.*

*First, you will be asked if you... (introduce R1 topic). Second you will be asked very simple, basic math addition questions like  $1 + 1 = 2$  which would be TRUE or  $3 + 5 = 7$  which would be FALSE.*

*And third, you will be asked directed lie questions, or questions that we want you to lie to. These will all start with the phrase "In my entire life (or whatever phrase is in the test. Could be: In my entire lifetime, In my entire life as an adult, etc.)" so that you know you're supposed to lie to them. An example of a directed lie question is "In my entire life, I have never told a lie." If you are going to lie to that question the correct response is "TRUE." [Give them another example but have them answer instead. 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 to them. 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 do what you are saying you did not do. Example, when it asks, "In my entire life, I have made a few mistakes," you will be clicking FALSE but thinking of a time when you did make a mistake.*

*It is also important for the entire test that you keep your head as still as possible. If you blink, squint, slouch, look away or do anything that makes it so your eyes are not being seen by the eye tracker at the bottom of the screen, it will lose data and you will likely fail the test. I will be monitoring you to ensure this does not happen. We know that this may be difficult to do for a full 25 minutes so there are periodic breaks throughout the test where you can move and adjust if you need to. 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 being 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- without chin rest:**

**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 15 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 in the numbers you memorized. You will gradually be presented with longer sets of numbers. Please do the best you can at accurately repeating them back.*