Place the task sheet before the participant. Point to the task sheet and say:

“Look at these boxes. Notice that each has a number in the upper part and a special mark in the lower part. Each number has its own mark.”

Point to 1 and its mark in the key, then 2 and its mark. Then point to the seven squares located to the left of the heavy black line and say:

“Now look down here where the squares have numbers in the top part but the squares at the bottom are empty. In each of the empty squares, put the mark that should go there. Like this.”

Demonstrate completing the first three boxes one at a time. Then say:

“Now you fill in the squares up to this heavy line.”

NOTE: If the participant has difficulty completing the seven sample items or does not grasp the task, help her/him complete the sample items. If the participant still has difficulty, discontinue the task and score “0” in items B and C. Participants with visual limitations should be given the opportunity to complete the sample. If the participant cannot complete the sample due to visual impairment, code “0 - not done.”

After the demonstration and practice is complete, point to the first box following the sample items and say:

“Now you know how to do them. When I tell you to start, you do the rest of them.”

Point to the first square to the right of the heavy line and say:

“Begin here and fill in as many squares as you can, one after the other without skipping any. Keep working until I tell you to stop. Work as quickly as you can without making any mistakes.”

Sweep across the first row with your finger and say:

“When you finish this line, go on to this one.”

Point to the first square in the second row. Then point to the heavy black line and say:

“Go ahead.” (start timer)

Stop the participant after 120 seconds and say:

“Stop.”

A. Test items: ○ Done ○ Not Done ○ Refused

B. Number of symbols correctly coded: [ ]

C. Number of symbols incorrectly coded: [ ]