

Technology Readiness Checklist

Required

Optional

Step 1 - Prepare Network Security for TestNav Traffic

| Firewalls | | Content Filters | | Proxy Servers |
|---|--|--|---|---|
| Whitelist TestNav URLs in <u>Network Firewalls</u> to allow TestNav traffic | | Whitelist TestNav URLs in <u>Network Content Filters</u> to allow TestNav Traffic | If using <u>SSL Decryption/Inspection</u> , create a rule to prevent inspecting TestNav https traffic | Whitelist TestNav URLs in any <u>Proxy Servers</u> to allow TestNav traffic |
| | | If using <u>Reverse-DNS Lookup</u> , create a rule to prevent performing checks against TestNav URLs. Test content is hosted by Amazon, and Reverse-DNS Lookup may result in false positives in your Content Filters, and testing interruptions for students | | |

Step 2 - Install TestNav & Secure Devices

| Desktops (Windows, Mac & Linux) | | Chromebooks |
|---------------------------------|--|---|
| | <u>Stop unnecessary processes</u> and programs from running during testing | TestNav must be installed and launched as a Kiosk Application |
| | <u>Disable all pop-up & system notifications</u> that could appear during testing, such as: Java notifications, email/messaging notifications, anti-virus scan notifications, Google Drive/Dropbox notifications, system update notifications, | Students will not be able to start secure tests on Chromebooks if TestNav is started without Kiosk Mode enabled |
| | Windows 10: <u>Disable Cortana</u> | iPads |
| | Windows 10: <u>Disable Cloud Clipboard History or Roaming Clipboard</u> | TestNav on iPad uses Apple Automatic Assessment Configuration (AAC). Do not use MDM Single App Mode |
| | Mac: <u>Disable Siri & Dictation Services</u> | Students will be prompted to <u>Confirm App Self-Lock</u> after entering valid credentials into TestNav. They must select Yes , or AAC will not engage, and cause an error |

Step 3 - Configure Student Response File (SRF) Save Locations

| Windows Mac & Linux | Chromebooks & iPads |
|---|--|
| Students must have read, write & delete access to Home Directory | Secondary SRF locations can only be SFTP paths inside of your network |
| Students must have read, write & delete access to configured save locations | Install & Configure an SFTP server in your network authenticated by Username & Password only |
| Configure Primary & Secondary SRF locations in PearsonAccessNext & AppCheck | Configure Secondary SRF locations in PearsonAccessNext |

Step 4 - Participate in "Mini" Local Infrastructure Trials

10/15/18 – 10/19/18

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|---|---|
| Create Sample Students in PearsonAccessNext Training Center | Approx. 25 devices running TestNav and taking a "practice" test form is ideal participation |
| Create a Test Session in PearsonAccessNext Training Center | |
| Add your Sample Students to Test Session in PearsonAccessNext Training Center | |
| Print TestNav Testing Tickets | |
| Login to TestNav using devices your students will use for the exams, and click through the demo test forms to test submission | |

(Optional) Step 4a - Remedial* "Mini" Local Infrastructure Trials

10/22/18 – 10/26/18

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| Repeat Steps Above for "Mini" Local Infrastructure Trials | Remedial Infrastructure Trials only needed if technical problems occur during Infrastructure Trials |
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(Optional) Step 4b - Install & Configure ProctorCache

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| <u>Pearson recommends testing without ProctorCache</u> unless bandwidth challenges arise during Local Infrastructure Trials |
| (Optional) Install ProctorCache |
| Get local IP address of device with ProctorCache Installed |
| Enter ProctorCache IP address into TestNav Configuration page in PearsonAccessNext |
| Take Configuration Identifier from TestNav Configuration page and enter into TestNav AppCheck to verify successful connection from TestNav Clients to the local ProctorCache |
| PreCache test content locally after verifying successful communication to TestNav clients by running and passing AppCheck |

Step 5 - Participate in "Full" Local Infrastructure Trials

1/28/19 – 2/1/19

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|---|--|
| Create Sample Students in PearsonAccessNext Training Center | Larger group of students, near max. number that will test at one time during testing |
| Create a Test Session in PearsonAccessNext Training Center | |
| Add your Sample Students to Test Session in PearsonAccessNext Training Center | |
| Print TestNav Testing Tickets | |
| Login to TestNav using devices your students will use for the exams, and click through the demo test forms to test submission | |

(Optional) Step 5a - Remedial* "Mini" Local Infrastructure Trials

2/4/19 – 2/8/19

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|---|---|
| Repeat Steps Above for "Mini" Local Infrastructure Trials | Remedial Infrastructure Trials are only needed if technical problems occur during Infrastructure Trials |
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Step 6 – Testing Window Begins 3/4/19