



Technology Coordinator Training

Technology Setup and Readiness
January 2023






Agenda



What's New



Components of Online Testing



Infrastructure Trial



Setup: PearsonAccess^{next}



Questions and Discussion



Support



Pearson

What's New?

New items for this testing season:

- App versions
- TestNav System requirements

Assessment Testing Windows:

- **Paper Based Testing:**
3/6/23 – 4/7/23
- **Computer Based Testing:**
3/6/23 – 4/21/23



New Apps – OS Updates

TestNav System Requirements

[Technology Setup Site](#)



We have updated the TestNav system requirements for the upcoming 2022 – 2023 school year. Be sure to review the [latest requirements](#). The TestNav application is downloaded from the Chrome Web Store or Apple Store for these devices.

Chrome OS version 102 and iPadOS 15.2 – 16.x are supported. Also note that TestNav is downloaded from the Chrome Web store or Apple Store for these devices.

Devices/OS	Supported Versions
Tablets, Chromebooks, Chromeboxes	
Chrome OS	Stable Channel (S) <ul style="list-style-type: none">102 S - 106 S
	Long-term support (LTS)* <ul style="list-style-type: none">102+ LTS
iPadOS	15.2 - 16.x <small>For info on iOS 15, see TestNav - iOS 15 and secure testing</small>
Laptops, Desktops	
Linux	<ul style="list-style-type: none">Fedora 33 x64Ubuntu 18.04 - 20 x64
macOS	<ul style="list-style-type: none">11, 12, 13
Windows	<ul style="list-style-type: none">10 x64 - 20H2, 21H1, 21H2
	<ul style="list-style-type: none">11+ x64

TestNav can run in Kiosk mode, which prevents students from accessing any other web pages or applications while testing. Linux, MacOS, and Windows supported versions are all listed.

NOTE: Windows 10 must be 64bit, 20H2 through 21H1.

New Apps

Hardware Requirements

There have been **NO** changes to the hardware requirements for TestNav. These requirements that you see on this page can also be found on the Support Page, linked on the previous slide.

Prior to high-stakes testing, customers should compare virtual environment performance to that of a non-virtual environment.

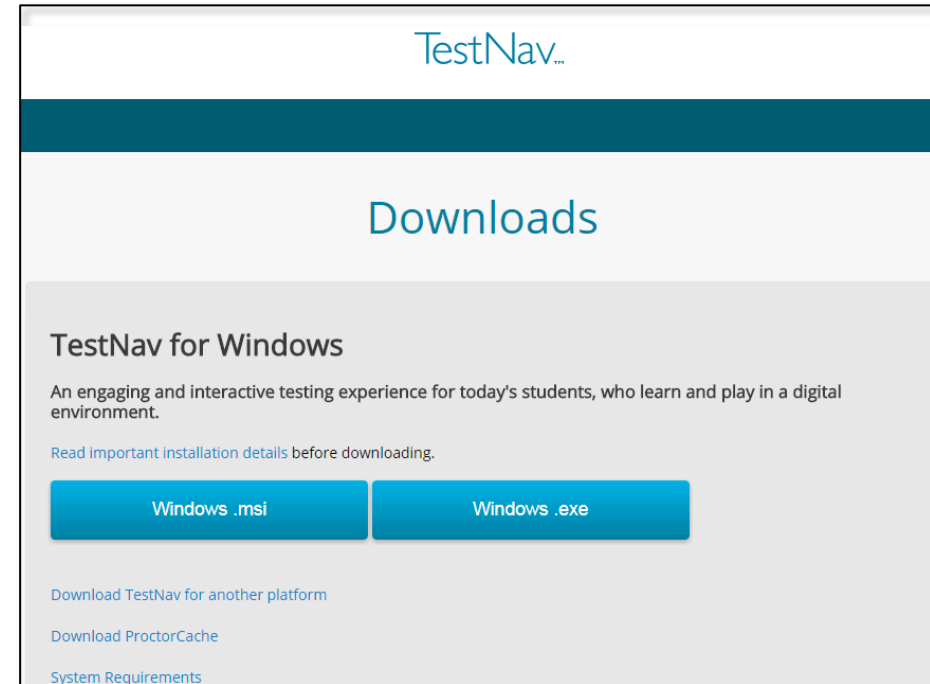
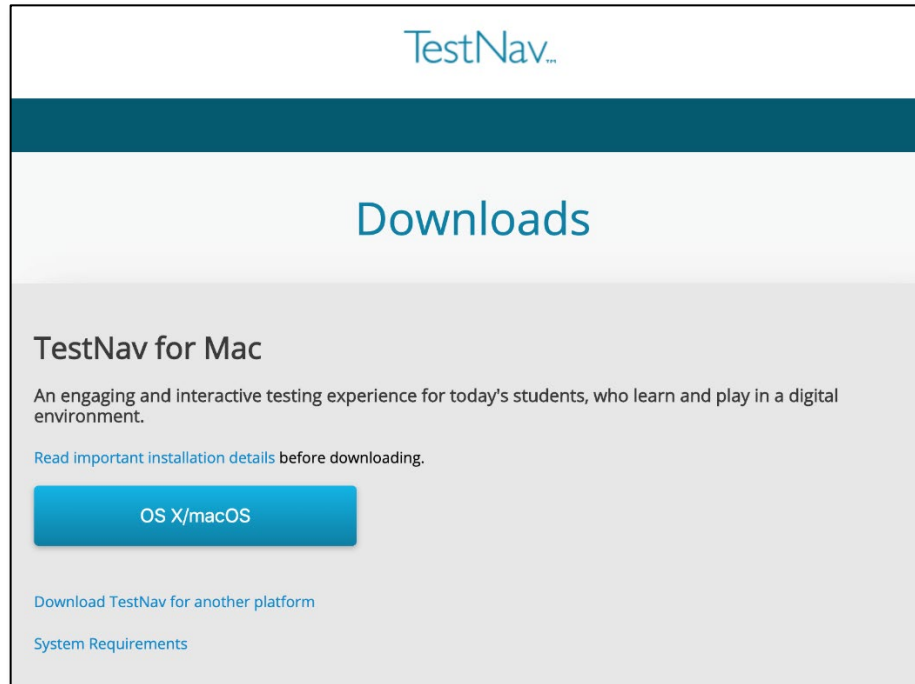
Requirement	Details
Processor	x64 - AMD, ARM, ARM64, or Intel-based™
Memory	4 GB RAM; <i>Minimum - 2 GB RAM</i> <i>Linux and iOS - 2 GB RAM; Minimum - 1 GB RAM</i>
Screen Size	9.5-in
Resolution	1024 x 768
Other	<ul style="list-style-type: none">- External keyboard and mouse (or touchpad) for touchscreen devices<ul style="list-style-type: none">▪ Windows (<i>required</i>), Android▪ iOS (<i>recommended</i>)- Local File access to home directory<ul style="list-style-type: none">▪ OS X, macOS▪ Windows- Wired keyboards (<i>recommended</i>)- Convertible Chromebooks - no tablet mode



NOTE: Although some customers successfully use virtualization or thin clients, Pearson does not provide support for these technologies. Those using these technologies are responsible for their own virtualized environment security and performance.

TestNav 8 Download Page

[TestNav 8 Download](#)



IMPORTANT NOTE: Prior to testing, you will need to download the latest version of the TestNav 8 application. Follow the link on the screen to download TestNav. The site automatically detects whether you use Windows or Mac and will direct you to the correct download page. The TestNav Application must be installed for students to take the assessment. They will not be able to test using a web browser.



Pearson

Components of Online Testing

Pieces of the puzzle:

- TestNav 8
- Infrastructure Trial and the Training Center
- PearsonAccess^{next}





Online Testing Components

TestNav 8

- Delivers test content and allows student interaction
- Maintains and transmits student responses
- Connectivity/Save Warning system
- App Check

Infrastructure Trial

- Tests system for online testing
- Full trial if new to online testing
- Sample trial if have tested online before

PearsonAccess^{next}

- Administrative site
- Set up test sessions, manage live testing
- Some essential technology specific functions
- Training Center



TestNav 8

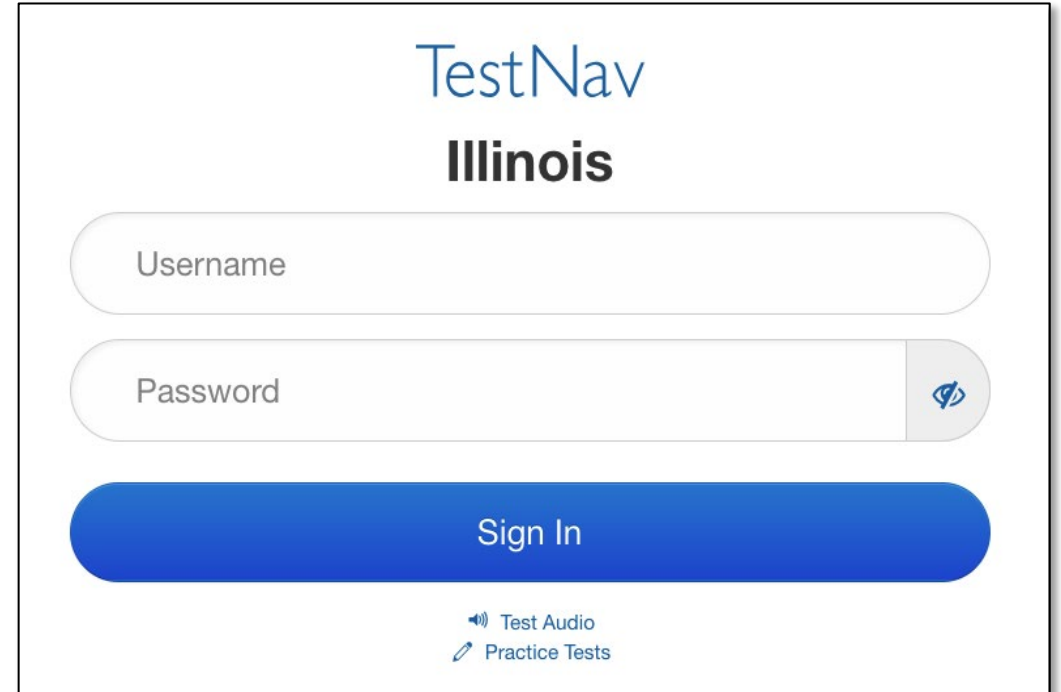


TestNav 8

Overview

TestNav 8 is an installable test client that:

- Is supported on ChromeOS, MacOS, iOS, Linux and Windows devices.
- Requires minimal setup and configuration.
- Has built in tools such as:
 - App Check
 - Connectivity/Save Warning system



The image shows the login interface for TestNav Illinois. At the top, the text "TestNav" is in blue and "Illinois" is in bold black. Below this are two input fields: "Username" and "Password". The "Password" field has a toggle icon on its right side. A large blue "Sign In" button is positioned below the input fields. At the bottom right, there are two links: "Test Audio" with a speaker icon and "Practice Tests" with a pencil icon.

TestNav 8

Delivery Methods

- **TestNav 8** is delivered through a device specific application.
- There are specific apps for each supported platform:
 - [OS X, macOS](#)
 - [Windows](#)
 - [Linux](#)
 - [Chrome OS](#)
 - [iOS](#)
- Setup and configuration:
 - Device specific setup steps
 - Install TestNav
 - Configure network infrastructure

The TestNav logo is displayed in a blue, sans-serif font within a white rectangular box.A teal-colored horizontal bar containing the text 'Setup and Use TestNav' in white. A black square with a white mouse cursor arrow is positioned to the left of the bar, pointing towards the text.

[Setup and Use TestNav](#)

TestNav 8

Connectivity/Save Warning – Overview

The Connectivity/Save Warning system is a background process built into TestNav that:

- Monitors background applications and connectivity.
- Manages test content delivery and upload of student responses.
- Monitors and enforces device test security.

No saved response file found

Message 1005

Your previous exit from TestNav was abnormal, so a saved response file (SRF) is expected.

Please browse to a response file and upload it.

Response file name: 2a945d1a-e55d-4caa-8530-43daee88e54c.SRF

Response File Location:

If you are unable to locate the response file, contact support.

To go to the test without uploading an SRF, choose Skip Upload. This may result in lost responses.



NOTE: If an error is detected, a message will be displayed on the student workstation screen prohibiting the student from testing until the error is resolved. (If the errors persist, please write down the number associated with the error and contact Customer Support for further assistance.)

TestNav 8

Connectivity/Save Warning – Error Codes

[TestNav 8 Online Support](#)



- If a Connectivity/Save Warning message is displayed, it will contain a specific error code and prevent the student from continuing their test until the error has been resolved.
- Complete error code documentation can be found on [TestNav 8 – Error Codes](#).
- A numeric error code is usually accompanied by a description of the error and potential resolution steps.

3005	TestNav has detected that another application attempted to become the active window, which may compromise the security of this test. TestNav has been shut down. You may need assistance from your test monitor to restart the test.	The student test session has been terminated. The test administrator must resume the student's test.
8029	The installed app is out of date and needs to be updated in order to use TestNav on this device.	Download and install the latest version of the app.

TestNav 8

Warning Triggers

Even though there are many types of error codes, most of the potential causes can be traced back to a few main scenarios.

- **Connectivity**
 - Unable to retrieve content
 - Unable to transmit responses
- **Saved Response File (SRF)**
 - Unable to write or read to SRF location
- **Potential Security Issues**
 - Application/Notification launches while TestNav is in kiosk mode
 - Running applications in the background

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Infrastructure Trial



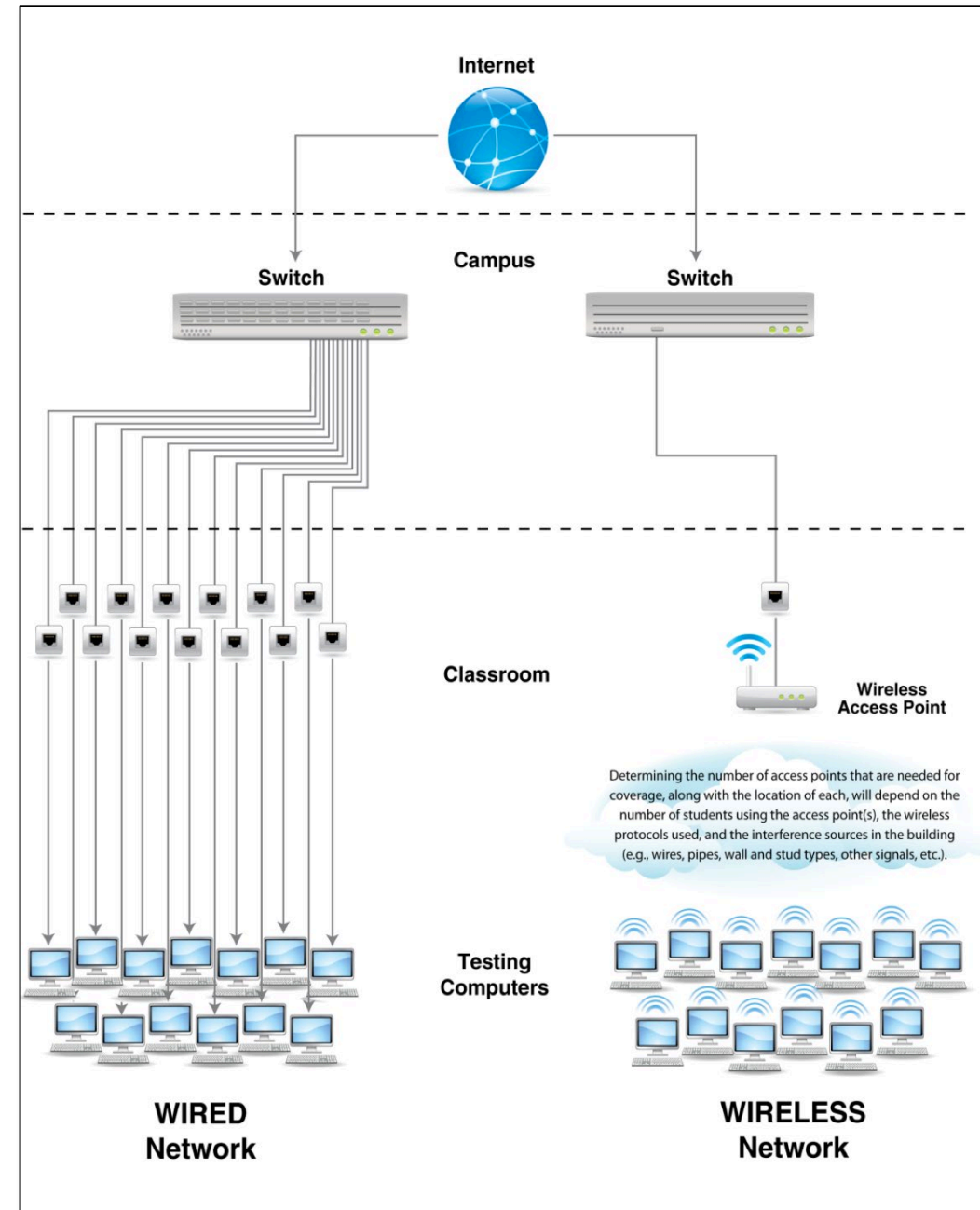
Infrastructure Trial

Test your setup

An Infrastructure Trial tests your system. Even if you have done this in a previous administration, you should at least do a sample. Schools new to online should do a full Infrastructure Trial using all devices.



Why do it?





Infrastructure Trial

Why do it?

An **Infrastructure Trial** is a test run of your online testing. It does not use real student information and is completed in the brown PearsonAccess^{next} Training site.

This is a low-stakes, trial run/practice test for confirmation that:

- TestNav is configured correctly.
- Devices can successfully run TestNav.
- The network has been properly configured.
- Students are familiar with the computer-based tools and format.
- Test Administrators understand the controls and how to deliver the test.



[Infrastructure Trial Readiness Guide](#)



Set Up: PearsonAccess^{next}

TestNav Configuration



PearsonAccess^{next}

Overview



PearsonAccess^{next} serves as the entry point to all Pearson services used by school districts participating in IAR assessments. Select either Sign In to PearsonAccess^{next} Operational Site or Sign In to the Training Center. PearsonAccess^{next} and the Training Center use the same username and password.

Note: For security purposes, your PearsonAccess^{next} password will be valid for 180 days. If you do not reset your password in that timeframe you will receive an email notification that your password must be reset to retain access. A link for resetting your password will be provided in the email notification.

Sign In to PearsonAccess^{next} (PAN)»

Forgot PAN Username »

Forgot PAN Password »

Sign In to the Training Center (TC)»

Forgot TC Username »

Forgot TC Password »

PearsonAccess^{next} (Blue site) for Live test Administration.

Training Center (Brown site) for Infrastructure Trial Administration.



Proctor Cache



Proctor Cache for summative assessments is no longer recommended.



If your organization has not previously set up Proctor Cache machines, then no action is needed.



If your organization does have a previous Proctor Cache machine configuration, the following options are recommended:

- Remove all configurations; or
- Set up a Proctor Cache configuration.

Technology Tasks

Technology staff will have the **Technology Coordinator** role in PearsonAccess^{next} and will be responsible for creating TestNav configurations.

TestNav configurations:

- Enter a Configuration Name
- The Select Precaching Computer Override option allows TestNav to fail over to “direct connect” to get test content.
- List Primary Save Response File (SRF) location.
- Include the primary backup file location for your different devices.
- Required fields are indicated with a red asterisk (*). These fields must be populated whether using caching or not.

NOTE: Configurations should be created before test sessions are created and must be created before caching.

The screenshot shows the 'New Cache Configuration' form. It includes the following sections and fields:

- Configuration Name***: A text input field.
- Precaching Computer Override**: A checkbox with an information icon.
- Organizations***: A dropdown menu with 'Select' as the current value.
- Default Precaching Computer**: A section containing three text input fields: **Computer Name***, **IP Address**, and **Port**.
- Response File Backup Locations**: A section containing several text input fields:
 - Windows, Primary Location**: A dropdown menu with 'Use default user directory' as the selected value.
 - Windows, Secondary Location**: A text input field.
 - MAC, Primary Location**: A dropdown menu with 'Use default user directory' as the selected value.
 - MAC, Secondary Location**: A text input field.
 - Android, ChromeOS, and iOS Secondary**: A text input field.
 - Linux, Primary Location**: A dropdown menu with 'Use default user directory' as the selected value.
 - Linux, Secondary Location**: A text input field.

TestNav Configuration

To Create a TestNav configuration:

1. Enter a **Configuration Name**.
2. Select the **Organizations** that will use the configuration.
3. Enter a **Computer Name**.
4. Leave the **IP Address** and **Port** fields blank.

NOTE: We are not utilizing Precaching computers, but a computer name must be entered since it is a required field. Anything may be entered here, however leave the IP Address and Port fields blank.



The screenshot shows the TestNav Configuration form with the following fields and sections:

- Configuration Name***: A text input field.
- ☐ **Precaching Computer Override** ⓘ
- Organizations***: A dropdown menu with the text "Select".
- Default Precaching Computer**: A section containing:
 - Computer Name***: A text input field.
 - IP Address**: A text input field.
 - Port**: A text input field.
- Note**: A yellow box containing the text: "Note: Confirm that firewall or content filtering software is open for both ports 4480 and 4481 of the proctor caching computer."

TestNav Configuration

Save Locations

There MUST be one viable save location designated in order to test online.

By default, the primary save location is on the student device unless the district tried to customize it using the TestNav Configuration.

Pearson recommends NOT changing the primary since it is reliable for the one required save location.

Set Save Response File (SRF) locations:

- Define different locations by test device.
- Define the primary SRF location for Windows, Mac, and Linux.

Response File Backup Locations

Windows, Primary Location ⓘ

Windows, Secondary Location ⓘ

MAC, Primary Location ⓘ

MAC, Secondary Location ⓘ

Android, ChromeOS, and iOS Secondary Location ⓘ

Linux, Primary Location ⓘ

Linux, Secondary Location ⓘ

TestNav Configuration

Customizing Save Locations

If using an SFTP server, ensure:

- ✓ The device is turned on, and SFTP services are running.
- ✓ That the syntax inside of PearsonAccess^{next} is correct.
(sftp://<userid>:<password>@<address>:<port>/<path>)
- ✓ That neither the user id or password contain the @ symbol. This will invalidate the syntax.
(sftp://fileuser123:pa\$\$w0rd!@192.168.10.12:22/srf)
- ✓ Ensure that the device and SFTP server used for the secondary save location is on during testing.

If you set a network file server, do not use:

- ✗ Spaces in the save location path.
- ✗ A location that requires authentication. (If authentication is required, TestNav cannot access the shared location.)
- ✗ A Windows UNC (Uniform Naming Convention) or network path, such as \\ComputerName\SharedFolder\Resource on a c or Linux.



Pearson recommends that you specify a mapped drive location, such as:
D:\TopDirectory\NextDirectory\SaveLocation

TestNav Configuration

Configuration Identifier

A unique configuration identifier is created once a configuration is saved.

Use a configuration identifier along with App Check to:

- Verify successful access to SRF locations.

The screenshot displays the 'Precaching Computers (1)' configuration window. The 'Computer Name' is 'JeremyD', the 'IP Address' is '192.168.1.55', and the 'Port' is '4480'. The 'Configuration Identifier' is '9DPTD3P7DK', which is highlighted with a green box. The 'Response File Backup Locations' section shows various fields for Windows, MAC, Android, ChromeOS, and iOS, as well as Linux, with some fields containing default or example values.

Section	Field	Value
Precaching Computers (1)	Computer Name*	JeremyD
	Default computer used for sessions	<input checked="" type="checkbox"/>
	IP Address	192.168.1.55
	Port	4480
Precaching Computers (1)	Configuration Identifier ⓘ	9DPTD3P7DK
Response File Backup Locations	Windows, Primary Location ⓘ	Use default user directory
	Windows, Secondary Location ⓘ	S:\JER\Users\jer\Desktop\srf\
	MAC, Primary Location ⓘ	Use default user directory
	MAC, Secondary Location ⓘ	
	Android, ChromeOS, and iOS Secondary Location ⓘ	sftp://tester:password@192.168.
	Linux, Primary Location ⓘ	Use default user directory
	Linux, Secondary Location ⓘ	



TestNav Configuration

Secondary Save Location

- A secondary save location is no longer needed.
- If the secondary save location is desired, please set up time with the Pearson Field Engineer staff.

Schedule your Technology Office Hours:



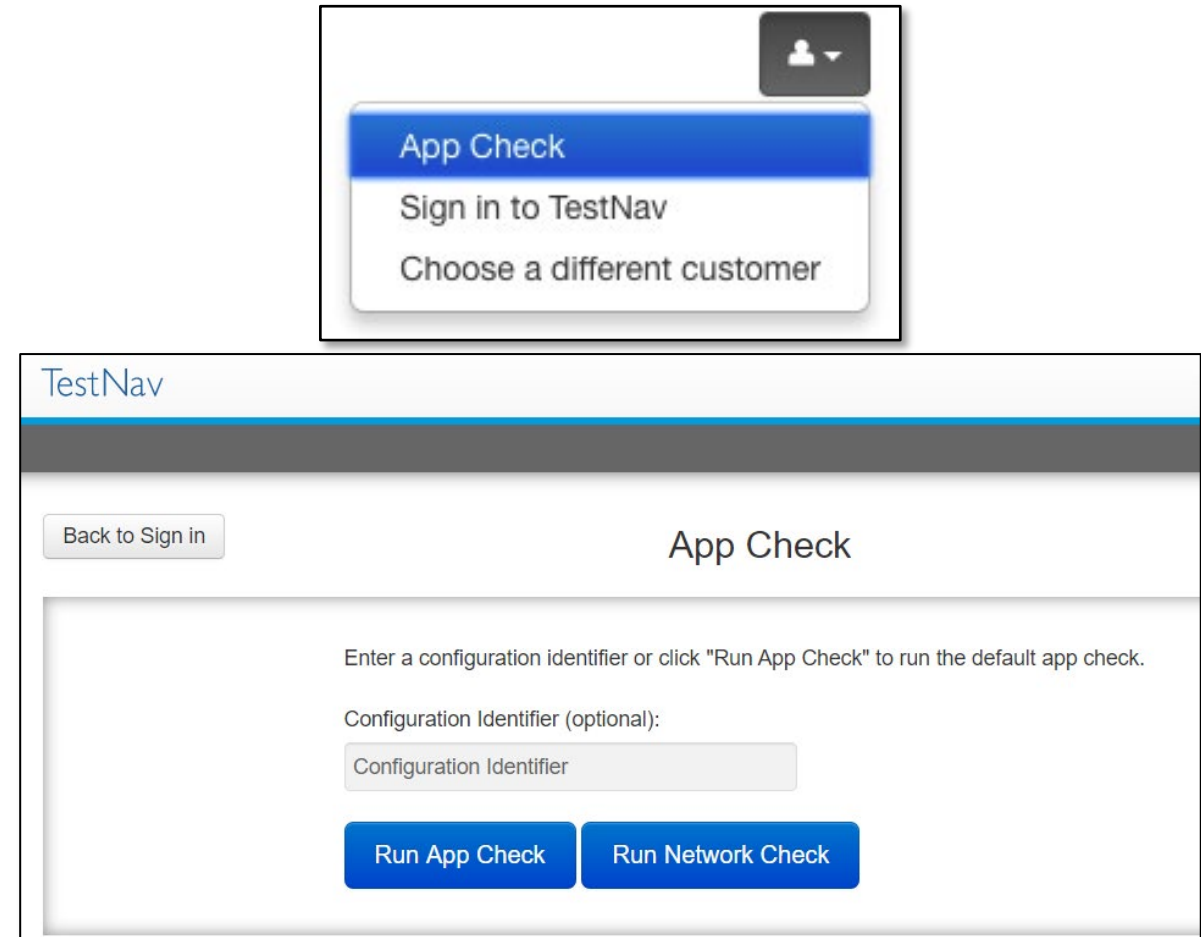
[Support Page](#)



[IL Field Services Engineer Calendar](#)

App Check

- App Check is built into TestNav
- No additional installation or configuration required
- Accessed from the TestNav 8 app menu
- App Check can be completed in around 10 seconds

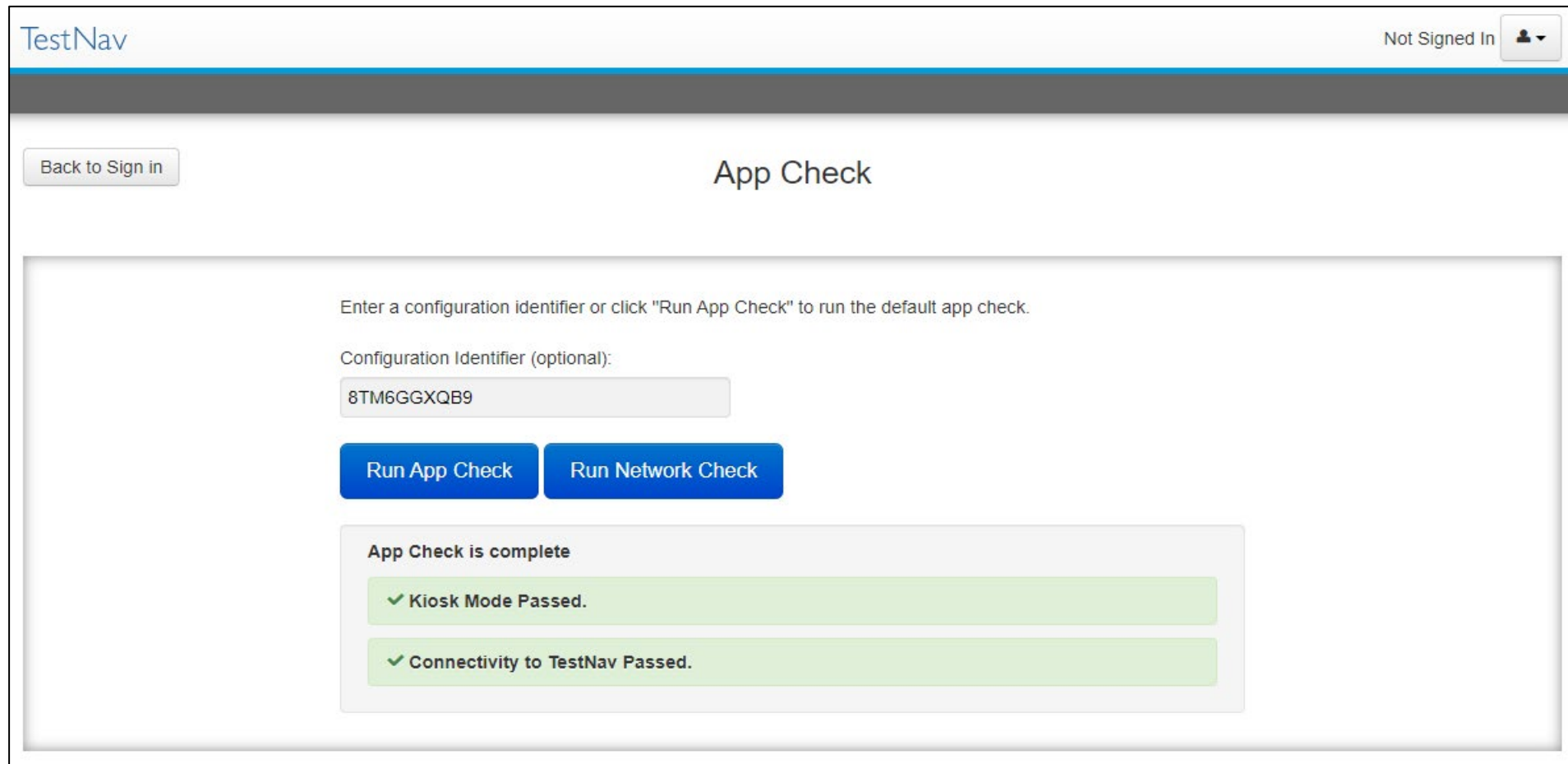


NOTE: A **configuration identifier** will only generate within PearsonAccess^{next} once a TestNav configuration is created. Adding a configuration identifier from the TestNav configuration to App Check will ensure you've successfully configured your Save Locations.

TestNav Configuration

Configuration Identifier and App Check Working Together

When using App Check you want to add the configuration identifier before clicking Run App Check. In this example, Kiosk Mode and Connectivity to TestNav passed.



The screenshot displays the TestNav web interface. At the top left is the 'TestNav' logo, and at the top right is a 'Not Signed In' status with a user icon. Below the header, there is a 'Back to Sign in' button on the left and the 'App Check' title in the center. The main content area contains a text prompt: 'Enter a configuration identifier or click "Run App Check" to run the default app check.' Below this is a text input field labeled 'Configuration Identifier (optional):' containing the value '8TM6GGXQB9'. Two blue buttons, 'Run App Check' and 'Run Network Check', are positioned below the input field. At the bottom, a light gray box titled 'App Check is complete' contains two green success messages: '✓ Kiosk Mode Passed.' and '✓ Connectivity to TestNav Passed.'

Import TestNav Configurations

- TestNav configurations created in the **brown** Training site can be imported into the **blue** Live PearsonAccess^{next} site.
- Any configurations you created in a previous testing administration will carry over (e.g., IAR Spring 2022 configurations).

Import or Export TestNav Configurations

Search the PearsonAccess Next Online User Guide:

Search

This information is a part of [Manage Online Tests](#).

To learn more about proctor caching, see [Understand Proctor Caching](#).

To import or export TestNav Configurations, follow these steps:

1. From **Setup > TestNav Configurations**, search to find configuration(s), or click the down arrow next to the **Search** button and select **Show all results**. Select the configuration(s) you want to edit.
> [Click here to view a screenshot...](#)
2. Click the **Select Tasks** drop-down and select **Import / Export TestNav Configurations**. Click **Start**.
> [Click here to view a screenshot...](#)
3. Click the **Action** drop-down and select **Import or Export**.
> [Click here to view a screenshot...](#)
4. Click **Import** or **Export**, as appropriate.

To avoid a possible timeout, Pearson recommends that you do not import / export over 300 TestNav Configurations at a time.



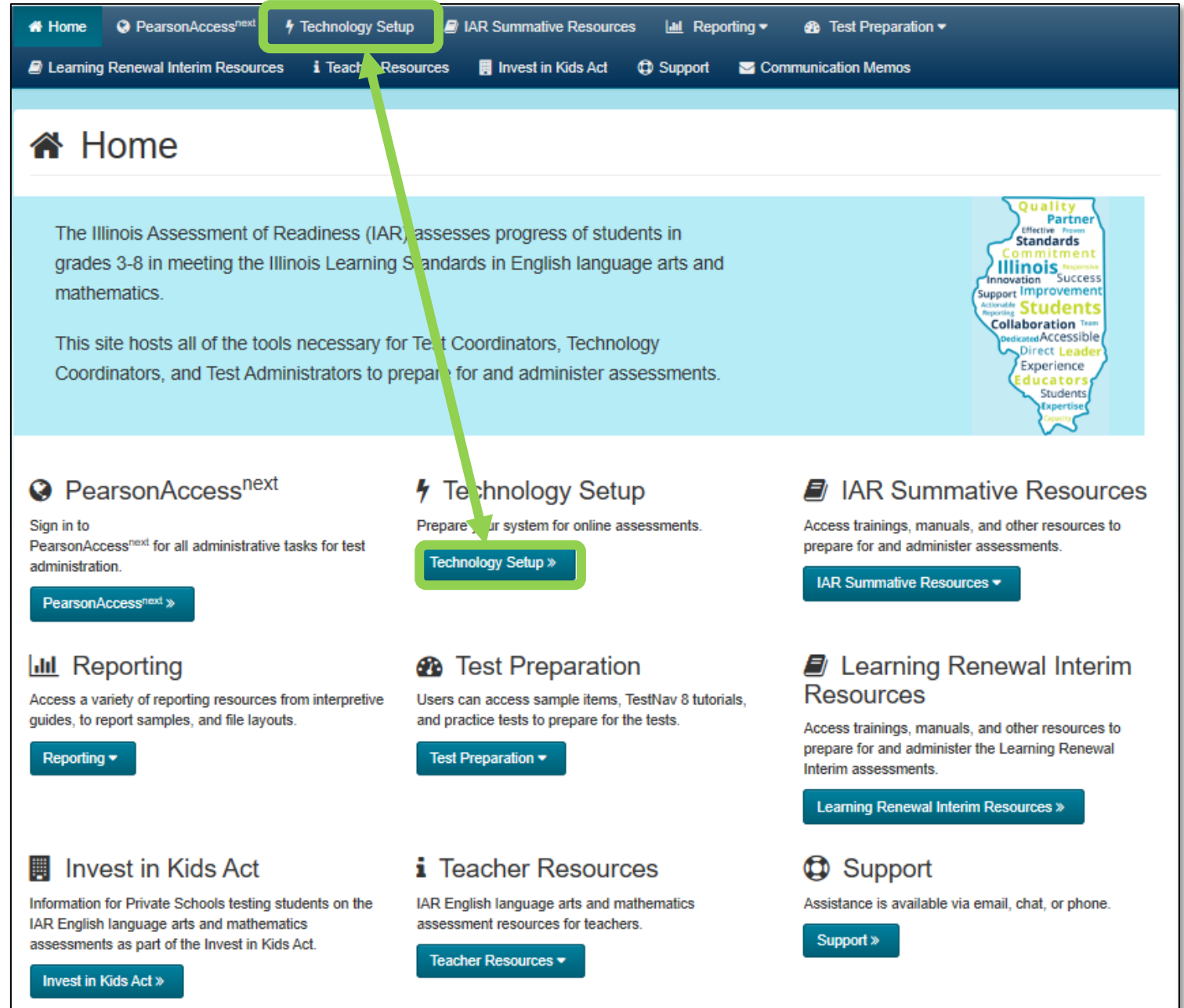
Resources



IL Support Page

Pearson Support Site

Support Page



The screenshot shows the Pearson Support Site interface. The top navigation bar includes links for Home, PearsonAccess^{next}, Technology Setup, IAR Summative Resources, Reporting, Test Preparation, Learning Renewal Interim Resources, Teacher Resources, Invest in Kids Act, Support, and Communication Memos. The 'Technology Setup' link is highlighted with a green box. A green arrow points from this link to a 'Technology Setup »' button in the 'Technology Setup' section of the main content area. The main content area features a 'Home' section with a description of the Illinois Assessment of Readiness (IAR) and a list of tools for Test Coordinators, Technology Coordinators, and Test Administrators. Below this are nine sections: PearsonAccess^{next}, Technology Setup, IAR Summative Resources, Reporting, Test Preparation, Learning Renewal Interim Resources, Invest in Kids Act, Teacher Resources, and Support. Each section has a brief description and a button to access the resources.

Home

The Illinois Assessment of Readiness (IAR) assesses progress of students in grades 3-8 in meeting the Illinois Learning Standards in English language arts and mathematics.

This site hosts all of the tools necessary for Test Coordinators, Technology Coordinators, and Test Administrators to prepare for and administer assessments.

PearsonAccess^{next}

Sign in to PearsonAccess^{next} for all administrative tasks for test administration.

Technology Setup

Prepare your system for online assessments.

IAR Summative Resources

Access trainings, manuals, and other resources to prepare for and administer assessments.

Reporting

Access a variety of reporting resources from interpretive guides, to report samples, and file layouts.

Test Preparation

Users can access sample items, TestNav 8 tutorials, and practice tests to prepare for the tests.

Learning Renewal Interim Resources

Access trainings, manuals, and other resources to prepare for and administer the Learning Renewal Interim assessments.

Invest in Kids Act

Information for Private Schools testing students on the IAR English language arts and mathematics assessments as part of the Invest in Kids Act.

Teacher Resources

IAR English language arts and mathematics assessment resources for teachers.

Support

Assistance is available via email, chat, or phone.



Technology Page

[Home](#) [PearsonAccess^{next}](#) [Technology Setup](#) [IAR Summative Resources](#) [Reporting](#) [Test Preparation](#)

[Learning Renewal Interim Resources](#) [Teacher Resources](#) [Invest in Kids Act](#) [Support](#) [Communication Memos](#)

⚡ Technology Setup

Use the information and tools on this page to prepare technology for online testing, including downloading or accessing TestNav. TestNav is used to deliver online tests to students.

TestNav8 Downloads Page »

Illinois IAR districts - schedule a time with Pearson Field Engineer staff to discuss technology questions/concerns.

Use this calendar to set-up time with the Pearson Technology Field Engineering Team to address questions on the following:

- How your district infrastructure interacts with Pearson systems (examples may include: firewalls, content filters, student devices, proctor caching servers, wifi access points, etc.)
- How to prepare and complete an infrastructure trial in your district
- Discuss issues or questions that arose while performing an infrastructure trial
- How to set-up proctor caching in your district
- Other recommendations on online testing set-up for your district or school.

Note: During live testing, please call Illinois Customer Support for immediate assistance.

Technology Requirements

View hardware and software requirements for administering online tests.

Technology Requirements ▼

List of Chromebooks that have reached Auto Update Expiration (AUE) and will not deliver the IAR in Spring of 2022 (see models highlighted in red).

List of Chromebooks ▼

Additional Technology Resources

User Guides are product guides to be used by Test Coordinators, Test Administrators, and technology personnel for technical instructions and troubleshooting.

Spring 2023 Technology Coordinator Training Webinar – COMING SOON ▼

Additional Technology Resources ▼

Technology Setup Page



TestNav 8 Online Support Page

[TestNav 8 Online Support](#)



Additional Technology Resources

User Guides are product guides to be used by Test Coordinators, Test Administrators, and technology personnel for technical instructions and troubleshooting.

Spring 2023 Technology Coordinator Training Webinar – COMING SOON ▾

Additional Technology Resources ▾

- Illinois IAR districts - schedule a time with Pearson Field Engineer staff to discuss technology questions/concerns.
- Online User Guide
- TestNav 8 Error Codes
- TestNav 8 Online Support**

TestNav.

Set Up and Use TestNav Troubleshooting Recently Updated Download TestNav

TestNav 8 Online Support

Set up and use TestNav

- Requirements and Guidelines
- Download TestNav
- Install and Sign In
- Features and Demos

Troubleshooting

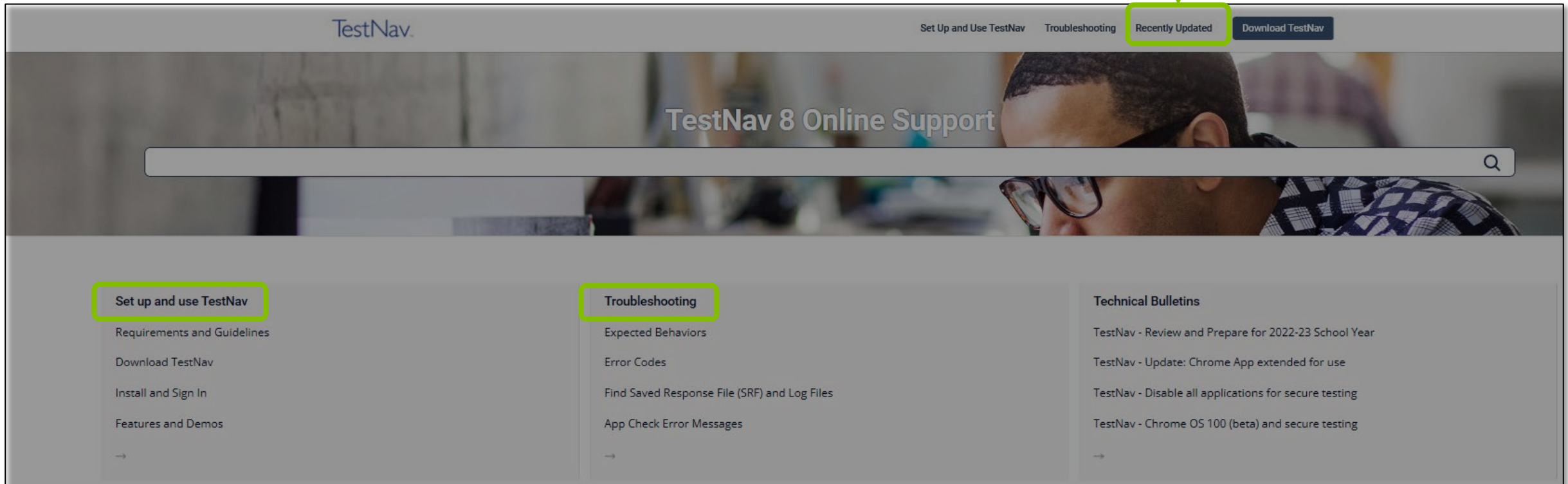
- Expected Behaviors
- Error Codes
- Find Saved Response File (SRF) and Log Files
- App Check Error Messages

Technical Bulletins

- TestNav - Review and Prepare for 2022-23 School Year
- TestNav - Update: Chrome App extended for use
- TestNav - Disable all applications for secure testing
- TestNav - Chrome OS 100 (beta) and secure testing

TestNav 8 Online Support Page (continued)

- The **TestNav 8 Support Page** is regularly updated to reflect the most current system requirements, setup steps, network requirements and guidelines, troubleshooting information and more.
- Make use of the **Recently Updated** button on the top bar.





Support

Multiple Support Options:

- Technology Office Hours
- Pearson Help Desk





Technology Office Hours

- Pearson Field Engineer staff are available to discuss technology questions/concerns specific to your district and/or school at a time convenient to you.
- The calendar is available at [IL Field Services Engineering](#) to set-up a personal appointment to discuss any of the following:
 - Recommendations for online testing set-up for your district or school.

Schedule your Technology Office Hours!



[Support Page](#)



[IL Field Services Engineer Calendar](#)

ISBE – Pearson Contacts Information



ISBE Assessment Department

866-317-6034

- [Email ISBE](#)
- [ISBE Assessment Site](#)

Pearson Customer Support

833-213-3879

- [Support Page](#)

We would like to remind everyone that a recording of the webinar, an FAQ of all questions asked today, and a PDF of the slides will be posted on the support site.



Pearson