

Proctor Cache Decision Tree

Proctor caching will be fully supported for the administration of the 2020 IAR, however with the increased bandwidth available in many schools, proctor caching may not be necessary. District and school staff need to make thoughtful decisions about abandoning proctor caching. These decisions should be made based on the bandwidth and technology at each school. No matter your decision on proctor caching, every school must setup secondary save locations to protect your student responses.

Many factors need to be considered before school staff decide not to proctor cache the assessments. These factors include, the peak bandwidth usage during the school day, the number of students who use "larger forms" of the tests (Math TTS, CC, Spanish Math TTS), and how content filters in the school function. We recommend that school staff run an infrastructure trial before making the decision to not proctor cache the assessments.

Does your school's network provide at least 1000 kilobits per second (1.0 Mbps), per student?

IF YES – Your school is **unlikely** to need to proctor cache test content.

- Staff will need to perform an infrastructure trial for the schools with the least bandwidth to verify that tests can be successfully delivered without the use of proctor caching.
- ISBE recommends that all schools going without proctor caching conduct infrastructure trials early to verify that that student tests can be downloaded and delivered without issue

IF NO - see below

Does your school's network provide between 500 kilobits per second, per student and 1000 kilobits per second (1.0 Mbps), per student?

IF YES – Your school can **possibly** choose to deliver the assessments without the aid of proctor cache.

- School staff should conduct infrastructure trials at the school and simulate the maximum number of **concurrent** test takers with the needed accommodations who will test during the window.

IF NO - see below

Does your school's network provide between 100 kilobits per second, per student and 500 kilobits per second, per student?

IF YES – Your school is a **marginal** candidate for delivering the assessments without the aid of proctor cache.

- School staff should conduct infrastructure trial that simulates 120% of the maximum number of concurrent test takers who will test during the window.

Infrastructure Trial Checklist

- ✓ Plan for 20 to 30 minutes of student/participant time.
- ✓ Set a date and notify ISBE so ISBE and Pearson can track your success.
- ✓ Simulate the maximum load that you expect during the testing window.
 - i.e., If you test by grade level, set up to test the same number of students in your largest grade level.
- ✓ Set up a session or sessions that have enough students and the same mix (percentage) of “large forms” (TTS, CC).
- ✓ Uninstall proctor caching software, bypass it or turn off the device(s) running proctor caching.
- ✓ Install the latest version of TestNav on student devices
- ✓ If possible, schedule the trial when bandwidth use is highest.
- ✓ Ask Test Administrators to have students log in and begin working through the practice test simultaneously. Have participants continue answering items and moving from item to item for at least 15 minutes to provide a sustained load on the system.

Benefits of Proctor Caching

- Ensures that students experience no delays with item loading and navigation
- Allows students who lose connection during the test to complete a session without access to the internet
- Eliminates any possible disruption from internal high bandwidth usage (You Tube, streaming, etc.)
- Ensures that the largest test forms (TTS, CC, Spanish TTS) can be delivered with no delays

ISBE and Pearson staff presented a webinar on December 5th that provided more information on the topics of infrastructure trial and the decision of whether to proctor cache test content for the administration of 2020 IAR.

The presentation can be found at:

<https://www.isbe.net/Documents/ISBE-PearsonWebinar.pdf>