

Pool Update Requirements (updated January, 2012)

Apply COMPASS Spring 2011 Item Pool Updates if you have not updated your workstation since April 16, 2011

Be sure that your computer support team has access to this information.

To update your COMPASS workstation, use one of two methods:

METHOD 1:

Launch a COMPASS Test and apply any necessary updates.

When you launch a COMPASS test, the system automatically checks to see whether the latest item pool updates for the test you have launched have been applied.

1. If the item pools for a test are *not* current with your workstation, you will be unable to launch the selected test. You will be shown a page of instructions about how to update your pools.
2. Print the page and follow the instructions. Depending on the item updates, you may be given a location where you can download the item pools and apply them directly to your workstation.
3. Once your pools are updated, you will be able launch your test.

NOTE: The system only checks the item pool for the test you are currently launching. You can launch any test for which the item pools are up-to-date. However, once you apply an item pool update, all item pools for which there are updates are applied at the same time. You should not be asked again for the same item pool update cycle.

METHOD 2:

Download and apply a zip file to each workstation.

Some sites prefer to download and manually apply a zip file containing the item pool updates to each workstation.

1. Download the zip file `New_CIV_Pools_Spring_2011.zip` from the following URL (about 1-2 minutes average download time):
https://partner.act.org/sites/public/ecompass/New_CIV_Pools_Spring_2011.zip
2. Once downloaded, unzip the contents and copy it to the `C:\Program Files\ACT\COMPASSESL Internet Version Setup\Ecompass` folder on each workstation.

NOTE: When downloading the Zip file, a few sites reported that their security software (i.e., Microsoft Security Essentials) indicated an error in one file (42584.ecp). Testing by ACT has shown that this is a false/positive error message.

If an error message appears, follow these steps:

STEP 1: Use one of the options below:

Disable Microsoft Security Essentials (or other security software) before you download the ZIP file.

OR

If Microsoft Security Essentials is left running and alerts that this file has a virus, make sure you change the "Recommended Action" option to "ALLOW" the file. Do NOT click on "Quarantine."

STEP 2: When the files are successfully placed in the C:\Program Files\ACT\COMPASSES\Internet Version Setup\Ecompass folder, you will need to EXCLUDE one file (42584.ecp).

From within the Microsoft Security Essentials console:

- a. select "Settings" tab
- b. select "Excluded files and locations" on left column
- c. Browse to the 42584.ecp file
- d. select "Add"
- e. be sure 42584.ecp file appears in the box at the bottom
- f. select save changes

You should now be able to use COMPASS without interruption.

For additional technical questions or assistance with this process:

- Call the ACT Help Desk 24/7 at 1-800-645-1992. When prompted, press #2 for COMPASS Technical Support.
- Or, send an e-mail to acthelpdesk@act.org.

Thank you. The ACT COMPASS Team