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Agenda

- Readiness Activities
- Proctor Caching
- TestNav 8 and Early Warning System
- Support
ACT Aspire Landing Page

Technology Set-up

The ACT Aspire assessment is comprised of several technology-based components that work together to deliver test content to students.

Information and resources for the ACT Aspire Portal can be found by clicking on the button to the right, or by selecting “ACT Aspire Portal” on the menu ribbon the top of this page.

Technical bulletins and news can be located by clicking on the Bulletins link to the right, or by selecting “News” on the menu ribbon at the top of this page.

Computer-based Testing Components

- **App Check**
  - What is App Check?

- **ProctorCache**
  - What is ProctorCache?
  - ProctorCache Installers

- **TestNav 8**
  - What is TestNav 8?
  - Visit TestNav 8 Support

Installable TestNav

- **Desktop App**
  - TestNav for Desktop Installers

- **iPad App**
  - TestNav for iPad

- **Chromebook App**
  - TestNav for Chromebooks
Avocet

http://actaspire.avocet.pearson.com

Online indexing of materials

Only the latest version is posted

No login is required

Mobile-ready

View Avocet
Training Management System (TMS)

Available Modules

- Summative
- Periodic
- Enhancement Demo

Categories

- General Information
- Pre-Test Tech Readiness
- Assessment Preparation
- Assessment Administration
- Post Assessment Steps
- Reporting & Data Usage

- TECHNOLOGY READINESS OVERVIEW
  - Length: 44 minutes
  - Completed 7/29/2014
  - This training covers the technical setup to prepare for delivering the ACT Aspire assessment on computer, from readiness activities to the student test delivery system.
  - Updated December 1, 2016
  - Launch

- INFRASTRUCTURE TRIAL OVERVIEW
  - Length: 30 minutes
  - Completed 10/1/2015
  - This training introduces the Infrastructure Trial Tenant, a sandbox environment that allows districts and schools to practice using the Portal without affecting live student data.
  - Infrastructure Trial Guide
  - Updated October 11, 2016
  - Launch

- IPAD FREQUENTLY ASKED QUESTIONS
  - Length: 10 minutes
  - Completed 10/7/2015
  - This training will cover frequently asked questions regarding iPads and the TestNav 8 app.
  - Updated November 17, 2016
  - Launch

- CHROMEBOOK FREQUENTLY ASKED QUESTIONS
  - Length: 11 minutes
  - Completed 7/30/2014
  - This training will introduce you to Chromebooks and the TestNav 8 app. The topics discussed match the ACT Aspire Chromebook FAQ found on Avocet.
  - Updated October 11, 2016
  - Launch

- Email login required
- Transcript feature for tracking
- Mobile-ready

http://actaspire.tms.pearson.com

View TMS
TestNav 8 Support Site

- Mobile-ready
- Regularly updated
- No login is required

https://support.assessment.pearson.com/display/TN/Set+up+and+Use+TestNav

TestNav 8
- TestNav System Requirements
- Set up and Use TestNav
- Network Requirements and Guidelines
- ProctorCache System Requirements
- Set Up and Use ProctorCache
- Troubleshooting
- Technical Bulletins
- Features and Demos
- Recently Updated

View Support
ACT Aspire Portal

http://www.actaspire.org

Resources
Visit the resources website to learn how to set up ACT Aspire on your network and how to properly administer assessments.

Training
Visit the training website for self-paced practice using ACT Aspire's test administration tools.

About ACT Aspire
ACT Aspire maps learner progress from grades three through high school on to the sat.
End to End Flow Chart

http://actaspire.pearson.com/flowchart.html

TC role denoted in lower right hand corner

*Specific roles may vary by district
Proctor Caching
Proctor Caching Overview

PreCache test content locally
Reduce ISP burden
Store a local encrypted copy
Required due to benefits
New version of ProctorCache 2018.11
# ProctorCache Requirements

<table>
<thead>
<tr>
<th>Requirement</th>
<th>Windows</th>
</tr>
</thead>
<tbody>
<tr>
<td>Processor</td>
<td>X86/x32 and x64 compatible</td>
</tr>
<tr>
<td>Memory</td>
<td>2 GB RAM</td>
</tr>
</tbody>
</table>

- Uses TCP Ports 80, 443, 4480, and 4481
- Requires a fixed internal IP address
- Can set up an upstream proxy, if needed
- Use App Check to test connectivity
Proctor Caching Diagram

Without proctor caching, each testing computer must individually connect across the internet to download test content.

With proctor caching, test content is mirrored on a local computer from which the testing computers download test content.
District Testing Coordinators receive invitation to ACT Aspire portal

District Testing Coordinators invite Technology Coordinators

Technology Coordinators create default proctor cache settings

District Testing Coordinators set up test sessions

Technology Coordinators verify test sessions direct to proctor caching machines

Technology Coordinators PreCache content
Install and Verify Proctor Caching

Uninstall Previous Versions of Proctor Caching

Download and Install New Version of Proctor Caching

- Download the appropriate version at [http://download.testnav.com](http://download.testnav.com)

Start Proctor Caching

- Run the installer and start the proctor caching program, if necessary

Verify Service

- Use the ProctorCache Diagnostics page to verify the program is running

Run App Check

- From a student workstation, verify ProctorCache is functional
Proctor Caching Diagnostics

**Tests**
- Details about test content and caching status
  - *Test Details* displays status of individual test items

**Clients**
- Displays clients by IP address connected to TestNav
  - *Client Details* displays details by computer

**Settings**
- Set a custom password to refresh, reload, or purge cached content
Verify Cached Content

Content displayed at test and form levels
Able to Refresh, Reload, or Purge selected content
ProctorCache Default Password : t35t1n6
Select a test name to view cached content by item
Tests Tab Status

- **OK** – Content is successfully cached
- **Not Loaded** – Content is not cached
- **Waiting...** – Content is waiting to be loaded
- **Loading...** – Content is currently loading
- **Failed to load content** – There was a failure to load content
- **MD5 Check Invalid** – MD5 comparison could not be completed
- **MD5 Mismatch** – MD5 comparison was completed but files did not match

Any content with a red status should be reloaded
## Clients Tab

The Clients tab in ProctorCache displays a list of clients connected to TestNav by IP address. You can select a computer name to view the details screen.

### Clients Table

<table>
<thead>
<tr>
<th>COMPUTER NAME</th>
<th>STATUS</th>
<th>IP ADDRESS</th>
<th>PLATFORM</th>
<th>TEST</th>
<th>FORM</th>
<th>ACTIVITY</th>
</tr>
</thead>
<tbody>
<tr>
<td>10.27.248.35</td>
<td>OK</td>
<td>10.27.248.35</td>
<td></td>
<td>Math Exemplars</td>
<td>Math Exemplars - 9e0d345a-8feb-43a6-bc52-42cb8c7f99ca</td>
<td>3:34 PM</td>
</tr>
</tbody>
</table>

### Details Screen

The details screen for the client with IP address 10.27.248.35 shows the following information:

- **Status:** OK
- **IP Address:** 10.27.248.35
- **Platform:**
- **Test:** Math Exemplars
- **Form:** Math Exemplars - 9e0d345a-8feb-43a6-bc52-42cb8c7f99ca
- **Activity:** 3:34 PM
Clients Tab Status

**OK** – Client is active

**Idle** – 5 to 30 minutes since client was active

**Long Idle** – 30 minutes to 12 hours since client was active

Clients are removed after 12 hours of inactivity
Able to set a custom ProctorCache password

The default Proctor Cache Password: t35tn6
Manage Proctor Cache in the Portal

- No need to configure individual workstations
- TestNav will detect entered settings
- Default settings can be applied to test sessions
Settings can be entered at district or school level.

Enter default settings before PreCaching tests.
Manage Proctor Cache, cont.

Enter a fixed IP address and port (4480) for the proctor caching machine.

Check Status navigates to the ProctorCache Diagnostics page.

Configuration Identifier can be used with App Check to check ProctorCache.
PreCaching Tests

PreCache from the organization at which the proctor caching settings were created

Go to Organizations > PreCache Tests
Default settings can be applied to test sessions

Go to Organizations > Manage Test Sessions
App Check for TestNav 8
App Check Overview

App Check:

- Validates that the test device has basic connectivity and can launch TestNav in kiosk mode
- Checks ProctorCache connection
- Assists ACT Aspire Customer Service in troubleshooting, if necessary
Accessing App Check

From the TestNav app, select **App Check** from the User menu.
App Check Messages

App Check

Enter a configuration identifier or click "Run App Check" to run the default app check.

Configuration Identifier (optional):
ASPIRE-20968

Run App Check

App Check is complete but one or more issues require your attention:

☑️ Kiosk Mode Passed.

☑️ Connectivity to TestNav Passed.

⚠️ Proctor Cache Failed: Check your ProctorCache settings and network.
- Refer to the Set Up and Use ProctorCache section in TestNav

Online Support:
https://support.assessment.pearson.com/x/HAACAO
TestNav 8 and Early Warning System
App Update

Downloading Apps:

http://download.testnav.com/

iPad 2 and 3 no longer compatible
### TestNav System Requirements: Workstations

#### Updated System Requirements

<table>
<thead>
<tr>
<th>Requirement</th>
<th>Details</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Processor</strong></td>
<td>x86/x32 and x64 or Intel-based™</td>
</tr>
</tbody>
</table>
| **Memory** | 4 GB RAM; *Minimum* - 2 GB RAM  
  ● *Linux and iOS* - 2 GB RAM; *Minimum* - 1 GB RAM |
| **Screen Size** | 9.5-in |
| **Resolution** | 1024 x 768 |
| **Other** |  
  ● External keyboard and mouse (or touchpad) for touch 
  ● Android, Windows *(required)* 
  ● iOS *(recommended)* 
  ● Local File access to home directory 
  ● OS X, macOS 
  ● Windows 
  ● Wired keyboards *(recommended)* 
  ● Convertible Chromebooks - *no tablet mode* |

#### Devices/OS Supported Versions

<table>
<thead>
<tr>
<th>Tablets, Chromebooks, Chromeboxes</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Android</strong></td>
</tr>
<tr>
<td><em>For info on Android, see TestNav - Android App and Secure Testing</em></td>
</tr>
<tr>
<td><strong>Chrome OS</strong></td>
</tr>
<tr>
<td><strong>iOS</strong></td>
</tr>
<tr>
<td><em>For info on iOS 11, see TestNav - iOS 11 and Secure Testing</em></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Laptops, Desktops</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Linux</strong></td>
</tr>
<tr>
<td><strong>OS</strong></td>
</tr>
<tr>
<td><strong>X/macOS</strong></td>
</tr>
<tr>
<td><strong>Windows</strong></td>
</tr>
</tbody>
</table>

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*Virtual Environments*

- Some customers successfully use virtualization/thin clients; however, Pearson does *not* provide support for these technologies.
- Those using these technologies are responsible for their virtualized environment security and performance.
- *Prior to high-stakes testing*, customers should compare virtual environment performance to that of a non-virtual environment.
TestNav 8: Setup

Installable
- Download installation package
- Desktop/Laptop, iPad, and Chromebook

Network Configuration
- *.tn.actaspire.org: 80
- *.thawte.com
- *.usertrust.com
- *.tn.actaspire.org: 443
- *.pearsontestcontent.com
- *.comodoca.com
- google-analytics.com (optional)
TestNav Installers:
ACT Aspire Landing Page

Installers for Desktop, iPad, and Chromebook at [http://actaspire.pearson.com](http://actaspire.pearson.com)
Chromebooks: Setup Overview

- Can be performed simultaneously on all Chromebooks in your domain
- Two main steps to complete:
  - Install TestNav 8 App and set it to run as a Kiosk App
  - Preserve local data on Chromebook to retain SRF and log files on the device

Steps have to be performed on each Chromebook
- Requires access to the administrator / owner account for device
  - Device will be backed up to cloud storage and wiped if you do not have access to the administrator account for the device
  - Chromebooks/Chromeboxes purchased in 2017 and later cannot run in kiosk mode.
Delete any previously established TestNav restrictions from iPads

Search for the Assessments Overview on the Apple Education website (https://www.apple.com/education/it/) for details

Download and install the new TestNav for iPads app

When the TestNav app is started, it displays the Enable Microphone Permission prompt; you must click or tap OK to grant permission

After the student logs into TestNav, a Confirm App Self Lock prompt will display; click or tap Yes to proceed with testing
iPads: Assessment Timer

- iOS will exit kiosk mode after 8 hours (10.2)
- Determine if student(s) will exceed the allotted time
- Plan a break for student(s) to sign out prior
- If time expires, restart the iPad and resume the student(s)
Accessing TestNav 8

TestNav is the secure student testing application.
TestNav App: Customer Selection

Customer selection screen displays upon initial launch of the TestNav apps.
Wireless Testing: Best Practices

- Wireless access points – more is better
- Limit computers per wireless access point
- Distance – closer is better
- Limit obstructions
- Test performance before scaling

Determining the number of access points that are needed for coverage, along with the location of each, will depend on the number of students using the access point(s), the wireless protocols used, and the interference sources in the building (e.g., wires, pipes, wall and stud types, other signals, etc.).
Disable Automatic Applications

- Anti-virus software
- Power management software
- Screen savers
- IM software
- E-mail message notification
Go to ACT Aspire Landing Page > Exemplars
Interact with TestNav functionality prior to testing
Test question booklets provide overview and concepts.

Writing contains rubrics and samples at each score point.

Online samples of test questions.

Requires grade and subject specific login.

Test question booklets provide overview and concepts.

Resources for English

Student Sandbox (TestNav8)
The Student Sandbox provides students an opportunity to become familiar not only with ACT Aspire test questions, but also with navigating the TestNav test platform. Like the Exemplar Test Question Booklets, the Student Sandbox will present at least one test question for each reporting category for a given test. The Student Sandbox should be accessed with a desktop or laptop computer rather than a tablet or smartphone. To access, click the "Student Sandbox" button at the bottom of the instructions on the right, and use the appropriate login information below to sign in.

English Student Sandbox Logins

<table>
<thead>
<tr>
<th>Subject</th>
<th>Username</th>
<th>Password</th>
</tr>
</thead>
<tbody>
<tr>
<td>English Grade 3</td>
<td>english3</td>
<td>actaspire</td>
</tr>
<tr>
<td>English Grade 4</td>
<td>english4</td>
<td>actaspire</td>
</tr>
<tr>
<td>English Grade 5</td>
<td>english5</td>
<td>actaspire</td>
</tr>
<tr>
<td>English Grade 6</td>
<td>english6</td>
<td>actaspire</td>
</tr>
<tr>
<td>English Grade 7</td>
<td>english7</td>
<td>actaspire</td>
</tr>
<tr>
<td>English Grade 8</td>
<td>english8</td>
<td>actaspire</td>
</tr>
<tr>
<td>English Grade 9 &amp; 10 Early High School (EHS)</td>
<td>englishEHS</td>
<td>actaspire</td>
</tr>
</tbody>
</table>

Exemplar Test Question Booklets (PDF)
ACT Aspire has developed a booklet for each grade and subject that defines ACT Aspire reporting categories for each test. These booklets present at least one test question aligned to each of the reporting categories on a given test. Depth of Knowledge level (DOK), a description of the task presented by the test question, and a description of the correct response are also provided, along with Improvement Idea Statements to help students build on their current level of skill and knowledge.
The Early Warning System (EWS) is integrated functionality in TestNav that provides additional fail-safes in the event of unexpected network disruptions during computer-based testing.
Saved Response File (SRF)

EWS writes continuously in the background to the saved response file (SRF).

A combination of the student authorization letter and the test session is used to uniquely identify an SRF.

The SRF has a response data threshold that, once reached, triggers TestNav to send response data to Pearson servers.

Uploading of response data is continuous. If an upload to the Pearson servers fails, student responses continue to be saved locally while TestNav cycles and attempts another upload.

If the response data upload is successful, TestNav creates a new empty SRF and begins the process again. TestNav only deletes an SRF once it is successfully uploaded to the Pearson servers.

TestNav can identify the correct SRF if a test is successfully resumed.

Only the SRF from the student’s last test attempt can be used when the student resumes a test.
Early Warning System: Scenarios

1. TestNav determines that the Saved Response File location is not viable.
   *Results in an immediate notification*

2. TestNav is unable to download portions of the test.
   *Results in an immediate notification*

3. TestNav is unable to upload student responses to Pearson.
   *Results in a notification only if the student attempts to Exit or Submit the test*
Early Warning System: Notification

Students should:
• ALWAYS raise their hand when presented with any error screens
• NEVER click the button themselves

Interruptions will stop the timer, and resume when the student logs in.

**Note:** It may be necessary to contact your local Technology Coordinator to determine the appropriate course of action.

![Early Warning System Screenshots]
Additional TestNav Resources

- TestNav 8 Overview
  - View TMS

- Set Up TestNav
  - View Support

- TestNav Error Codes
  - View Support
Questions?

- Complete this survey with your organization's information. Our team will use the information you provide to assess your organization's technology readiness.

https://docs.google.com/forms/d/e/1FAIpQLSd9Ac4ClnIQ2hwwvgO_GdBbYFQ4e4JhS6nyOo3fW-UfpmGByA/viewform
Thank You!