Chromebook Device Preparation Checklist for TN 8.2

# Assessment Specifications

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| OS Version/App Version | Chrome OS 35-38/ TestNav App version 1.3.58 |
| Screen Size | 9.5 inch screen size or larger |
| Screen Resolution | 1024 x 768 |
| Input Device Requirements | Keyboard–wired or wireless/Bluetooth |
| Headphone Requirements  | Headphones/earphones/ear buds are only required for English Language Arts/Literacy testing sessions, not mathematics testing sessions (except for students who need them for accessibility or accommodations such as text to speech). |
| Microphone Requirements | None |
| Reference | Technology Guidelines for PARCC Assessments v4.3 p. 10-11 <http://www.parcconline.org/technology> |

# Configure Chromebook to run TestNav app

To set up TestNav on Chromebooks, you should first determine whether each Chromebook is managed or unmanaged. Unmanaged Chromebooks are typically only used in "bring your own device" (BYOD) settings. To check if a Chromebook is managed or unmanaged, see Manage Chrome Devices.

* **Installing TestNav on Managed Chromebooks**

To install TestNav on managed Chromebooks, first ensure device settings are set to keep local data so that the saved response file (SRF) and log files don't accidentally get deleted:

1. Log into your Google Apps for Education account, and log in to the Admin console for your domain.
2. From the Admin console, select Device Management > Chrome > Device settings.
3. In the User Data section, ensure that Do not erase all local user data is selected.
4. Select Save changes, if visible.
* **Enable Kiosk mode and set up TestNav on the Chromebook as a Kiosk app:**
1. Log into your Google Apps for Education account, and log in to the Admin console for your domain.
2. From the Admin console, select Device Management > Chrome > Device settings.
3. In the Kiosk Settings section, verify that Allow Single App Kiosk is selected in the Single App Kiosk drop-down. Also, if it wasn't already visible, Manage Kiosk Applications should appear.
4. Select Manage Kiosk Applications > Chrome Web Store. Use the Chrome Web Store Search box to search for TestNav and install.
5. Select Add. Then select Save.
6. Leave Auto-Login to Kiosk App set to None, and select Save changes, if visible.

See Turn on Single App Kiosk Mode for more information about kiosk mode.

* **Installing TestNav on Unmanaged Chromebooks (such as BYOD)**
1. Log in to the Chromebook using the owner account.
	* 1. If you do not have the owner account information, back up any important data into cloud storage, and wipe the device. The instructions for doing so are not the same for all Chromebooks. To find the instructions for your device, see Wipe device data.
		2. Create a new owner account, and log in with that account information.
2. Start the Chrome browser.
3. Enter chrome://extensions in the browser address bar. Click Enter.
4. Select the Developer mode checkbox, and click Manage kiosk applications.
5. If you do not see Manage Kiosk Applications, you do not have the correct owner account information. Go back to step 1, and create a new owner account.
6. Enter the TestNav ID - mdmkkicfmmkgmpkmkdikhlbggogpicma in the Add kiosk application box. Click Add, and click Done.
7. Sign out of the Chromebook.

See Turn on Single App Kiosk Mode for more information about kiosk mode.

* **Launching TestNav**
1. Power on the Chromebook, but do not log in.
2. In the lower left hand of the screen, select Apps > TestNav to launch TestNav. A message appears, informing you that you can use <ctrl><alt>s to exit Chrome OS when you first launch TestNav. This only works while the message displays.
3. To shut down and exit kiosk mode after the app launches, hold down the Power button.

# Verify TN app is the most current release version.

* **Finding Your Release Version**
1. Launch the TestNav app.
2. Click in the username or password field.
3. Press <ctrl><shift>z and the File Viewer box appears. See the application version under File Viewer.
4. If the File Viewer does not display, click on the window and then press <ctrl><shift>z again.
* **Updating Your Release Version**

After you install TestNav from the Chrome Web Store, it should automatically update by one of the following:

1. TestNav auto-updates in kiosk mode.
2. TestNav auto-updates on a timeframe specified within the Chrome Web Store for non-kiosk mode implementations.

However, if your technology environment does not allow for automatic updates, you can manually update TestNav to the newest version:

1. Remove the outdated version of the app.
2. Install the latest version from the Chrome Web Store.
* **Reference:** [https://support.assessment.pearson.com/display/TN/Mobile+Devices](https://support.assessment.pearson.com/display/TN/Mobile%2BDevices)

# TestNav Verification

* Start the App.
* Select the Colorado customer for the assigned test.
* Enter the following credentials in the login screen:
	+ Username: username
	+ Password: password
* Choose "Sign In".
* Click the "Start Test Now" button.
* If you see the "Congratulations" screen then your computer is correctly configured to run TestNav.
* **Reference:** [TestNav App Configuration](http://parcc.pearson.com/resources/technology-setup/SetupGuide_TestNavApp_2015-02-09.pdf)

# Find your SRF and Log Files

Chromebooks, have only one save file location. As a result, Pearson recommends that students use the exact same device to resume a testing session after they encounter a problem.

1. Launch the TestNav app.
2. Focus your cursor in the username or password field.
3. Press <ctrl><shft>z and the File Viewer box appears.
4. If the File Viewer does not display, click on the window and then press <ctrl><shft>z again.
5. Plug in your USB memory stick.
6. Click the download button next to the log file(s) you wish to download.
7. When the window opens, select the USB memory stick, and click Save.
8. Occasionally, Pearson revalidates an SRF and sends it back to a customer for re-upload. You cannot upload an SRF to a Chromebook. You can only upload this file and resume a student's test session on a Windows or Mac desktop or laptop.