

Assessment and Accountability Branch
Assessment Section

Hawai'i Statewide Assessment Program
Technology Coordinator Webinar

- *6 to mute/unmute your phone
- If listening on your computer, click the microphone button in the Participants list

November 2, 2017

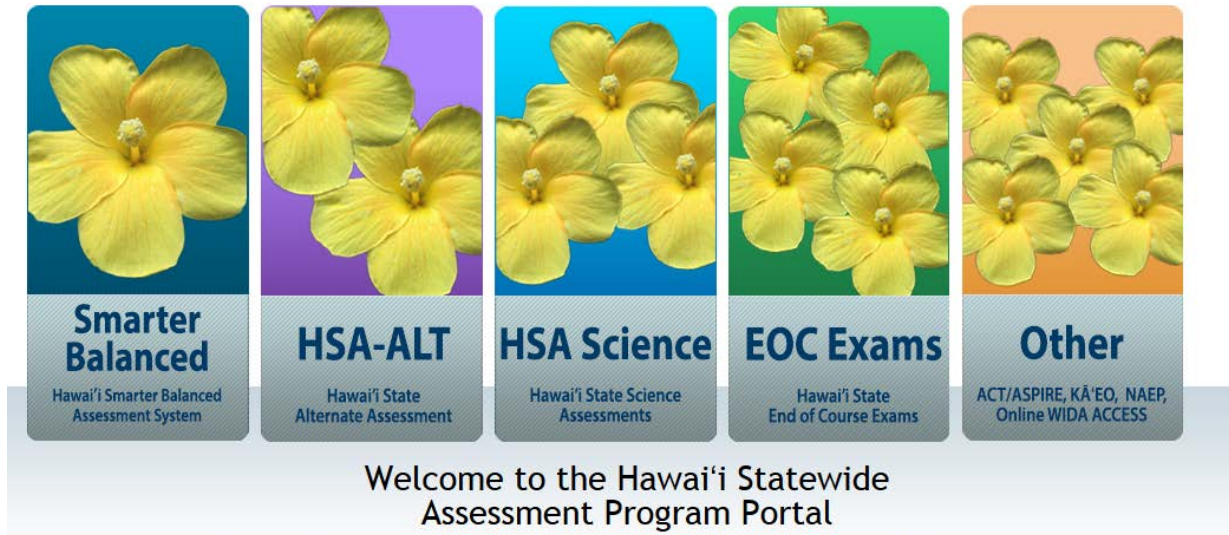
**To call in dial 1-877-668-4493 access code 735 125 894#
Password = 1234**

Hawai'i Statewide Assessment Program (HSAP)

- Smarter Balanced Secure Browser (Summative Window opens Feb 20, 2018)
 - Smarter Balanced - grades 3-8 and 11
 - HSA Science Bridge - grades 4 and 8
 - EOC Exams – Algebra 1, Algebra 2, Biology 1 EOC Bridge
 - HSA-Alt - grades 3-8 and 11
- ACCESS for ELLs 2.0 Online – grades 1-12 (Jan 16 – Feb 27)
 - Kindergarten test is still paper/pencil
 - Testing Site Manager
 - INSIGHT Secure Browser
- The ACT
 - Optional for SY 2017-18
 - Schools may choose statewide (paper/pencil) or Online (Feb 27, 2018 – Mar. 8, 2018)
 - TestNAV Secure Browser

Smarter Balanced Secure Browser

- Required for Smarter Balanced, Interim Assessments, Practice Tests, End of Course exams, HSA Science, and HSA-Alt exams.
- Required yearly update
- Available on alohahsap.org (no login required)



This is the official site for the Hawai'i Smarter Balanced Assessments, the Hawai'i State Alternate Assessments, Hawai'i State Science Assessments, and the Hawai'i State End-of-Course Exams.

Smarter Balanced Secure Browser

- Navigate to the [Secure Browsers](#) page
- Scroll down and download the appropriate browser for your OS to all test devices
 - Will not work with Mac OS High Sierra. Will allow you to launch browser, but will get an error message when trying to start test session
 - Windows 10S not supported in 2017-18



Download Secure Browsers

The secure browsers linked on this page are always the most recent version that should be used for testing.

To download the secure browser for your operating system, select the corresponding tab.

Important Information

Windows
7, 8, 8.1, 10; Server
2008, 2012, 2016

Mac OS X
10.9-10.12

Mac OS X
10.7-10.8

Important Information

Technical Resources

- For information about network and Internet requirements, general peripheral and software requirements, and configuring text-to-speech settings, see the [Technical Specifications Manual for Online Testing](#).
- For information about supported hardware and software for Braille testing as well as information about configuring JAWS, see the [Braille Requirements and Testing Manual](#).
- For information about installing secure browsers, see the [Secure Browser Installation Manual](#).

Access for ELLs 2.0 Online Overview

- All schools will administer the test online SY 2017-18
- Paper/Pencil
 - Kindergarten
 - Grades 1-3 writing
- Technology Information available at <https://www.wida.us>
- WIDA [Webinars](#) available and access to recorded webinars
- Download TSM(Testing Site Manager) and INSIGHT Secure Browser off <https://wida-ams.us> site (use Firefox or Chrome)
 - Get log in from School ELL Coordinator/School Test Coordinator/Assessment Section
- Schools online in 2016-17 SY only need to auto-update TSM and INSIGHT browser

Access for ELLs 2.0 Online Overview

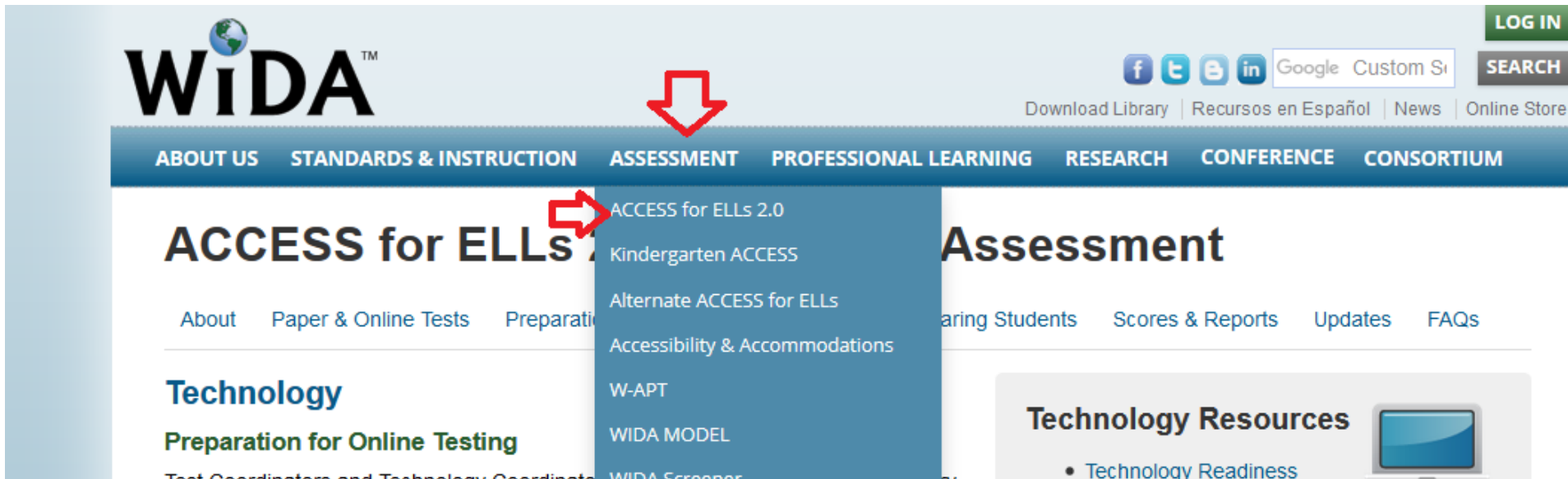
- Test Window: Jan 16 – Feb 26, 2018
- Don't wait to the last minute to install software
 - Allows time for troubleshooting
 - Allows time for students to take practice tests and get used to technology
- DRC Customer Service is available to provide support regarding all technical questions. Please contact them by email or phone at WIDA@datarecognitioncorp.com, 1-855-787-9615.

ACCESS for ELLs 2.0 Technology Requirements

- ACCESS for ELLs 2.0 Online assessment is required for all ELL students
- Requires a Testing Site Manager (TSM) AND the INSIGHT Secure Browser
- One TSM per school required for content caching
- INSIGHT secure browser must be installed on all student test devices
- Technology coordinators must have an account with wida-ams.us to be able to log in and download software.
- Technology User Guide, Supported System Requirements, and other documentation is available on wida.us (no login required)

Documentation

- Documentation available on wida.us website
- Navigate to Technology tab in the ACCESS for ELLs 2.0 page



The screenshot shows the WIDA website interface. At the top left is the WIDA logo with a globe icon. To the right are social media icons for Facebook, Twitter, YouTube, and LinkedIn, followed by a search bar with the text "Google Custom Si" and a "SEARCH" button. Below the search bar are links for "Download Library", "Recursos en Español", "News", and "Online Store". A "LOG IN" button is in the top right corner. The main navigation bar is dark blue with white text for "ABOUT US", "STANDARDS & INSTRUCTION", "ASSESSMENT", "PROFESSIONAL LEARNING", "RESEARCH", "CONFERENCE", and "CONSORTIUM". A red arrow points to the "ASSESSMENT" tab. Below this, a dropdown menu is open, listing "ACCESS for ELLs 2.0", "Kindergarten ACCESS", "Alternate ACCESS for ELLs", "Accessibility & Accommodations", "W-APT", "WIDA MODEL", and "WIDA Screener". A red arrow points to the "ACCESS for ELLs 2.0" option. The main content area is split into two columns. The left column has the heading "ACCESS for ELLs 2.0" and sub-links for "About", "Paper & Online Tests", and "Preparation". Below this is a "Technology" section with the sub-heading "Preparation for Online Testing" and a link for "Test Coordinators and Technology Coordinators". The right column has the heading "Assessment" and sub-links for "Preparing Students", "Scores & Reports", "Updates", and "FAQs". At the bottom right, there is a "Technology Resources" section with a link for "Technology Readiness" and a laptop icon.

Documentation

- Download the [Technology User Guide](#) and the [Supported System Requirements](#) documents and save to your desktop

The screenshot shows the top navigation bar of the ACCESS for ELLs 2.0 website with the following menu items: ABOUT US, STANDARDS & INSTRUCTION, ASSESSMENT, PROFESSIONAL LEARNING, RESEARCH, CONFERENCE, and CONSORTIUM. Below the navigation bar is the main heading "ACCESS for ELLs 2.0 Summative Assessment". Underneath this heading is a secondary navigation bar with the following items: About, Paper & Online Tests, Preparation & Training, Technology (which is highlighted with a white border), Preparing Students, Scores & Reports, Updates, and FAQs. The "Technology" section is expanded, showing the heading "Technology" and the sub-heading "Preparation for Online Testing". The text under "Preparation for Online Testing" describes the role of Test Coordinators and Technology Coordinators. To the right of this text is a "Technology Resources" box containing a list of links: Technology Readiness Checklist for WIDA Online Assessments, Technology User Guide, WIDA AMS Information, and Supported System Requirements for ACCESS for ELLs 2.0 and Screener. The last two links in the list are marked with red arrows pointing to the right. A laptop icon is positioned to the right of the top two links in the "Technology Resources" box.

ABOUT US STANDARDS & INSTRUCTION ASSESSMENT PROFESSIONAL LEARNING RESEARCH CONFERENCE CONSORTIUM

ACCESS for ELLs 2.0 Summative Assessment

About Paper & Online Tests Preparation & Training **Technology** Preparing Students Scores & Reports Updates FAQs

Technology

Preparation for Online Testing

Test Coordinators and Technology Coordinators collaborate to perform all necessary tasks to support ACCESS for ELLs 2.0 administration in districts and schools. They may need to identify other members of a site planning team. The site planning team should start meeting at least three months before the start of testing. The Technology Readiness Checklist available at right is your guide to managing this process, which encompasses tasks in the following categories:

Technology Resources

- [Technology Readiness Checklist for WIDA Online Assessments](#)
- [Technology User Guide](#)
- [WIDA AMS Information](#)
- [Supported System Requirements for ACCESS for ELLs 2.0 and Screener](#)

Software Downloads

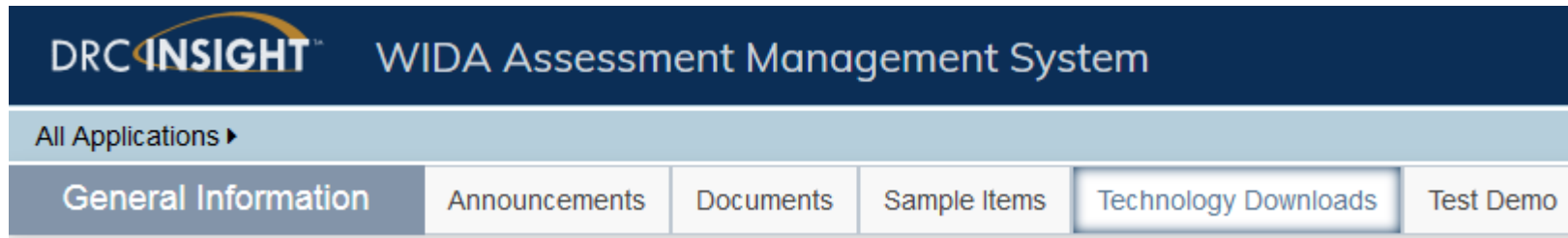
- Log in to the wida-ams.us website
- Username = Lotus Notes address ([first last@notes.k12.hi.us](mailto:first_last@notes.k12.hi.us))
- Password = user defined (if you don't know or forgot, use the "Forgot your username or password link")






The screenshot shows the login page for the WIDA Assessment Management System (AMS). The page has a dark blue header with the DRC INSIGHT logo and the text "WIDA ASSESSMENT MANAGEMENT SYSTEM". Below the header is a light blue navigation bar with "All Applications" and a right-pointing arrow. The main content area is white and contains the DRC CORPORATION logo on the left. The central text reads "Welcome to the WIDA Assessment Management System (AMS)!" followed by a paragraph: "This website supports your preparation for and administration of ACCESS for ELLs 2.0. suite of assessments and WIDA Screener Online." Below this is a section titled "Logging into AMS" with instructions: "To access AMS, login using your username (email address) and password. If you do not know your username or password use the forgot username or password link." There is also a "Support" section with contact information: "Please contact DRC Customer Service at WIDA@datarecognitioncorp.com or 1-855-787-9615 for the following:". On the right side, there is a "Please Log In" box containing two input fields for "Username" and "Password", a link for "Forgot your username or password?", and a blue "Log In" button.

Software Downloads

- Navigate to: All Applications > General Information > Technology Downloads tab (login required)





- Download the TSM software onto the designated machine

| | | | | |
|---|---------|--|---------|---|
| Testing Site Manager (TSM) Installer | Mac OS | 10.10, 10.11, macOS Sierra 10.12, Mac Server Software is not supported | 9.2.0_0 |  |
| Use the installer above to download the Testing Site Manager (TSM), which includes Content Caching and Response Caching. Note: The TSM should not be installed on mobile or touch-screen devices. | | | | |
| Testing Site Manager (TSM) Installer - 32 bit | Windows | Windows 7, Windows 8.1, Windows 10 | 9.2.0_0 |  |
| Use the installer above to download the Testing Site Manager (TSM), which includes Content Caching and Response Caching. Note: The TSM should not be installed on mobile or touch-screen devices. | | | | |
| Testing Site Manager (TSM) Installer - 64 bit | Windows | Windows 7, Windows 8.1, Windows 10 | 9.2.0_0 |  |
| Use the installer above to download the Testing Site Manager (TSM), which includes Content Caching and Response Caching. Note: The TSM should not be installed on mobile or touch-screen devices. | | | | |


Software Downloads


- Download the INSIGHT Secure Browser onto all test devices
- Chromebooks may be deployed using Chrome device management
 - Refer to page 119 and page 198 in the [Technology User Guide](#) on wida.us

| | | | | |
|--|---------|--|-------|---|
| DRC INSIGHT Mac Installer | Mac OS | 10.10, 10.11, macOS Sierra 10.12, Mac Server Software is not supported | 8.0.0 |  |
| Use the installer above to download the DRC INSIGHT test engine. | | | | |
| DRC INSIGHT Windows Installer | Windows | Windows 7, Windows 8.1, Windows 10, Windows Server 2016 | 8.0.0 |  |


Testing Site Manager (TSM) Configuration

- Install the TSM FIRST
 - Allow up to 4 hours for downloading content (bandwidth dependent)
 - Find the TSM program and launch
 - Name the TSM something easily identifiable so you can find it again
 - Make a note of the TSM Name and Server Domains
 - Restart Computer

 **Testing Site Manager (TSM)**
(includes Local Caching Service [LCS] capabilities)

TSM Name: [Assessment Section Test TSM](#)
TSM Version: 9.2.0_0
TSM Server Domain: [f1e78e96-legacy-prod.drc-centraloffice.com](#)  You will need this later
TSM Server IP: 172.28.112.48


[Content Caching](#) [Response Caching](#) [Tools](#)

Last Updated: 09/29/2017 11:28:45 AM 

[Update Content](#) [Recheck Content](#)

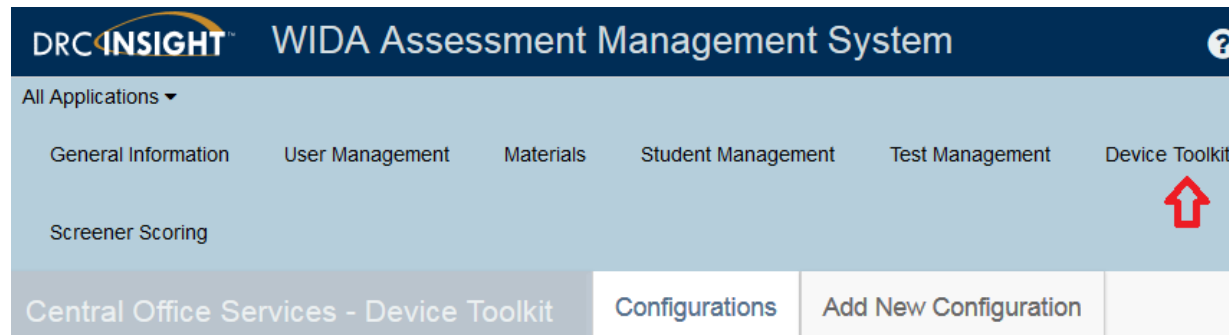
10 records per page **Content List** Search:

| Content | Status | File Count | Download Results | Retry Content |
|---|------------|-------------|--------------------------|------------------------|
| 596372 - WIDA Sample Items ALL 2015-2016 | Up to Date | 6285/6285 | Download | Update |
| 596408 - WIDA Screener ALL 2016 | Up to Date | 16631/16631 | Download | Update |
| 596504 - WIDA ACCESS for ELLs ALL 2016-2017 | Up to Date | 50441/50441 | Download | Update |

Showing 1 to 3 of 3 entries  should be "Up to Date" [← Previous](#) 1 [Next →](#)

Central Office - Device Toolkit

- Use the Central Office - Device Toolkit to configure your TSM and Browsers
- Log in to wida-ams.us
- Go to All Applications > Device Toolkit



Central Office – Device Toolkit

Configure Central Office Service

Previous

1

2

Next

Configuration Information

Once you have finished configuring this device, the configuration settings you have chosen will be saved. If other Central Office Service devices will need the same settings, you will be able to reuse this configuration for them as well. Please enter a name for this configuration. Try to use a name that will help you and others to select it in the future. Include your district and/or school in the name.

Configuration Name (required) :

New Test TSM

Enter TSM Name Here

Testing Devices Configuration

Please update all of the information that applies to the testing devices associated with this configuration.

Enable Auto Updates Check this box

Allows testing devices to update automatically.

Proxy Host No Leave at "NO"

Please enter a valid url to your http/https proxy which testing devices will use to communicate with the Internet. Only needed when using a proxy server.

Proxy Path:

Central Office - Device Toolkit

- Select a Location to add the configuration to
- Search for your School using the Site Box

Configure Central Office Service

Previous 1 ————— 2 Next

Locations

Choose a Testing Program and, if prompted, a State, then type at least three letters of the name of a District or a School to select the Site. Once you have chosen a Site, click Add Location. At least one location is required. To change an existing single location, first add the new location, then remove the original.

Testing Program

Site Enter school name here


Add Location

Central Office - Device Toolkit

- Enable TSM Content Caching and TSM Response Caching
- Set Content Cache Usage to Content Cache only

Set up for:

WIDA > WD > Drc Use Only - Sample District Hi > Drc Use Only - Sample School [Remove](#)

TSM Content Caching Yes 

Are using a TSM for content caching for this location? Central Office Content Hosting will not be used if enabled.


Please provide the url for the TSM that will be used for content caching for this location by testing devices.

Content Caching Url:

A https url is required

Content Cache Usage Choose whether the content cache TSM is only used for load simulation or content caching or both.

Content Cache Usage is required

TSM Response Caching Yes 

Are using a TSM for response caching for this location? Works with Content Hosting or a TSM only location.

Please provide the url for the TSM that will be used for response caching for this location by testing devices.

A https url is required

Central Office - Device Toolkit

- Select Content Caching and Response Caching
- Cut and paste TSM Server Domain from TSM page

Testing Site Manager (TSM)

(Includes Local Caching Service [LCS] capabilities)

TSM Name: Assessment Section Test TSM

TSM Version: 9.2.0_0

TSM Server Domain: f1e78e96-legacy-prod.drc-centraloffice.com

You will need this later

TSM Server IP: 172.28.112.48

- Copy format exactly as shown

Central Office Services Interface

Click [Next](#) when the TSM is configured. Click [Continue](#) to save the configuration.

Configure Central Office Service

Previous 1 2 Next

Set up for:

WIDA > WD > Drc Use Only - Sample District Mn > Drc Use Only - insight Sample School

TSM Response Caching is Enabled

Response Caching Yes

Are using a TSM for response caching for this location? Works with Content Hosting or a TSM only location. Please provide the URL for the TSM that will be used for response caching for this location by testing devices.

Content Caching Yes

Are using a TSM for content caching for this location? Central Office Content Hosting will not be used if enabled. Please provide the URL for the TSM that will be used for content caching for this location by testing devices.

Content Caching URL:

Content Cache Usage Choose whether the content cache TSM is only used for load simulation or content caching.

Content Cache Only
Load Simulation Only
Content Cache and Load Simulation

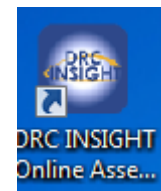
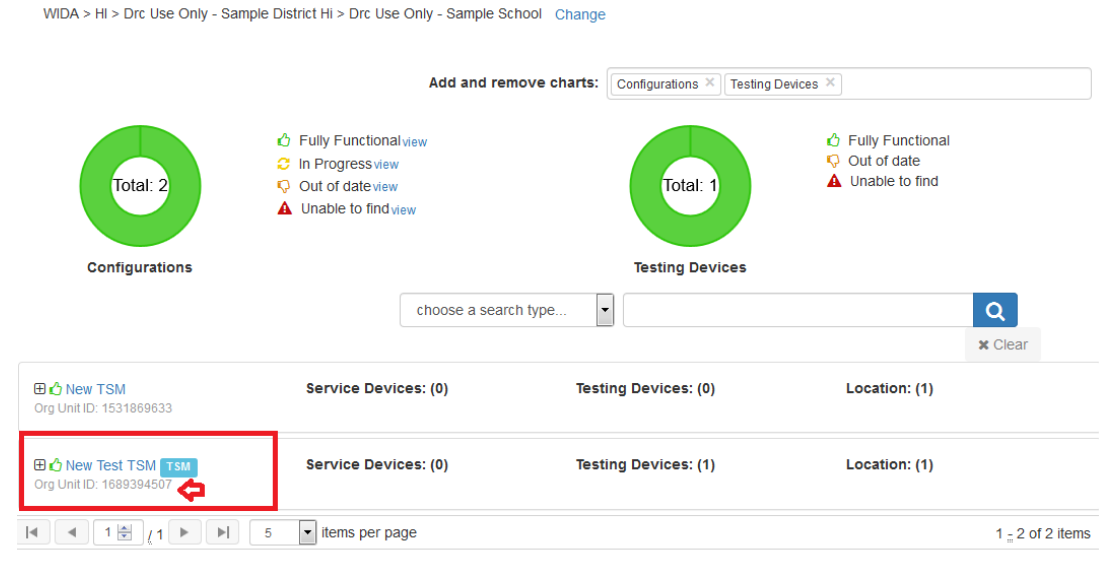
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Helpful Hints:

- It is required to use *https* to connect to the TSM. *Https* is a secure protocol for test content to travel. *Http* is a non-secure protocol used to access the TSM page. *Http* will fail if used.
- A forward slash (/) is required at the end of the URL in order to connect.
- 8443 is recommended, but not a required port if other programs use it, however, it should not be 8080. 8080 is dedicated for managing the TSM page.
- They will need to use the TSM Domain Name.

INSIGHT Secure Browser

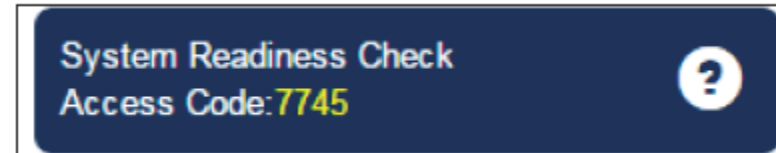
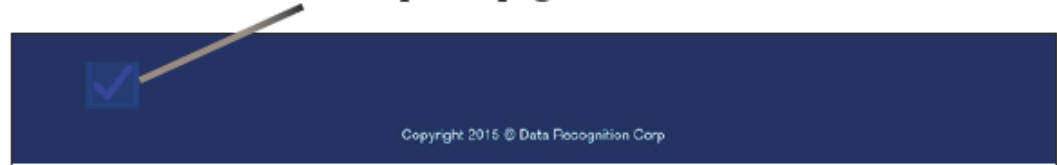
- Copy the ORG UNIT ID
- Launch the Secure Browser
- If this is the first time using the browser, you will need to add the ORG UNIT ID from the Device Toolkit.
- Register the Device and enter the ORG UNIT ID into the window
- The browser should launch to the blue home page



System Readiness Check

- Click the blue checkmark on the bottom right corner of the Secure Browser launch page
- Enter code 7745
- All checks should be green
- If you see red or orange symbols, the TSM and Secure Browsers are not communicating

When the portal page appears, click the checkmark in the lower left side of the INSIGHT portal page.



System Readiness Check Screen

- Not Ready to Test

When you click **Execute Tests**, the System Readiness Check runs all of the tests from the required test list and displays the results.

| Status | Test Name | Details |
|--------|---------------------------------|---------|
| ✓ | Screen Resolution | Details |
| ✓ | Internet Connection | Details |
| ✓ | RAM | Details |
| ✓ | Audio Capability | Details |
| ✓ | OS Level | Details |
| ✓ | User Agent | Details |
| ! | Response Caching TSM Connection | Details |
| ! | Response Caching TSM Status | Details |
| ! | Response Caching TSM Version | Details |
| ! | Content Caching TSM Connection | Details |
| ! | Content Caching TSM Version | Details |
| ✓ | Client Version | Details |
| ✓ | Folder Permissions | Details |

Buttons: Load Results, Execute Tests, Test Audio, Exit

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Various icons indicate the status of a test.

- A green check mark icon (✓) indicates that the testing device passed the test.
- A red exclamation point icon (!) indicates that the testing device failed the test.
- A yellow check mark icon (⚠) indicates that the status of the items checked requires further review.
- A grey icon (■) indicates that the test is not applicable to the configuration.

- Ready to Test

| System Information | | | | |
|---|------------------------------------|--|-----------------------------------|----------------------------------|
| Client Version | Configuration Source | Installation Directory | | |
| 8.0.0 | Device Toolkit | C:\Program Files (x86)\DRC INSIGHT Online Assessments (SQA) | | |
| Machine Name | User Name | OS Level | OS Version | |
| PLYLT12352 | ebamey | Microsoft Windows 7 Professional Service Pack 1 (build 7601), 64-bit | 6.1 | |
| Response Caching TSM Connection | Response Caching TSM Configuration | Content Caching TSM Connection | Content Caching TSM Configuration | |
| https://4dd58b0a-legacy-sqa.drc-centraloffice.com:8443/ | Yes | https://4dd58b0a-legacy-sqa.drc-centraloffice.com:8443/ | Yes | |
| HTTPS Proxy | Device ID | Device Toolkit Organizational Unit and ID | District | School |
| | XJb2VHJkN | TSM AK-SQA (onsite) (XkCpORCzm) | DRC Use Only - Sample District AK | DRC Use Only - OTT Sample School |

| Status | Test Name | Details |
|--------|---------------------------------|---------|
| ✓ | Screen Resolution | Details |
| ✓ | Internet Connection | Details |
| ✓ | RAM | Details |
| ✓ | Audio Capability | Details |
| ✓ | OS Level | Details |
| ✓ | User Agent | Details |
| ✓ | Response Caching TSM Connection | Details |
| ✓ | Response Caching TSM Status | Details |
| ✓ | Response Caching TSM Version | Details |
| ✓ | Content Caching TSM Connection | Details |
| ✓ | Content Caching TSM Version | Details |

Buttons: Load Results, Execute Tests, Test Audio, Exit

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System Readiness Check Troubleshooting

- Refer to page 217 in the Technology User Guide
- Disable antivirus programs that may disable incoming connections or installations
- TSM will NOT work with Mac Server
- PC – allow incoming connections on Windows Defender
- PC – allow incoming connections on Windows Firewall
- If nothing works, call DRC Customer Service at: 1-855-787-9615 or email to WIDA@datarecognitioncorp.com

Device Readiness Checks

- Check headsets to make sure they are functioning and volume is set
 - There is an additional volume control on the headset cord
 - Find the “Y” adapters for Chromebooks and Macbooks
- Check headsets (especially on Macs) to make the microphone is set to the headset mic and not the internal mic.
- Disable Chromevox on Chromebooks
 - Instructions available on alohahsap.org
 - [Resources](#) > Technology > HSAP Technical Specifications Manual

The ACT

- For schools choosing to administer ACT Online
 - Test Window for Online testing is Feb 27 – March 8, 2018 on T/W/Th
- Instructions are available in the Configuration section of the [Hawaii page](#) of act.org
- Hardware requirements for testing devices are located in the [Hardware Requirements](#) section.
- TestNAV8 secure browsers and installation instructions available in the [Software Requirements](#) section.
- [TestNAV](#) software can be downloaded from the Pearson website.
- Chromebooks are supported only with the TestNAV app from the [Chrome Web Store](#).

The ACT

- [Supported Operating Systems](#) (will work with TestNav)
 - Chrome v. 57-60 are supported
 - OS X 10.9 – 10.12 are supported
 - Windows 7 – 10 (including 10S) are supported

Questions?

- Press *6 to unmute your phone
- If you are listening on your computer, click on Participants list then click on the microphone next to your name
- Type in questions in Chat (address to “Everyone”)



SY 2017-18
Assessment Section Office Hour Webinars

New Smarter Balanced Test Coordinator Webinar
Thursday, October 19, 2017 2:30 – 3:30

School Technology Coordinator Webinar
Thursday, November 2, 2017 2:30 – 3:30

Contact Information

HSAP Help Desk – hsaphelpdesk@air.org or 1-866-648-3712

DRC Customer Service – WIDA@datarecognitioncorp.com or 1-855-787-9615

Assessment Section – hsa/sas/hidoe@notes.k12.hi.us or (808) 733-4100