# New Mexico Public Education Department Assessments

KIOSK INSTALLATION GUIDE

2024-2025 School Year

cognia

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### Version Control

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1.0	7/1/2024	eMetric	Created support documentation per 2024-2025
			requirements discussion with Cognia and NM PED.
1.1	2/18/2025	eMetric	Updated installation steps for MacOS.
1.2	3/20/2025	eMetric	Added steps to disable Spoken Content on iPadOS.

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### INTRODUCTION

The New Mexico Public Education Department Assessments online testing system is used to administer assessments and access student and summary reports for the New Mexico Measures of Student Success and Achievement (NM-MSSA) and Interim Measures of Student Success and Achievement assessments (iMSSA).

There are two components of the New Mexico Public Education Assessments online testing: the New Mexico Public Education Department Assessments Portal, used by school and district administrators to perform all administrative tasks, and the New Mexico Public Education Department Assessments Student Testing Interface, used by students to take practice tests and the assessments. The Student Testing Interface is accessible using a web browser or a Kiosk application referred to as the New Mexico Public Education Department Assessments Kiosk.

Students are required to take *summative* assessments using the Kiosk application. Students may take interim assessments using a web browser to access the Student Test Interface. This guide provides information on installing the **New Mexico Public Education Department Assessments Kiosk** for schools who are preparing for Summative assessments or who choose to use the kiosk for their interim assessments.

**Note**: The **New Mexico Public Education Department Assessments Student Testing Interface** is a version of the iTester student testing application that has been tailored for the New Mexico Public Education Department Assessments. Some technical documentation may refer to the student testing interface as iTester.

For more information on working with the New Mexico Public Education Department Assessments Portal, see the *Portal User Guide*, which is available on the New Mexico Public Education Department Assessments Help & Support page: <u>https://newmexico.onlinehelp.cognia.org</u>

#### **TECHNICAL SUPPORT**

If you experience any difficulty downloading or installing the kiosk, contact Cognia Technical Support at <u>nmtechsupport@cognia.org</u> or (877) 676-6722.

For questions about the test administration or other technical information, contact the Cognia Client Care Center at <a href="mailto:nmtechsupport@cognia.org">nmtechsupport@cognia.org</a> or 1 (877) 676-6722.

For questions or information regarding New Mexico Public Education Department Assessments policy and testing procedures, contact the <u>New Mexico Public Education Department</u> at <u>ped.assessment@ped.nm.gov</u> or (505) 827-5861

### **TESTING ENVIRONMENT**

#### OVERVIEW

The **Student Testing Interface** is used by students to take practice tests and assessments and is accessed by one of two methods:

- 1. Launching a web browser and navigating to the following URL: Practice Tests: <u>https://nmpracticetest.cognia.org/student/</u> Operational Tests: <u>https://newmexico.cognia.org/student</u>
- 2. Launching a student testing kiosk. (For practice tests, click on "Practice" link after launching kiosk.)

The **New Mexico Public Education Department Assessments Kiosk** refers to the software application used for secure online testing. The student testing kiosk restricts access to other computer applications during testing. Students **MUST** use a student testing kiosk to take the summative assessments (NM-MSSA). Interim assessments can be accessed using either a web-browser or student testing kiosk. Using a web-browser is the recommended method for interim testing.

The kiosk is a cross-platform, rich internet application that employs the industry's highest standard in security, reliability, and usability for high-stakes assessment. The kiosk runs seamlessly on Windows<sup>®</sup> and Mac<sup>®</sup> operating systems, iPad<sup>®</sup> tablets; with and without external keyboards, and Chromebook<sup>™</sup> notebook computers.

Information on Student test Interface tools, accommodations, accessibility features and navigation can be found in the NMPED Assessments Browser Testing User Guide and the NMPED Assessments Kiosk Users guide here: <u>https://newmexico.onlinehelp.cognia.org/cbt-guides/</u>

Information on using third party accessibility or accommodations software with the student test interface can be found in the Testing with Third Party Assistive Technology Guide <a href="https://newmexico.onlinehelp.cognia.org/cbt-guides/">https://newmexico.onlinehelp.cognia.org/cbt-guides/</a>

#### PROCESS

The testing environment for a school is installed and set up by an IT Coordinator (ITC). In situations where there is not a dedicated IT Coordinator, a School Test Coordinator (STC) or District Test Coordinator (DTC) can perform these tasks.

After your DTC or STC has set up your ITC account, you will receive your user account information via email. If you have not received your account information with your login credentials:

- Public school: Contact your DTC or STC.
- **Charter school**: Contact the Cognia Help Desk at <u>nmtechsupport@cognia.org</u> or (877) 676-6722.

To install and set up the kiosks for your school:

1. Review the Technology Guidelines to ensure that you have the correct equipment for student testing.

https://newmexico.onlinehelp.cognia.org/cbt-guides/



- 2. Configure your network to support student testing on the kiosk:
  - <u>Testing Environment Setup</u>
  - <u>Network Connectivity</u>
  - Bandwidth
  - <u>Thin-Client Environments</u>
  - Monitor Settings
  - Spanish Language Support
  - Default Voice Settings for Text-to-Speech Accommodations
- 3. Download and install the appropriate kiosk to each student testing device:
  - <u>Windows</u><sup>®</sup>
  - <u>macOS</u><sup>®</sup>
  - <u>iPad application</u>
  - <u>Chromebook application</u>
- 4. Complete the <u>Site Readiness tests</u>, which perform a system check and provide a testing simulation scenario for each device or device configuration.

To ensure that the testing environment is ready for students on time, we recommend that you run the Site Readiness tests directly after installing the test device kiosks.

5. When all of the configurations to be used for student testing are ready, <u>certify that your site</u> is ready for student testing.

# TESTING ENVIRONMENT SETUP

The Kiosk can be installed on the network or on an individual student testing device. The advantages and disadvantages for each are listed in the table below. We recommend a local installation to avoid network connection issues.

	Individual Device Installation	Network installation
Advantages	No impact on LAN traffic during initial application launch.	Time spent on application installation and configuration would be considerably less. Centralized location for application updates and configuration.
Disadvantages		Downloading the application from the network folder to the test taker's testing device could introduce single point of failure during application launch.
		Initial application launch could be delayed depending on the LAN traffic and bandwidth.

### KIOSK INSTALLATION GUIDE

#### NETWORK CONNECTIVITY

All student testing devices used for student testing should have access to the Internet and should be able to access the server using HTTP/HTTPS protocols on ports 80 and 443.

- 1. Whitelist the following sites on ports 80 and 443 in content filtering proxies or other locally used proxy software.
  - <u>https://newmexico.cognia.org</u>
  - <u>https://nmpracticetest.cognia.org</u>
  - <u>https://newmexico.cognia.org/student</u>
  - <u>https://nmpracticetest.cognia.org/student/</u>
  - fonts.googleapis.com/
  - themes.googleusercontent.com/
  - googleusercontent.com/
  - <u>https://cognito-identity.us-west-2.amazonaws.com</u>
  - <u>https://cognito-identity.us-east-1.amazonaws.com</u>
  - <u>https://eventsapi.emetric.net/nmprod/router</u>
  - app.getsentry.com
  - <u>dc.services.visualstudio.com</u>
  - az416426.vo.msecnd.net

**Note**: It is critical that districts and buildings using web content filters perform site readiness testing to confirm the Student Interface Test content can be downloaded to student kiosk clients without any issue.

- 2. If you are working with sandboxing applications (such as Faronics Deep Freeze<sup>™</sup>), do one of the following while installing the kiosk:
  - Choose network folder location for local caching.
  - Make sure the default location, such as C:\Users\user\AppData\Local\eMetric (%localappdata%/emetric) and its contents are not deleted by these applications.

**Note**: Student-testing data, including encrypted responses, will be saved to the indicated location only if the network connection or Internet connection is lost during the test. Students will be able to continue testing without interruption, but their testing data will be saved in the indicated folder.

- 3. School with low internet bandwidth:
  - We recommend that schools with an Internet download speed of less than 1.5 Mbps or less than 256 Kbps stagger students starting the test.

### BANDWIDTH

The ability of a school's network to support a given volume of on-line testers is a function of the available bandwidth between the student's test device and the data center serving the test content, the number of students who will be downloading tests, and size of the test content. The <u>Site Readiness</u> test's Connection Capacity test will measure the bandwidth between a student's test device and the data center and determine the volume of tests that can be downloaded simultaneously. Use the results of this test to gauge the impact your bandwidth will have on testers.

### THIN-CLIENT ENVIRONMENTS

When using thin-client environments, such as Terminal Services, Citrix<sup>®</sup>, or LTSP<sup>®</sup>, make sure that there is enough memory, CPU, and bandwidth on the server to accommodate multiple student test sessions. The application requires a minimum of 80 MB of memory per client session and performance can vary depending on the size and type of the test. Allowing multiple sessions on an improperly sized thin-client environment will lead to poor performance.

Additionally, schools using thing-clients need to be cautious when there is 1 GB or less of physical memory on the student testing device. In this case, we highly recommend that you use a local installation. As a rule, if you can use Chrome<sup>™</sup> browser to access web-based email or web-based streaming services on all student testing devices simultaneously, then testing should go well.

In thin-client environments, the accounts students use to log in to the student testing devices must be unique for each student. Also, each account must have its own dedicated user profile.

**Note**: If kiosk in your thin-client deployment experience performance issues, such as graphics not rendering, fuzzy screens, or screen flickering, we recommend disabling or adjusting the hardware graphics acceleration.

For assistance, contact Cognia Technical Support at <u>nmtechsupport@cognia.org</u> or (877) 676-6722.

#### MONITOR SETTINGS

Ensure that all monitors used for testing are set to the default color settings. If a student requires a zoom accessibility feature, review the recommended screen resolutions in the table below:

Required Zoom Level for Student	Recommended Screen Resolution
100% (No Zoom)	1024 x 768 (or higher)
150%	1920 x 1080 (or higher)
200%	1920 x 1080 (or higher)
300%	1920 x 1080 (or higher)

**Note**: These are only recommended screen resolutions. Use the screen resolution you feel the student would be most comfortable with. The student or proctor may set the zoom level within the Kiosk when the student logs in using his or her unique username and password at the time of testing.



### SPANISH LANGUAGE SUPPORT

The New Mexico Public Education Department Assessments online test administration is also available in Spanish.

The Spanish Text-to-Speech version of the test is not available on iPads, but is supported on the following systems:

- Windows<sup>®</sup>
- macOS<sup>®</sup>
- Chrome OS<sup>™</sup>

For instructions on localizing the testing machines for Spanish and adding accommodations for the students requiring a Spanish text-to-speech version of the test, see the *New Mexico Public Education Department Assessments Technical Guide for Spanish Language Support*, which is available on the New Mexico Public Education Department Assessments Help & Support page:

https://newmexico.onlinehelp.cognia.org

DEFAULT VOICE SETTINGS FOR TEXT-TO-SPEECH ACCOMMODATIONS

The voice used by the student testing kiosk for text-to-speech is the voice set as the default on the device the student is using for testing. Ensure that the desired voice is set at the default for the operating system installed on the device.

To update the default voice for Windows<sup>®</sup> 10 & 11:

- 1. Click the **Windows**<sup>®</sup> button.
- 2. Click **Settings**.
- 3. Click Time & Language.
- 4. Click **Speech** under the Time & Language menu on the left side of the screen.
- 5. Select the voice you want to use in the **Voice Selection** box.

To update the default voice for macOS<sup>®</sup> 11.6 & 12.6:

- 1. Click System Preferences.
- 2. Click Accessibility.
- 3. Click Spoken Content.
- 4. Click the voice you want to use in the **System Voice** box.

### NEW MEXICO PUBLIC EDUCATION DEPARTMENT ASSESSMENTS KIOSK INSTALLATION

#### WINDOWS<sup>®</sup> OS

Follow the steps below to install the kiosk on all student testing devices running Windows<sup>®</sup>.

Step 1: Set up your school testing environment

Review <u>Testing Environment</u> in detail.

Step 2: Download the New Mexico Public Education Department Assessments Kiosk

After your District Test Coordinator (DTC) or School Test Coordinator (STC) sets up your IT Coordinator (ITC) account, you will receive your user account information via email.

When you have your login credentials, you are ready to download the New Mexico Public Education Department Assessments Kiosk:

- 1. Go to the New Mexico Public Education Department Assessments Portal at <a href="http://newmexico.cognia.org/">http://newmexico.cognia.org/</a> and log in with your username and password.
- 2. On the portal home page, click **Administration**. The Administration home page appears.
- 3. Click Student Kiosk for Windows<sup>®</sup>. You will see a Download progress bar at the bottom of the page.

Home S	Site Readiness Students Enrollment Tra	nsfer Classes Test Se	ssions Pre-ID Management	Dashboard	A Demo User	Help & Support	<b>O</b>
Home							
Welcome to the	New Mexico Public Education Department Assess	ments Administration portal. This	s site provides access to student in	formation and test	session details.		
	e configurations at your facility, you or your IT coor vill need to be downloaded from the appropriate a		stall the appropriate student kiosk	cutilizing the links in	n the table below	. Apps for iPads and	
Windows	Student Kiosk for Windows						
Mac	Student Kiosk for Mac						
lf vou need assis	stance utilizing this site, please contact Cognia sup	port at nmtechsupport@cognia.	org or by calling toll-free (877) 676-	6722.			
,	0 1		0 , 0 , , ,				
Prostor possive							
XWAWPBBZ	ord for Cyber Falls Sch1 (Cyber Falls)	¥					
Username: WSR	login for Cyber Falls Sch1 (Cyber Falls)	<b>.</b>					
Password: P57P							



### Step 3: Install the downloaded Kiosk

When the download completes:

1. Click the installation file in the Download bar at the lower-left corner of the Administration

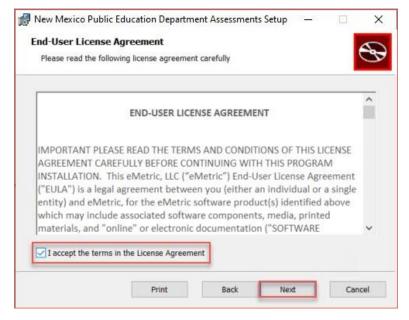
Home	Site Readiness	Students	Enrollment Transfer	Classes	Test Sessions	Pre-ID Management	Dash
Home							
Information fe	District Test Cod	* _snibro					
Welcome to the	New Mexico Pub	lic Education De	partment Assessments A	dministration	portal. This site pro	vides access to student inf	ormatio
	e configurations al om the appropriat		u or your IT coordinator	need to down	load and install the	appropriate student kiosk	utilizing
Windows	Student Kios	ik for Windows					
Mac	Student Kios	k for Mac					
	ord for Cyber City			•		calling toll-free (877) 676-6	(255))
M6637X4H							
M6632X4H Site Readiness Username: W5	login for Cyber (	City Sch1 (Cyber (	lity)	*			
Site Readines	R-EM-CS6	City Sch1 (Cyber (	ity)	•			

2. Read the instructions and then click **Next** to continue.

Ð	Welcome to the New Mexico Public Education Department Assessments Setup Wizard
	The Setup Wizard will install New Mexico Public Education Department Assessments on your computer. Click Next to continue or Cancel to exit the Setup Wizard.
	Back Next Cancel



3. Read the End-User License Agreement and check I accept the terms in the License Agreement check box. Click Next to continue.



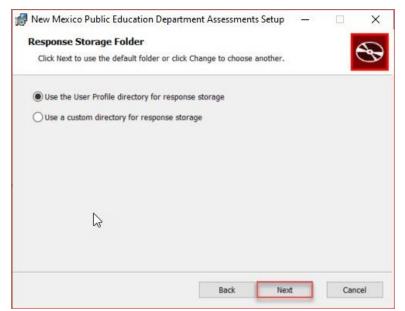
4. Type the destination folder in the space provided and click **Next** to continue.

Destination Folder	6
Click Next to install to the de	fault folder or click Change to choose another.
Install New Mexico Public Edu	cation Department Assessments to:
C.D. Star ( . C.) - Market	id New Marine Duble Education Department Assessments
C:\Program Files (x86)\eMet	ric\New Mexico Public Education Department Assessments\
changem	
	L.

**Note**: You can choose to install the kiosk in a shared network folder or a local folder on the student testing device. We recommend a local installation to avoid network connection issues (see <u>Network Connectivity</u>).



5. Select the directory to store student responses and click **Next** to continue.



• **Important**: This is the failover location for saving student responses in the event network connectivity is lost.

#### • Use the User Profile directory for caching

During kiosk installation, if you choose the default option to store the stored response files in the user profile, these files will have names like this format:

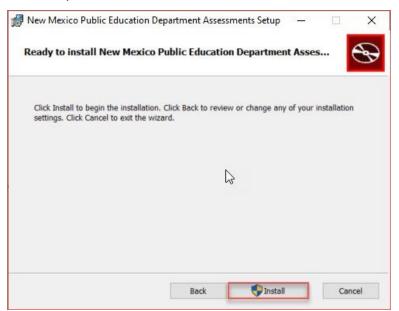
→ ~ ↑ 📙 > This PC > Loca	I Disk (C:) → Users → mbernal → AppData → Local	> emetric > NMSA > storag	e ∨∂	Search sto 🖌
🖈 Quick access	Name	Date modified	Туре	Size
ConeDrive	HBiTesterSync_2228189	11/20/2015 9:37 AM	File	1 KB
CHEDINE .	iTesterSync_2228189	11/20/2015 9:37 AM	File	15 KB
This PC	testUserID_2228189	11/20/2015 9:37 AM	File	1 KB
🔜 Desktop				
Documents				
Downloads				
Music				
Fictures				
Videos				
Local Disk (C:)				
Network				

• Use a custom directory for caching

If you select **Save in the following directory**, you must manually enter the alternate path.



6. Confirm that you are ready to install the kiosk, and then click Install.



7. Click **Finish** to complete the installation.

Hew Mexico Public Educat	ion Department Assessments Setup – – × Completed the New Mexico Public Education Department Assessments Setup Wizard
	Click the Finish button to exit the Setup Wizard.
	$\mathbb{R}^{2}$
	Back Finish Cancel

When you are ready to test the kiosk installation for this configuration, see <u>Site Readiness Testing and</u> <u>Site Certification</u>.

### WINDOWS® MSI PACKAGE SCRIPTED INSTALLATION

Network administrators can install the iTester 3 New Mexico Public Education Department Assessments Kiosk via an installation script to be executed by an Admin account on the machine. The script can be written to run without any human interaction (quiet switch) and to install in the default directory (C:\Program Files) or any target directory of choice. Uninstalling the Client can also be scripted.

Below are generic scripts that can be used for installation and uninstallation.

#### **Script Examples**

<Source> = Complete path to the New Mexico Public Education Department Assessments Kiosk MSI installation file, including .msi installation file name. Example: C:\Downloads\NMPEDA-v3.17.4.5.msi

<Target> = Complete path to the location where kiosk should be installed other than the default location (C:\Program Files). Example:

C:\NewMexicoPublicEducationDepartmentAssessments\Installation\_Dir

<APPDATALOCATION> = Complete path to the location for storing the cache and encrypted student responses created due to network interruptions. Example: D:\Cache.

Note: Ensure that this location is excluded from system restore software, like Deep Freeze.

#### Installation script

msiexec /I "<Source>" /quiet INSTALLDIR="<Target>" ITESTERAPPDATALOCATION="<APPDATALOCATION>" INSTALLLEVEL=2

Example: msiexec /I "C:\Downloads\NMPEDA-v3.17.4.5.msi" /quiet INSTALLDIR="C:\ NewMexicoPublicEducationDepartmentAssessments" ITESTERAPPDATALOCATION="D:\Cache" INSTALLLEVEL=2

**Warning:** If you do not specify ITESTERAPPDATALOCATION, then the Local Application Data folder located in the User Profile of the actively logged-in user will be used by default. If you do not specify INSTALLLEVEL=2, then the configuration required for setting the <APPDATALOCATION> will not be created.

#### Uninstallation script

msiexec /X "<Source>" /quiet

Example: msiexec /X "C:\Downloads\NMPEDA-v3.17.4.5.msi" /quiet

## WINDOWS® MSI PACKAGE INSTALLATION VIA GROUP POLICY

Network administrators can use Microsoft Active Directory Group Policy to distribute the New Mexico Public Education Department Assessments Kiosk MSI package seamlessly to all client computers.

Follow the step-by-step instructions described in the following Knowledge Base article: <u>http://support.microsoft.com/kb/816102</u>.

**Note:** Default installation locations will be used when using Group Policy to distribute the New Mexico Public Education Department Assessments Kiosk. This option will also not allow systematically specifying a network location for caching and storing encrypted student responses created due to network interruptions. The local Application Data folder located in the User Profile of the actively logged-in user will be used by default.

### WINDOWS<sup>®</sup> NETWORK KIOSK INSTALLATION

To install the kiosk on a network:

- 1. Complete the local kiosk installation listed above on the machine that will host the application.
- 2. Configure the stored response location to network share or leave as default during installation.
- 3. Locate and distribute the shortcut in the installation folder to the student testing devices used for testing. This will be labeled "Shortcut to New Mexico Public Education Department Assessments" and should point to NMPEDA.exe.
- 4. Ensure that users have read/write/modify access to stored response directory configured in Step 2.

MAC OS®

Follow the steps below to install the kiosk on all student-testing Mac devices.

Step 1: Set up your school testing environment

Review <u>Testing Environment</u> in detail.

Step 2: Download the New Mexico Public Education Department Assessments Kiosk

After your District Test Coordinator (DTC) or School Test Coordinator (STC) sets up your IT Coordinator (ITC) account, you will receive your user account information via email.

When you have your login credentials, you are ready to download the New Mexico Public Education Department Assessments Kiosk:

- 1. Go to the New Mexico Public Education Department Assessments Portal at <a href="http://newmexico.cognia.org/">http://newmexico.cognia.org/</a> and log in with your username and password.
- 2. On the portal home page, click **Administration**. The Administration home page appears.
- Click Student Kiosk for Mac.
   You will see a Download progress bar at the bottom of the page.

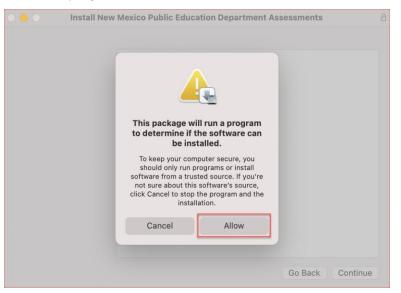
Home S	ite Readiness Students Enrollment Tr	ransfer Classes Test Sessio	ons Pre-ID Management	Dashboard	A Demo User	Help & Support	ሳ
Home							
Velcome to the N	New Mexico Public Education Department Asses	sments Administration portal. This si	te provides access to student inf	ormation and tes	t session details.		
	configurations at your facility, you or your IT coc ill need to be downloaded from the appropriate		all the appropriate student kiosk	utilizing the links	in the table below	. Apps for iPads and	
Windows	Student Kiosk for Windows						
Mac	Student Kiosk for Mac						
f you need assist	tance utilizing this site, please contact Cognia su	pport at nmtechsupport@cognia.org	or by calling toll-free (877) 676-6	5722.			
Proctor passwoi	rd for Cyber Falls Sch1 (Cyber Falls)	•					
XWAWPBBZ							
Site Readiness lo	ogin for Cyber Falls Sch1 (Cyber Falls)	•					
Username: WSR-I							



### Step 3: Install the downloaded Kiosk

Upon completion of the download process:

- 1. Navigate to the file location you specified during the File Save process.
- 2. The package will run a program to determine if the software can be installed. Click Allow.



3. Read the instructions and click **Continue**.

	Welcome to the New Mexico Public Education Department Assessments Installer
Introduction	You will be guided through the steps necessary to install this software.
License	
Destination Select	
Installation Type	
Configuration	
Installation	
Summary	



4. Read and agree with the Software License Agreement and then click **Continue** and then **Agree**.

•••	Install New Mexico Public Education Department Assessments	8						
	Software License Agreement							
Introduction	English							
License	END-USER LICENSE AGREEMENT							
Destination Select	END-USER LICENSE AGREEMEN I							
Installation Type	IMPORTANT PLEASE READ THE TERMS AND CONDITIONS OF THIS LICENSE							
Configuration	This eMetric, LLC ("eMetric") End-User License Agreement ("EULA") is a legal agreement							
Installation	between you (either an individual or a single entity) and eMetric, for the eMetric software product(s) identified above which may include associated software components, media, printed							
Summary	materials, and "online" or electronic documentation ("SOFTWARE PRODUCT"). By installing, copying, or otherwise using the SOFTWARE PRODUCT, you agree to be bound by the terms of this EULA. This license agreement represents the entire agreement concerning the program between you and eMetric (referred to as "licenser"), and it supersedes any prior proposal, representation, or understanding between the parties. If you do not agree to the terms of this EULA, do not install or use the SOFTWARE PRODUCT.							
	The SOFTWARE PRODUCT is protected by copyright laws and international copyright treaties, as well as other intellectual property laws and treaties. The SOFTWARE PRODUCT is licensed, not sold.							
	1. GRANT OF LICENSE     The SOFTWARE PRODUCT is licensed as follows:     (a) Installation and Use     eMetric grants you the right to install and use copies of the SOFTWARE PRODUCT on your							
	Print Save Go Back Continue							

• • •	Install New Mexico Public Educ	ation Department Asses	ssments A
	Software License Agreemen	t	
Introduction	Eng	lish	٥
• License	END-	USER LICENSE AGREEMENT	
Configura Cl	continue installing the software yo ftware license agreement. ck Agree to continue or click Disagree e Installer.		Ν.
	As well as other intellectual property not sold. 1. GRANT OF LICENSE The SOFTWARE PRODUCT is licer (a) Installation and Use eMetric grants you the right to instal Print Save	nsed as follows:	
	Frint Save		Go Back Continue

5. Indicate where you would like to store student responses, and then click **Continue**.

**Important:** In the event the student loses internet connectivity during testing, responses will be stored to this location. Additionally, this folder must have the appropriate read/write permissions to allow test takers to write data to this location.

Choose from the following two options:



#### • User's Home Directory

During kiosk installation, if you choose the default option to store the stored response files in the user profile, these files will have names like this format:

~/Library/Application Support/eMetric/New Mexico Public Education Department Assessments/Storage/iTesterSync\_AD849G-DA56-19F3-73K39823DJS3

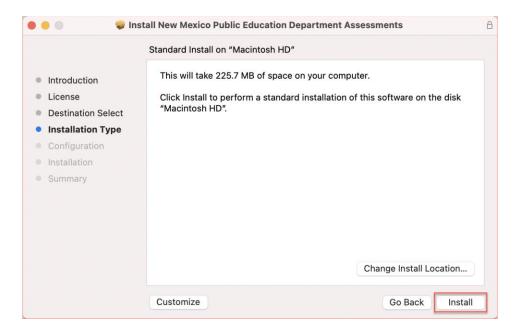
#### • Custom location

If you select **Save in the following directory**, you must manually enter the alternate path.

For more information, contact Cognia Technical Support at <u>nmtechsupport@cognia.org</u> or (866) 629-0220.

🔴 🔴 💮 🛛 💝 Insta	II New Mexico Public Education Department Assessments	A
	Configuration	
<ul> <li>Introduction</li> <li>License</li> <li>Destination Select</li> <li>Installation Type</li> <li>Configuration</li> <li>Installation</li> <li>Summary</li> </ul>	Please select a location for stored responses: Users' Home Directory Custom Location	
	Go Back Continue	

- 6. Then click **Continue**.
- 7. Verify the installation type and click **Install**. You may be required to enter your admin password.



000	Install New Mexico Public Education Department	Assessments 8
<ul> <li>Introduc</li> <li>License</li> <li>Destinat</li> <li>Installat</li> <li>Configut</li> <li>Installati</li> <li>Summar</li> </ul>	Install New Mexico Public Education Department . Standard Install on "Macintach HD" Installer is trying to install new software. Enter your password to allow this. User Name: Qatest Password:	oftware on the disk
		Change Install Location
	Customize	Go Back Install

8. When the installation is complete, click **Close**.

•••	Install New Mexico Public Education Department Assessments	B
<ul> <li>Introduction</li> <li>License</li> <li>Destination Select</li> <li>Installation Type</li> <li>Configuration</li> <li>Installation</li> <li>Summary</li> </ul>	The installation was completed successfully. <b>The installation was successful.</b> The software was installed.	
	Go Back	Close

9. For enhanced security measures, grant the testing application access to **Desktop Folder**. To grant access follow the path below:

Click System Settings > Privacy and Security > Files and Folder > NMPEDA > Desktop Folder (Turn on Toggle).

10. If you are using a newer system running MacOS 15.0 or greater with an M2 processor chip you will need to install Rosetta. This can be accomplished by launching the New Mexico Public Education Department Assessments Kiosk for the first time.

After launching the New Mexico Public Education Department Assessments Kiosk, you will be prompted:

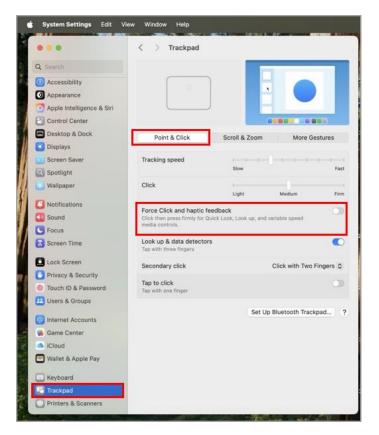
To open "NMPEDA," you need to install Rosetta. Do you want to install it now? Select Install.

**Note**: Rosetta enables Intel-based features to run on Apple silicon Macs. Reopening applications after installation is required to start using Rosetta.

11. Force Click will need to be disabled for MacBooks with Force Touch trackpads. By disabling Force Click, the trackpad will function as normal and will only disable the secondary press features, not disable the trackpad itself. To disable, follow the path below:

Click System Settings > Trackpad > Point & Click > Force Click and haptic feedback (Turn off Toggle).

### KIOSK INSTALLATION GUIDE



**Note**: This setting will only be available if the MacBook has a Force Touch trackpad.

12. When you are ready to test the Kiosk installation for this configuration, see <u>Site Readiness</u> <u>Testing and Site Certification</u>.

#### **iPAD APPLICATION INSTALLATION**

DOWNLOAD THE ITESTER APP FROM THE APPLE APP STORE

iTester's iPad application is a Single Instance application. IT Coordinators will select the state during the initial setup of the app. The previous version of the New Mexico Summative Assessments app will need to be removed from devices to avoid confusion for students.

If you do not already have the iTester app on your iPad, it is available as a free download from the Apple App Store.

1. Open the App Store on the iPad.



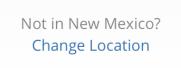
- 2. Search for *iTester*.
- 3. When you locate the iTester app, click  $^{\odot}$  to download it to the iPad.



- 4. Launch the iTester app.
- 5. Choose your location from the drop-down menu and then click **Go**. You will be directed to the student sign in screen for your state.

8:27 AM Thu Nov 14	중 75%
	Choose your location: Cognia Assessments New Mexico Oklahoma Maryland
Powered by eMetric	

**Note**: If you select the wrong location, please choose the Change Location on the iTester login page.



When you are ready to test the kiosk installation for this configuration, see <u>Site Readiness</u> <u>Testing and Site Certification</u>.

Assessment Mode

A feature in iPadOS called Assessment Mode (AM) (formerly known as Automatic Assessment Configuration (AAC)) works with iTester to lock down an iPad for online testing. Users in the field need to do nothing to set up AM. When a student launches the iTester App, logs into a test, and then logs into a test session, Assessment Mode will automatically prompt the user to enter single app mode and will

disable auto correction, define, spell check, predictive keyboard, and some keyboard shortcuts (for a complete list <u>https://support.apple.com/en-us/HT204775</u>).

This feature helps ensure a secure test environment without requiring IT Coordinators to use Mobile Device Manager Software or manually turn on guided access and change keyboard settings. Assessment Mode is the preferred method of securing the iTester New Mexico Public Education Department App and should be used in place of guided access. If guided access is on, it will override AM; therefore, guided access should be turned-off to allow AM to function. No additional set-up is necessary to enable Assessment Mode.

### Spoken Content

Spoken Content is an accessibility feature for iPadOS that can be used to have the screen, selected text, or typed words read aloud. If Spoken Content is enabled prior to a student logging into a secure test, it will remain enabled during the test. eMetric recommends disabling Spoken Content unless the student requires it.

Use the following steps to disable:

- 1. Go to Settings
- 2. Open Accessibility
- 3. Select Spoken Content

10:59 AM	Thu Mar 20 Settings			হ 98% 🔳
$\odot$	General		-	
٢	Accessibility 2		$(\widehat{\mathbf{t}})$	
	Apple Pencil		Accessibil	ity
Ø	Camera	Perse	onalize iPad in ways that work best for you with hearing, speech, and cogniti	
8	Control Center			
*	Display & Brightness	VISIO	N	
	Home Screen & App Library	Ð	VoiceOver	Off >
:0	Multitasking & Gestures	Q	Zoom	Off >
Q	Search	Ð	Hover Text	Off >
	Siri	AA	Display & Text Size	>
*	Wallpaper	0	Motion	>
			Spoken Content	>
	Notifications		Audio Descriptions	Off >
	Sounds			
C	Focus	PHYS	ICAL AND MOTOR	
X	Screen Time		Touch	>
		88	Switch Control	Off >

4. Turn off all options within Spoken Content.

11:03 AM	Thu Mar 20		<b>奈</b> 97% ■
	Settings	Accessibility Spoken Content	
0	General	Speak Selection	0
1	Accessibility	A Speak button will appear when you select text.	
	Apple Pencil	Speak Screen	0
Ô	Camera	Swipe down with two fingers from the top of the screen to hear the content of the screen.	
8	Control Center	Typing Feedback	>
*	Display & Brightness		
	Home Screen & App Library	Voices	>
:0	Multitasking & Gestures	Default Language	>
Q	Search	Detect Languages	0
	Siri	SPEAKING RATE	
*	Wallpaper		- %
8	Notifications	Pronunciations	>
(())	Sounds		
C	Focus		
X	Screen Time		

## CHROMEBOOK<sup>™</sup> APPLICATION INSTALLATION

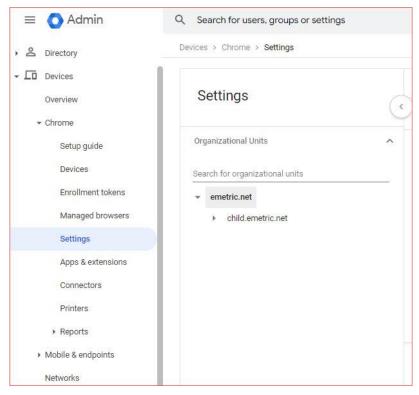
#### MANAGED CHROMEBOOKS<sup>TM</sup>

These instructions are for IT Coordinators who have access to the Chromebook<sup>™</sup> device management console to administer and manage their Chromebook<sup>™</sup> devices.

To install the New Mexico Public Education Department Assessments app:

- As the Chromebook<sup>™</sup> administrator, log in to your Chrome OS<sup>™</sup> management console (<u>https://admin.google.com</u>)
- 2. Expand the **Devices** menu, and then **Chrome**.
- 3. Click on Settings.

### KIOSK INSTALLATION GUIDE



4. Click on the Device Settings tab, scroll to User Data in the Sign-In Settings section.

= 🔿 Admin	Q Search for users, groups or settings	S				¢ 8	⊘ Ⅲ
& Directory	Devices > Chrome > Settings						
Devices Overview	Settings	()	User & browser settings	Device s	ettings	Managed guest session set	
<ul> <li>← Chrome</li> <li>Setup guide</li> <li>Devices</li> </ul>	Organizational Units Search for organizational units	^	+ Search or add a filter Enrollment and access Setting	Configuration	Inheritance	Supported on	Recent changes
Enrollment tokens Managed browsers Settings	<ul> <li>emetric.net</li> <li>child.emetric.net</li> </ul>		Sign-in settings (	Configuration	Inheritance	Supported on	
Apps & extensions			Guest mode	Allow guest mode	Locally applied	<b>_</b> () as ()	
Connectors			Sign-in restriction	2 sub settings	Locally applied	🗖 🖗 🚈 105	
Printers <ul> <li>Reports</li> </ul>			Autocomplete domain	2 sub settings	Locally applied	🔲 🖗 🖂 ios	
Mobile & endpoints			Sign-in screen	Always show user names and photos	Locally applied	🗖 🗿 🙇 🔤	
Networks Apps			Device off hours	Edit in legacy view 🛙	Locally applied		
Billing			Device wallpaper image		Locally applied	🗖 🖗 às ins	
Account			User data	Do not erase local user data	Locally applied	🗖 @ 266. 105	
Show more		1	Single sign-on IdP redirection	Take users to the default Googl sign-in screen	a Locally applied	🖵 🎯 💩 :05	
: Send feedback		/	Single sign-on cookie behavior	Disable transfer of SAML SSO Cookies into user session durin sign-in	g Locally applied	日 ③ 本 ins	
) 2024 Google Inc. erms of service - <u>Billing terms</u> - rivacy Policy			Single sign-on camera permissions		Locally applied	🗖 🖗 🛎 🕫	

5. Verify that **Do not erase all local data** is set, if not, click on **User Data** to update the setting with the drop-down menu and click **Save**.



User data	< (*	persists in the cloud but not on the de	S devices delete all locally-stored settings and user data every time a user signs out. Data the device synchronizes evice itself. If you set it to <b>Erase all local user data</b> , the storage available to the users is limited to half the RAM set together with a managed guest session, it won't cache the session name or avatar.
Organizational Units Search for organizational units	^		encrypt all user data and automatically clean up disk space when shared by multiple users. This default behavior d ensures data security and an optimal user experience. We recommend you enable <b>Erase all local user data</b> rarely
emetric.net     child.emetric.net		Chromium name DeviceEphemeralUsersEnabled 🛛	Supported on ChromeOS since version 19
		Inheritance	Locally applied 💌
		Configuration	Erase all local user info, settings, and state after each sign-out Do not erase local user data *
		Save Cancel	



**Note:** This setting is crucial to allow Chrome local storage to be used to store student responses if network connectivity is lost.

6. On the Settings page, select the **Managed guest session settings tab** and then select **Managed guest session**:

# cognia

= 💽 Admin	Q Search for users, groups or settings					¢ 8 ⊘ Ⅲ
2 Directory	Devices > Chrome > Settings					
Devices Overview	Settings		User & browser settings	Device setti	ngs	Managed guest session settings
- Chrome		$-\gamma$	<ul> <li>Search or add a filter</li> </ul>			③ Recent changes
Setup guide	Organizational Units	^		Learn more 🛛 about ma	naged guest sessions	
Devices	Search for organizational units	0	General			
Enrollment tokens	+ emetric.net		Setting	Configuration	Inheritance	Supported on
Managed browsers	<ul> <li>child.emetric.net</li> </ul>		Managed guest session	5 sub settings	Locally applied	🗖 🌀 às 105
Settings Apps & extensions			Maximum user session length		Locally applied	🔲 🔘 🙇 ios
Connectors						□ (i) ≥ 105
Printers			Custom terms of service		Locally applied	
<ul> <li>Reports</li> </ul>			Custom avatar		Locally applied	🗖 🎯 kas. 105
<ul> <li>Mobile &amp; endpoints</li> </ul>			Custom wallpaper		Locally applied	🔲 🎯 🛲 105
Networks			Apps and extensions (i)			
Billing			Setting	Configuration	Inheritance	Supported on
Account			Task manager	Allow users to end processes with the Chrome task manager	Google default	🗖 🎯 🔉 25
Show more			Manifest V2 extension availability	Default browser behavior	Google default	🗖 🎯 às. 105
			Extended background lifetime		Google default	🔲 🎯 æs. 105
Send feedback		Ø	Security			
2024 Google Inc. rms of service - <u>Billing terms</u> - ivacy Policy			Setting	Configuration	Inheritance	Supported on

Ensure that Managed guest session is set to Do not allow managed guest sessions and click **Save**.

Managed guest session	Session name to appear or The name that you want yo	n login screen	
rganizational Units earch for organizational units	The settings below are onl		More 🗸
<ul> <li>emetric.net</li> <li>child.emetric.net</li> </ul>	Inheritance	Locally applied 💌	
	Save Cancel		

7. Navigate back to the **Chrome** menu on the left side of the screen and select **Apps & Extensions** and then **Kiosks**.



= 💽 Admin	Q Search for users, groups or settings			ф 8 © Ш
A Directory	Devices > Chrome > Apps & extensions			
C Devices Overview - Chrome	Apps & Extensions	Overview Users & browsen	Kiosks	Managed guest sessions Requests
Setup guide	Organizational Units	App App	Installation policy	Version pinning
Devices Enrollment tokens	Search for organizational units	Auto-launch app	None Locally applied 👻	ι
Managed browsers	<ul> <li>child.emetric.net</li> </ul>	<ul> <li>Construction of the second seco</li></ul>	Installed	
Settings		<ul> <li>per-manufacture</li> </ul>	Not installed	
Apps & extensions		No. of the local division of the local divis	Not installed	
Connectors		and press over the second	Installed	Not pinned
Printers     Reports		and president	Installed	
Mobile & endpoints			Installed	
Networks		and the second second	Installed	Not pinned
H Apps		•	Installed	
Billing			Installed	Not pinned
Show more		· Provide the second second	Installed	Not pinned
Send feedback				
2024 Google Inc. ms of service - <u>Billing terms</u> - vacy Policy		Rows per page: 10 🔻		<pre>// Page1 of 3 &lt; /pre&gt;</pre>

8. Expand the yellow + in the bottom-right corner and select Add Chrome app or extension by ID.



9. To add the New Mexico Public Education Department Assessments app, enter the *New Mexico Public Education Department Assessments* app ID (ghbpncljflfgmommhidfaophjegonaec) in the Extension ID text box and press **Save**.



Add Chrome app or extension by ID		
Chrome apps and extensions can also be added by specifying the Chrome Web Store, you must also specify the URL where the exter		
Extension ID		
ghbpncljflfgmommhidfaophjegonaec		
From the Chrome Web Store 💌	CANCEL	SAVE

The New Mexico Public Education Department Assessments app appears in the Kiosks list, and the app settings are displayed.

Apps & Extensions		Overview	Users & browsers	Kiosks	Managed guest sessions	Reques	ts
Apps & Extensions	<	ID: "ghbpncljflfgmomn	nhidfaophjegonaec" 🕥 🔶	Search or add a filter	New Mexico Public Education Dept. Assessments	Î (†	X
Organizational Units	^	CLEAR FILTERS			Installation policy		
Search for organizational units		Арр		Installation policy	Installed		
- emetric.net		Auto-launch app		None Locally applied 👻			
<ul> <li>child.emetric.net</li> </ul>		New Mexico Publ	ic Education Dept. Assessment mhidfaophjegonaec	s Installed	Version pinning Not pinned		
					Inherited from Google default		
					Kiosk Settings		
					Allow App to Manage Power Inherited from Google default		
					Enable Unified Desktop (BETA) Inherited from Google default		
					Allow On-screen Keyboard Inherited from Google default		
					Enable Plug-ins Inherited from Google default		•
					Set Keyboard Top Row as FN Keys Inherited from Google default		
						6	+
		Rows per page: 10 🔻		<pre>Page1 of 1 &lt; &gt;</pre>			

When these steps are completed, the New Mexico Public Education Department Assessments application will appear on all Chromebook<sup>™</sup> devices that are in your domain.



Important Note: Verify in Kiosk Settings that "Allow App to manage power" is disabled. To do this click on Devices, Apps & Extensions and then select Kiosks. Click on the New Mexico Public Education Department Assessments app name and check to make sure the setting Allow app to manage power is disabled (slider is moved to the left and not green).

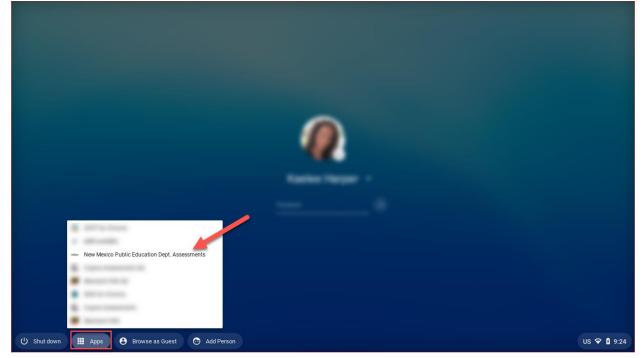


**Important Note:** Students with accommodations assigned will access these directly though the kiosk as they are delivered by the test platform. ChromeOS contains native accessibility features that may appear within the kiosk with a floating menu. Technology Coordinators should disable the accessibility feature in Google Admin before testing occurs to avoid issues.

When you are ready to test the Kiosk installation for this configuration, see <u>Site Readiness Testing and</u> <u>Site Certification</u>.



**Important**: Students should <u>not</u> log into Chromebooks<sup>™</sup> to take an operational test. When the Chromebooks<sup>™</sup> are turned on, simply click the **Apps** link in the bottom row and select the **New Mexico Public Education Department Assessments** app. The kiosk will open in full-screen mode.



For more information, see the following links:

• <u>Use Chromebooks<sup>™</sup> for Student Assessments</u>.

**Important**: Read "Scenario 1: School sets up Chromebook™ to run as a Single App Kiosk running the exam app." Do <u>not</u> follow the instructions for Scenarios 2 and 3.

• <u>Manage Device Settings</u>, which provides general information for managed Chromebooks.

### SITE READINESS TESTING AND SITE CERTIFICATION

#### PURPOSE

The **Site Readiness Test** identifies potential technical problems prior to student testing. The Test is designed to simulate a test scenario and is used to verify that testing devices meet the minimum requirements and have been properly configured.

To administer the **Site Readiness Test**, the ITC, DTC, or STC launches the New Mexico Public Education Department Assessments Kiosk on each device configuration (i.e., device type and operating system) being used for testing and uses the site readiness login for the assigned school.

The **Site Readiness Test** includes the System Set-Up test, which will test your bandwidth, connectivity, screen resolution and the text-to-speech function, as well as the Student Interface Test, which will provide you with sample test questions to determine whether or not the device is capable of correctly displaying and navigating test content in iTester.

**Note**: The Site Readiness Test must be conducted on the secure kiosk and apps. The test does not need to be conducted on browsers used for Interim or Practice tests.

#### SITE READINESS TESTING

It is crucial that the **Site Readiness Test** be performed on **every device or device configuration** that will be used for testing. The results for each device tested will be captured and displayed on the Site Readiness Details page within the New Mexico Public Education Department Assessment's Portal.

**Note**: Starting with iPadOS 13, Apple made a change with the user agent for iPadOS. Due to this change iPads do not populate in the Site Readiness tab of the New Mexico Public Education Department Assessment's Portal. If you are an iPad school or district, we recommend running site readiness on a few iPads to ensure they pass the System Set-Up, and the Student Interface tests without issues.

Step 1: Find the Site Readiness account information

1. Log in to the <u>New Mexico Public Education Department Assessments Portal</u> with your username and password.

New Merice Dub	Public	MEX Education Dep Assessments	artment	
New Mexico Pub	DIIC Educa	tion Depar	tment Ass	sessments Portal
	Username			
	Password	Sign In	Forgot Password?	

2. On the Portal home page, click **Administration**. The Site Readiness account information appears at the bottom of the Administration home page.

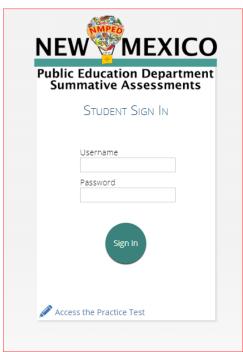
Based on device		ninistration portal. This site provides access to student information and test session details. ed to download and install the appropriate student kiosk utilizing the links in the table below. Apps for iPads and
Windows	Student Kiosk for Windows	
Mac	Student Kiosk for Mac	
If you need assis	tance utilizing this site, please contact Cognia support at nm	techsupport@cognia.org or by calling toll-free (877) 676-6722.
Proctor passwo	rd for Cyber Falls Sch1 (Cyber Falls)	Y
XWAWPBBZ		
Site Readiness Username: WSR Password: P57P		T

Make a note of the username and password for your school, which you will use to log in to the Kiosk.

Step 2: Authenticate every device or device configuration to be used for testing

- 1. Launch the New Mexico Public Education Department Assessments Kiosk on the device.
- 2. Log in to the Kiosk with the Site Readiness username and password provided for your school.

**Important**: Use the Site Readiness login credentials exclusively for your school only. Do not use the site readiness credentials for any other purpose or for any other school.

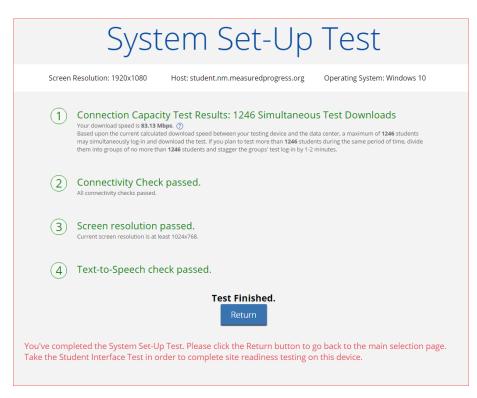


3. Verify your school's name at the top of the page. In the **System Set-Up Test** page, click the **Check System Set-Up** to begin the test.

Hello, Workstati	on User	Not Workstation Use
<b>1401-1568431</b> State Student ID	Date of Birth	Gender
Cyber Mesa Middle school School Name	Teacher	Grade
The following tests have been scheduk System Set-Up Test Check System Set-Up	ed for you:	
Student Interface Test Check Student Interface		

The screen resolution, host URL, and operating system for the device are listed at the top of the System Set-Up Test page. The results of each test appear as soon as it is completed.





4. The Connection Capacity Test evaluates your site's capacity for simultaneous test downloads. It provides you with your current download speed between the testing device and test testing servers (data center) and based on that speed, it supplies you with the maximum number of students that may simultaneously log-in and download a test session.

If you plan to test more students that the number of simultaneous test downloads listed during the same period, we recommend dividing them into groups no greater than the number of simultaneous test downloads provided and stagger the groups' test log-in by 1-2 minutes. This will ensure that test content is downloaded without interruption.

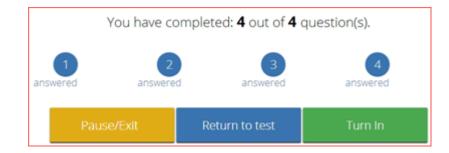
- 5. The Connectivity Check is designed to ensure the testing device has access to both the kiosk's local storage folder where student responses will be saved if the test device loses internet connectivity, and the testing servers.
  - If the Connectivity Check fails with a message that says "The connectivity check failed. Please check your read and write permissions to the storage folders and try again or contact Support for further assistance. Error Code: 6004 – StorageWriteFail", this means that the New Mexico Public Education Department Assessments Kiosk does not have the proper permissions to the storage folder. The kiosk requires read, write, and modify permissions on Windows and Read & Write on Mac.
  - If the test fails for any other reason other than "Storage location written," please contact the Help Desk immediately.
- 6. The screen resolution test will ensure that the testing device meets the required screen size and resolution for an optimal testing experience. If this test fails, adjust the screen resolution of the device.



- 7. In the **Text-to-Speech** field, click the **Test Text-to-Speech** to play a voice sample.
  - If you can hear the voice sample, click **Yes**.
  - If you cannot hear the voice sample, click **No**, and fix your audio connection. Please ensure that there is a voice package installed on your machine, that there is an audio playback device connected to the testing device (internal speakers, external speakers, headphones, etc.), the volume is not muted and is audible, and that the desired audio playback device is set as the default device.
- 8. When you are done, click **Return** to return to the Site Readiness page.
  - If all the system checks succeed, you are ready to being the next Site Readiness test.
  - If one or more system checks fail, adjust your configuration as needed and re-run the System Set-Up test.
- 9. When the System Set-Up test is completed, **click** the blue **Check Student Interface** session button.

		Not Workstation User? Exit
Hello, Workstatio	n User	
1401-1568431 State Student ID	Date of Birth	Gender
Cyber Mesa Middle school School Name	Teacher	Grade
The following tests have been scheduled f	or you:	
System Set-Up Test		
Check System Set-Up		
Student Interface Test		
Check Student Interface		

- 10. Read the instructions on the page, and then click **Continue**.
- 11. Answer each of the test questions, using the navigation buttons on the right. Ensure you can effectively use text and drawing response tools.
- 12. From the last test question page, click **Finish**.
- 13. From the Test Review page, click **Turn In** to submit your test.



14. To confirm, click **Turn In** again.

You return to the Site Readiness page, where the test session is grayed out.

15. To exit the Site Readiness tests, click **Exit** in the top-right corner of the page.

		Not Workstation User?	Exit
Hello, Workstati	on User		
1401-1568431 State Student ID	Date of Birth	Gender	
Cyber Mesa Middle school School Name	Teacher	Grade	
The following tests have been schedule	ed for you:		
System Set-Up Test Check System Set-Up			
Student Interface Test Check Student Interface			

16. To close the Kiosk, click **Exit** at the bottom of the page.

#### SITE CERTIFICATION

After all devices or device configurations for your school have successfully completed the Site Readiness Test, the DTC, STC, or ITC will certify the site for testing.

1. Log in to the New Mexico Public Education Department Assessments Portal with your username and password.



	Public Educa Asse	MEXICO ation Department essments	
New Mexico Pu	blic Education	Department Assessments Port	al
	Username		
	Password	Forgot Password?	
		Sign In	

- 2. Click Administration.
- 3. Click **Site Readiness** at the top of the page.

NMPED	Home	Site Readiness	Students
¥.	Home	, ,	

4. On the Site Readiness page, locate the school to be certified, and then click View Details.

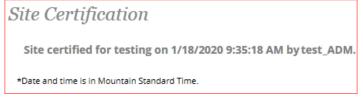
Site Readin	less			
Cyber City Sch	1 (Cyber City) 🔻			
School 🔍	Number of Devices Tested ${\mathbb Q}_q$	Date and Time ${\mathbb Q}_{q}$	Certified By 🔍	
Cyber City Sch1	11	1/18/2020 9:35:18 AM	swati_ADM	View Details
	Showing 1 - 1 of 1			
*Date and time is in Mou	ntain Standard Time.			

The Site Details page appears.



Site Readiness	Details			
Cyber Falls Sch2 (Cy	ber Falls)	▼		
Device Name 🔍	os 🔍	Screen Size 🔍	Date and Time ${\Bbb Q}_{s}$	
emetric-5072	Windows 10	1424x1008	2/26/2020 1:13:16 PM	
Site Certification	Showing 1 - 1 of 1			
I certify that Site Readiness tests have been performed on the above machines and any noted issues have been resolved.				
*Date and time is in Mountain S	tandard Time.			
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- 5. Verify that all the devices or device configurations for this location have successfully taken the Site Readiness test.
- 6. Click Certify Site Readiness and click Yes to confirm.



The **Site Certification** section updates with the date and time when the site was certified and username of the user who certified the site for testing.