



DRC INSIGHT Technology Training


Wisconsin Forward Exam

Video 5: Testing Device Preparation Recommendations

November 2023

Technology Training Overview

Technology Training is broken into separate shorter videos:

1. Key Dates and Key Changes
2. DRC INSIGHT System & Network Requirements
3. DRC INSIGHT Solution Overview
4. Central Office Services (COS) and Service Devices (COS-SD)
Installing, Configuring, and Managing COS
-  **5. Testing Device Preparation Recommendations**
6. Support and Troubleshooting Resources

Accessing these presentations:

The recorded presentations are posted to YouTube:

<https://www.youtube.com/@wiprojectmanagement3061/videos>

Links to each video and a PDF of associated slides can be found in the DRC INSIGHT Portal (General Information > Documents), or at the WI DPI website here:

<https://dpi.wi.gov/assessment/forward/technology#tech%20trainings>

Test Security Considerations:

- COS Configurations are recommended to use a COS Service Device
 - Requires testing devices to be on the same network as the Service Device
 - Prevents students accessing tests when not on site
- Consider adding the DRC INSIGHT Secure Application immediately before the testing session, and remove immediately after the testing session
 - Chrome Device Management Console and other software distribution tools support background installs and uninstall
- Ensure that test tickets are secured at all times

Device Preparation Recommendations

DRC INSIGHT software does not:

- Change device settings
- Turn off background processes

For **Test Security** and **Device Performance** before testing, temporarily disable:

- Automatic Updates (Operating System and Software)
- Background software and/or processes

Turn off Device Software and Background Processes

- Automatic Updates
- Instructional Software
 - Typing assistant and grammar checking (Grammarly, Ginger Software, ProWritingAid)
 - Classroom monitoring (Linewize Classwize, Wellbeing, GoGuardian, Securly)
 - Remote access/remote control (TeamViewer, AnyDesk, Remote PC, LogMeIn)
- Intelligent Personal Assistant (IPA) (e.g., Siri, Cortana)
- Collaboration (e.g., Teams, Zoom, Google Chat and Meets)
- Screen Capture Software (e.g., Microsoft Game Bar)

Chrome OS Device Settings

Chrome OS Device **Display Size** should be set to **100%**

- Use Ctrl + Shift + 0 (Number zero not the letter O)
- If the size does not change use Ctrl + Shift + - (minus key)
- Or go to Settings, Device, Displays, under Built-in Display set Display Size to 100%

Chrome OS Devices **must** be set to **US English Keyboard**

- Required to display quotation marks and apostrophes
- To allow prior keyboard settings to be cleared from cache at least a week prior to testing either:
 - 1) Set device to “US English Keyboard”
Using Ctrl + Shift + Spacebar, toggle through the keyboard types until US English Keyboard displays
 - 2) Consider removing all keyboards but US English Keyboard

Apple iPad Setting

iPads must have **Smart Punctuation Disabled**

- Required to display quotation marks and apostrophes
- Disable Smart Punctuation before a student launches DRC INSIGHT
 - Using iPadOS Settings App, Select General, Select Keyboard and toggle Smart Punctuation to **Off**

Apple requires iPads in COS Configurations with multiple testing programs (e.g., South Carolina & WIDA) to have **Cross-Website Tracking** enabled

- Using iPadOS Settings App, Select DRC INSIGHT, toggle Cross-Website Tracking to On

DRC INSIGHT Technology Training

Next video is:

Video 6: Support and Troubleshooting Resources