Schoolnet

Secure Tester Installation & User Guide

Mac Version 1.4.5, Windows Version 2.3.7

Last Updated 5/23/2024

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1: Welcome to Secure Tester

Secure Tester is an application that can be downloaded to a desktop computer to provide a secure testing environment for students taking tests online. While a test is being taken with Secure Tester, students will not be able to access other programs (calculators, web browsers, etc.) on the same computer. Students are not able to leave the testing environment until the test has been submitted for grading.

Secure Tester is an alternative to the TestNav online testing platform. Students must log in using the same username, password, and online passcode. Alternatively, students can also log into Secure Tester using their PowerSchool username and password, as well as an online passcode, if this option has been enabled in your system.

> **Note:** Any test can be taken in the Secure Tester, whether or not the Requires Secure Tester option is selected during the test scheduling process. If the Requires Secure Tester option is selected, the test can be taken *only* in Secure Tester.

Student Experience in Secure Tester

The test taking experience for students closely resembles the standard online test experience. Once the student launches the Secure Tester, the application will open and fill the entire screen. Students can browse their computers to attach a file when responding to an open response question but will not be able to view any other windows or start other programs such as Calculator while the Secure Tester is running.

Secure Tester System Requirements

For Schoolnet 27.0, use the following versions of Secure Tester:

- Windows: Secure Tester 2.3.7
- macOS: Secure Tester 1.4.5
- Secure Tester is <u>not</u> supported on iPads.

See the *Schoolnet System Requirements* for information on supported browsers for Secure Tester. To access this document, sign in to Schoolnet and click the System Requirements link at the bottom of any Schoolnet page.

Secure Tester for Chromebook

Secure Tester can be run on an app for Chromebooks. For installation instructions see the *Secure Tester for Chromebook Installation Guide*.

Secure Tester on Windows 10

Secure Tester uses the Windows Take a Test app for users on the Windows operating system. With this update, the Take a Test app launches a secure kiosk mode in which users can see the test and nothing else.

Student Sign-In Guidelines

- **Single Sign-On (SSO):** Students must sign into Secure Tester using the login method they use for Schoolnet. If the Schoolnet site is configured to redirect to an SSO, then students must use their SSO login credentials.

- **Mixed sign-in methods:** Secure Tester does not support the use of mixed login credentials. The default Schoolnet login method must be used by all students to access Secure Tester.

Download and Install Secure Tester

Note for State implementations: In state-wide implementations, Secure Tester must be configured to use the district URL for each district.

Follow these steps to download and install Secure Tester.

1. Sign in to the Schoolnet support site at https://support.schoolnet.com/ with the following credentials:

    - **User Name:** support
    - **Password:** iloveschoolnet

2. Select **Secure Tester** from the drop-down, and then click **Search**.

3. Click the **Download** button below the Secure Tester version you want to install.

4. Click **Save File**.

5. Double-click the download to launch the Secure Tester Setup Wizard, which will guide you through the rest of the installation process.

6. When prompted, enter your district's Schoolnet URL. For school districts participating in a state-wide implementation, the configuration must use the district URL to access assessments. **Caution:** This URL cannot be changed after installation is complete. Secure Tester must be uninstalled then reinstalled to make changes to this information.
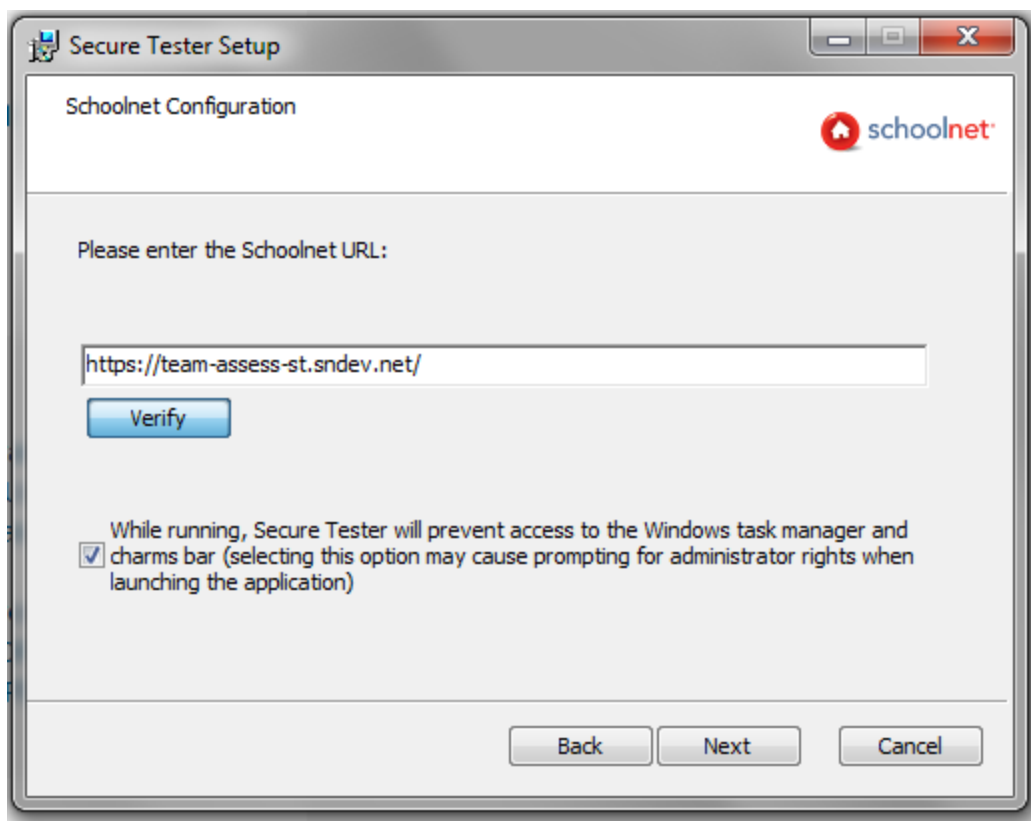
7. For Windows: Select the checkbox to prevent access to Windows Task Manager or the charms bar when running Secure Tester. If this checkbox is selected, students may be required to have administrator rights to start Secure Tester. Deselect the checkbox to allow

students to access Windows Task Manager or the charms bar (this will prevent a UAC prompt).

A shortcut to run SchoolnetSecure Tester will now appear your the Windows desktop, or the folder it is installed to on Macs.

Schoolnet Secure Tester

Unattended Windows Installations

Optionally, you can run the Secure Tester installer with the URL and checkbox parameters (shown in step 7 above) in a command line for unattended Windows installations. Note the following

- You must run the command prompt below as an administrator (Run As Administrator).
- The command prompt works only for the Secure Tester shortcut and will not modify the configuration file. This means that UAC will only be disabled when students start SecureTester from the shortcut.
- The name of the .msi file and the Schoolnet URL below are examples. Make sure the name of the file matches the file you downloaded and the URL is your Schoolnet URL.

The following command will run the installer with the checkbox selected (a UAC prompt may occur for students):

- msiexec /i "snsecuretester 1.0.19.msi" IMSURL=https://yourschoolnetsite.schoolnet.com INSTALLFOLDER="C:\Program Files (x86)\SchoolNet\Schoolnet Secure Tester\" SECURETESTERFOLDER="C:\Program Files (x86)\SchoolNet\Schoolnet Secure Tester\" /quiet

The following command will run the installer with the checkbox deselected (prevents a UAC prompt):

- msiexec /i "snsecuretester 1.0.19.msi" IMSURL=https://yourschoolnetsite.schoolnet.com DISABLEUACPROMPTCHECKS=1 UACSHORTCUTARGUMENTS="1" INSTALLFOLDER-R="C:\Program Files (x86)\SchoolNet\Schoolnet Secure Tester\" SECURETESTERFOLDER="C:\Program Files (x86)\SchoolNet\Schoolnet Secure Tester\" /quiet

Installing Secure Tester on Windows 10

Unless you want to customize how the Secure Tester Take a Test app works, you should not need to do anything different from your normal installation procedure. The installer for Secure Tester Take a Test will install as usual per earlier versions of Windows. A desktop shortcut for all users is created to launch Take a Test. When the app is launched, a warning message appears, saying, "Do you trust <url>? This site wants to take control of your PC." Click Yes to launch the Take a Test app. Students will be able to log into their test, as usual.

Within the test, a banner lets students know that they can click CTRL+ALT+DEL to exit the test. Clicking CTRL+ALT+DEL immediately exits the test and returns students to the computer's login screen.

TestNav saves students' work for each question when they click to the next question, but any unsaved work on their current question may be lost.

It is possible to disable the CTRL+ALT+DEL function, but this is a Windows system configuration that must be set by the district using a keyboard filter. The Schoolnet application cannot control this. Please note that disabling the CTRL+ALT+DEL function basically turns the computer into a kiosk machine that cannot exit the secured test mode.

It is recommended to have a dedicated Windows user account for test taking, especially for high-stakes tests. In this case, the test proctor should log into the computer using the test taking account and launch SecureTester. CTRL+ALT+DEL will still end a student's test session. However, the student will not be able to log back into the computer desktop, unless a teacher logs in to the dedicated test taking user account on the student's behalf.

Known Issues

On **Windows 10 Professional**, the student can use ALT+TAB to switch between the Windows lock screen and the Take a Test app. The app will exit if the student signs in to the test taking account from the lock screen. Progress made in the test may be lost for the current question.

Additionally, the Take a Test app may not exit cleanly after a CTRL+ALT+DEL. After a student logs back in, the Take a Test app may not be locked down in fullscreen mode, and the student would be able to resume their test in this non-lockdown mode.

It is recommended that a dedicated test taking account be used on Windows 10 Professional to prevent students from resuming the test in a non-lockdown mode.

These issues **do not** affect Windows 10 Enterprise or Windows 10 Education.

Configure Secure Tester for Students to Use a PowerSchool Login

Secure Tester allows Schoolnet for PowerSchool students to log in using their PowerSchool credentials after a configuration is made in Schoolnet System Settings.

To set up PowerSchool logins

1. Sign in Schoolnet as a system operator.
2. Click the gear icon, and then click **System**.
3. Click **Config** under General Settings.
4. Select **SchoolNet.Applications.Assess** and click **Go**.
5. Change SecureTesterAutoSSO to *True* to use PowerSchool as the login screen when launching Secure Tester or False to use Schoolnet as the login screen.

Other settings for state implementations

For school districts participating in a state-wide implementation, there are a few extra steps to perform:

1. Provide a district URL with the correct district ID to allow students to access tests. To find the this district URL, login to your PowerSchool instance and click the Schoolnet link in navigation.

2. Locate the district ID in last part of your Schoolnet URL (for instance https://n-carolina-mt-ps.net/**333**. The district ID can consist of numbers and/or letters.

3. Use this in the district URL for providing links to students.

Schedule a Secure Test

Secure Tester can be used to administer any online test created in Assessments. However, a test must be scheduled to require the use of the Secure Tester. Requiring the Secure Tester is done during the test scheduling process. If a student attempts to take an online test using Assessments, an error message reading "This test can only be taken in a secure session" displays.

1. Go to **Assessments** > **Schedule**.

2. Click the **Edit Test Schedule** icon for the appropriate test.

3. Under **Online Test Options**, select **Requires Secure Tester application**.

4. Complete test scheduling and click **Save**.

> **Note:** The online passcode you will need to share with students is found on this page, as well as the previous Test Detail page (found when clicking on a test through Find a Test).

Restart Student Tests

When a student submits a test for grading, that student will not be able to re-enter their testing session without proctor approval.

1. Go to the test's **Score** page. This can be done by clicking the Score icon ( ) from the teacher's Assessment Dashboard, locating the test's Test Details page and clicking Score Test under the Actions panel, or clicking the Score icon ( ) next to the appropriate test in the Score Responses area of Assess (for administrators only).

2. Locate and click on the name of the student whose testing session you would like to open.

3. From here you can:

   - Allow the student to return to their test with previous answers intact by clicking **Resume Online Test** (Student Results are retained).

   - Allow the student to return to their test without previous answers intact by clicking **Delete All Results for this Student's test**.

Common Error Messages and Resolutions

When using the Secure Tester, you may encounter an error message. The causes and solutions for the most common error message are addressed here.

The following message displays when opening the system's Secure Tester:
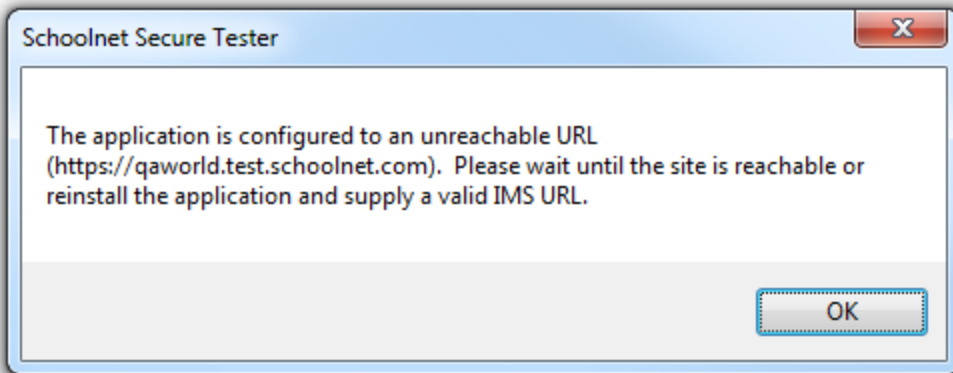
There are two possible causes for this error:

- **Cause:** The computer is not connected to the Internet.

  Solution: Fix the Internet connection and try again.

- **Cause:** Secure Tester was installed using an incorrect IMS URL.

  Solution: Uninstall Secure Tester, then reinstall with the correct URL.