

Upcoming Technology Trainings

Pearson will provide recorded and live training sessions to support technology staff in preparation for the spring 2023 Minnesota Comprehensive Assessment (MCA) online test administration. The live session will also be recorded. Both trainings will be posted along with the PowerPoint to the [Training Management System](#) under the Technology Staff role, Pearson Recorded Webinars category (PearsonAccess Next > Resources & Training > Training).

The table below contains the date, time, call-in number, conference code, and link to join the session. A high-level agenda follows. No registration is required.

Training	Date and Time	Meeting Link	Call-in Number & Conference Code
Technology Coordinator Overview (Recorded)	Posted to the TMS on Friday, Dec. 9, 2022	NA	NA
Technology Coordinator Training (Live)	Tuesday, Jan. 10, 2023 1-2:30 p.m.	Select this link to join the webinar on Jan. 11. Passcode: 943156	Call-in phone number: +1 646 931 3860 Webinar ID 958 7577 5746 Passcode: 943156

Technology Coordinator Training Agenda Topics

Infrastructure Readiness Checklist

- Technology resources on PearsonAccess Next
- TestNav 8 Online Support page
- TestNav System Requirements
 - **New for 2022-23:** Google Long Term Support (LTS)
- Installing TestNav 8 applications
- Setting up a TestNav 8 configuration in PearsonAccess Next
 - ProctorCache recommendations
 - Primary and Secondary Save Locations recommendations
- System Configurations
 - Firewalls, content filters, anti-virus software, etc.

App Check

- Checking devices for readiness using customized TestNav configuration I.D.
- Checking network connection to Pearson servers

TestNav 8 Overview & Updates

- Overview of installable TestNav app
- Saved Response File (SRF) management for installable TestNav

Testing with Tablets and Chromebooks

- Installing TestNav 8 on tablets and Chromebooks, setting up Single App Mode
- Updating on multiple devices
- Support for older devices and Chromebook OS
- SRFs and data transmission



Technology Coordinator Training Agenda Topics

Early Warning System (EWS)

- Overview and scenarios that trigger EWS
- Common resolutions to resolve EWS messages, EWS with TestNav applications

Infrastructure Trial overview

- Accessing the Training Center
- Setting up test sessions and running an infrastructure trial in the Training Center
- Infrastructure Trial tips and best practices

Scheduling Technology Office Hours and Support

Open Discussion/Questions

Scheduling Technology Office Hours

Technology office hours are available if support is needed to troubleshoot technology issues, such as help with setting up devices or developing a plan to test without proctor caching. District Assessment Coordinators (DACs), School Assessment Coordinators (SACs), or technology staff should be the users requesting office hours. Other staff should first coordinate within their district before contacting Pearson.

Technology Office Hours are scheduled by accessing a link to Pearson’s Technology Support Field Engineering team. [Select the link to schedule your Technology Office Hours virtual session.](#) Then select the length of session you need and preferred time. The session will be scheduled for both parties and you will receive an email with conferencing information.