

The Test Mode Browser allows you to administer secured tests via the HUB. In order to use it, teachers must initialize that setting for the test, and students must have the Test Mode Browser installed on their machine prior to launching the test. PowerUp students can download the Test Mode Browser via the Software Center.

Step 1: Turning on the Test Mode Option for a Test	
Rainbows	<ol> <li>Log into the HUB and navigate to the test.</li> </ol>
Test Categories Questions Reports	<ol><li>Click the gear in the top right corner.</li></ol>
Test information     Description       Published     Thursday, September 18,	3. Select Edit Test Settings.
Edit test settings Test inform 4 Options Cancel Help	<ol> <li>Click on the <b>Options</b> tab.</li> <li>Scroll all the way down to the bottom and check the <b>Test Mode</b> checkbox.</li> <li>Click <b>Save.</b></li> </ol>
Best Practices with Online Testing with Test Mode	

# Run a dummy test to verify setup

It is a good idea to run a dummy test well before you begin a real test to give you time to resolve any issues before they really matter. Set up the dummy test to allow multiple attempts to allow users ample chance to familiarize themselves with how it works. Only when everyone can take the dummy test without problems is it advised that you proceed to use the Test-Mode Browser for a real test.

## Have a backup test ready

The first time you use the Test-Mode Browser, it may be wise to have an identical, backup test ready, one without test mode – just in case. If, for some reason, the test-mode test fails, deactivate it and activate the other test.

## **Communicate expectations on cheating**

If students are informed that attempts at cheating will lead to failing the test, they are less likely to try to cheat.

# Make sure batteries are fully charged

If laptops are used, make sure all students have a fully charged battery or a power cable connected to their laptop.

# PowerUp 🛞

How Do I Use and Install the ... Test Mode Browser?

Step 2: Installing Test Mode Browser from the Software Center	
See more results 2 software center × Shut down ▶	1. Click on the <b>Start</b> menu in the lower left corner.
1 Programs (1) Programs (1) Software Center	<ol><li>Type "software center" in the search box.</li></ol>
Microsoft OneNote (6)  Downloading from Software Center	<ol> <li>Select Software Center from the results list.</li> </ol>
Software Center  Houston Independent School District  Available Software Installation Status Installed Software Options  SHOW All  Show optional software  SEARCH  Find additional applications from the Application Catalog	<ol> <li>Select the itsLearning Test Mode Browser from the list.</li> </ol>
NAME       TYPE       PUBLISHER       AVAILABLE STATUS         Google Earth       Application       8/5/2013       Available         The Imagination Station       Application       7/17/2014       Available         The Imagination Station       Application       4/30/2014       Available         VERVIEW       REQUIREMENTS       DESCRIPTION         Status       Available       Restart required       required         Date published:       Not specified       Download size:       2 MB         Help document:       None       Estimated time:       Not specified         Total components:       1       Total components:       1	5. Click <b>Install Selected</b> in the lower right corner.

# Troubleshooting the Install

# I don't see any software in the Software Center.

In the top right corner of the Software Center window, verify that it says "Houston Independent School District." If it says anything else, you will need to get your laptop re-imaged. Please see your campus Help Desk for assistance.

# I don't see the itsLearning Test Mode Browser listed among the software.

- 1. Check the Installation Status and Installed Software tabs in the Software Center and make sure it's not installing or already installed.
- 2. Run your **Configuration Manager** settings to update the Software Center.
  - a. Click **Start Menu** and type "Configuration Manager" in the search box. Select **Configuration Manager** from the results.
  - b. Click on the Actions tab.
  - c. Run both Application Development Evaluation Cycle and Machine Policy Retrieval & Evaluation Cycle.
  - d. Wait 5 minutes and restart Software Center.

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	OK	Cancel	Apply