

Pathways to Math Achievement Pretest Assessment

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Test Administration

How do I get my students into the system?

An administrator user is able to upload a file containing all of the students for his/her school who will access the online test. A file template is available to help you create this import file. The template and instructions can be found in the "Students" folder.

How do I get my login information?

A welcome e-mail is sent to school coordinators with username and password information. Should you encounter technical difficulties with the login information, please contact [Technical Support](#).

Where do I find an overview of how to use the system?

Once you have successfully logged in through the Test Administrator page, additional information is available through the "Help" folder.

Frequently Asked Questions

I have a Microsoft Windows computer. What software do I need to administer and take a test?

In order to administer and take a test, you must have Windows 2000 or higher installed and Internet Explorer 5.5 or later. The tools for proctoring and taking the tests are available on both Windows and Mac OS X computers.

The latest version of Internet Explorer for Windows can be downloaded from

<http://www.microsoft.com/windows/downloads/ie/getitnow.msp>. See the [Appendix](#) for a full list of technical requirements and recommendations.

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I have an Apple Macintosh computer. What software do I need to administer and take a test?

In order to administer and take a test, you must have Mac OS X 10.3.9 or later and Safari 1.2 or later. The tools for proctoring and taking the tests are available on both Windows and Mac OS X computers.

The latest version of Safari for Mac OS X can be downloaded from <http://www.apple.com/support/downloads/>. See the [Appendix](#) for a full list of technical requirements and recommendations.

What hardware do I need to take a test?

In addition to having a computer that supports one of the required browsers, a color monitor with a resolution of 1024 x 768 pixels with 32-bit color is recommended. For best results, use a 17" or larger monitor.

What type of Internet connection should I have?

The administration of this test requires a high speed (broadband) Internet connection. Please make sure you discuss your testing needs with your internal support resources to ensure you have the connectivity necessary to support the number of students you plan to test within a single testing session. You may use the [System Check](#) to confirm your Internet connection.

Can I use a wireless network to deliver tests?

The administration of this test requires a high speed connection. Please make sure you discuss your testing needs with your internal support resources to ensure you have the connectivity necessary to support the number of students you plan to test within a single testing session.

Performance: There are four wireless standards: A, B, G and N and the latter 2 standards (G and N) are considerably faster than A and B. Each standard is backwards compatible and this can cause problems because a single student using A or B, can force everyone to run at the slower speeds, which is generally not fast enough to deliver tests. Some wireless hubs handle this issue by isolating the older technologies.

Reliability: We have enhanced our software to allow students to easily re-connect when an error occurs, but an unreliable connection can impact testing.

How can I check my computer to verify it can deliver this test?

Every computer should be checked to verify it is properly configured to administer this test. Please go to <http://PMA.programworkshop.com/> and click the "System Check" button. When performing the system check, include your name and school information in the form. Once the system check is complete, review the results and note the estimated number of concurrent users as displayed in the "Internet Connection" section. The system check determines Internet bandwidth to and from our servers at the time the check is run. You may see fluctuations in Internet connection speeds and concurrent users due to the amount of Internet activity at your site. Accordingly, the numbers displayed may not accurately reflect bandwidth as reported by your Internet Service Provider (ISP). Please contact [Technical Support](#) for additional assistance.

How often do I need to run the System Check?

You only need to run the system check one time on each computer.

I am concerned about my privacy. Do you use cookies? How do I configure my browser to allow cookies?

The privacy of students, their personal information, and the test materials are extremely important. Session cookies are used to track the current test each student is taking. Session cookies are deleted from your machine as soon as the student closes the testing browser.

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To enable cookies, you will need to access your internet browsing privacy options. In Internet Explorer, click on the "Tools" menu, choose "Internet Options," and then select the "Privacy" tab. Open the list of web sites allowed to use cookies. Add both "*.starttest.com" and "*.starttest2.com" to the list of allowed sites.

Do I have to allow pop-ups? How can I configure my pop-up blocker to allow access to the testing site?

Pop-up windows are only needed for the Test Launch verification in the System Check. By configuring pop-up blockers to only allow pop-ups from the testing site, the security of the pop-up blocker software is not compromised. Simply add "*.starttest.com" and *.starttest2.com to your pop-up blocker's list of allowed sites.

In Internet Explorer running on Windows XP, click on the "Tools" menu, choose "Pop-up Blocker" and then select "Pop-up Blocker Settings...". Enter the site address "*.starttest.com" into the "Address of Web site to allow" box and click the Add button. Repeat the process to add the site address "*.starttest2.com" to the list of allowed sites. After adding both sites, click "Close" and the browser will allow pop-ups from those sites.

In Apple Safari running on Mac OS X, make sure that "Allow Pop-Up Windows" is unchecked from the "Safari" menu.

If you are using the Google toolbar to block pop-ups, simply open the testing site and click the toolbar button which displays the number of sites blocked. This will enable pop-ups on that site.

I am having problems with the "Bookmarks" or "Favorites" I created for this site. How should I be adding bookmarks that don't break?

To ensure working bookmarks and favorites for this web site, please follow the instructions below:

Windows users may use the "Bookmark this Site" link that is found on the main page. Windows users with Internet Explorer may also right-click on "Welcome to the Virginia Algebra Readiness Test" and choose "Add to Favorites..." Then, choose the location in which to create the favorite and click "Add".

Mac OS X users with Safari will need to hold down the "Control" key and click on "Welcome to the Virginia Algebra Readiness Test (the Mac equivalent to a "right-click"). Choose "Add Link to Bookmarks..." from the contextual menu. Then, choose the location in which to keep the bookmark and click "Add". Mac OS X users may also drag the link to the desktop.

Should I enter my User Name and Password before I run the system check?

No. Simply click the Run System Check icon before logging on. In fact, the System Check icon is no longer available after you enter your User Name and Password.

What do I need to do to access my school?

Click the Log-in icon in the Actions column. If you click on the name of your school instead, click the Log-in icon on the following page.

Technical Support

If you are having trouble accessing the test, please ensure that you are using the recommended operating systems and browsers listed in the [Appendix](#).

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I see a "Page not found" message when trying to access the test.

"Page not found" errors can result from a number of different problems. Use the following checklist to try to resolve this problem.

1. Check to see if you can access other sites over the Internet to make sure that your Internet connection is functioning properly.
2. Run the System Check to ensure your computer meets system requirements and is configured properly:
 - Check to make sure that your operating system and web browser meet the minimum system requirements listed in this document.
 - Check to make sure that your anti-virus, firewall, proxy and content filter systems are configured to allow inbound and outbound traffic from the starttest.com sites (you may need assistance from your school or division technical support group to check these settings)
 - If you have checked all of these possible issues and you still receive the "Page not found" error, you will need to contact your school or division technical support group for further assistance.

All of the navigation buttons are not appearing or the test is locking up during navigation.

If you have anti-virus or firewall software installed on your machine, it may be interfering with the test delivery. This software may be a stand-alone application such as Norton or may be part of your browser. Most of these packages allow you to configure them to allow access to sites you approve as safe. Please refer to the help component of your anti-virus or firewall software for further assistance.

We are aware of some schools that are able to pass the system check, but have reported issues with test performance for multiple students. We have been able to identify the source of the issue as the site-specific network communication settings. If you are experiencing this issue, please confirm that your firewall, proxy, and/or content filters allow unrestricted communication to and from the following:

- Domains: programworkshop.com, starttest.com, starttest2.com
- Ports: http(80), https(443)
- IP Addresses: please contact your [Technical Support](#) for the list of IP Addresses

If this does not address the issue and you have a content filter, please temporarily disable or bypass the content filter to see if this helps.

My test is slow.

If you have a fast Internet connection and questions are taking more than five seconds to load, verify that you do not have performance problems connecting to other sites. If you believe it is a problem with the testing site, please contact [Technical Support](#).

I cannot find an answer to my problem. How do I contact you?

Contact technical support at 1-800-514-8490 or support@testsys.com for assistance.

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Appendix- Minimum System Requirements for Online Testing

The following system specifications will provide the best online testing experience. The specifications which must be met are noted with an asterisk. All other specifications are recommendations.

Windows Computers:

Supported Browser:	Microsoft Internet Explorer 5.5 or higher *
Operating System:	Windows 2000 or higher
Processor:	233 MHz or higher Intel Pentium/Celeron family; AMD K6/Althlon/Duron family; or compatible processor
RAM:	128 MB or higher
Display:	1024 x 768 with 32-bit color or higher * For best results, use a 17" monitor.
Internet Connection:	High-Speed Internet connection
Plug-ins:	Flash 6 or higher * Download the latest version of Flash from the Adobe Flash Player Download Center .

Macintosh Computers:

Supported Browser:	Apple Safari 1.2 or higher *
Operating System:	Mac OS X 10.3.9 or higher
Processor:	PowerPC G3, G4, or G5 processor; or Intel-based Mac
RAM:	256 MB or higher
Display:	1024 x 768 with 32-bit color or higher * For best results, use a 17" monitor.
Internet Connection:	High-Speed Internet connection, 768kbps or better
Plug-ins:	Flash 6 or higher * Download the latest version of Flash from the Adobe Flash Player Download Center .