

Proctor Caching Server setup on Windows

FIRST

Shut Off Firewall

Make sure that your firewall is turned off. Whether a Windows firewall or third party firewall that is part of a security suite, the Testnav PARCC testing software won't be able to communicate with the proctor caching server if turned on.

PARCC | Technology Setup

parcc.pearson.com/technology-setup/

⚡ Technology Setup

Are you prepared for your computer-based PARCC assessment? While your students are preparing their minds for the assessment, please use our tools and information to prepare your technology, too. Confirm technical readiness for your state, district, or school to use TestNav, an engaging and interactive testing experience for today's students, who learn and play in a digital environment.

Select your state to enter TestNav

Coming Soon ▾

SystemCheck

See if your system is ready for test administration.

SystemCheck ▾

Technology Guidelines

View the information on hardware and software requirements for administering the PARCC tests

Technology Guidelines ▾

Proctor Caching

Proctor caching enables a Test Administrator to securely download test content only once from the Pearson server to the district or school. Please find more information and **download your proctor caching installer** here.

Proctor Caching Installer & Guide ▾

- Microsoft Windows (.msi)
- Apple OS X (.dmg)

Proctor Caching User Guide

Test Administrators and technology personnel for technical instructions and troubleshooting.

Technical User Guides ▾

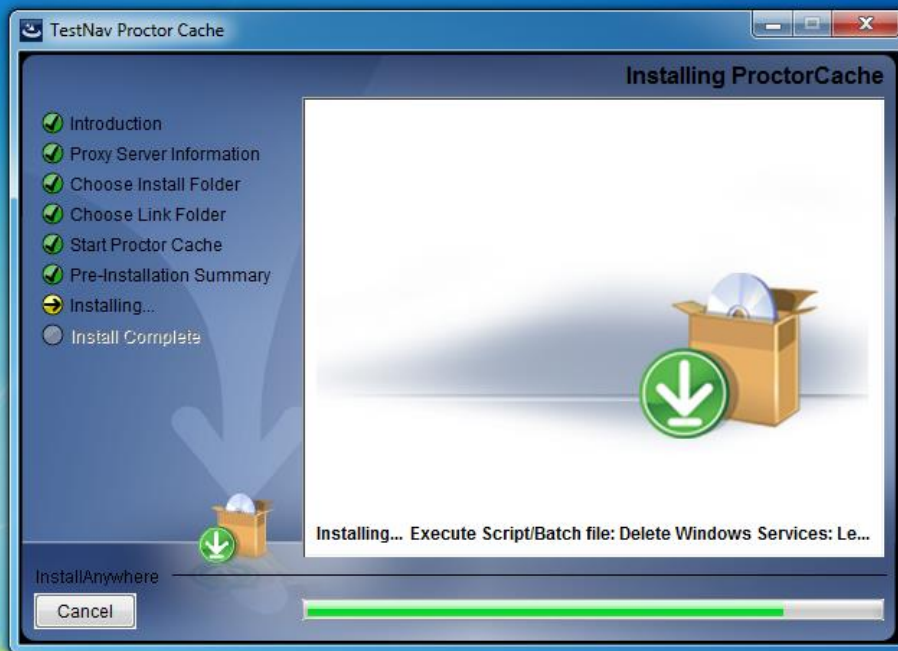
Go to the <http://parcc.pearson.com> and click

View Technology Setup >

Choose either Windows or Apple install (This DEMO is Windows).
Download it to the desktop



Double click the install file



Choose all of the Defaults with the exception of the server name. Name your server Accordingly and click next until the end of the install.

Statically assign an available IP address to the proctor caching server.

Click Start -> type 'cmd' in the search field or run command. -> click enter

```
Connection-specific DNS Suffix . :  
Ethernet adapter Local Area Connection:  
  
Connection-specific DNS Suffix . : localdomain  
Link-local IPv6 Address . . . . . : fe80::f1b9:72e8-96f6:cb43%11  
IPv4 Address. . . . . : 192.168.59.128  
Subnet Mask . . . . . : 255.255.255.0  
Default Gateway . . . . . : 192.168.59.2  
  
Tunnel adapter isatap.{59D705D3-69AD-4DB1-91C3-084335E66D6A}:  
Media State . . . . . : Media disconnected
```

Type 'ipconfig' in the CMD prompt to verify your IP Address

Make a note of it for later additional configuration.

NOTE

This Tutorial will assume that your Organizations, Classes and Sessions have already been set up. This instruction set will only cover the setup and install of the Proctor Caching server.

On another computer on your network go to www.pearsonaccessnext.com

Choose your state and click 'Sign In' circled in **Red to set up for the actual test.**

OR

Click 'PearsonAccess Next Training Site' circled in **blue to set up a demo**

Sign In with the appropriate account given to you by your District Parcc contact

PearsonAccess Next

Home Support

PARCC Partnership for Assessment of Readiness for College and Careers

★ Program Information

PARCC Assessment Program Features

Sign In

Forgot Username | Forgot Password

Contact Us

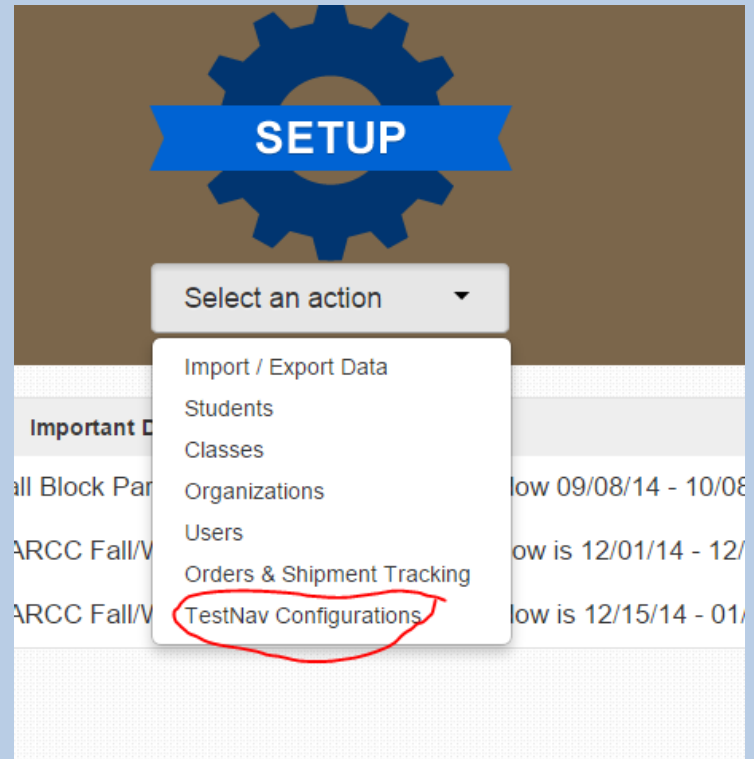
Customer Support
1-888-493-9888
Monday - Friday
5:00 am - 7:00 pm (CT)

E-mail
PARCC@support.pearson.com

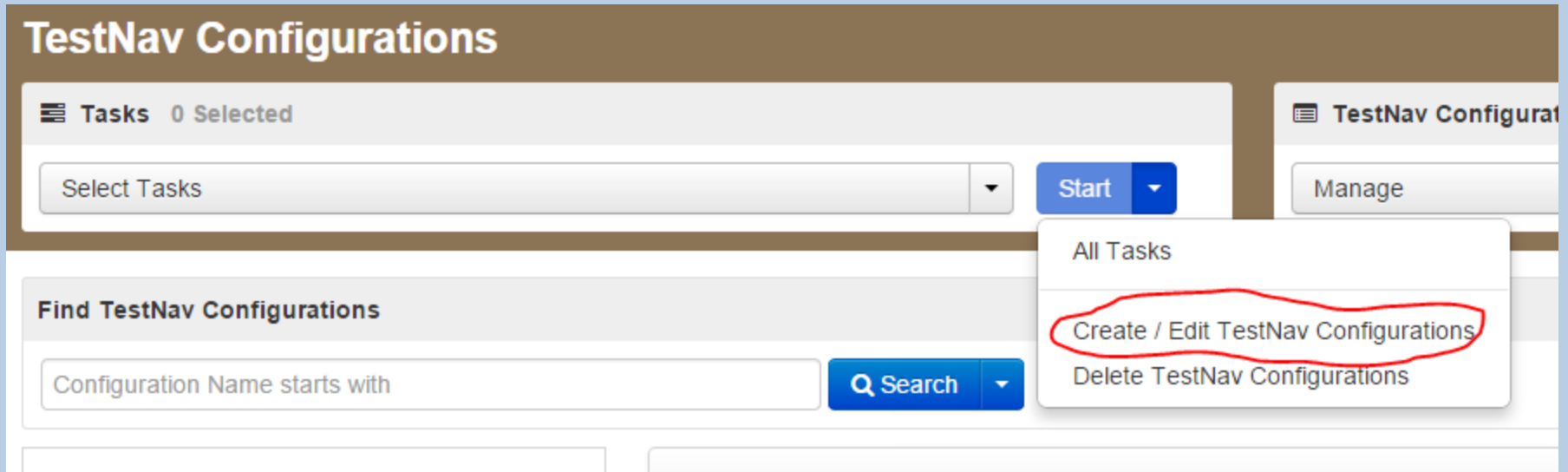
Related Links

- PearsonAccess Next Training Site

Under Setup, Select the dropdown and choose 'TestNav' Configurations.



Click on the blue dropdown in the tasks section and click 'Create/Edit TestNav Configurations'



The screenshot displays the 'TestNav Configurations' interface. At the top, there is a header with the title 'TestNav Configurations'. Below this, there is a section for 'Tasks' with '0 Selected' items. A search bar labeled 'Select Tasks' is present, along with a blue 'Start' dropdown button. To the right, there is a 'TestNav Configurati' section with a 'Manage' button. Below the search bar, there is a 'Find TestNav Configurations' section with a search input field labeled 'Configuration Name starts with' and a blue 'Search' button. A dropdown menu is open from the 'Start' button, showing three options: 'All Tasks', 'Create / Edit TestNav Configurations' (which is circled in red), and 'Delete TestNav Configurations'.

Create / Edit TestNav Configurations

1 Create / Edit TestNav Configurations

Configurations (0)

[+ Create Configurations](#)

Details

Configuration Name*
ProctorCache1

Organizations*

- x A. C. WHELAN ELEMENTARY SCHOOL (MA-MA02480000-MA02480003)
- x ABRAHAM LINCOLN (MA-MA02480000-MA02480025)
- x BEACHMONT VETERANS MEMORIAL SCHOOL (MA-MA02480000-MA02480013)

Default Precaching Computer

Computer Name*
proctorcache

IP Address
192.168.59.128

Port
4480

Uses Pearson Precaching Software

[Test Connection](#)

Response File Backup Locations

Windows, Primary Location
Use default user directory

Windows, Secondary Location
\\servername\share

MAC, Primary Location
Use default user directory

MAC, Secondary Location

Name of the Proctor Caching server

IP Address of the Proctor Caching server

Enter Port 4480

Name the Configuration

Select Proctor Caching schools by selecting them in the organizations field

Follow the instructions in **RED** on this graphic.

Click

[Create](#)

at the bottom of the page

NOTE: If you opt to use a secondary response file location, set up a share on a server that is accessible by all test takers and enter it in the appropriate field for the operating system that you are using.

Test the configuration

Click



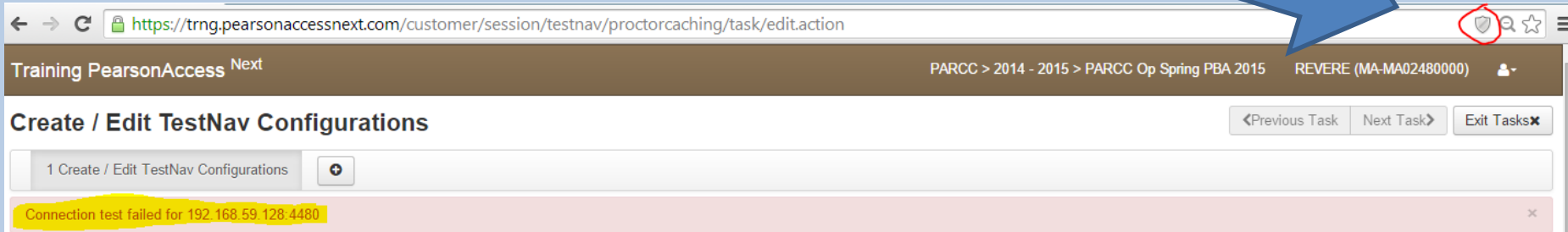
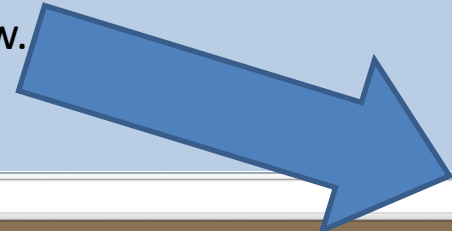
After you have created your TestNav Configuration

You will receive a error message stating that the test failed. On the TestNav configuration page it states the following:

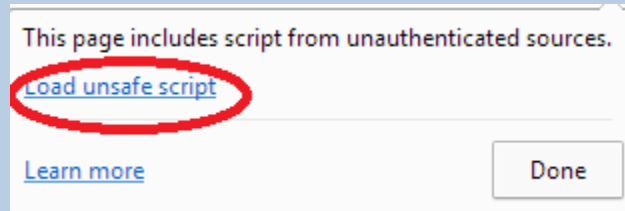
Note: Depending on your browser settings, your connection test could fail to complete due to a script that needs to execute that may be blocked. Please check your settings to allow the script, re-enter your info and re-start the connection testing again. Close the browser in order to restore the default settings.

The next slide will show you how to allow the script to properly execute. This demonstration is using Google Chrome browser, but a similar message will prompt you on all compatible browsers.

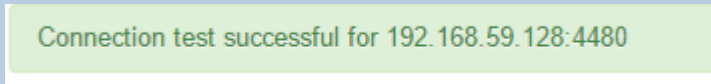
Click the symbol circled in red below.



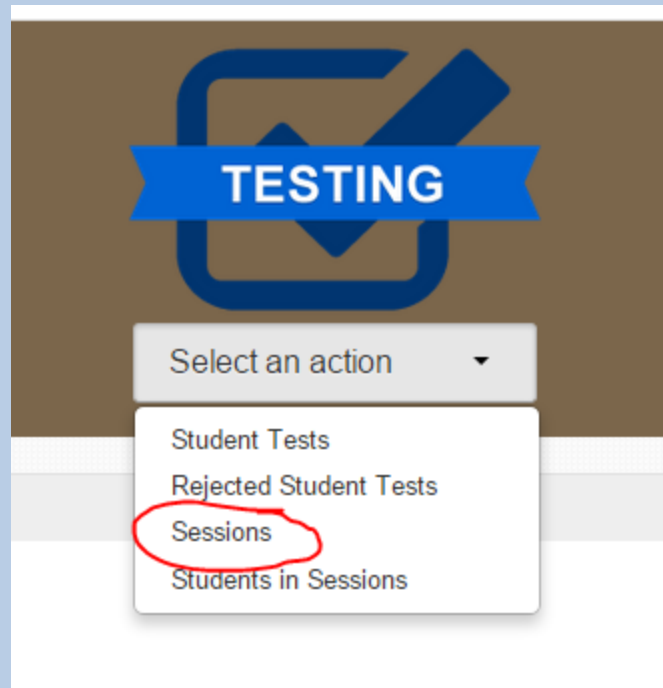
You will see this popup. Click 'Load unsafe script.'



Test the connection again and you should see:



Click Home in the upper left and click the dropdown under testing. Choose 'Sessions'



In the 'Find Sessions' section, click the blue dropdown and click to select 'Show all results'

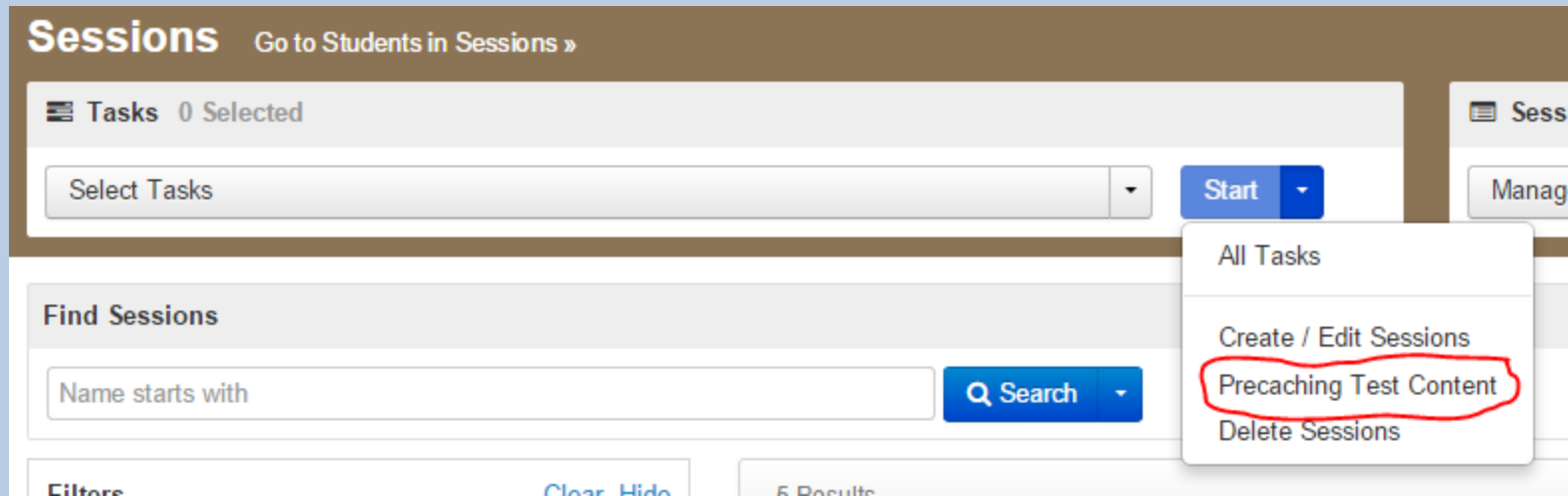
The screenshot shows a search interface with a blue 'Search' button. Below it, a dropdown menu is open, showing 'Show all results' with a checked checkbox and a yellow tooltip that reads 'This action clears the search and filters'. To the left of the table, a '5 Results' indicator is visible. The table has columns for 'Session', 'Start Date', 'Test', and '# Students'. Each row in the table has a checkbox in the 'Session' column, which is circled in red. The table contains five rows of session data.

| Session | Start Date | Test | # Students |
|--|------------|----------------------|------------|
| <input checked="" type="checkbox"/> JF LINCOLN TEST ALGEBRA ⓘ Started | 2014-12-01 | Algebra I | 37 |
| <input checked="" type="checkbox"/> JF TEST SESSION ⓘ Stopped | 2014-11-07 | Algebra I | 1 |
| <input checked="" type="checkbox"/> PARCC DEMO PAUL REVERE ⓘ Started | 2014-12-01 | Algebra I | 29 |
| <input checked="" type="checkbox"/> GEOMETRY CLASS 2 PRE ⓘ Not Started | 2014-12-01 | Geometry | 30 |
| <input checked="" type="checkbox"/> PARCC GR 4 ELA ⓘ Not Started | 2014-12-01 | Grade 4 ELA/Literacy | 40 |

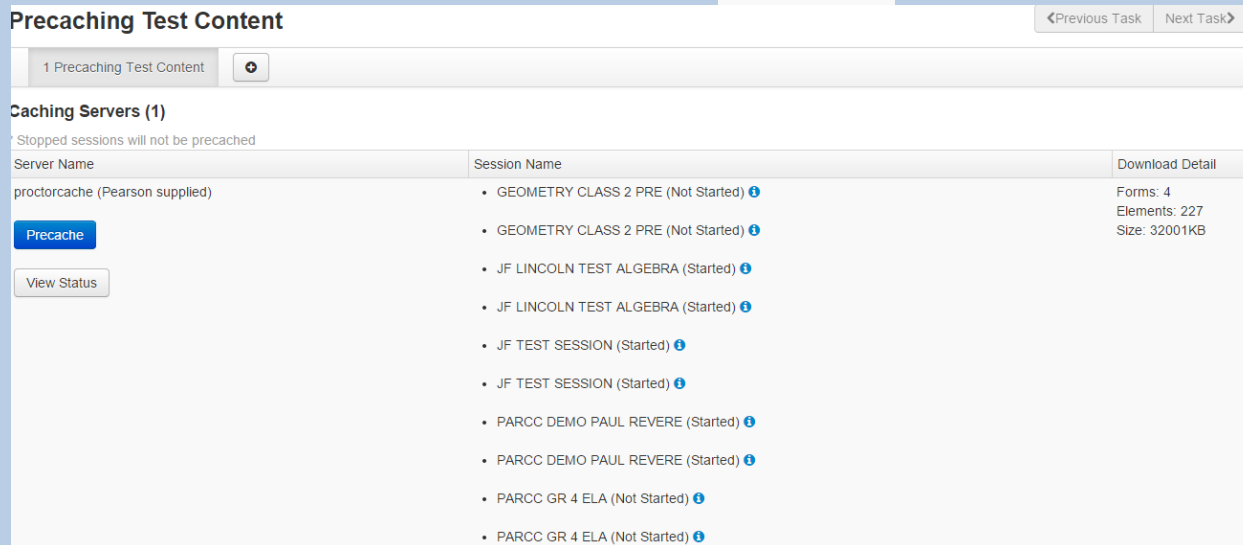
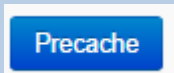
Then, select the checkbox circled in red to choose which sessions for which you would like to download content.

Note: Alternately, you could select individual sessions if you choose

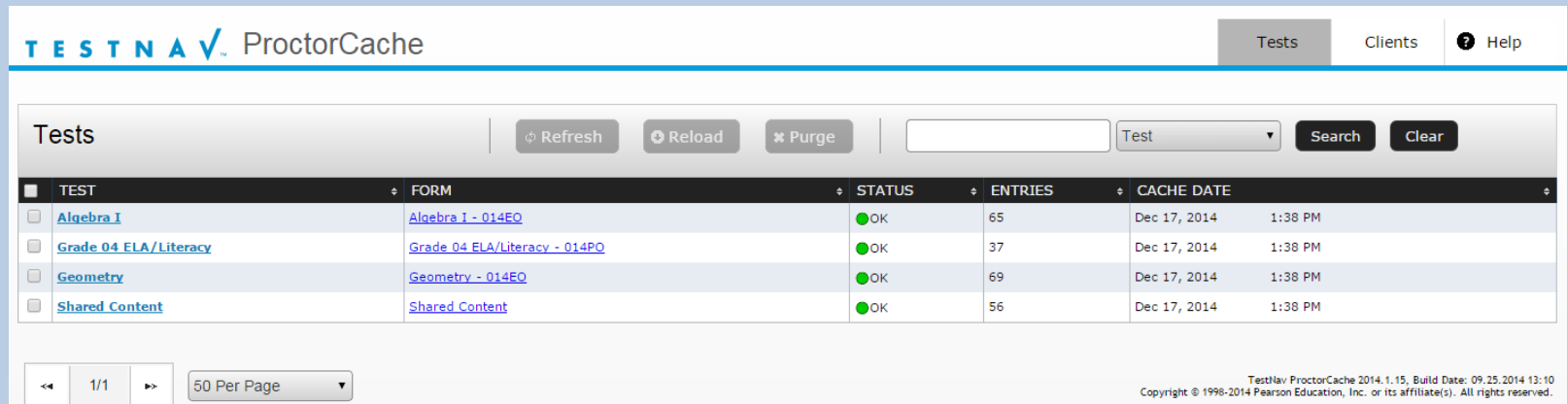
In the sessions section, choose the blue dropdown and click 'Precaching Test Content'



You will see a window similar to this. Click



Another window will pop up and display the status of the content to be cached.

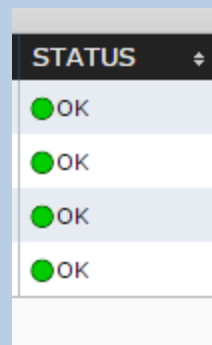


The screenshot shows the ProctorCache interface. At the top left is the logo 'TESTNA✓ ProctorCache'. On the top right are tabs for 'Tests', 'Clients', and 'Help'. Below the header is a 'Tests' section with buttons for 'Refresh', 'Reload', and 'Purge', a search input field, and a 'Test' dropdown menu. The main content is a table with the following data:

| TEST | FORM | STATUS | ENTRIES | CACHE DATE |
|--|---|--------|---------|----------------------|
| <input type="checkbox"/> Algebra I | Algebra I - 014EO | ● OK | 65 | Dec 17, 2014 1:38 PM |
| <input type="checkbox"/> Grade 04 ELA/Literacy | Grade 04 ELA/Literacy - 014PO | ● OK | 37 | Dec 17, 2014 1:38 PM |
| <input type="checkbox"/> Geometry | Geometry - 014EO | ● OK | 69 | Dec 17, 2014 1:38 PM |
| <input type="checkbox"/> Shared Content | Shared Content | ● OK | 56 | Dec 17, 2014 1:38 PM |

At the bottom left, there are navigation arrows, '1/1', and a '50 Per Page' dropdown. At the bottom right, there is a copyright notice: 'Testnav ProctorCache 2014.1.15. Build Date: 09.25.2014 13:10 Copyright © 1998-2014 Pearson Education, Inc. or its affiliate(s). All rights reserved.'

When the status indicator is Green and 'OK' your content is cached.



Your Proctor
Caching
setup is
complete!