Download and Configure the *DataManager* iPad App for Online Testing

New! Secure Test Delivery Configuration

The *DataManager* iPad app for student online testing has been updated to support Automatic Assessment Configuration (AAC). AAC is Apple's latest and most secure way of locking a device to a single app and blocking features that should not be used in conjunction with secure testing. AAC works by automatically putting the device into Single App mode at test launch and disabling features that weaken test security such as dictionary definition lookup and sharing.

New! *DataManager* Remote Proctoring Portal Compatibility (DMRPP)

The *DataManager* iPad app is also now available for use with remote proctoring using DMRPP. Visit the App store for the latest version of the DMRPP-compatible DATAMANAGER student online testing app for iPad.

Please follow the instructions in this Quick Start guide to ready your iPads for testing.

Disabling Guided Access

Before testing begins, if your iPad has Guided Access enabled, you must disable it and remove it from your device. If Guided Access is enabled, students will be blocked from testing until it is disabled.

1. Triple-click the **Home** button.

2. Enter your Guided Access passcode. This is the code you entered when adding the app previously.

3 Tap **End**.

New iPad App Instructions

Download the latest version of the DATAMANAGER student testing app for *Iowa Assessments*™ Forms E, F and G, *Logramos®* TERCERA EDICIÓN, *Cognitive Abilities Test*™ (*CogAT®*) Forms 7 and 8, or *CogAT* Screening Forms.

Note: You might also need to remove a previous version of the DATAMANAGER or LOGRAMOS app. See instructions for removing the earlier testing app on the following page.

1 Tap the App Store icon on the iPad to launch the App Store.

2 Search for the DATAMANAGER app by entering any of the following keywords:

- DataManager
- ITS
- Testing
- Internet
- Online Exams

You can also search by test name (for example, Iowa Assessments, CogAT, or Logramos).

3 When you find the icon for your test, tap it to open the app window.

4 Tap the **GET** button to download and install the app.

5 Tap the **OPEN** button to launch the app.

To remove the testing app:

1 Hold your finger on the icon for the DATAMANAGER app (or LOGRAMOS, or any other icon), until the icons on your home screen begin to wiggle or shake.

2 Tap the **X** that appears in the upper left corner of the DATAMANAGER or LOGRAMOS app.

3 When prompted, tap **Delete.**

4 To re-add the app at a later time, use the new iPad instructions on the previous page.

Verify Readiness

Launch Test Simulation

iPads use a wireless network connection, which should be checked prior to testing to verify its ability to support multiple, concurrent test takers. Launch the test simulation on multiple iPads at the same time to simulate the network traffic of several test takers at your test site. We recommend you coordinate the verification process with your IT staff, so they can monitor network performance during the exercise.

The test simulation allows a single iPad to simulate the network traffic of approximately five people testing concurrently. You can run the utility on multiple iPads to simulate more users.
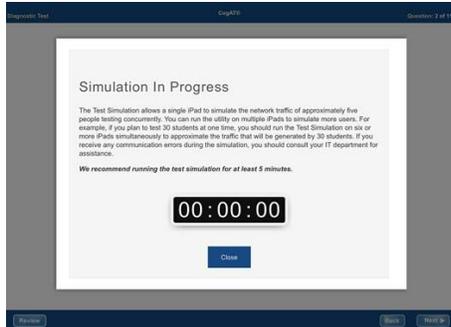
For example, if you plan to test 30 students at one time, you should run the test simulation on six or more iPads simultaneously to approximate the traffic that will be generated by 30 students. If you receive any communication errors during the simulation, you should consult your IT department for assistance. We recommend running the test simulation for at least 5 minutes.

Getting Assistance

If you have questions or need assistance, contact *DataManager* Support:

- By phone at (877) 246-8337
- By email at help@riversidedatamanager.com