Spring 2014 MI Assessment Pilots
Technical Quick Start Guide

Interim Assessment Pilot Testing Window: March 24th – May 23rd
MI-Access FI SS Pilot Testing Window: April 1st – May 9th
eDIRECT URL: https://mi.drcedirect.com

Technology Coordinator Checklist

1. Watch **Training Video** and download **Technology User Guide** from eDIRECT

2. Uninstall old INSIGHT and Local Caching Service software (all 2013 pilots)

3. Whitelist the following: (page 14, Technology User Guide)

50.58.190.53	50.58.190.61	50.58.190.62

4. Install Testing Site Manager (TSM) on one central server (Downloader on eDirect) – *Install before INSIGHT*

   - Record TSM server name here: _____

   - Record TSM port numbers here: _____

5. Install INSIGHT on testing computers (Downloader on eDirect) – *Install TSM before INSIGHT*

6. Make the necessary Windows configuration changes (pages 20-22)

7. Perform System Readiness Check on testing computers (pages 91-99)

8. Run at least one OTT test (see Online Tools Training, page 55)

9. Verify Text-to-Speech (MI-Access) & Human Voice Audio (MI-Access and Interim Assessment K-1) configuration (page 18-19)

10. Verify the correct number of headphones are available and working for MI-Access and K-1 students

11. First day of Testing: verify all tests display "Up to Date" in the TSM (page 59)

12. Check TSM to verify number of stored responses is 0 (zero) at end of each testing day - including last day of testing (page 64)

Testing Site Manager (TSM) Requirements		
OS Version	**Processor/Memory**	**Disk Space**
Windows • Windows XP w/Service Pack 3 or greater • Windows Vista (HVA not supported) • Windows 7 (recommended) • Windows Server 2003 and 2008 **Mac (OS X)** • OS X 10.6.8 – 10.9	**Processor:** • Minimum: 700 MHz • Recommended: 1 GHz **Memory:** • Minimum: 512 MB RAM • Recommended: 1 GB	1GB
INSIGHT (Testing Software) Requirements		
OS Version	**Processor/Memory**	**Disk Space**
Windows • Windows XP w/Service Pack 3 or greater • Windows Vista (HVA not supported) • Windows 7 (recommended) • Windows 8 (including 8.1) • Windows Server 2003 and 2008 **Mac (OS X)** • OS X 10.6.8 – 10.9	**Processor:** • Minimum: 700 MHz • Recommended: 1 GHz **Memory:** • Minimum: 512 MB RAM • Recommended: 1 GB	100 MB