



Career Readiness  
Courseware &  
Credentials

# **Michigan Technology Coordinator Preparation WIN Learning Work Readiness Assessments**

November 13, 2025

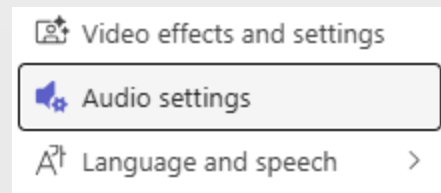
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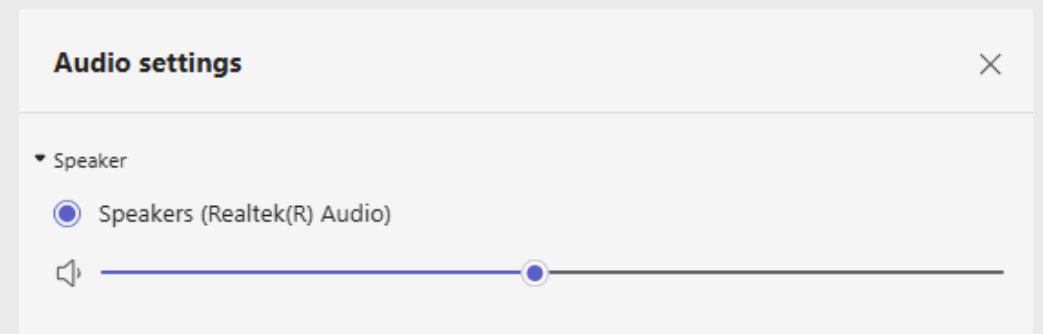
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- ✓ Select Audio Settings



- ✓ Be sure that the correct speaker is selected



# Agenda

- About WIN Learning
- General overview of WIN Work Readiness Assessments
- Technology Preparation
  - Technology Coordinator Checklist
  - Tech Specs
  - Lockdown Browser Requirements + Setup
  - Technology Verification
  - Troubleshooting
  - Checklist Timeline
- Resources and Support



# About WIN Learning

- Established in 1996
- Based in Kingston, Tennessee
- Leading developer and provider of foundational employability skills curriculum, assessments, and credentials
- Aligned to O\*NET Job Zones
- Credentials are endorsed by NWRC
- Focus is career readiness



# Michigan Merit Exam

## 3 Required Components:

1. College Board SAT® with Essay Reading & Writing and Math
2. **WIN Work Readiness Assessments:** Work Ready Math, Work Ready Reading, and Work Ready Data
3. M-STEP Science and Social Studies



# Test Administration Dates and Eligibility

- Test Window - April 6 - May 1, 2026
  - On any day during school hours during the window
  - Components can be given in any order and do not have to be given in 1 day
  - Make up tests at any time during window
  - Online only except for approved paper accommodations
- Students Eligible
  - 11<sup>th</sup> Grade
  - 12<sup>th</sup> Grade – eligibility based on Michigan high school standards

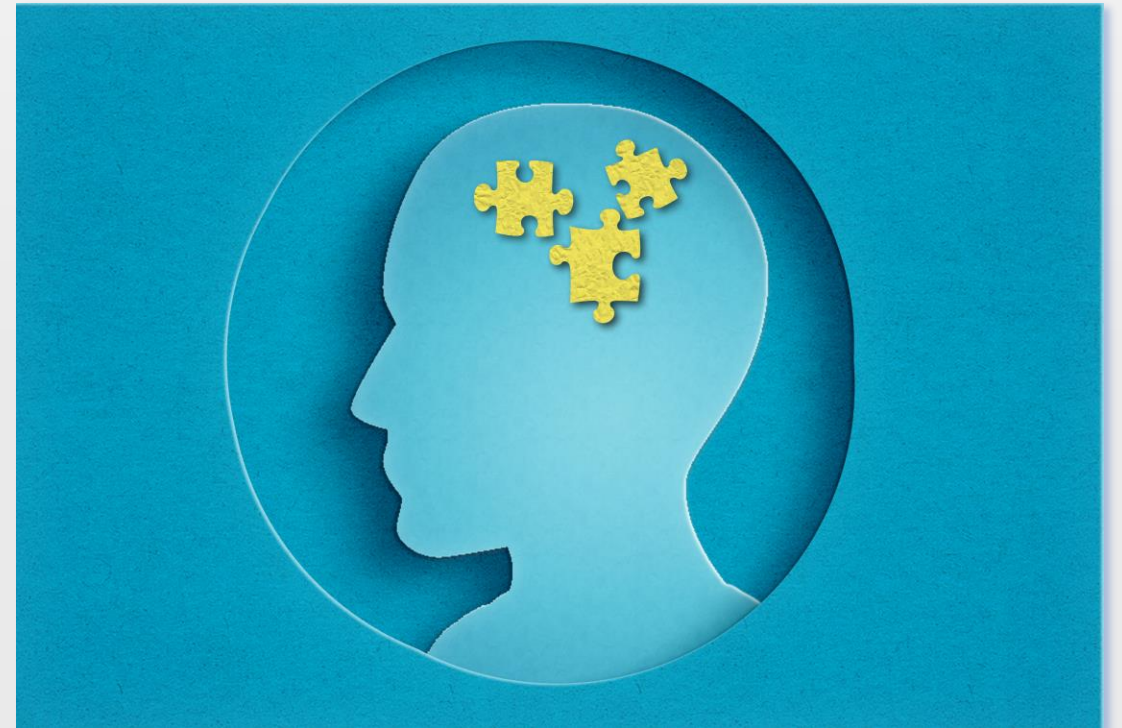
# New for Spring 2026

- ✓ No establishment process for WIN Learning's Work Readiness Assessments
- ✓ Students are Pre-ID'd beginning of January
- ✓ WIN Work Readiness Assessments

<b>Assessment</b>	<b>Allocated Time</b>	<b>Levels</b>
Work Ready Math	60 minutes	1-5
Work Ready Reading	60 minutes	1-5
Work Ready Data	60 minutes	1-5

# Questions So Far...

Are there questions  
on what we've  
covered so far?



To Help You Prepare



# Technology Coordinator Checklist

## Purpose

To help prepare for and ensure that technology coordinators and their districts are ready for Spring testing



## Audience

Technology Coordinators responsible for configuring and supporting assessment environments?

## Covers

Tasks 6 months before to post testing wrap up

[Technology Coordinator Checklist](#)

# Tech Specs - Supported Testing Devices and Operating Systems

- **Desktop/Laptop** – Windows 11 (S mode is not supported)
- **Chromebooks** - ChromeOS 103 and above
- **Macs** - Current Version and two previous versions
- **iPad**- iPadOS 15 and above

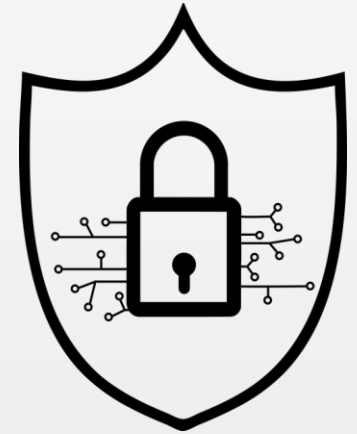


# Tech Specs - Network Requirements

- **Bandwidth:** WIN Learning recommends a minimum 1 Mbps constant connection per user.
- **Whitelisted URLs:** Ensure access to \*.wincrsystem.com and assessment delivery servers. A full list of sites to be whitelisted are on the next slide and can be found in the Tech Specs Document.
- **Offsite Testing Schools** – test network requirements ahead of testing days (if possible)

# Tech Specs - Whitelisting Requirements

- \*.wincrsystem.com
- \*.winlearning.com
- \*.wistia.com
- \*.winresourcecenter.com
- www.google-analytics.com
- www.googletagmanager.com
- \*.nr-data.net
- \*.learnosity.com
- \*.learnositymediaprocessed.s3.amazonaws.com
- s3.amazonaws.com/assets.learnosity.com
- s3.amazonaws.com/learnositymediaprocessed
- \*.speechstream.net
- \*.texthelp.com



# Tech Specs - Browser Requirements

- Supported Browsers:

Browser	Minimum Supported Version
Microsoft Edge	44.17763
Chrome	72.0
Firefox	65.0
Safari	12.0.2

- Disable pop-up blockers, auto-updates, and background apps during testing.
- JavaScript must be enabled

# Tech Specs - Required Storage Space

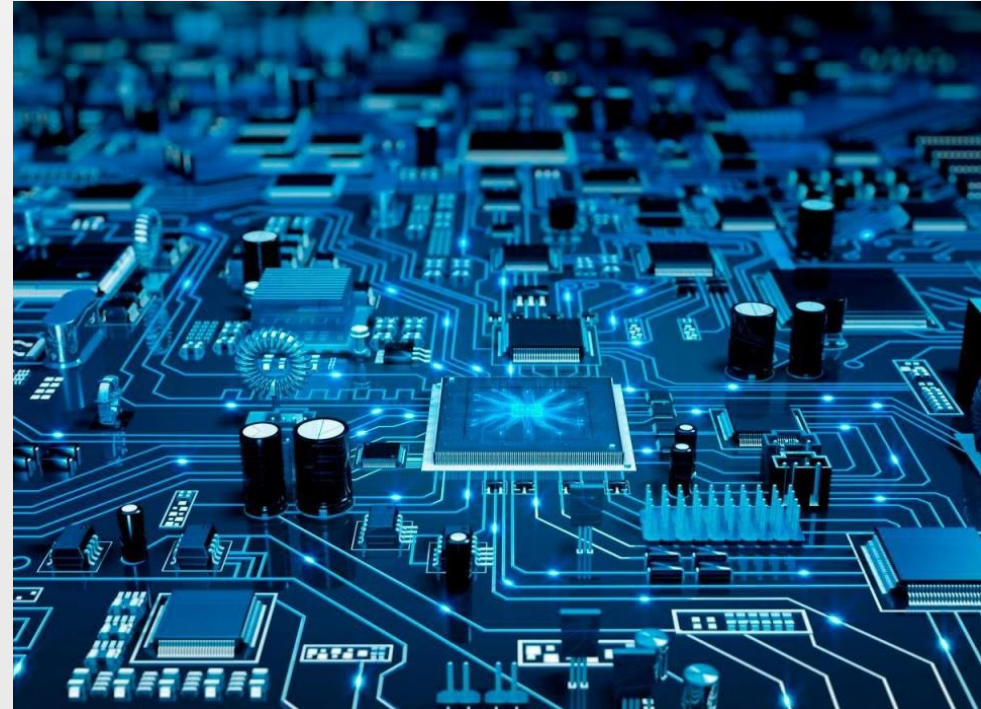
- Storage Requirements:

**Windows-** 75 MB

**MacOS-** 120 MB

**Chromebook-** 4 kB

**iPad-** 17 MB



# Questions So Far...

Are there questions  
on what we've  
covered so far?



# Lockdown Browser Requirements

- **WIN Work Readiness Assessments** must be taken using the WIN Lockdown Browser (available for Windows, macOS, and iPadOS)
- **Chromebooks** must use the lockdown browser extension provided by WIN
- **Technical Specifications** are provided by WIN

*\*\* Lockdown Browser installed on devices for testing **must be the one provided by WIN** to ensure compatibility with the WIN assessments. \*\**

[WIN System Technical Requirements](#)



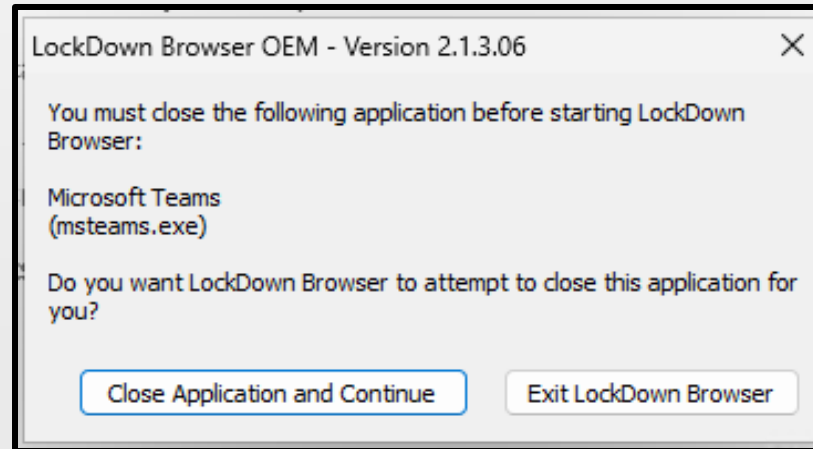
# Lockdown Browser Steps

- 1. Install and configure** the WIN Lockdown Browser on all student devices used for testing.

*Specific device configurations will be covered later in the presentation.*

# Prohibited App Detection and Blocking

The lockdown browser is a special web browser used for taking online tests securely. It "locks down" the computer so students can't open other websites, apps, or tools while the test is in progress. When the lockdown browser launches, it will detect and block certain background apps. If any are running, users will see a prompt with options to automatically close the apps, **OR** exit the browser to close them manually.



Blocked app types include:

- Typing assistants and grammar checkers (e.g., Grammarly, Ginger Software, ProWritingAid)
- Remote Access/Remote Control Software (e.g. TeamViewer, AnyDesk, Remote PC)
- AI Features and Chatbots (e.g. Microsoft Copilot, Apple Intelligence, Google Gemini, Chat GPT)
- Collaboration Tools (e.g. Microsoft Teams, Zoom Google Chat and Meets)
- Screen Capture Software

**Note:** Districts are **not** required to shutdown Child Internet Protection Act (CIPA) classroom management applications that filter and monitor web content.

# Lockdown Browser Steps

## 3. Testing the Lockdown Browser

1. Login to the testing device and open a supported browser.
2. Navigate to: <https://assessments.wincrsystem.com/LockedBrowser/Test>
3. Click the "Open Locked Browser" link on the Locked Browser Test Page.
4. If the Locked Browser app/extension is installed properly a page will load that says: "SUCCESS! This page loaded in the locked browser successfully."

# Lockdown Browser Steps

## 4. **Perform** system readiness tests:

- Run speed tests to verify bandwidth
- Conduct network checks to verify firewall settings

# Where to Find LDB Instructions and Links

## 6 Months Before

Category	Tasks
Site Planning	Begin inventory of available devices
Technology	Review Lockdown Browser installation instructions for all supported platforms. <a href="https://www.winresourcecenter.com/Assessments/mi-technology-verification">WIN Lockdown Browser installation</a> (https://www.winresourcecenter.com/Assessments/mi-technology-verification)
	Review WIN Technical Specifications. <a href="https://www.michigan.gov/mde/-/media/Project/Websites/mde/OEAA/MME/WINCRS_Tech_Specs_MI.pdf">WIN Technical Requirements</a> (https://www.michigan.gov/mde/-/media/Project/Websites/mde/OEAA/MME/WINCRS_Tech_Specs_MI.pdf)

## [Technology Coordinator Checklist](#)



# Technology Verification Page

Please complete the technology verification steps below before administering an assessment.

**Step 1:** Please click on the buttons below to view the Technical Requirements, Lockdown Browser with Whitelisting Instructions, Lockdown Browser Instructions for Chromebooks (if applicable), and Lockdown Browser Instructions for iPad (if applicable).

WIN Assessment Technical  
Requirements

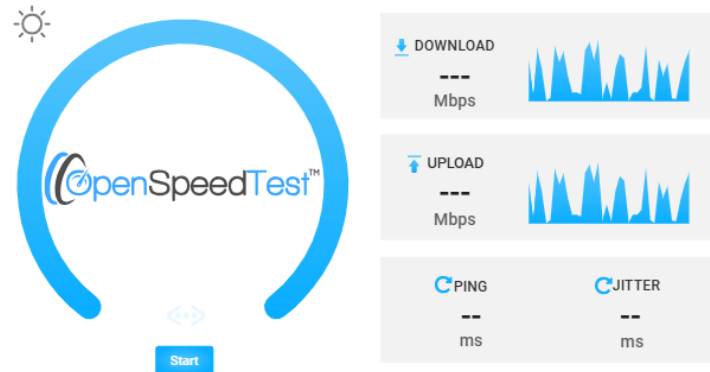
Lockdown Browser and  
Whitelisting Instructions

Lockdown Browser  
Instructions for Chromebooks

Lockdown Browser  
Instructions for iPad

**Step 2:** After reviewing these documents, please complete the following steps to ensure that your schools are ready for testing:

**A.** Conduct a speed test to verify the testing machines meet the minimum bandwidth requirement. Click Start on the speed test below provided by OpenSpeedTest™. WIN Learning recommends a minimum 1 Mbps constant connection per user. (Minimum constant connection / Concurrent Users)



**B.** Download and install the appropriate version of the lockdown browser; the lockdown browser must be installed on each computer that students will use for testing:

**1.** The Windows .msi installer can be installed silently. Installation switches can be found here:

<https://docs.microsoft.com/en-us/windows/win32/msi/standard-installer-command-line-options>

# Technology Verification Survey

**Due Date:  
March 7th, 2026**

Technology Verification Survey

Please complete the following survey to ensure that your district is ready for online testing.

---

1.

\* First Name       \* Last Name

---

\* 2. What is your email address?

---

\* 3. What is your role?

---

\* 4. What is your 5 digit ISD code?



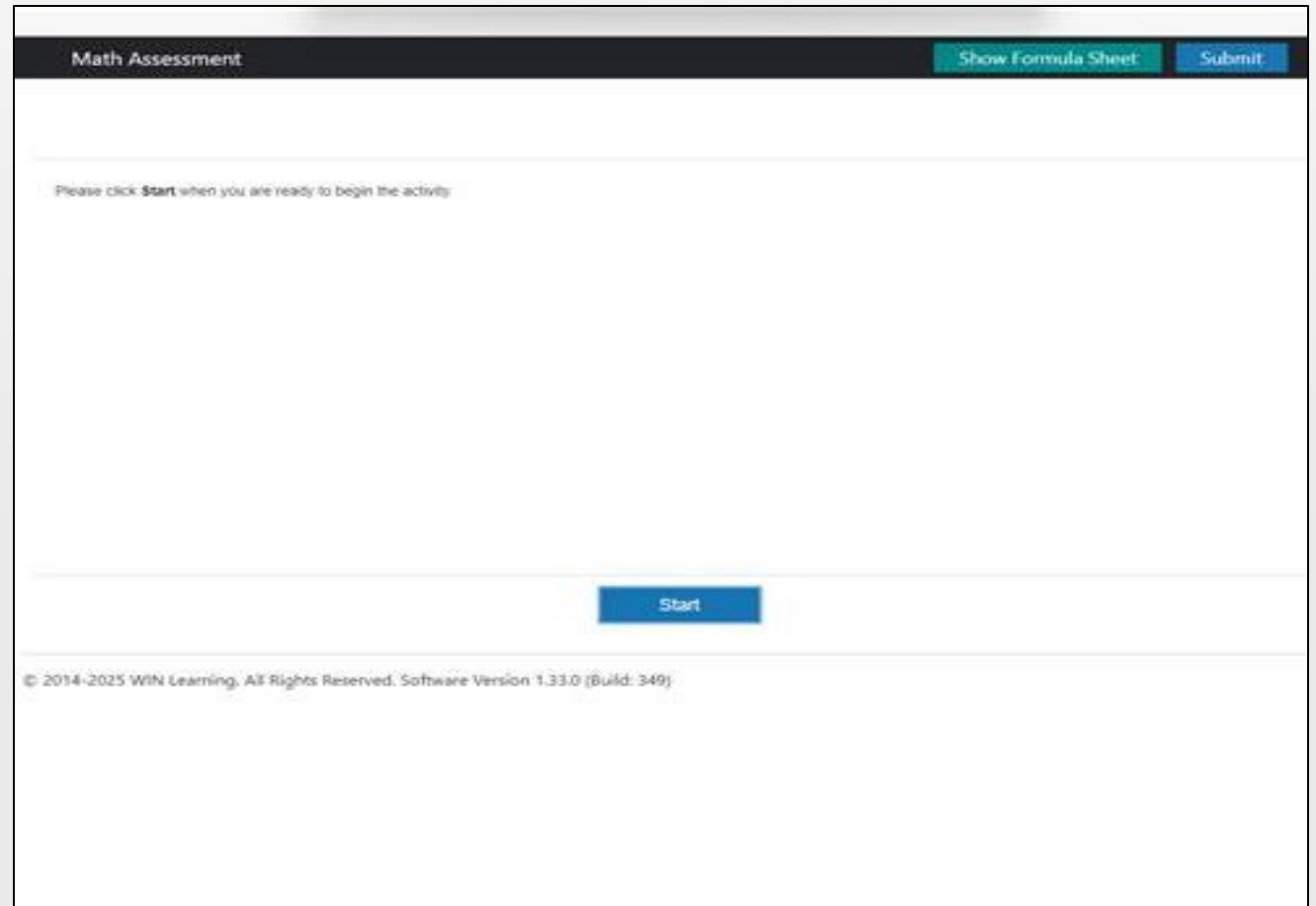
# Windows Lockdown Browser

- **Windows machines-**

WIN provides the Windows Lockdown Browser instructions and the Windows msi Installer

- **Checklist Timeline: 6 months**

[Technology Coordinator Checklist](#)



This is the student view when they launch their assessment on a Windows Machine.



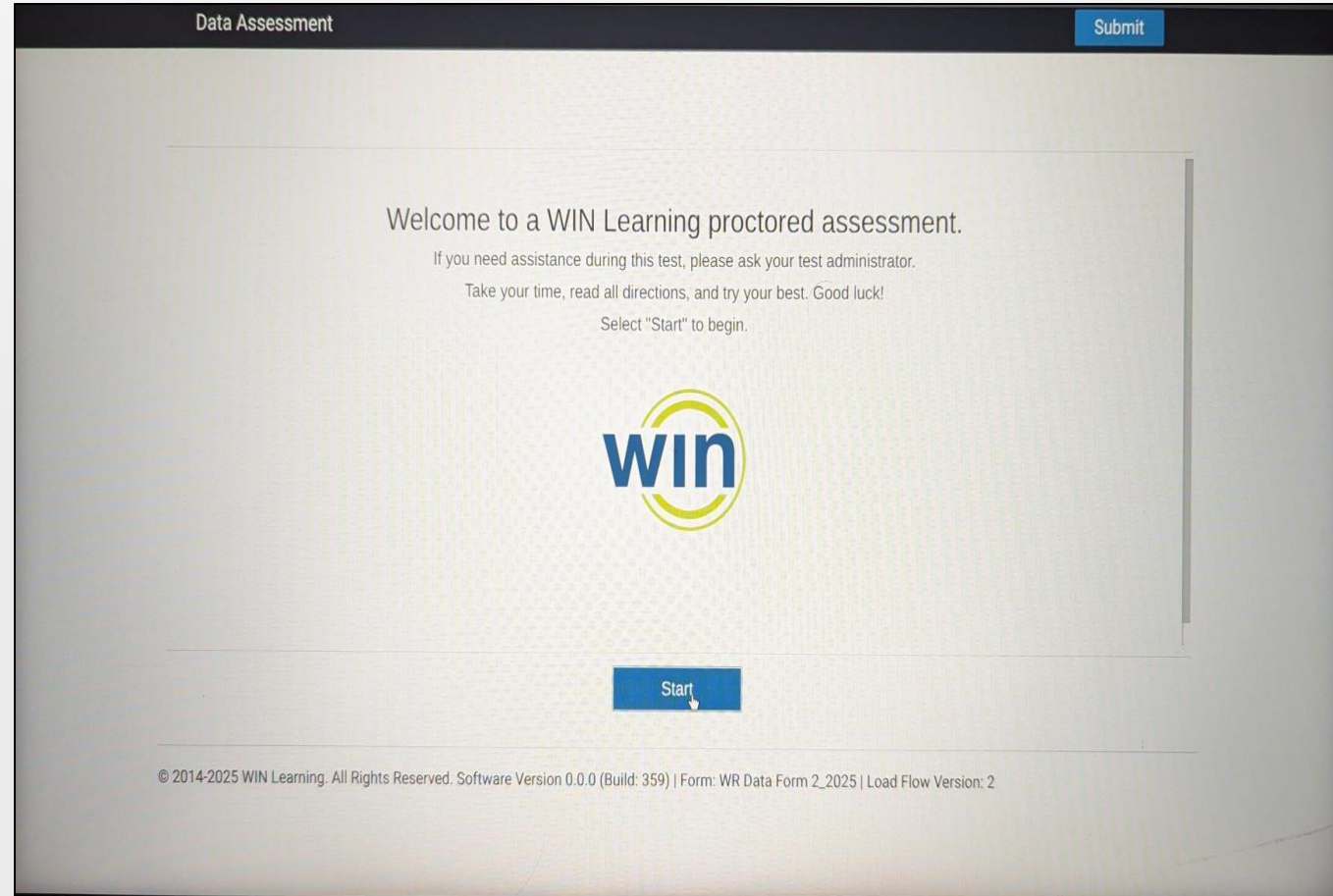
# Chromebook Extension

## • Chromebooks-

WIN provides the Chromebook Lockdown Browser Extension instructions and the Chromebook Extension App ID.

**Checklist Timeline: 6 months**

[Technology Coordinator Checklist](#)



This is the student view when they launch their assessment on a Chromebook.



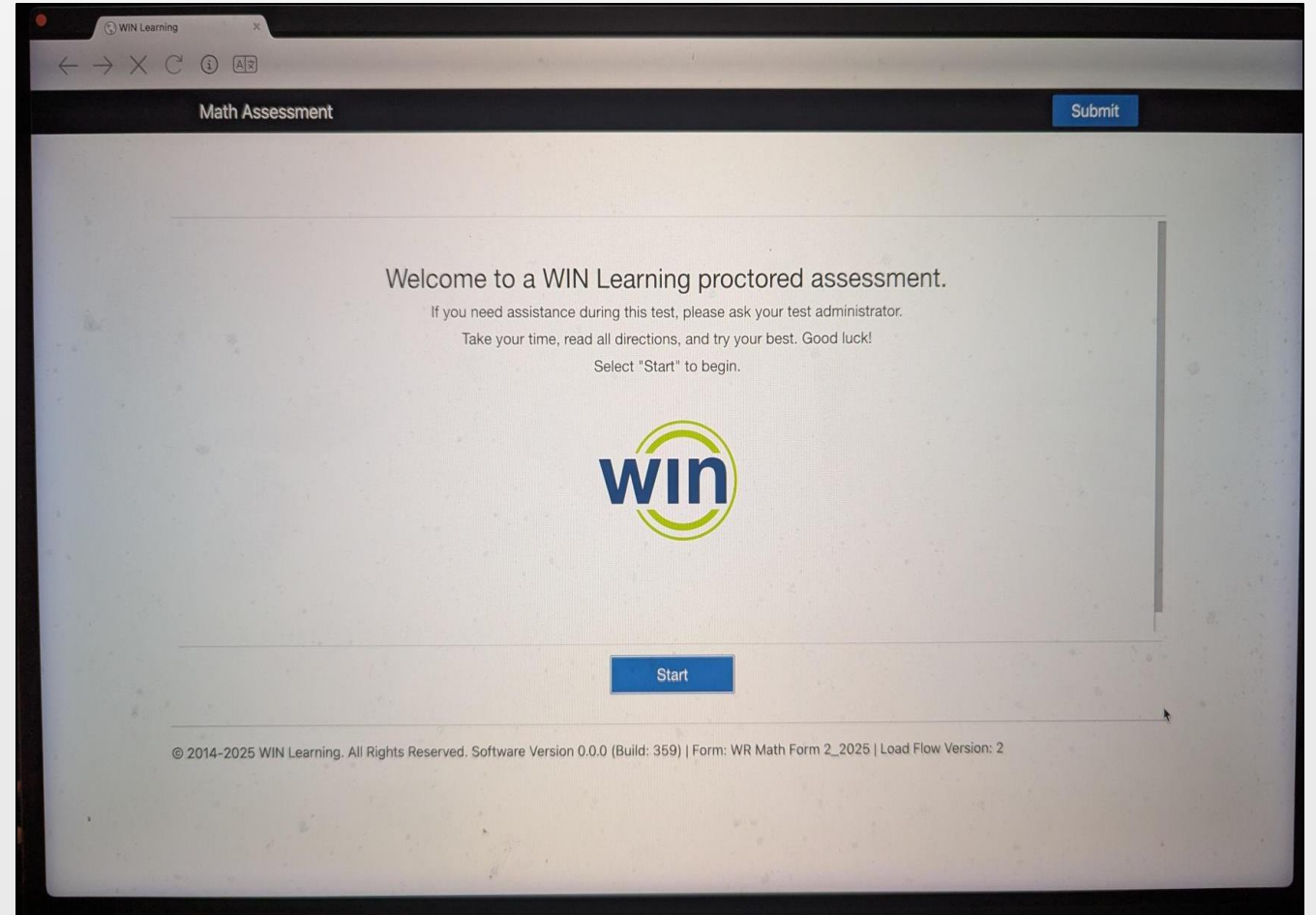
# macOS Lockdown Browser

- **macOS-**

WIN provides the Mac Lockdown Browser Instructions and the .pkg file.

- **Checklist Timeline: 6 months**

[Technology Coordinator Checklist](#)



This is the student view when they launch their assessment on a Mac.



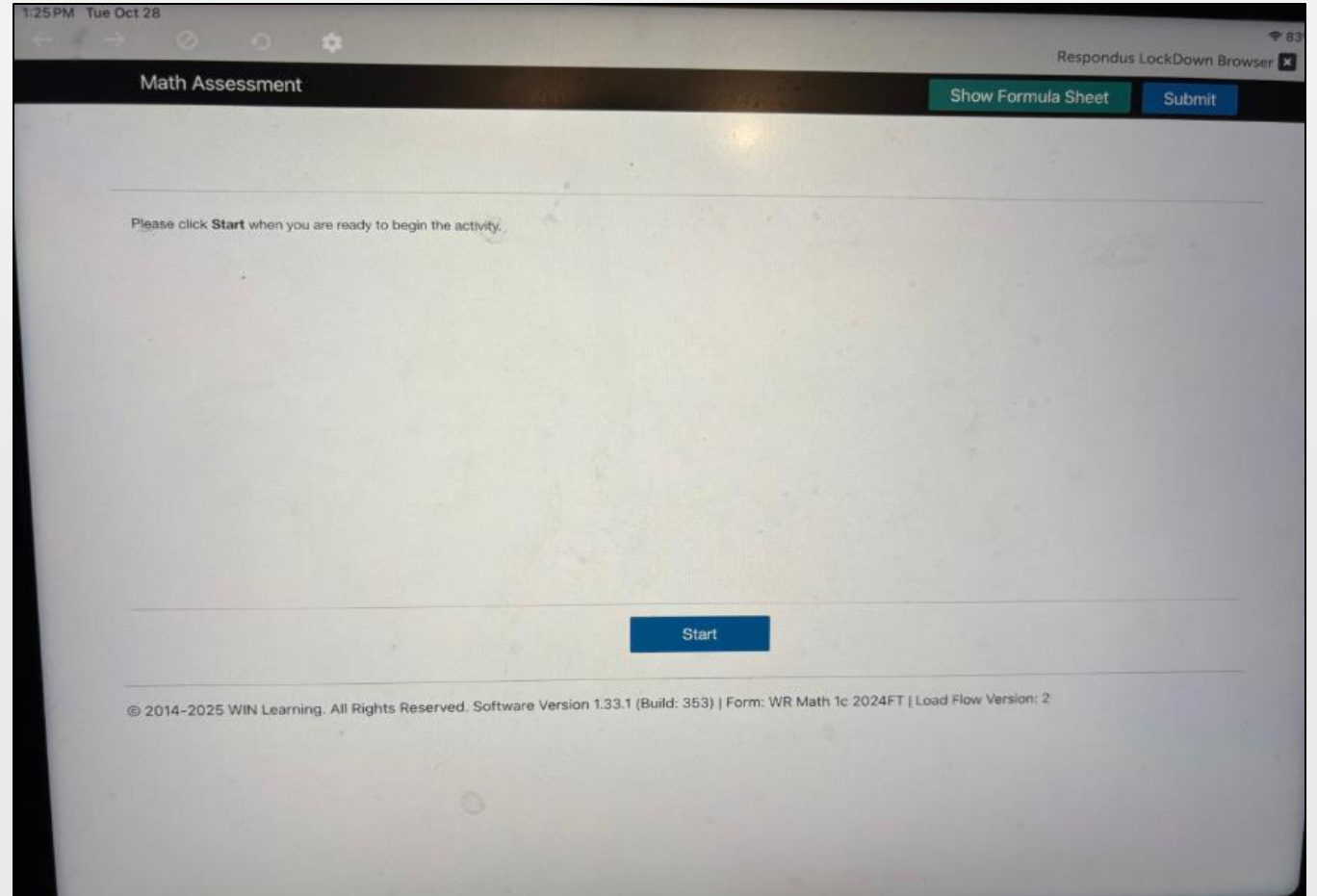
# iPadOS Lockdown Browser

- **iPads-**

WIN provides the iPad Lockdown Browser Instructions.

- **Checklist Timeline: 6 months**

[Technology Coordinator Checklist](#)

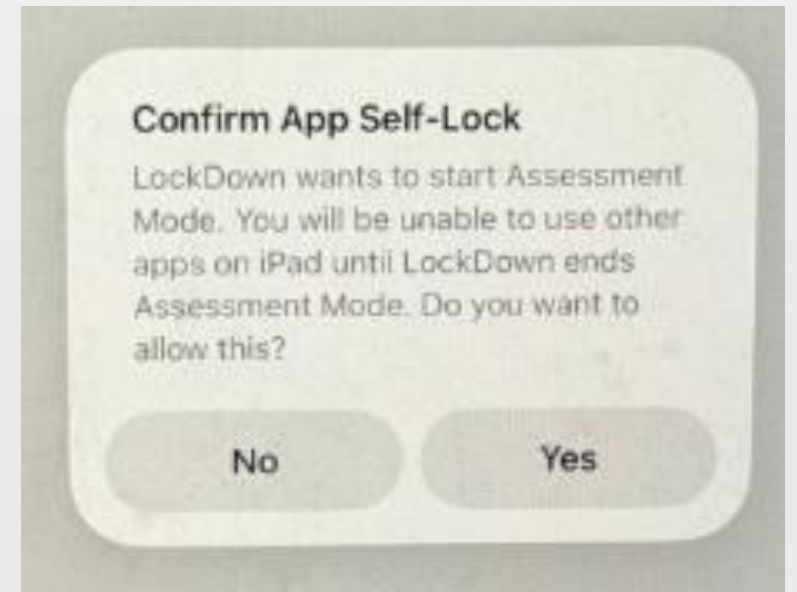


This is the student view when they launch their assessment on an iPad.



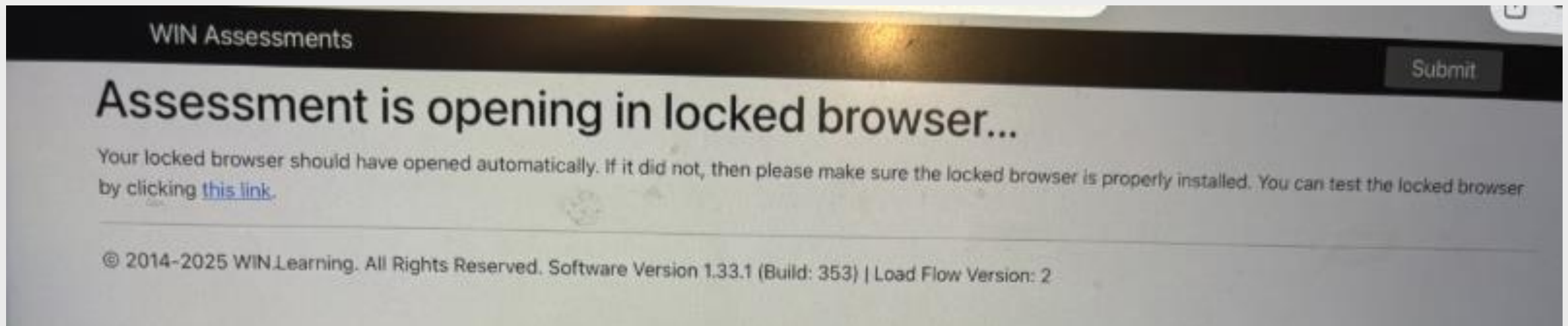
# iPad Lockdown Browser

- Students on iPads will receive the popup messages below when launching an assessment



# Troubleshooting

- If a student receives this message and the assessment does not load, the Lockdown Browser is not properly installed:



# Questions So Far...

Are there questions  
on what we've  
covered so far?



# Technology Checklist Timeline- 6 Months

## 6 Months Before

Category	Tasks
Site Planning	Begin inventory of available devices
Technology	Review Lockdown Browser installation instructions for all supported platforms. <a href="https://www.winresourcecenter.com/Assessments/mi-technology-verification">WIN Lockdown Browser installation (https://www.winresourcecenter.com/Assessments/mi-technology-verification)</a>
	Review WIN Technical Specifications. <a href="https://www.michigan.gov/mde/-/media/Project/Websites/mde/OEAA/MME/WINCRS_Tech_Specs_MI.pdf">WIN Technical Requirements (https://www.michigan.gov/mde/-/media/Project/Websites/mde/OEAA/MME/WINCRS_Tech_Specs_MI.pdf)</a>

# Technology Checklist Timeline- 3-4 Months

## 3-4 Months Before

Category	Tasks
<b>Technology</b>	Confirm OS compatibility for all devices: <a href="https://www.michigan.gov/mde/-/media/Project/Websites/mde/OEAA/MME/WINCRS_Tech_Specs_ML.pdf">WIN Technical Requirements</a> (https://www.michigan.gov/mde/-/media/Project/Websites/mde/OEAA/MME/WINCRS_Tech_Specs_ML.pdf)
	Verify bandwidth capacity (minimum 1 Mbps per student; 3-5 Mbps recommended) <a href="https://www.winresourcecenter.com/Assessments/mi-technology-verification">Verify bandwidth capacity</a> (https://www.winresourcecenter.com/Assessments/mi-technology-verification)
	Confirm that WIN Lockdown Browser or Chromebook extension functions as expected
	Whitelist the domains on all content filters, proxies, and firewalls <a href="https://www.winresourcecenter.com/files/pdf/Assessment%20Resources/LDB%20and%20Whitelist%209_2025.pdf">Whitelist</a> (https://www.winresourcecenter.com/files/pdf/Assessment%20Resources/LDB%20and%20Whitelist%209_2025.pdf) required domains.
<b>Training</b>	Participate in the November 13, 2025 <a href="https://events.teams.microsoft.com/event/f236eee3-84a5-4f62-930f-fb4491b8d56e@95d5cf3f-705d-4453-bfce-acaba1747119">WIN Work Readiness Test Administration Training for Test Coordinators</a> (https://events.teams.microsoft.com/event/f236eee3-84a5-4f62-930f-fb4491b8d56e@95d5cf3f-705d-4453-bfce-acaba1747119)

# Technology Checklist Timeline- 2 Months

## 2 Months Before

Category	Tasks
Site Planning	Confirm adequate inventory of testing devices, charging cords, and headphones.
	Verify devices are prepared for testing. Prepare backup devices.
Technology	<ul style="list-style-type: none"><li>• Install and test lockdown browser on all devices</li><li>• Run speed test to verify bandwidth</li><li>• Perform system readiness checks using the <a href="#">Technology Verification screen</a></li><li>• Submit the <a href="#">Technology Verification Survey</a> by <b>March 7, 2026</b>.</li></ul>

# For Assistance

## **OEAA Support:**

For assistance with assessment issues, call **877-560-8378** and **select option 2** for WIN Work Readiness testing, then **select option 3**.

Or email: [mde-oeaa@michigan.gov](mailto:mde-oeaa@michigan.gov)

## **WIN Support:**

For technical assistance with the WIN Work Readiness Assessments email:

[support@winlearning.com](mailto:support@winlearning.com)



# Wrap Up Questions

Are there any further questions?

