ACCUPLACER Test Administration Policy
for Google Chromebook Users

Chromebooks provide a secure platform for administering student assessments, and when setup properly, these devices meet ACCUPLACER’s testing and security policies. With Chromebooks, you can disable students’ access to browse the web during an exam in addition to disabling external storage, screenshots, and the ability to print. You are required to follow the steps below to ensure your institution’s Chromebooks are appropriately configured before administering ACCUPLACER tests.

Setting the ACCUPLACER for Chrome OS App to run in Kiosk mode.

Administering ACCUPLACER on a Chromebook without following these steps will result in suspension of your ACCUPLACER account.

Setting the ACCUPLACER for Chrome OS App to run in Kiosk Mode

There are two methods to configure the ACCUPLACER Chrome OS App to run in Kiosk mode: Managed Solution and Unmanaged Solution. If you have the Chrome Management console to manage Chromebooks, you may use the Managed Solution.

ACCUPLACER does not support the Unmanaged Solution.

Prerequisite for Managed Solution
Institutions must have their own G Suite Administrator Account/Organizational Unit. Only G Suite administrators can manage access to the various websites on a Chromebook.

Step 1: Obtain a G Suite Administrator Account and create an Organizational Unit
- G Suite for Education provides free G Suite Business features to nonprofit K–12 and higher education institutions in the U.S. and other countries. See https://support.google.com/a/answer/2856827?hl=en for details.
- Click here for G Suite Administrator Help
- Click here to learn about Organizational Units
Step 2: Enroll the student devices in the institution Organizational Unit

- Click here to learn how to enroll devices. Enrolled devices can be found in Devices > Chrome Devices

- If the device already has a personal account setup, the device will need to be wiped before it can be added to the Institution Organizational Unit. Once the device is added to the Organizational Unit, the personal account can be set up again.

- Click here to learn how to wipe a device

Managed Solution

These instructions are for Chrome Device Managers who will add the test delivery app to their domain-managed Chromebook devices.

Step 1: Log in to the Chrome OS management console (https://admin.google.com)
Step 2: Go to Device Management > Device Settings > Kiosk Settings

- Click on Manage Kiosk Applications
• Search for ACCUPLACER on the Chrome Web Store (APP_ID: dccjjiplhjhnjhlpbahcimboloihhh)  

![Image of ACCUPLACER in Chrome Web Store]

• Next to ACCUPLACER for Chrome OS, click **Add**  

![Image of adding ACCUPLACER to Chrome OS]

• Click **Save** at the bottom of the page, then close the console.  
• If **Auto-Login to Kiosk** is configured, the ACCUPLACER for Chrome OS app will automatically load next time the device reboots.
• If **Auto-Login to Kiosk** is not configured, on device reboot, the sign-in screen will display a menu of kiosk apps in the system tray. Select the **ACCUPLACER for Chrome OS** test delivery app and it will launch in Kiosk mode.

When you click on ACCUPLACER for Chrome OS, it will load the app in Kiosk mode as shown below:
Unmanaged Solution

Using the ACCUPLACER for Chrome OS App in an unmanaged manner for test administration will not work. The following popup appears and test administration will be blocked.

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App Limitations

- In Kiosk Mode, the volume controls on the taskbar will not be accessible during test administration. Therefore, it is recommended that the audio levels are adjusted before the student begins a test (particularly for Audio based Local Tests and ESL Listening tests).
- CSP tests cannot be administered on the ACCUPLACER for Chrome OS App.
- The ACCUPLACER for Chrome OS App has been designed with test delivery being the main focus. Therefore, it is recommended to use the browser-based site for non-test delivery needs (configuration, reporting, download and printing).