

Part IX: Site Readiness and Site Certification

A. Purpose

The MCAS Portal includes a Site Readiness tool for schools and districts to assess their readiness for online testing via the MCAS Student Kiosk and to identify any potential technology-related issues before testing begins to ensure a smooth testing experience. The Site Readiness tool is used to verify that testing devices meet the minimum requirements and have been properly configured.

Step-by-step instructions for conducting Site Readiness can be found in the *MCAS Student Kiosk Technology Guide* available on the [MCAS Resource Center](#) on the [Technology Setup](#) page. Part B below describes the steps that test coordinators should take to verify that their technology coordinators have completed site readiness prior to testing.

B. Viewing Site Readiness and Site Certification

District test coordinators, school test coordinators, and technology coordinators can view the results of Site Readiness testing on the Site Readiness page in the MCAS Portal. To view Site Readiness testing results and Site Certification, follow the steps below:

1. Log in to the MCAS Portal with your username and password.
2. Click **Administration**.
3. Click **Site Readiness** on the top menu bar.



4. On the Site Readiness page, select your district or school. The table will update to show the number of devices at each school that have been tested, when the school was certified, and who certified it. This certification indicates to the district or school test coordinator that the technology coordinator has tested the devices at the school and ensured they are operating as expected and meet the technology requirements.

A screenshot of the Site Readiness page for the district 'Cyber Falls'. The page title is 'Site Readiness in Cyber Falls'. A dropdown menu shows 'Cyber Falls' is selected. The main content is a table with the following data:

School	Number of Devices Tested	Date and Time	Certified By	View Details
Cyber Falls Sch1-001	6	10/16/2024 11:56:07 AM	Demo_TechCoord	View Details
Cyber Falls Sch2-002	1			View Details

Showing 1 - 2 of 2

*Date and time is in Eastern Standard Time.

5. To view a list of the devices that were tested at the school using the Site Readiness tool, click **View Details**.

Site Readiness in Cyber Falls

Cyber Falls

School	Number of Devices Tested	Date and Time	Certified By	
Cyber Falls Sch1-001	6	10/16/2024 11:56:07 AM	Demo_TechCoord	View Details
Cyber Falls Sch2-002	1			View Details

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*Date and time is in Eastern Standard Time.

Site Readiness Details

Cyber Falls Sch2-002 (Cyber Falls)

Device Name	OS	Screen Size	Date and Time
DESKTOP-7EB3FNI	window 10.0.0	1424x720	10/16/2024 1:44:46 PM

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