

APPENDIX B

MIST

Online Readiness Checklist

MIST Online Readiness Checklist

Overview

This optional checklist will assist you in determining the suitability of your school's network to run the Measurement Incorporated Secure Testing (MIST™) application and in ensuring that your computers meet the minimum technical requirements.

This checklist should be completed by school or district technical support staff. If you have any questions or concerns, please contact our support staff at **(855) 999-4246**. **If requested, please fax or email the completed checklist to the MIST Technical Support Desk at (919) 688-0938 or support@utahwrite.com.**

School Information

Enter your school information below so that we can contact you with any MIST requirement updates or questions related to your system capabilities. If you want to use one form for an entire district, just write "All" for the School Name.

School Name:		District Name:	
Contact Name:		Contact Title:	
Phone:		Email Address:	

System Readiness

Answer the questions below for each computer that will be used for online testing at your school. Follow the instructions in the **MIST™ Technical Guide** to download the test application.

1. Are all of your testing computers running one of the following operating systems? Yes No
Windows: Windows XP, Vista, 7, or 8
MAC: OS X v10.4 or later
Linux: Ubuntu 12.04 or later
2. Do all of your testing computers have at least 256 MB of memory? Yes No
3. Do all of your testing computers and monitors support a resolution of at least 800 x 600 pixels with 16-bit color? Yes No
4. When logged in to a student account, can you access the MIST website (<https://mist.measinc.com>) on each testing computer? Yes No
5. Can you successfully install the MIST test application onto the desktop of each testing computer? Yes No
6. When logged in to a student account, can you run the application on each testing computer? Yes No

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Network Capacity

Use the worksheet below to estimate the amount of bandwidth per student your network can accommodate. You will need to know the total bandwidth of your network; for example, a T1 line is 1500 Kbits per second (kb/s). The testing group size should be based on the number of students that can be accommodated in one or more of your school's computer labs.

A	Enter the total bandwidth of your network. You can get an estimate at https://mist.measinc.com/speedtest/ .	A	kb/s
B	Enter the total number of students that will be testing concurrently.	B	
C	Divide line A by line B and enter the result here.	C	kb/s

Use the results from lines A through C to answer the following questions.

7. Based on the value from line A, do you have at least 1500 kb/s of total bandwidth? Yes No
8. Based on the value from line C, do you have at least 50 kb/s for each student that will be testing concurrently? Yes No
9. During a test, can you guarantee that 50 kb/s will be available for each testing computer? Yes No

If No, how many other computers in your school compete for bandwidth?

10. Please describe any additional concerns that you may have about your school's network capacity to run the MIST application (e.g., other applications, recent network outages).

If you answered **No** to one or more of Questions 1 through 9 *or* you expressed concerns about your school's network capacity, contact us at **(855) 999-4246** to discuss how we may assist you in preparing your school for online testing.

If requested, please fax or email the completed MIST Online Readiness Checklist to the MIST Technical Support Desk at **(919) 688-0938** or **support@utahwrite.com**