



## Versant™ Web Testing *Best Practices*

### Test Overview

Versant tests measure spoken and/or written language for non-native speakers. Versant tests can be taken on the computer using Pearson's web delivered testing platform. During test administration, the test-taker listens to prompts and instructions through a headset and responds into a microphone.

### Configuring Test Center Computers

Please refer to the Versant for Web – Lab Setup Guide for guidelines on how to configure your test center computers. The following are System Requirements for web testing:

	Versant for Web	
<b>Operating Systems</b>	Mac OSX 10.10+, Windows XP, 7 & 10. Tablet OSs are not supported.	
<b>Web Browsers</b>	Firefox v52+, Chrome v61+, Microsoft Edge 44+	
<b>Network Bandwidth</b>	32 kilobytes/sec download	
<b>Screen Resolution</b>	At least 1024px by 768px	
<b>Soundcard / Audio Driver</b>	Must support recording audio and playback capabilities.	
<b>Headset</b>	Head-mounted USB headset with microphone and headphones must be compatible with the requirements below. A headset must be used during testing; built-in computer microphones are not acceptable.	
	<b>Headphone features</b>	
	Sound mode	Stereo
	Ear piece	Double
	Driver Unit Size	32 mm
	Frequency Response	20 - 20000 Hz
	Impedance	32 ohms
	<b>Microphone features</b>	
	Frequency response	100 - 12000 Hz
	Impedance	3320 ohms

### Test Environment

Test centers are required to provide a distraction-free, secure testing environment with continuous test-taker surveillance. If your test center is already administering exams, the layout of your office may be sufficient as long as it meets the requirements below. If you are setting up a new test center, the exact layout will vary depending on the physical space available and on the number of test-takers that will be accommodated.

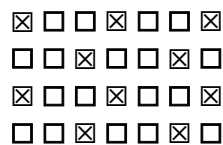
Testing can be a stressful experience for many test-takers. Even minor noises near the exam delivery room can cause a test-taker to feel distracted. If there is obvious noise, such as building construction, when a test-taker is ready to take an exam, ask the test-taker whether he or she will be affected by the noise before the exam is started.

## Partition Setup

If you are using privacy partitions, which will create privacy and also absorb sound between workstations, we strongly suggest having permanent partitions or walls that are at least 5 feet in height from the ground up and extend outward from the wall at a 90 degree angle. Desktop partitions are acceptable as long as the height measured from the floor is at least 5 feet. If using partitions, the partitions must allow an unobstructed view of each test-taker (including their hands) within the exam delivery room.

## Spacing

Test-takers should be spaced 10 feet apart, or, if test-takers are taking the test in a classroom setting, should be assigned to testing stations so that at least one empty or unused station is between two test-takers. For example, a testing center with 30 test stations should assign test-takers to only 15 stations or less to keep a vacant station between the test-takers. Test-takers have reported the least amount of disturbance when there are two empty stations between test-takers and when test-takers are not placed in the same vertical row, as seen the exam delivery room set-up below:



☒ denotes test-taker sitting at a station  
☐ denotes vacant station

## Proctors

We recommend that the test administrator is seated within the exam delivery room. The proctor cannot have a computer inside the exam delivery room. They may be provided a desk and a chair. Pearson recommends that multiple proctors are present to monitor exams if more than fifteen test-takers are taking an exam at one time (one proctor per fifteen test-takers).

## Suggested Best Practices

### Test Administrators

- Avoid large, open rooms with hard surfaces to prevent echoes.
- Commercially available acoustic privacy systems (or "white noise" generators) use sound-masking technology to effectively mute external noise. These may be helpful in areas where traffic or street noise is sometimes a problem. Provide adequate lighting and ventilation, along with comfortable seating and work surfaces. Room lighting should provide sufficient light for the keyboard while avoiding screen glare.
- In the exam delivery room, remove equipment such as printers, fax machines, copiers or telephones while testing is in progress.
- Minimize noise and distractions during testing (e.g. central announcements, recess bell).
- While testing is in progress, place a sign alerting people in your office to be especially quiet near the exam delivery room. For example, you might post a sign that says: "Quiet! Testing in Progress."

### Test Takers

- Ask the test-taker to turn off any device that might cause distractions during the test.
- Point out proper positioning of the computer headset in relation to the mouth as shown:



- Make sure the headset is plugged in correctly and is not muted.
- Advise the test-taker not to tamper or play with the microphone on the headset during testing.
- Allow the test-taker at least five minutes to read over test instructions and test paper.
- Inform the test-taker that the test officially begins after he or she has listened to the instructions, entered their test identification number, and completed the audio and/or microphone checks.
- For writing sections, the test-taker should **not** write in all caps. Typed responses should conform to English writing conventions and rules. This includes using appropriate spelling, punctuation, capitalization, syntax, and grammar.