



## iPad™ Testing Instructions for IOWA™ & CogAT® Online

**Note:** To conduct the test, ensure that you have the latest version of the Riverside DataManager™ app installed on your iPad. If you have conducted tests in the previous year, be sure to **uninstall the old app before downloading the newest version** from the app store. Instructions for removing the old app are provided at step 5.

### 1. Before testing - Disable Guided Access in your settings

- a. Tap the **Settings** icon and then tap **Accessibility**. Go down to **Guided Access** under **General**.
- b. Tap **Guided Access** and toggle it off or make sure it is off.

### 2. Download the student lockdown app

- a. Tap the **App Store** icon on the iPad to launch the app store.
- b. Search for DataManager in the search field.
- c. Select Riverside DataManager.
- d. Download DataManager app by clicking **"OPEN"**.

### 3. Open the test

- a. Tap the DataManager icon to open the app window.
- b. Tap **"Take a Test"**. A pop-up will appear that says **"Confirm Self-Lock."** **On test day, you must select "Yes" for Confirm App Self-Lock.**<sup>1</sup> The student will be unable to use

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<sup>1</sup> If you click "Yes" to "Confirm Self-Lock" **before** your test day, you can use the back button at the top right of the login screen to exit the testing platform. This option will not be available when testing.

other apps on the iPad until Riverside DataManager ends the Assessment mode.

#### 4. Sign in to test

- a. Sign in to **Riverside DataManager** using the box on the far-right side of the screen. Enter in the “**Student ID# and Session Code**” provided by Seton in your email. Student ID#'s and Session Codes are also located in your online account at [www.setontesting.com](http://www.setontesting.com).

#### 5. Remove the App after Testing

- a. Hold your finger on the icon for the **DATAMANAGER** until the icons on your home screen begin to shake.
- b. Tap the — that appears in the upper left corner of the **DATAMANAGER** app.
- c. When prompted, tap Delete. To re-add the app later, use these instructions and follow steps 1 and 2.

### Testing 5 or more students

1. Tap the gear icon located on the upper right corner of the screen on the **DATAMANAGER** app.
2. Review the iPad Configuration settings, then proceed to the Test Simulation section for multiple test takers.
3. Tap on “**Launch the Test Simulation.**” This simulation will run for approximately 5 minutes. You can conduct this simulation on a single iPad to simulate up to 5 students testing simultaneously. For every 5 students, it is recommended to launch another iPad simultaneously to ensure the smooth running of the desired number of students being tested.
4. If you have a message error during the simulation you should contact Seton for assistance.