TECHNICAL REQUIREMENTS FOR THE PRACTICE EXAM

GENERAL REQUIREMENTS

In order to take the practice exam, you must ensure that the following things are available to you so that you can successfully test all four language skills.

1. A quiet room in your home where you will be alone for the entirety of the exam.

2. An Internet-connected desktop/laptop that is configured to type in the target language.

3. A set of working computer speakers or headphones/earbuds.

4. A working microphone.

TESTING COMPUTER REQUIREMENTS

In order to take the practice exam, you will need a testing computer that meets the following hardware and software requirements.

- Mac OSX, Windows or Chromebook

- 2GB+ RAM

- A set of headphones or computer speakers (built-in or external).

- A working microphone (built-in or external)

- Language (keyboard) support enabled on your computer so that you can type in the target language. For more on this, see one of the following

  Directions for Mac
  Directions for Windows
  Directions for Chromebooks

- A Web Browser (Chrome [recommended], Firefox or Microsoft Edge.)
  Safari is not supported!

- An Internet connection capable of sustaining throughput of at least 1.5Mbps.

  You can easily test your network speed at: **http://fast.com**

SETTING UP YOUR TESTING COMPUTER

At least 24 hours before your exam, you will be required to register your testing computer and verify that you can hear the audio prompts, type in your target language and record your voice.

STEP-BY-STEP INSTRUCTIONS

1. First, log in to exams.actesting.org/ and enter the access code provided in the pre-exam email to register your computer for the test.

2. After logging in, you will be prompted to test your system using the automatic system diagnostic to ensure all the required components are present and properly configured (see Figure 1). The Diagnostic Tool tests to see if your browser is configured to:
   a. Read & write cookies
   b. Store encrypted audio files in browser storage
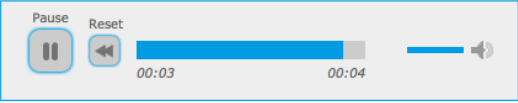
FIGURE 1. SYSTEM DIAGNOSTIC

3. Once you have passed all of the required tests in the System Diagnostic Tool, you will be prompted to test your audio through the Audio Playback Test. The Audio Playback Test confirms your ability to download and playback audio files in the exact manner that will be used for the listening portion of the exam. You may either play the audio through your computer's speakers or plug in headphones that you will use in the exam. Once you have determined how you would like to play the audio, click the 'Play' button to listen to the recording of a random, 4-digit number. Once you hear the number, simply type it into the field provided and click 'Finish'.

FIGURE 2. AUDIO PLAYBACK TEST

Demo Exam (Form 1313): Workstation # 23

Instructions: Play the audio, type in the number you hear and click 'Finish'.

Step 1. Click Play to test audio playback

Pause Reset

00:03   00:04

Step 2. Type the number you heard: 1234

FINISH

4. Next, you will be prompted to test your keyboard using the following steps:

Step 1. Enable the proper keyboard for your target language. Instructions for doing so can be found at:

Directions for Mac

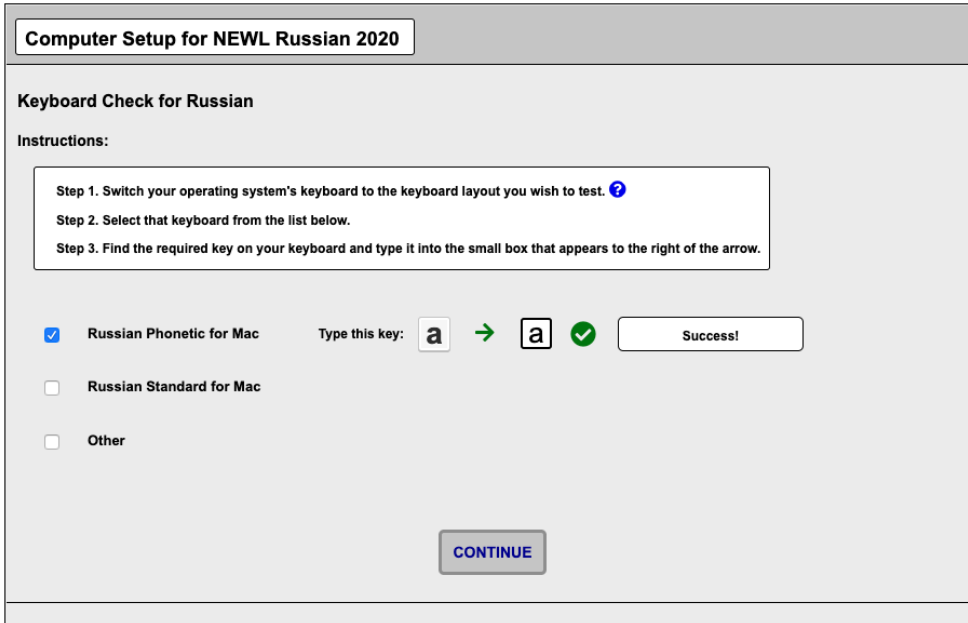Directions for Windows

Directions for Chromebooks

Step 2. Switch your operating system's keyboard using the language bar to the keyboard layout you wish to test.

Step 3. Select that keyboard from the list in the lab setup window.

Step 4. Find the required key on your keyboard and type it into the small box that appears to the right of the arrow.

If you do not get a success message, simply select "Other" and verify that you see the characters you expect to see.

Figure 3. Keyboard Check

5. Lastly, you will be prompted to test your microphone using the following steps:

    Step 1. You will first need to make sure that you have a headset with a microphone plugged into the headphone jack on your computer.

    Step 2. When you click record, your browser will ask you for permission to access the microphone. You should click 'Allow' and be sure to check the box that says, "Always allow from this site" (that way, the examinees will not be required to allow access during the exam).

    Step 3. Once the recorder starts recording, you will see the counter begin to climb and the colored indicator bars to the right come to life. For the purposes of lab setup, you should simply record your voice for a few second, saying something like "Test 1-2-3, test 1-2-3". When you hit the stop button, a box will appear to the right (see Figure 4), asking you to save and upload the file. Click the green button and your file will be uploaded.

    Step 4. When the upload is complete, you will be presented with a small player to listen to the file you recorded. Once you hear your voice, check the box to confirm playback and click finish.

FIGURE 4. SPEAKING TEST

NEWL Russian 2019 Practice : Workstation # 55

Speaking Test
Instructions:
Step 1. Click the red record button.
Step 2. Allow the recorder to access your microphone.
Step 3. Record a short test message (e.g. 'Test 1-2-3')
Step 4. Upload the file you created.
Step 5. Listen to the file and check the confirm message.

00:20

Stopped at 00:20

Save and upload your answer.