
Quest A+ Technical Personnel Checklist

Examination Administration, Alberta Education

Technical Personnel Checklist

- Quest A+ LockDown Browser shall be installed and tested on Windows and Mac OS devices in advance of the exam administration. The link can be found on the [Help For Techs](#) page on the Quest A+ Help pages. For the lab edition of LockDown Browser, please contact [Alberta Education](#)
- If Chromebooks will be used to write secure exams on Quest A+, they must be configured as per our instructions. Contact Alberta Education for Chromebook configuration instructions.
- Technical personnel shall develop and implement a plan to test the digital system prior to each exam administration to ensure that all equipment and processes function as required
- Use the *Trial Run Guide* located on the [Help For Techs](#) page to test LockDown Browser
- In cooperation with the principal and exam supervisors, technical personnel shall develop a technical contingency plan that can be implemented, as required, to address unexpected network, device, or printer problems
- Technical personnel shall ensure that the facility and all designated and configured devices are kept secure until the time the scheduled exams have been completed

Contact Alberta Education

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