Steps to Register Stations for On Site

For Windows machines,

Launch the web browser and enter the CASAS eTests Online URL your program uses.*



Server	Use any modern web browser	
*Global	https://etestsonline.org/	
*California	https://ca.etestsonline.org/	
*LARAEC	https://laraec.etestsonline.org/	
*Miami Dade	https://etestsonline.org/MiamiDade/	
*Washington	https://etestsonline.org/Washington/	

◆ For Training, go to Rolling Hills Simulation - <u>https://etestsonline.org/rollinghills/html5#/</u>

Note! Before you proceed with the following steps -

For Chromebooks,

Launch the **e**Tests Online Kiosk app

For iPads,

Launch the CT eTests Online Guided Access app



STEP 1: Initiate Station Registration





Testing Stations

Step		Screen	Description
2.	Click CasasWebTests.exe	RHAS - Simulation Server CTCS SCS Take a test • C221 by CASAS. All rights reserved. Privacy	 Click to Run the CASASWebTests.exe file. Wait for the test-delivery system to load. Note! Depending on your browser and settings, you may be prompted to first click Save, and then click Run.
3.	Station Register station with co Agency(/Site): User: Password: Station Site: Lab: Station: Registration Status: Identification Info:	TRAS: North Campus RHAS: South C	 For On Site Registration, Click Register station with credentials. Enter your Credentials. Click Login. Note! Both certified eTests Coordinators and Proctors can register stations. From the Station Registration information window, Click the Site field down-arrow. From the drop-down menu, Select the Site where the computer is physically located.
5.	5. Station Registration		
	Site: Lab: Station: Registration Status: Identification Info:	RHAS: Central Library x Assessment Center Assessment Center Not Registered MAC: "64-00-6A-80-E7-81", Model: "OptiPlex 7040", CPU: "Intel(R) Core(TM) i5-6500T CPU @ 2.50GHz", OS: "6.2.9200" gister Unregister	 Click the Lab field down-arrow. From the drop-down menu, Select the Lab, or room, where the computer is located at the Site. If the Lab is not listed, Enter the Lab name so it displays in the blue area. Click the blue area to apply the Lab name to the field.

Testing Stations



Step	Screen		Description
6.	Statio	on Registration 🕜	• Enter the Station name for the computer.
	Site:	RHAS: Central Library	o Use two digits for single numbered
	Lab:	Assessment Center * -	stations (recommended)
	Registration Status:	AC-00	stations (recommended).
	Identification Info:	MAC: "64-00-6A-80-E7-81", Model: "OptiPlex 7040", CPU: "Intel(R) Core(TM) i5-6500T CPU @ 2.50GHz", OS: "6.2.9200"	 Add acronym for the Lab to identify sets of stations registered at the same site with similar numbers such as AC-06 for Assessment Center, Station 06 (recommended).
7.	Statio	on Registration 🕜	• Additional Identification Info about the
	Site: RHAS: Central Library X -		Additional Identification Into about the station is automatically recorded with the
	Lab:	Assessment Center	station registration record
	Station:	AC-00	station registration record.
	Registration Status:	Not Registered	 Click Register.
	Re	Model: "OptiPlex 7040", CPU: "Intel(R) Core(TM) I5-6500T CPU @ 2.50GHz", OS: "6.2.9200"	
8.	Sta	tion registered !	• From the confirmation message,
		ок	 Click OK.
9.	eTests CASAS		• For test security, the Refresh button displays on a registered Testing Station until the proctor –
	Please wait for	your Proctor to start the	 STARTS a Testing Session or
	testing session or add your station to a session.		
			• ADDS the Testing Station to an
		Pofresh C	active session.
	L L	Reliesit	0
10.		Statos Managemer	Close the eTests Application.
			Click Exit at ton right
	Please wait for your Proctor to a session or add your station session.	start the to a	• Click Exit at top right.