

Computer-Based Testing (CBT) Technology Readiness Checklist

Updated 10/01/2025

In order to participate in operational Computer-Based Testing (CBT) for the Grades 3–8 English Language Arts (ELA) and Mathematics Tests, and the Grades 5 and 8 Science Tests, the school administrator must verify CBT Technology Readiness of their school. Verification of these requirements is **required** for all schools administering computer-based tests for the 2025-2026 school year.

The CBT Technology Readiness Checklist must be verified **every year** by an administrator of the operational CBT school to help the school prepare for a successful CBT administration.

School administrators should work with school, district, RIC, and BOCES staff as necessary and appropriate to confirm the school can meet the requirements and conditions outlined in the checklist.

The deadline to complete the checklist and submit verification through [Nextera Admin](#) is **Friday, December 26, 2025**.

There are many variables that factor into ensuring technology readiness for computer-based testing. Your large-city district office, RIC, and BOCES are valuable resources for questions related to technology readiness and computer-based testing. You may also contact NWEA Customer Support at NYTesting@nwea.org or 866-997-0695 for questions on the computer-based testing system and technology readiness. If you have questions concerning computer-based testing policies or procedures for NYSED, please email CBTsupport@nysed.gov.

Category	Requirements	Guidance/Resources	Will my school be able to meet this requirement?
CBT Scheduling	1. Schools must schedule computer-based testing within the CBT test administration window .	Exam scheduling within the CBT test administration window is a Local Education Agency (LEA) decision. For computer-based testing, a best practice for ensuring a seamless online test-download and test-starting experience for students is to stagger student-testing start times. This is especially important within a large group of students so that not all students within a large group are downloading the test at the very same moment. Details on how to stagger student start times can be found below and on CBT Support .	<input type="radio"/> Yes <input type="radio"/> No
	2. Schools must have adequate bandwidth, including considerations for any wireless connections, to support CBT on the days scheduled for test administration.	The bandwidth requirements and tools for testing your school's bandwidth capabilities are available on the NWEA Readiness page . <ul style="list-style-type: none"> Schools should check bandwidth readiness, prior to testing, to prepare for CBT and ensure a stable testing environment for students. For schools using wireless connections, be sure to consider network access-to-student ratios within a testing space. 	<input type="radio"/> Yes <input type="radio"/> No
Bandwidth & Access			

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Devices	<p>3. Every student must have access to a school-issued computer device and keyboard that meets the minimum technology specifications on the days that student is scheduled to test.</p> <ul style="list-style-type: none"> An external keyboard must be provided and available for all students testing on computer. All devices must have a mouse, touchpad, or touchscreen to assist students with responding to different item types. 	<p>Information on whether devices meet minimum technical requirements is available on the NWEA Readiness page. There is also a test that can be run on the devices to determine if they meet minimum technical requirements.</p> <ul style="list-style-type: none"> iPad Minis are not an allowable device for CBT. NWEA Supports touchscreen input for Chrome, Windows 10 and 11, and iPad operating systems (OS). Dual mode devices offering a laptop and tablet mode must be used in laptop mode (tablet mode is not supported at this time). Styluses are supported; however, digital pens are not recognized within the secure browser at this time. For more information on the differences, please visit CBT Support. <p>For more information, refer to Appendix B in the Nextera Setup & Installation Guide (for a list of supported devices). The guide is available on CBT Support.</p>	<p><input type="radio"/> Yes <input type="radio"/> No</p>
	Installation	<p>4. A process must exist to download, deploy, and update (if necessary) the Questar Secure Browser on all student devices to be used for CBT.</p>	<p>Detailed instructions for installing, setting up, and testing the installation of the Questar Secure Browser are available in the Nextera Setup & Installation Guide.</p> <ul style="list-style-type: none"> The Questar Secure Browser has been updated and is ready for spring testing. Your school should consider a process to ensure that every testing device has the most recent version of the Secure Browser installed.
Network	<p>5. The guidelines provided in the Nextera Setup & Installation Guide must be reviewed and adhered to prior to CBT administration to ensure the school is prepared for CBT.</p>	<p>The Nextera Setup & Installation Guide provides guidance on network settings for firewalls, internet content filters, and more.</p> <p>Additional consideration may be needed for the following:</p> <ul style="list-style-type: none"> Ensure the Questar and NWEA URLs are allowed within your network firewalls (whitelisting). Please see CBT Support for a complete list of URLs that need to be whitelisted. Update any needed network configuration changes. Implement iPad or Chromebook configuration policies. 	<p><input type="radio"/> Yes <input type="radio"/> No</p>

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Scoring	<p>6. The school must identify a Lead Scoring Entity when ordering computer-based tests through the NYSED online examination request system.</p>	<ul style="list-style-type: none"> • Computer-entered constructed responses for the ELA and mathematics computer-based tests must be scored by educators from a minimum of three schools collaborating under the direction of a Lead Scoring Entity. • The Lead Scoring Entity includes the name and BEDS Code of the school, district, BOCES, or scoring vendor that will be responsible for conducting scoring activities with educators from a minimum of three schools. • The computer-entered constructed responses for the science computer-based tests will be sent to NYSED's contractor for statewide scoring. Schools do not need to make arrangements for the scoring of the science computer-based tests. However, schools will still be responsible for the scoring of science paper-based tests (i.e., accommodated editions). 	<p><input type="radio"/> Yes <input type="radio"/> No</p>
Testing Space	<p>7. Suitable physical space must be available for computer-based testing.</p>	<p>For more information on physical space setup, see the School Administrator's Manual.</p> <ul style="list-style-type: none"> • Be sure to consider availability of electrical outlets and wireless access points (if applicable). <p>Suggestions for setting up a secure CBT testing environment can be found on CBT Support or in the School Administrator's Manual.</p>	<p><input type="radio"/> Yes <input type="radio"/> No</p>
Staff	<p>8. Staff member(s) must be identified as point(s) of contact for technology support before and during CBT.</p>	<p>The number of staff member(s) required is locally determined. See your school/district/BOCES/RIC professionals for guidance.</p> <ul style="list-style-type: none"> • All schools should coordinate with their District Test Coordinator (DTC). • Schools may want to establish a School Test Coordinator (STC) to manage CBT administration. • All schools may indicate in the Operational CBT Contacts and Listserv section of this checklist 2 additional contacts so that NYSED can better inform your school during operational CBT of any matters impacting testing policy and/or procedures. 	<p><input type="radio"/> Yes <input type="radio"/> No</p>
	<p>9. Teachers and proctors administering CBT will receive information and training on the Questar Secure Browser and Nextera Admin systems.</p>	<p>Ensure that training and communication workflows are established for CBT. Confirm all teachers and proctors administering CBT know how to locate relevant CBT testing materials.</p> <ul style="list-style-type: none"> • Testing manuals and information can be located on the Office of State Assessment website. • The degree of teacher/proctor training on the system is locally determined. See your district/BOCES/RIC as appropriate for guidance. 	<p><input type="radio"/> Yes <input type="radio"/> No</p>

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Students	<p>10. Students who will be taking the NYS 3–8 ELA and/or math or Grades 5 and 8 Science assessment on computer should have regular interaction with technology as part of their standard instruction.</p>	<p>The online New York Question Sampler allows users to preview test questions in a platform that closely resembles the secure test platform students will use for the actual test. Practice tests are also available from the Questar Secure Browser, once installed on school devices, for students to practice taking online tests in the secure test platform; logins to the secure practice tests are available on CBT Support.</p> <ul style="list-style-type: none"> • Students should have familiarity with the Nextera online testing platform prior to test administration, including use of online tools available as part of the Nextera Test Delivery System (TDS). • All students taking one or more of the 2026 operational tests on the computer should be provided with at least one opportunity to take the practice test(s) available from the Questar Secure Browser. • Students should have experience with certain technology skills, such as keyboarding and using a mouse/touchpad/touchscreen. <ul style="list-style-type: none"> • Additional guidance regarding keyboarding skills can be located from the Office of Instructional Support's Educational Design & Technology website. 	<p><input type="radio"/> Yes <input type="radio"/> No</p>
	<p>11. Schools that are testing via the computer are required to take part in at least one day of the CBT simulation period.</p>	<p>For the 2025-2026 school year, all operational CBT schools will be required to participate in the CBT Statewide Simulation. This year, there will be one CBT Simulation Period. This Simulation Period will have a window where schools can choose which day(s), grades, and content areas they want to participate.</p> <p>Your school must participate in at least one day of the Statewide Simulation Period. The CBT Simulation Period will be held from Monday, January 26 through Friday, February 6, 2026. The CBT Simulation offers the opportunity for school staff to evaluate the readiness of their school's internal systems, hardware, and school testing procedures for CBT. In addition, participation in the simulation prior to testing affords teachers and students the opportunity to practice and strengthen their familiarity with NWEA's testing platform that mimics the actual testing environment. Teachers and administrators can also use the opportunity to identify any adjustments to computer-based testing procedures that will help to streamline the testing this spring. The simulations provide an excellent opportunity for schools to test how the Questar Secure Browser functions within their school networks.</p> <p>Your school may participate in the simulation on any day(s) during the Simulation Period. Select from the content area(s) and grade level(s) requested for spring operational testing. Schools may select more than one content area and grade level to participate in the simulation.</p>	<p><input type="radio"/> Yes <input type="radio"/> No</p>
Statewide Simulation			

CBT Student Testing Devices

Please indicate below the type and number of student testing devices you anticipate your school will use for CBT. You must provide an anticipated number for at least one device type and can indicate more than one type of device that will be used in your school for CBT. This is for customer support purposes as well as to verify that your school will be administering CBT in the spring on devices supported by the Questar Secure Browser.

Please note: Versions below are subject to change. For updates to NWEA’s operating system support, please reference Nextera Admin under the Help downloads tab.

<p>Windows desktops/laptops</p> <p>OS 10 and 11 (Home, Education, Pro, Pro Education, Enterprise)</p> <p>Versions: Windows 10: 22H2, Windows 11: 22H2, 23H2, 24H2</p>		<p>Chromebooks OS</p> <p>Versions 131+</p> <p>NOTE: Supported versions may change throughout the year as new versions are developed and tested. For the most accurate information please visit NWEA’s system scan page.</p> <p>Chromebooks must be supported by Google Auto-Updates. Dual-mode Chromebooks with laptop/tablet modes must be run in laptop mode (tablet mode is not supported).</p>
<p>Apple desktops/laptops</p> <p>Mac OS 13.x,14.x,15.x</p> <p>26.x (Fall 2025 release)</p>		<p>iPads (9.7” + screen)</p> <p>17.3+,18.x</p> <p>26.x (Fall 2025 release)</p> <p>Note: iPad Minis are not allowed for CBT due to small screen size. iPad 4 and lower and iPad Air 1 are not supported.</p>

Note: References to “.x” releases infer that all available point-releases within that version are supported. For example, “18.x” means that all 18.x available versions are supported (18.1, 18.2, 18.3...).

Operational CBT Contacts and Listservs

Regional Information Centers (RICs) and large-city testing personnel are important sources of information and will serve as primary support for schools and districts participating in CBT. All CBT schools should be in regular communication with their RICs or large-city centers for questions concerning computer-based testing.

The Office of State Assessment will continue to use operational CBT listservs for ELA and math so that we can better inform your school during operational CBT of any matters impacting testing policy and/or procedures. Contact information for schools is collected in [SEDREF](#). In order to be included in the operational listserv, principals and District Test Coordinators for public schools and School Test Coordinators for religious, independent, and charter schools, should confirm their contact information in SEDREF.

If your school has staff in addition to the principal and District Test Coordinator, (or for religious, independent, and charter schools, the school test coordinator), who need to be included in the operational listserv, please use the form below to list their name(s) and email address(es) for the content area in which your school is administering operational CBT. You may add contact information for up to two colleagues within your school. Please only use school organization email addresses.

School Contact First Name	School Contact Last Name	School Contact Email Address	School Contact Position / Title