

ONLINE NATIONAL ASSESSMENT PLATFORM

Windows

Locked down browser Guide

Version 3.04

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Australian Government
Department of Education



Education
Services
Australia

acara AUSTRALIAN CURRICULUM,
ASSESSMENT AND
REPORTING AUTHORITY

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Document updates

Version	Update type	Summary of updates	Updated by	Date
2.15	Minor	Updated for NAPLAN 2018	ESA	1 May 2018
3.00	Major	Updated for PRT 2022 and NAPLAN 2023.	ESA	10 October 2022
3.02	Minor	Image update for NAPLAN 2023	ESA	23 January 2023
3.03	Minor	Updated for PRT 2023	ESA	3 October 2023
3.04	Minor	Updated for NAPLAN 2024	ESA	30 November 2023

1 Introduction

The purpose of this document is to provide instruction on the use of the NAP Locked down browser.

The NAP Locked down browser is used in assessments to stop students from using other applications or websites during assessment events.

Typically, the NAP Locked down browser will be installed by the School Technical Support Officer. Students with BYO devices will need assistance to set up their device for assessments.

For downloads and technical information, use the **Locked down browser** link on the [Online National Assessment Platform home page](https://www.assessform.edu.au) (<https://www.assessform.edu.au>).

This document includes instructions for:

- downloading
- installing
- running
- exiting
- updating
- uninstalling
- proxy setup.

Depending upon the setup at the school, some of these instructions may not be needed. For example:

- Proxy setup: if the devices can already connect to the internet with a browser then these instructions are not required. If you are having trouble connecting to the internet, then you may need to set up a proxy. Get assistance from your local network administrator. Proxies are not unique to the Locked down browser but part of the network design and installation.
- Volume managed devices: instructions may only be relevant for the running, exiting and connection steps sections of this guide.
- Updating instructions would only be required before assessment events each year unless you are notified otherwise.
- The uninstall instructions are targeted for BYO devices or where other devices will no longer be used for assessments.

2 Windows

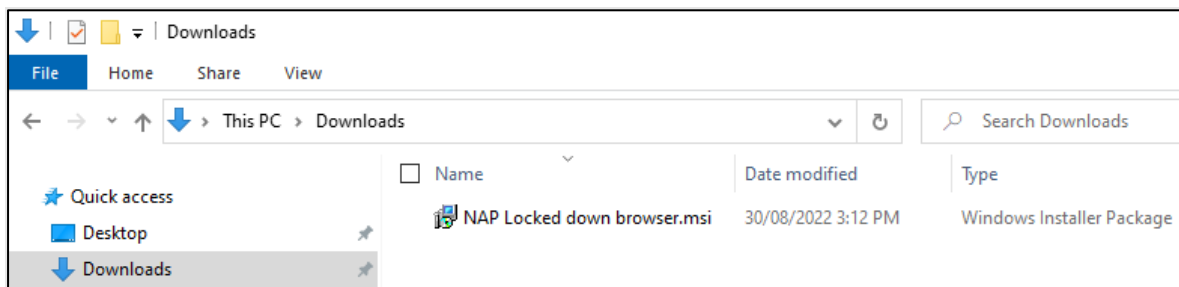
2.1 Download

1. Use the **Locked down browser** link on the [Online National Assessment Platform home page](#).
2. Select the appropriate button to download the NAP Locked down browser application (app) onto your device.

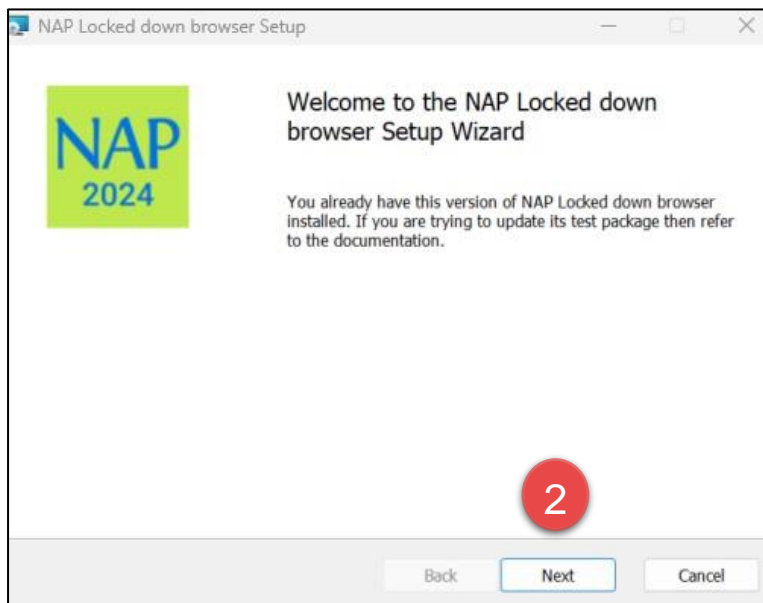
Note: All devices need to be connected to the internet so that you can download the app and install it.

2.2 Install .msi

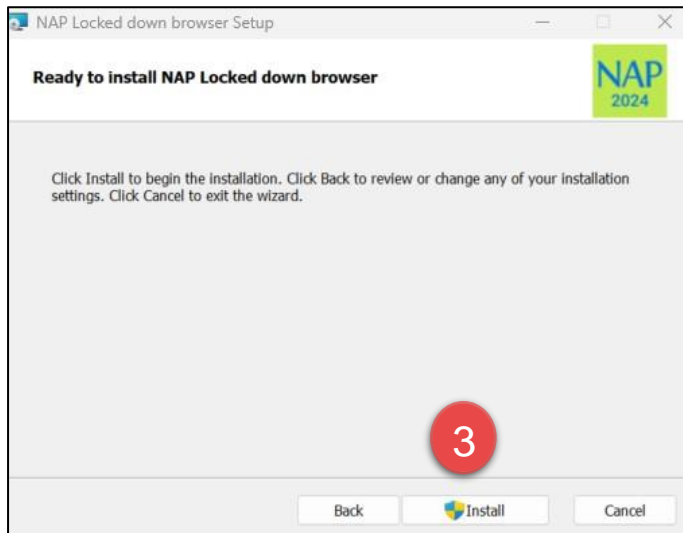
Navigate to the locked down browser installer file (NAP Locked down browser.msi) using the operating system's file explorer. The file will be in the **Downloads** folder.



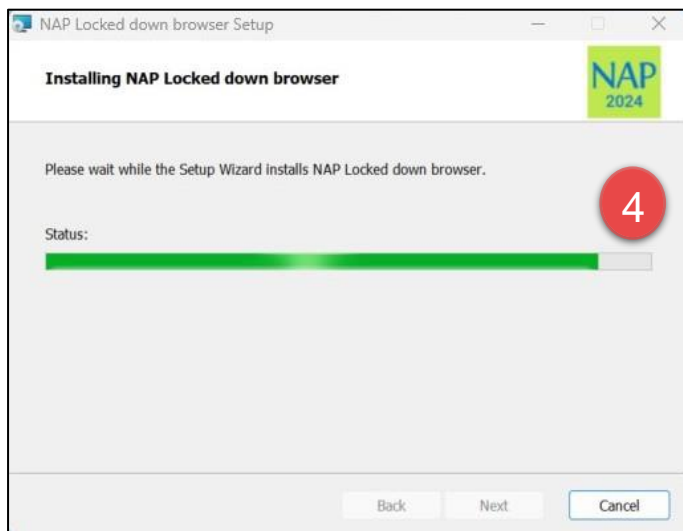
1. Double-click **NAP Locked down browser.msi**. Depending on your network settings you may encounter some system checks on first installation of the new Locked down browser.



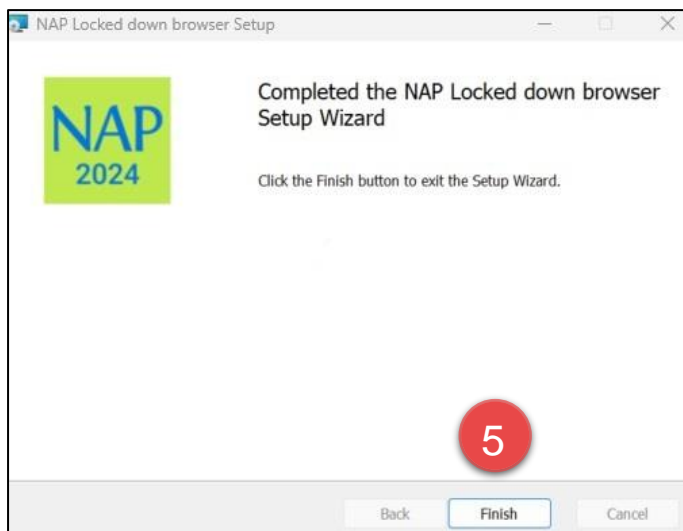
2. Select **Next**.



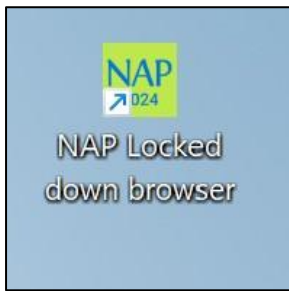
3. Select **Install**.



4. Wait for the installation to be completed.

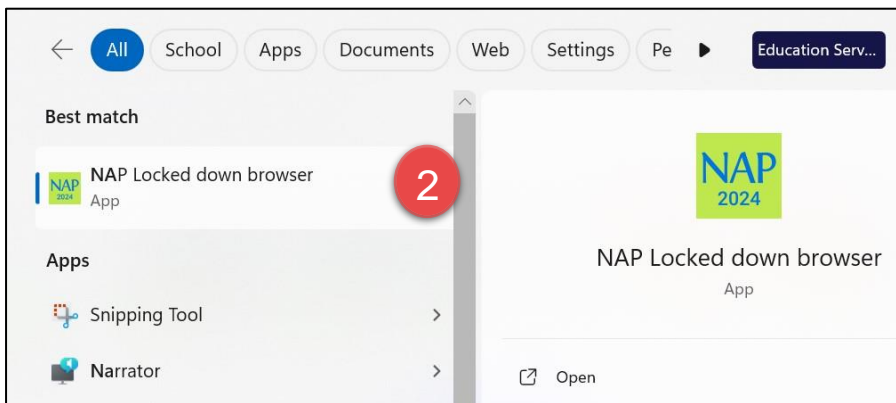


5. When the installer indicates that it has completed the installation, select **Finish**.



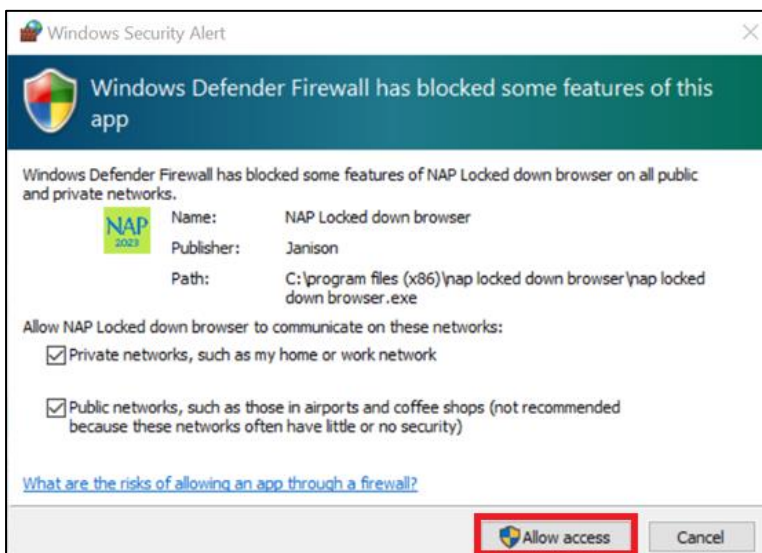
6. Verify that the **NAP Locked down browser** shortcut is available on the Desktop.

2.3 Run



1. Select the Windows **Start** button and search for **NAP Locked down browser**.
2. Select **NAP Locked down browser** to launch it.

Note: Depending on your network settings, you may encounter some system checks on first launch of the application. For example;



3. Refer to 'Connection steps' at the end of this document.

2.4 Exit

You can exit the app by selecting the **X** in the bottom right on the student login screen (and other screens before) starting the exam.

Once you are in an exam session, a Test Administrator must **pause** your attempt, and from the pause screen the user can log out (returning them to the student login screen where they can then exit the app using the **X** button at the bottom right).

There is a keyboard shortcut for exiting the app.

1. Press Ctrl + Q.
2. Enter the quit password: QUIT!please
3. Select OK.

2.5 Update

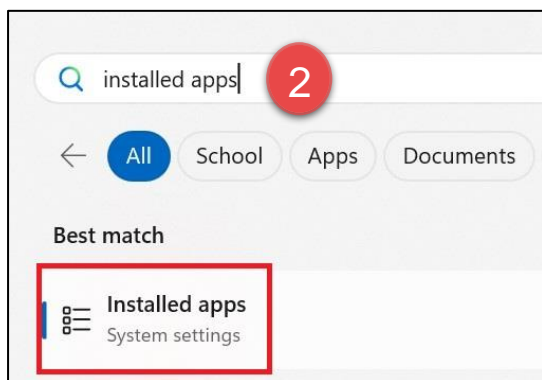
1. Use the **Locked down browser** link on the [Online National Assessment Platform home page](#).
2. Refer to the Windows install section earlier in this guide. Repeating the install steps with the newly downloaded file will upgrade the current installation.

2.6 Uninstall

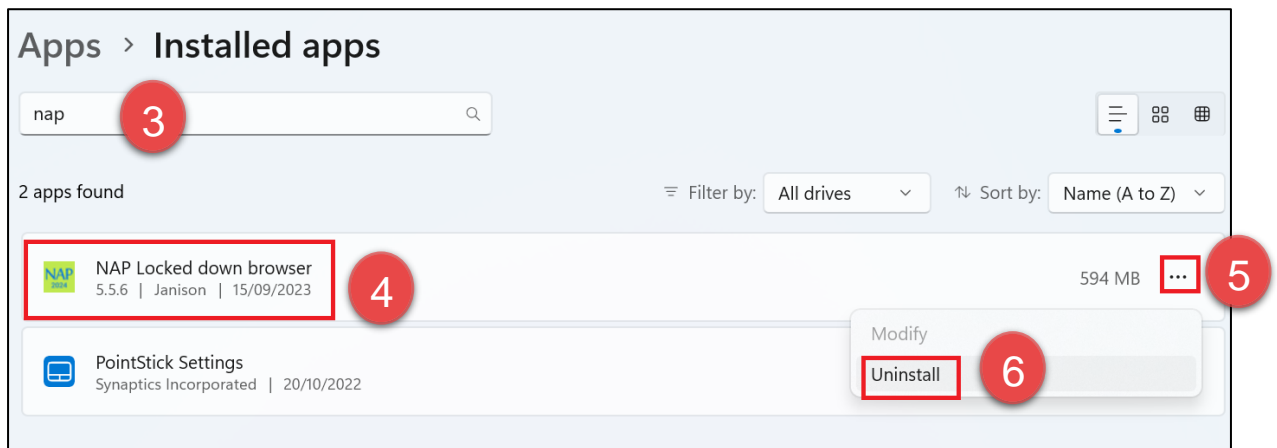
These steps can only be performed after you have exited the NAP Locked down browser.



1. Select the **Windows** icon.



2. Search for '**Installed apps**' and then select **Installed apps**.



3. Enter NAP
4. Select **NAP Locked down browser**.
5. Click on the **three dots** next to NAP Locked down browser
6. Select **Uninstall**

7. If you are presented with another popup asking you to confirm uninstall, select **Yes**.

Note: The uninstall process on Windows leaves two folders on the computer:

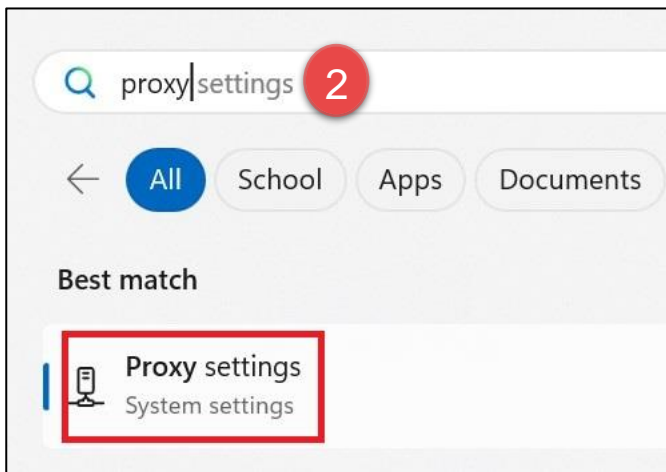
- C:\Program Files (x86)\NAP Locked down browser

2.7 Proxy settings

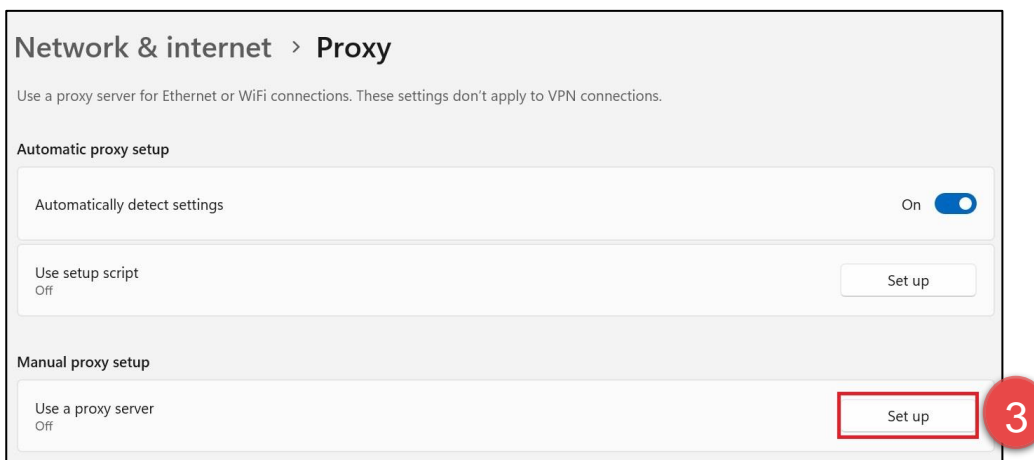
If your network requires the use of a proxy, the following steps guide you to the place to enter the proxy details provided by your Network Administrator.



1. Select the **Windows** icon.



2. Enter Proxy and select **Proxy Settings**.



3. Select **Set up** under Manual proxy setup

Edit proxy server

Use a proxy server

On **4**

Proxy IP address Port **5**

Use the proxy server except for addresses that start with the following entries.
Use semicolons (;) to separate entries.

Don't use the proxy server for local (intranet) addresses

6

4. Select **On** for **Use a proxy server**.
5. Enter **Address** and **Port**.
6. Select **Save**.

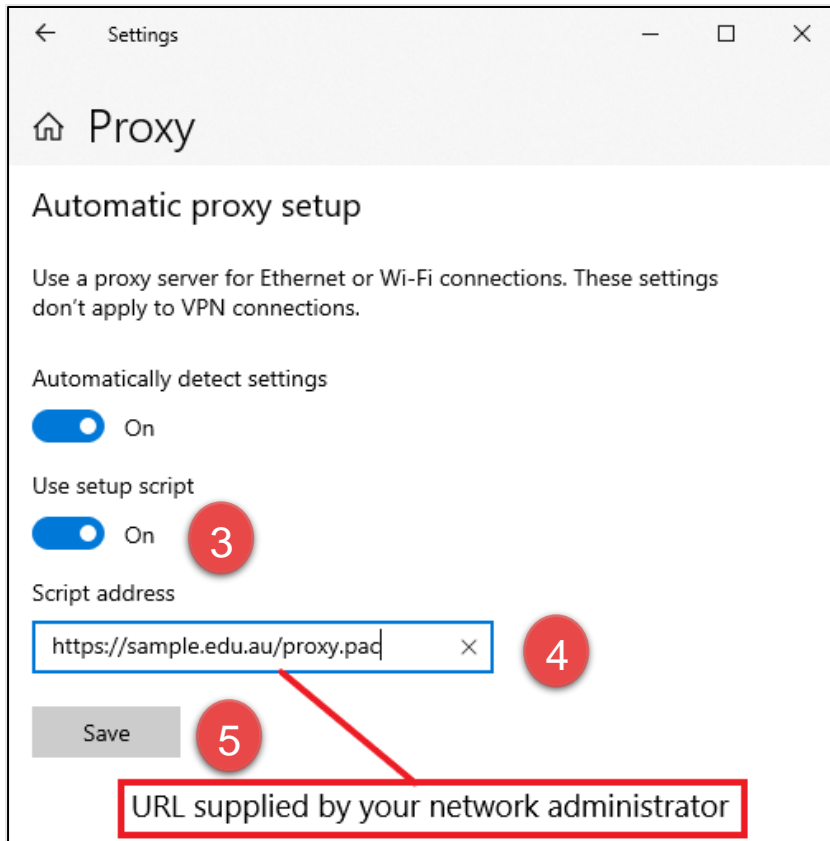
2.7.1 Troubleshooting proxy problems with your Windows device

If you are connected to the school's network or Wi-Fi, but are not able to access the Assessment Platform, try the following steps and test again.

Note: These screenshots are from Windows 10.

Use automatic configuration script

1. Obtain the proxy automatic configuration script URL from your network administrator.
2. Select **Settings**, then **Network & Internet**. Then select **Proxy**.

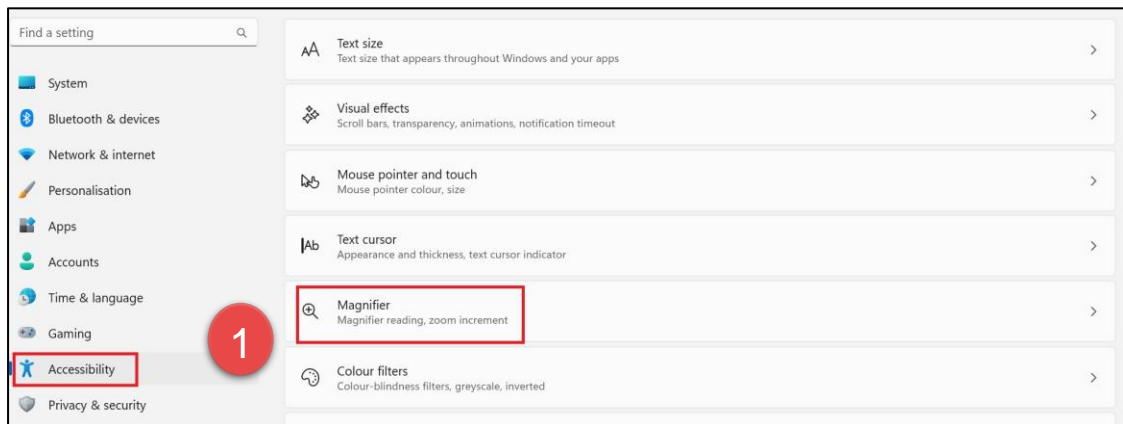


3. Select **On** for **Use setup script**.
4. Enter the proxy automatic configuration script URL in the **Address** field.
5. Select **Save**.

2.8 Configure device

2.8.1 Enable or disable magnifier settings

To enable or disable magnifier settings:



1. Navigate to **Settings**. From the left side menu, select **Accessibility** and then select **Magnifier**.



2. Toggle the **On-Off** button to **enable or disable Magnifier**

Once magnifier settings are enabled, you will be able to use the following keyboard shortcuts.

Keyboard shortcut	Action
WIN + (+/-)	Zoom In/Out
WIN + ESC	Disables Magnifier

2.9 Troubleshooting: Extract logs

When an issue is encountered by a user and reported via the ESA ServiceDesk, the user/s device logs may be requested to assist investigations.

In order to extract logs for the Windows device, the following steps should be followed;

1. Navigate to the folder **C:\Users\LOGGED IN USER\AppData\Roaming\NAP Locked down browser** within your device
2. Copy the **replay.log** file.

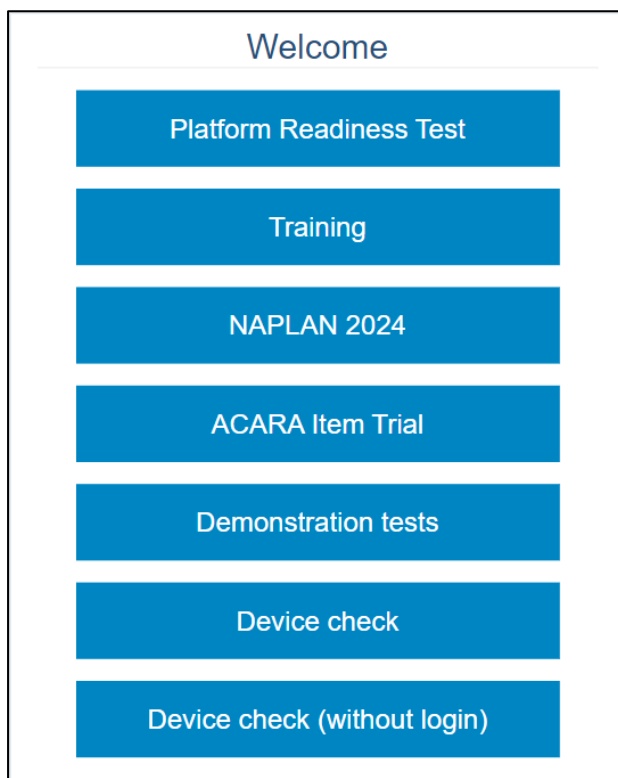
3 Connection steps

3.1 Connecting to online server

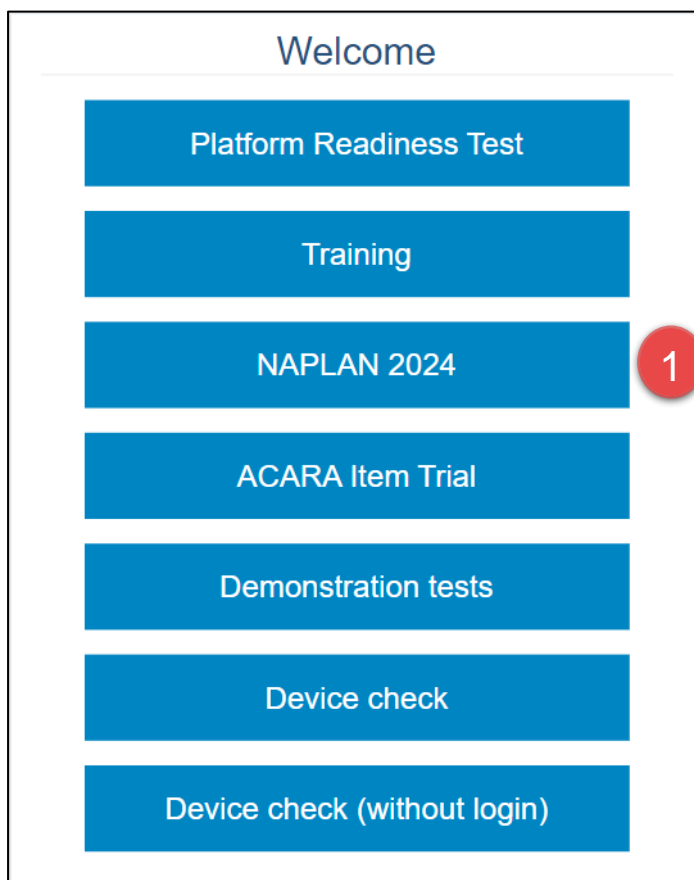
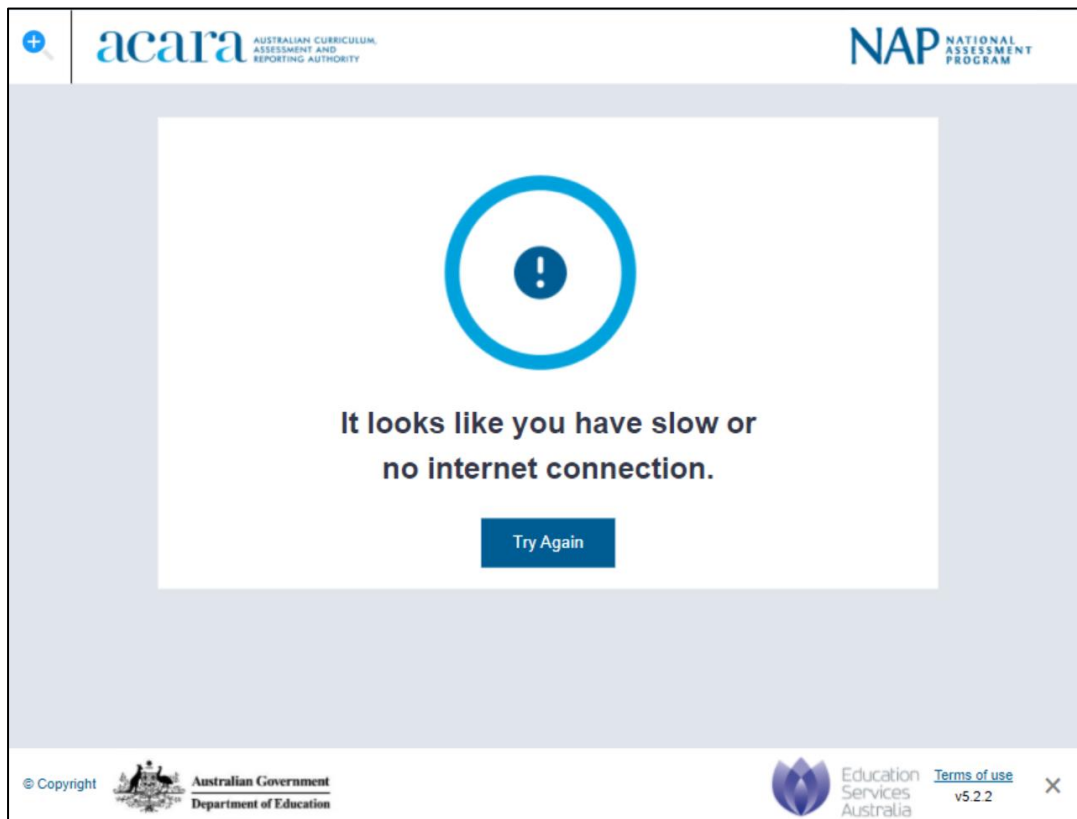
When you start the NAP Locked down browser, the connecting screen loads while application checks to see if the device is connected to internet.



Once connect to the internet, you will see the Launchpad. Note: The options on the screen will change regularly.



Note: If you have no internet connection, you will see the following screen. Correct the internet connection issue and select **Try again**.



1. Select **NAPLAN 2024**.

NAPLAN

Enter the session code that is on the board:

- -

Next

2

2. Enter the provided session code.

Enter the student code that is on your paper slip:

- - -

Next

3

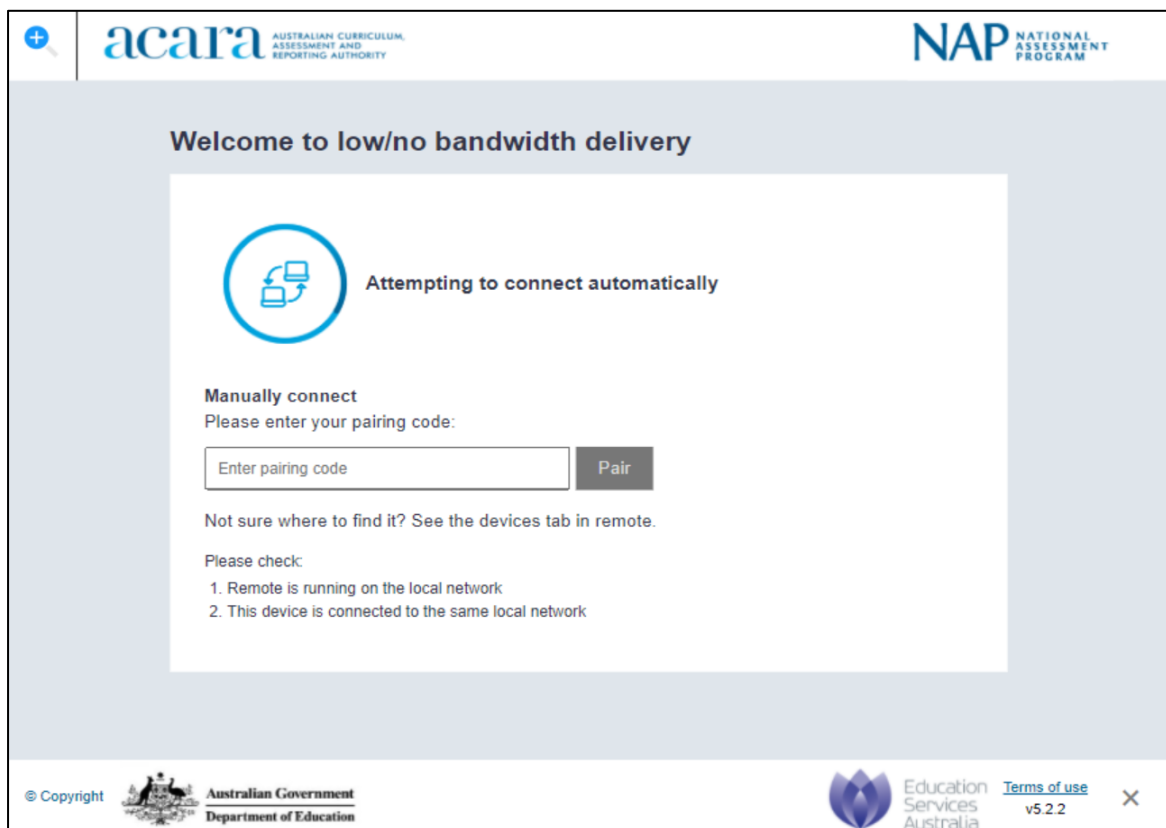
3. Enter the provided student code.

3.2 Connecting to low bandwidth server

When you start the NAP Locked down browser, the connecting screen loads while application checks to see if the device is connected to internet.



1. To enable the low bandwidth connection workflow, use the keyboard shortcut **Ctrl + O**.

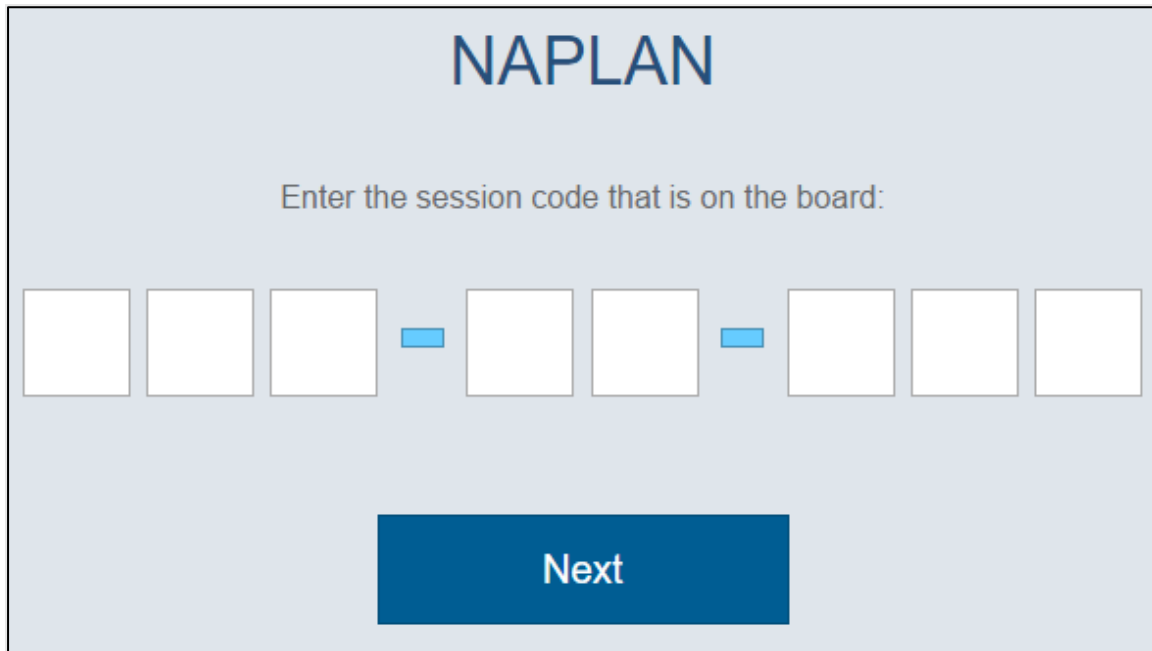


The low bandwidth discovery screen will display. Please refer to the Low Bandwidth User Guide for steps to pair the Locked down browser to Remote.

NAPLAN

Enter the session code that is on the board:

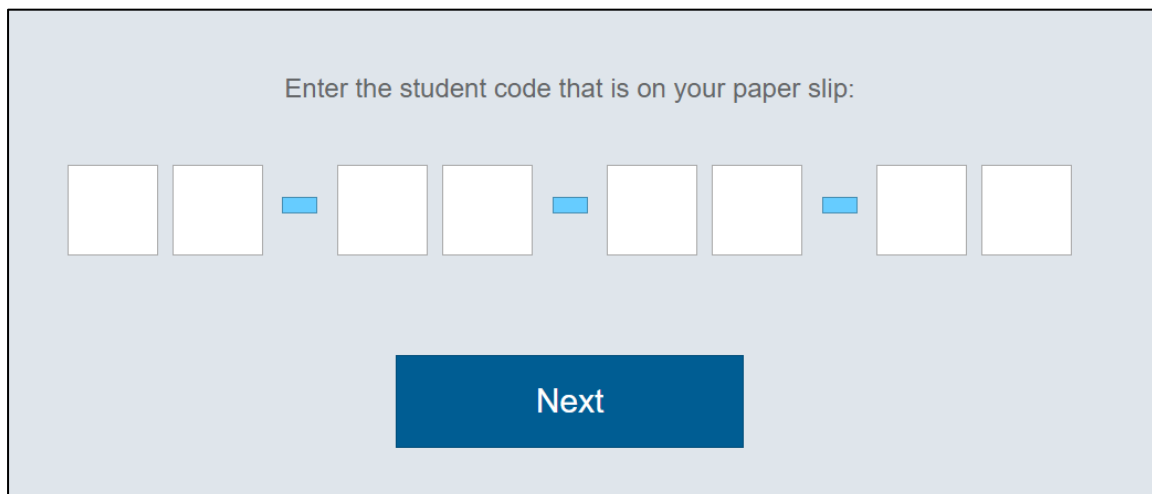
- -



2. Enter the provided session code.

Enter the student code that is on your paper slip:

- - -



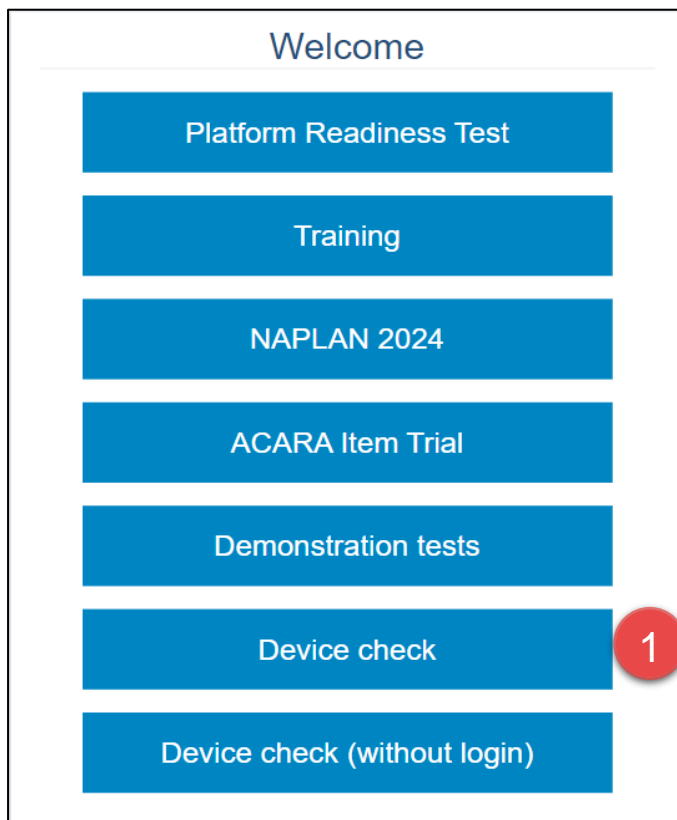
3. Enter the provided student code

3.3 Run device check

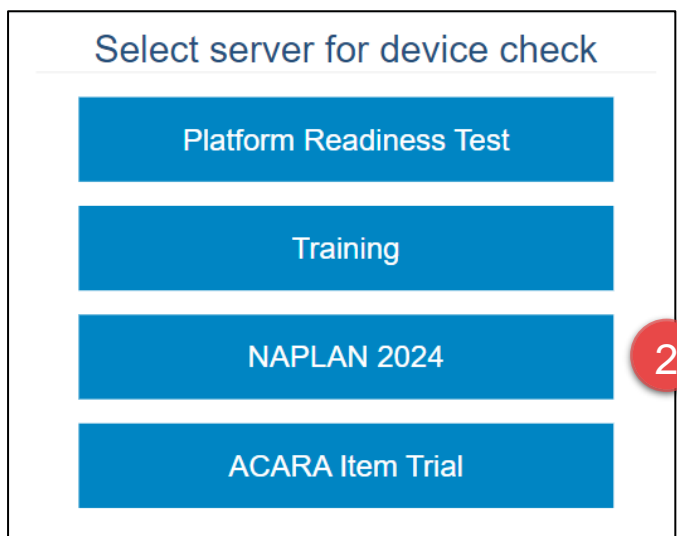
When you start the app and have connected online, you will see the Launchpad. Note: The options on the screen will change regularly.

You can either:

- Run a device check. Requires login and records the results against your school.
- Run a device check (without login). No record of the device check is recorded.



1. Select **Device check**.



2. Select the required server to perform the device check on

The image shows the NAPLAN login interface. At the top, the word "NAPLAN" is displayed in a large, blue, sans-serif font. Below this, there are two white input fields. The first is labeled "Username:" and the second is labeled "Password:". A red circle with the number "3" is positioned over the Username field. Below the password field, there is a blue hyperlink that reads "Forgot your password?". At the bottom of the form is a dark blue rectangular button with the word "Login" written in white. A red circle with the number "4" is positioned over the "Login" button.

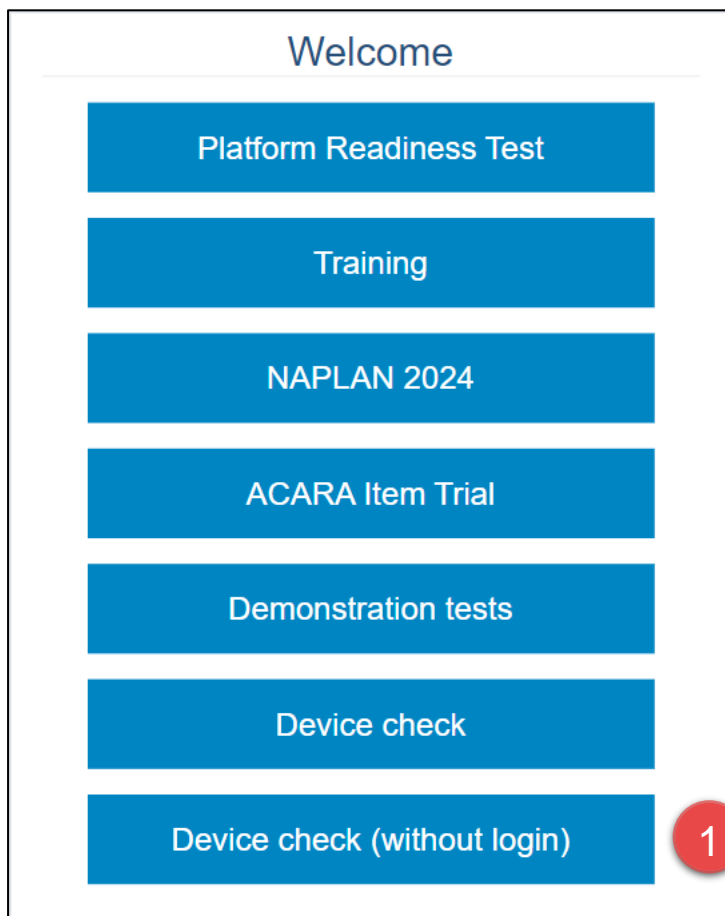
3. Enter your Username and Password.
4. Select Login.

The image shows the "Device Check [ID: KJLKTHEYJ5]" screen. At the top, the title "Device Check [ID: KJLKTHEYJ5]" is in bold black text. Below the title, a paragraph states: "This device check page determines whether your device meets the technical requirements for NAPLAN." A large green banner with a checkmark icon and the text "You are good to go!" is displayed. Below this banner, a smaller green banner says "Your device meets the technical requirements for NAPLAN." The main content area lists several technical requirements, each with a green checkmark: "Operating System: Windows 10", "Screen resolution: 1680 x 1050", "Play a sound:", "Browser: Chrome 51.0.2704.84", "Javascript: Enabled", and "Load an image:". Under "Play a sound:", there are two radio button options: "I can hear the sound on headphones" (selected) and "I can't hear the sound on headphones". Under "Load an image:", there are two radio button options: "I can see the image of the hat" (selected) and "I can't see the image of the hat". A red circle with the number "5" is positioned over the "I can see the image of the hat" option. At the bottom of the screen, there is a green banner with a checkmark and the text "Webserver access". Below this, a paragraph states: "Your device can connect to all the servers." A red circle with the number "6" is positioned over the "Back" button. At the very bottom, there are two blue buttons: "Back" and "Refresh".

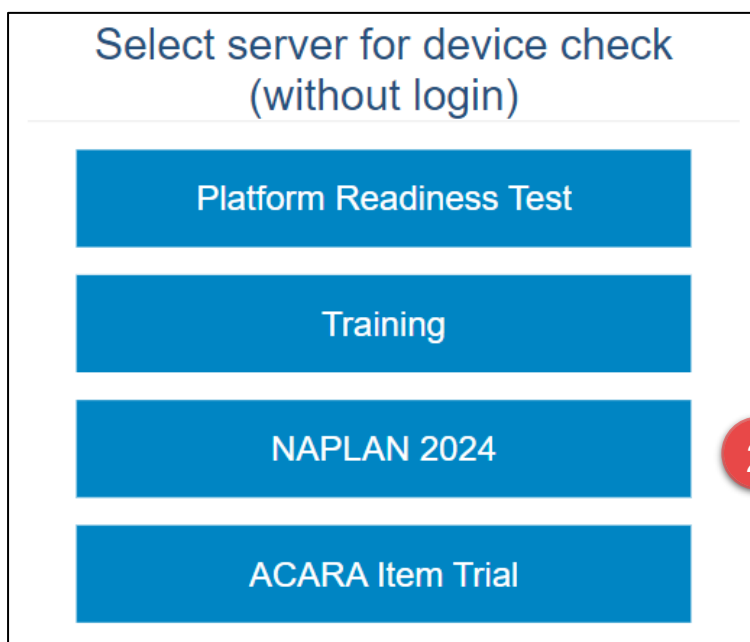
5. Check the device. Refer to "NAPLAN Online - School Technical Support Officer Guide".
6. Select **Back** to return to the Launchpad.

3.4 Run device check (without login)

When you start the app and have connected online you will see the Launchpad. Note: The options on the screen will change regularly.



1. Select **Device check (without login)**.



2. Select the required server to perform the device check on.

Device Check [ID: KJLKTHEYJ5]

This device check page determines whether your device meets the technical requirements for NAPLAN.

 **You are good to go!**

Your device meets the technical requirements for NAPLAN.

- ✓ Operating System: Windows 10
- ✓ Screen resolution: 1680 x 1050 ⓘ
- ✓ Play a sound:
 - I can hear the sound on headphones
 - I can't hear the sound on headphones
- ✓ Browser: Chrome 51.0.2704.84
- ✓ Javascript: Enabled
- ✓ Load an image:
 - I can see the image of the hat.
 - I can't see the image of the hat.

3



✓ Webservice access

Your device can connect to all the servers.

4

Back

Refresh

3. Check the device. Refer to “NAPLAN Online - School Technical Support Officer Guide”.
4. Select **Back** to return to the Launchpad.