

Laptop/Chromebook Checklist for NJSLA

Step 1. Check for any physical damage etc.:

- Cracked screen
- Keys missing from keyboard
- Damaged trackpad
- Battery charging issues
- Headphone jack issues

If any of these apply, please have the student enter a technology work order and a representative will instruct the student on how to proceed.

Online at: <http://helpdesk.jefftwp.org>
Or via email: webhelpdesk@jefftwp.org

Step 2. Power on the laptop or Chromebook.

- On Windows laptops have the student log in with their credentials.
- On Chromebooks do not log in.



Step 3. Launch TestNav.

- On Windows laptops use the taskbar icon
**if the icon is missing use this tutorial*
<https://youtu.be/OA01naJsFy8>
- On Chromebooks use the app menu

Step 4. Check the functionality of the TestNav software.

Did the software open successfully? The test menu or sign in window should display. → Select New Jersey if the program opens to the test menu.

If yes, continue to step 5.

If not, please have the student enter a technology work order and a representative will instruct the student on how to proceed.

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Step 5. Test the audio and open a practice test. Please navigate through to the first question and submit a random answer.

