

ACER Online Test Application (TestApp) Instructions

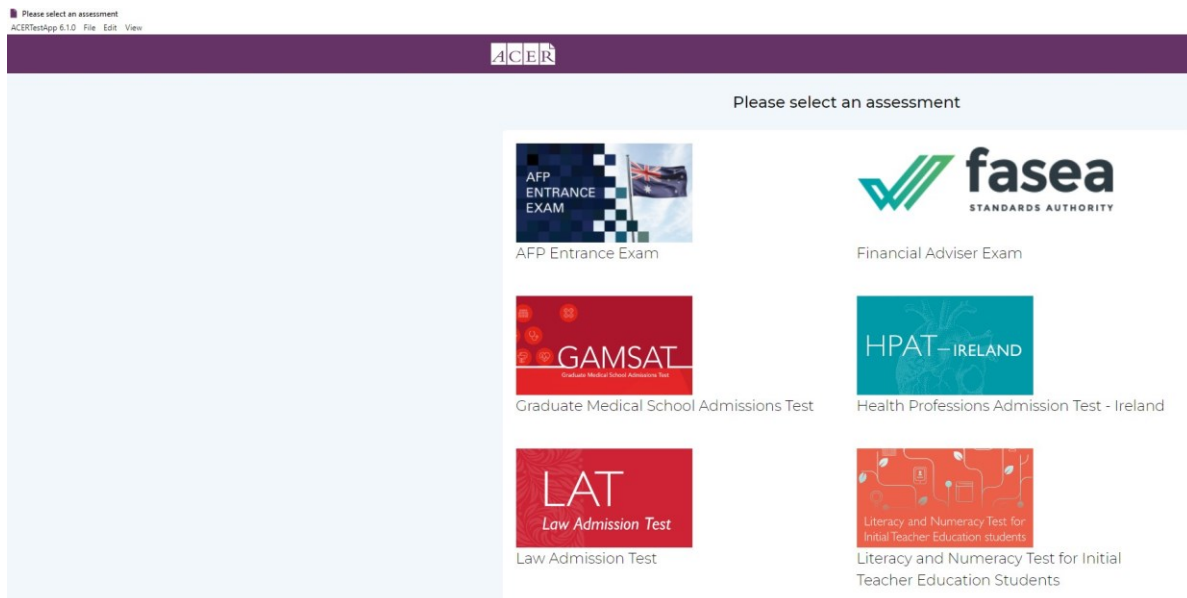
Contents

Use the TestApp before the test window commences.....	2
Using the functions of the TestApp.	5
Zoom in/out	5
Reload	5
Return to the homepage.....	5
Sit the test using the TestApp on the test day.....	6
Troubleshooting.....	10
The application is closed unintentionally	10
Latest version of the application required.....	10
Installation warning on Windows	11
Install the Mac version of the Application	12

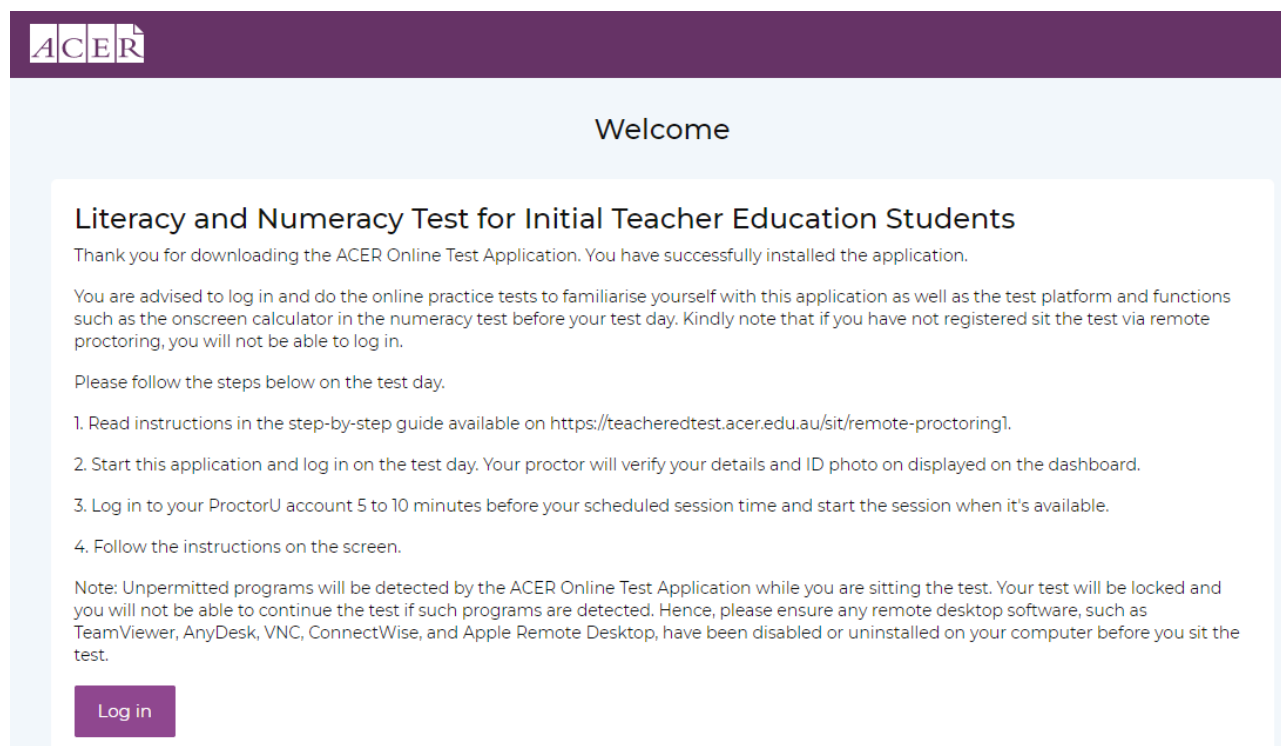
Use the TestApp before the test window commences.

Once you have registered for the test, you are advised to log into the TestApp to try the online practice materials for the test and familiarise yourself with both the TestApp and the ACER online test platform.

1. You will see the following page when you start the TestApp. You may close the application now if you have not registered to sit the test.

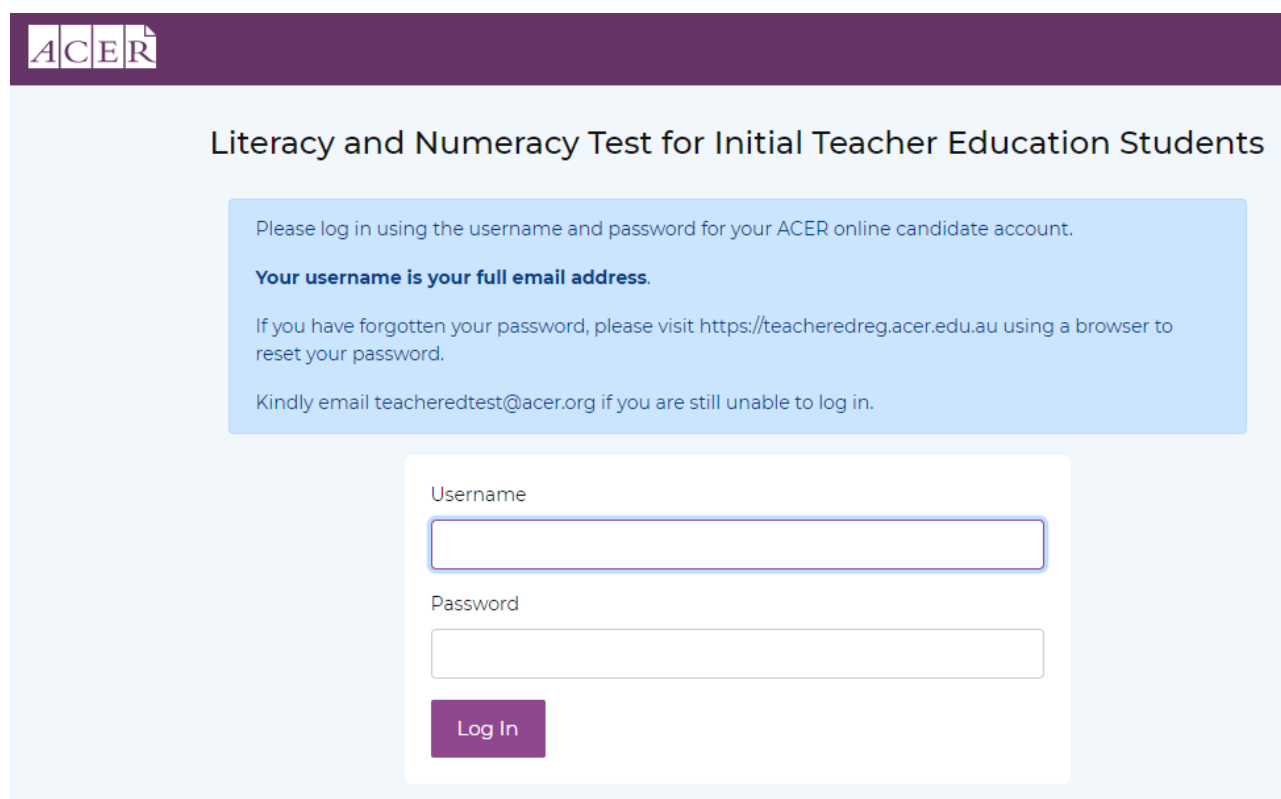


2. Click on the Literacy and Numeracy Test for Initial Teacher Education Students icon. You will see the following page.



The screenshot shows the ACER logo in the top left corner. The main heading is "Welcome". Below this is a section titled "Literacy and Numeracy Test for Initial Teacher Education Students". The text in this section reads: "Thank you for downloading the ACER Online Test Application. You have successfully installed the application. You are advised to log in and do the online practice tests to familiarise yourself with this application as well as the test platform and functions such as the onscreen calculator in the numeracy test before your test day. Kindly note that if you have not registered sit the test via remote proctoring, you will not be able to log in. Please follow the steps below on the test day." This is followed by a numbered list of four steps: 1. Read instructions in the step-by-step guide available on <https://teacheredtest.acer.edu.au/sit/remote-proctoring1>. 2. Start this application and log in on the test day. Your proctor will verify your details and ID photo on displayed on the dashboard. 3. Log in to your ProctorU account 5 to 10 minutes before your scheduled session time and start the session when it's available. 4. Follow the instructions on the screen. A note follows: "Note: Unpermitted programs will be detected by the ACER Online Test Application while you are sitting the test. Your test will be locked and you will not be able to continue the test if such programs are detected. Hence, please ensure any remote desktop software, such as TeamViewer, AnyDesk, VNC, ConnectWise, and Apple Remote Desktop, have been disabled or uninstalled on your computer before you sit the test." At the bottom left of the content area is a purple "Log in" button.

3. Click on the Log in button. You will see the following page.



The screenshot shows the ACER logo in the top left corner. The main heading is "Literacy and Numeracy Test for Initial Teacher Education Students". Below this is a light blue box containing the following text: "Please log in using the username and password for your ACER online candidate account. **Your username is your full email address.** If you have forgotten your password, please visit <https://teacheredreg.acer.edu.au> using a browser to reset your password. Kindly email teacheredtest@acer.org if you are still unable to log in." Below this box is a white login form with two input fields: "Username" and "Password". Below the "Password" field is a purple "Log In" button.

4. Log in using your ACER candidate account. You will see the following page.

Literacy and Numeracy Test for Initial Teacher Education Students

Start the Test Practice Material

Name: Candidate Surname
Email Address: testing@acer.org
Literacy Username: 222000499_literacy
Numeracy Username: 222000499_numeracy

Literacy Locked

Numeracy Locked

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5. Click on the Practice Material tab. You will see the following page.

ACER Logout

Literacy and Numeracy Test for Initial Teacher Education Students

Start the Test Practice Material

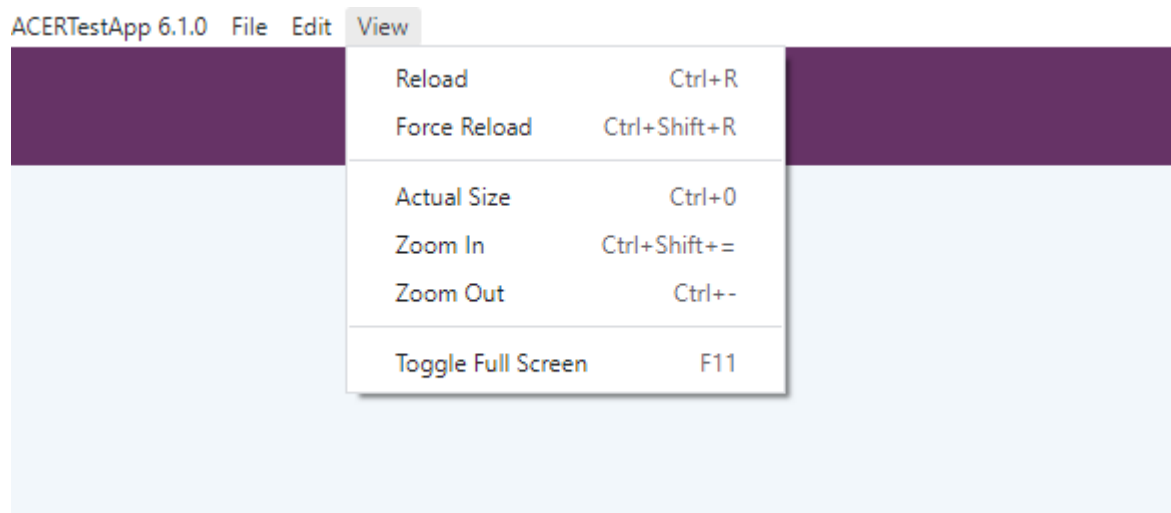
Literacy Practice Test
Numeracy Practice Test

6. Click on any of the practice tests to do the test.

Using the functions of the TestApp.

Zoom in/out

You can use Ctrl+Shift+=/Ctrl+- or click on View on the menu bar, followed by clicking Zoom In/Zoom Out to zoom in/out on any page.

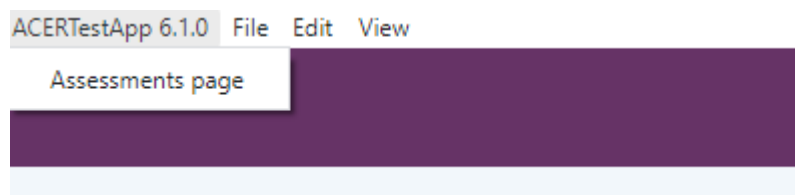


Reload

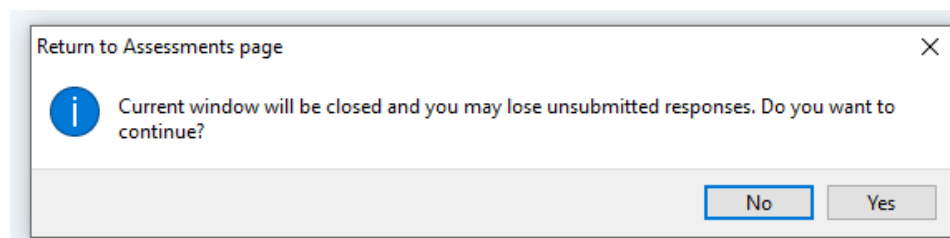
If a page is not displayed properly, you can use Ctrl+R or click on View on the menu bar, followed by clicking Reload to refresh the page.

Return to the homepage

You can go back to the homepage of the TestApp by clicking on ACERTestApp 6.1.0 on the menu bar, followed by clicking Assessment page.

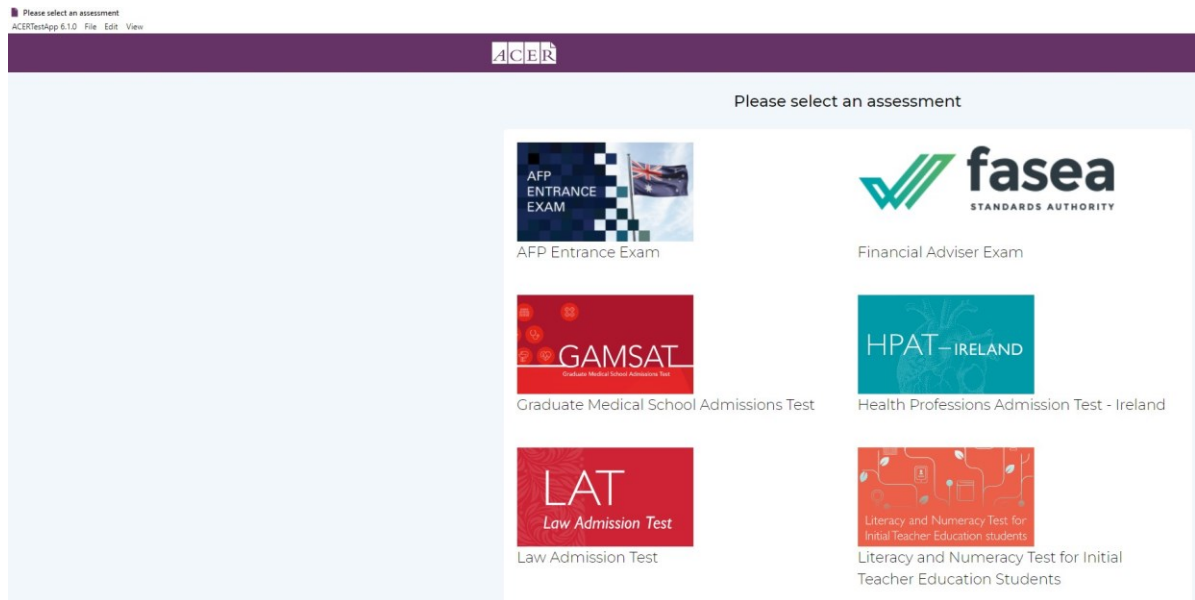


You will see the following alert when you click the Assessment page. Click Yes to continue. When you are sitting the test, your answers are saved automatically to the ACER server during the test.

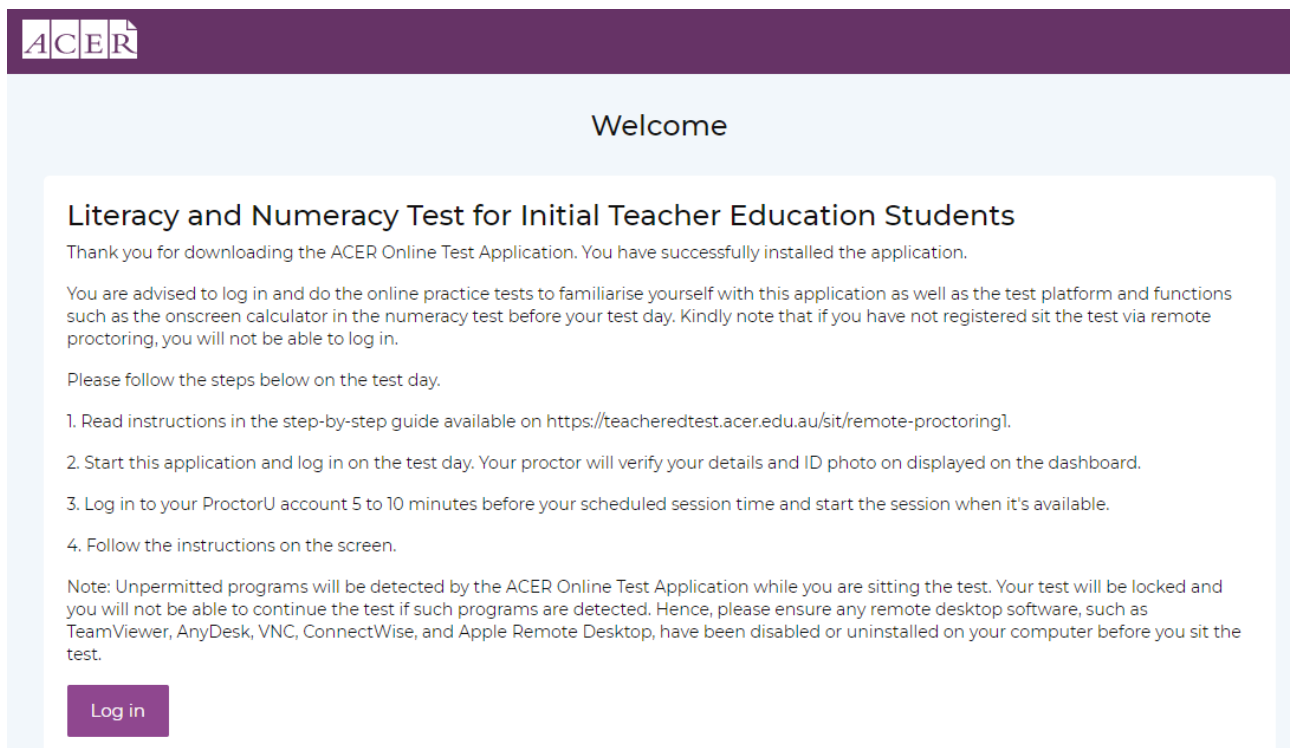


Sit the test using the TestApp on the test day.

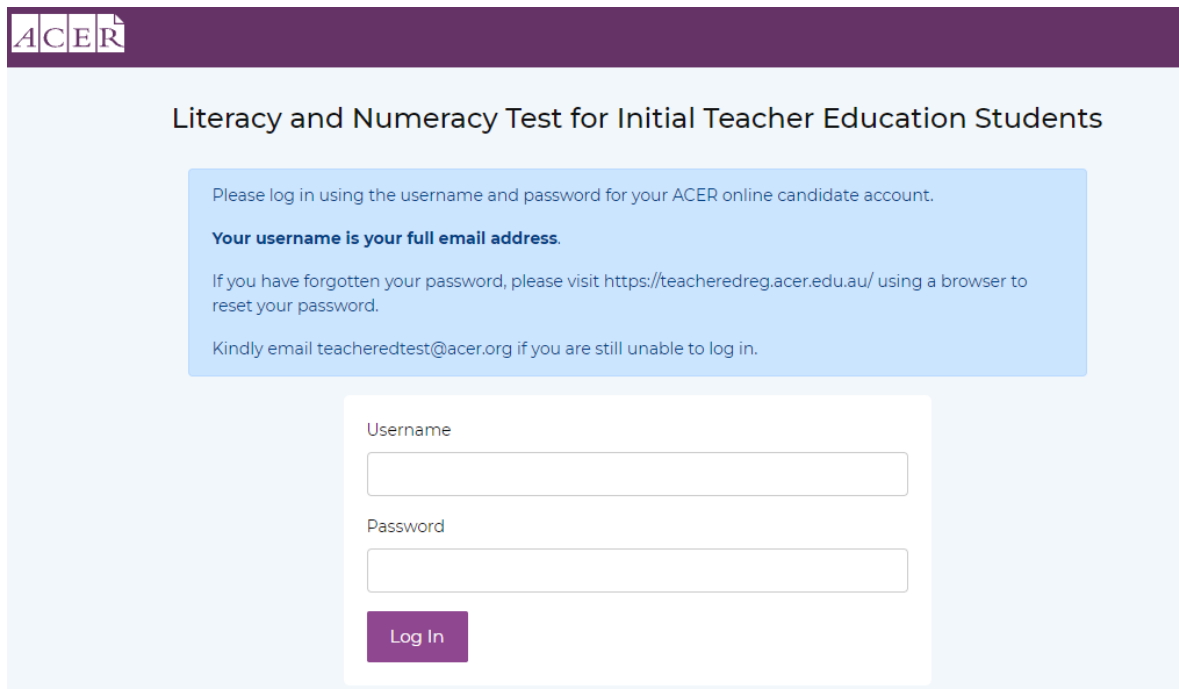
1. Start the TestApp before you start your ProctorU session on the test day. When the application starts, you will see the following homepage. Click on “Literacy and Numeracy Test for Initial Teacher Education Students”.



2. Click on the “Log in” button when you see the following page.



3. Log in using your ACER candidate account details when you see the following page. **You will not be able to log in if you did not register to sit the test by remote proctoring for the current test window.**



The screenshot shows the ACER logo in the top left corner. The main heading is "Literacy and Numeracy Test for Initial Teacher Education Students". Below this is a light blue box containing instructions: "Please log in using the username and password for your ACER online candidate account." It states that the username is the full email address and provides a link to reset a password if forgotten. A "Log In" button is located below the password field.

ACER

Literacy and Numeracy Test for Initial Teacher Education Students

Please log in using the username and password for your ACER online candidate account.

Your username is your full email address.

If you have forgotten your password, please visit <https://teacheredreg.acer.edu.au/> using a browser to reset your password.

Kindly email teacheredtest@acer.org if you are still unable to log in.

Username

Password

Log In

- After you have logged in, you will see the following page. Leave the application running and stay on this page. Start your ProctorU session and follow the proctor's instructions. When the proctor instructs you to start the application, do not start it again, instead, come back to this page and let the proctor check your details on the page. The proctor will copy your test component username displayed on the page to unlock your test and inform you to start the test after he or she has checked your details. Please check that your details (including your name and the test component you are sitting) are correct. Please inform the proctor and wait for your proctor to unlock your test if these details are correct. If not, please inform the proctor of the error.

Literacy and Numeracy Test for Initial Teacher Education Students

Start the Test Practice Material


Name: Candidate Surname
Email Address: testing@acer.org

Literacy Username: 222000499_literacy

Literacy Locked

Numeracy Username: 222000499_numeracy

Numeracy Locked



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- Once your proctor confirms that the test has been unlocked, refresh the application by using Ctrl+R or clicking on View on the menu bar, followed by clicking Reload. You also can reload the page by using Ctrl+Shift+R or clicking on View on the menu bar, followed by clicking Force Reload.

Please check that the test component that your proctor has been unlocked is correct, otherwise, please inform your proctor. Click on the Start button next to the test component to start the test.

You will see the following if the proctor unlocks the literacy test.

Literacy and Numeracy Test for Initial Teacher Education Students

Start the TestPractice Material


Name: Candidate Surname
Email Address: testing@acer.org

Literacy Username: 222000499_literacy

Literacy▶ Start

Numeracy Username: 222000499_numeracy

Numeracy■ Locked



VERIFIED PHOTO

You will see the following if the proctor unlocks the numeracy test.

Literacy and Numeracy Test for Initial Teacher Education Students

Start the TestPractice Material

Name: Candidate Surname
Email Address: testing@acer.org

Literacy Username: 222000499_literacy

Literacy■ Locked

Numeracy Username: 222000499_numeracy

Numeracy▶ Start



VERIFIED PHOTO

- Click on the arrow button to start the test.

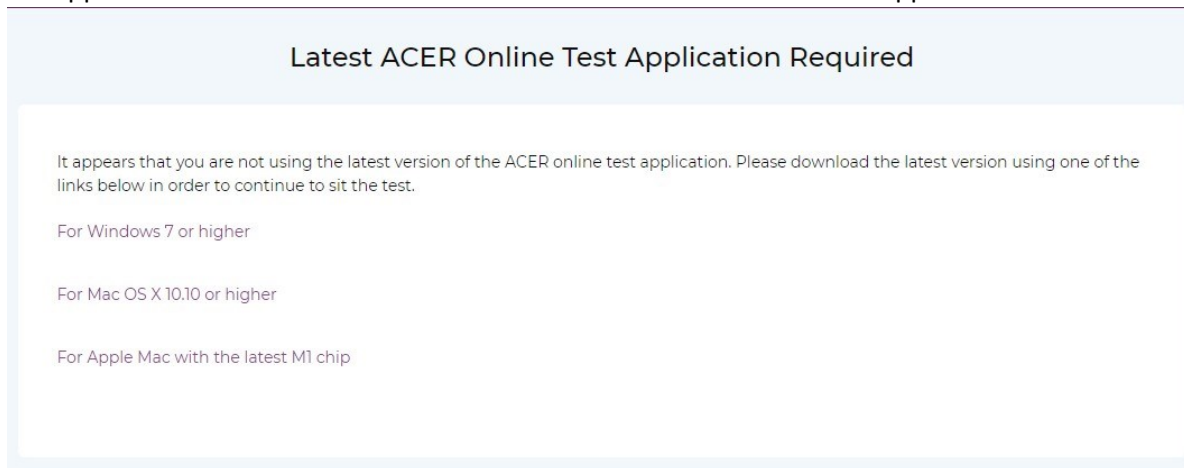
Troubleshooting

The application is closed unintentionally

If the application is closed either by accident, or by itself, or displaying an error message on the test day, please contact the proctor immediately and wait for the proctor's instructions. You will need to repeat the steps in the section above to resume the test.

Latest version of the application required

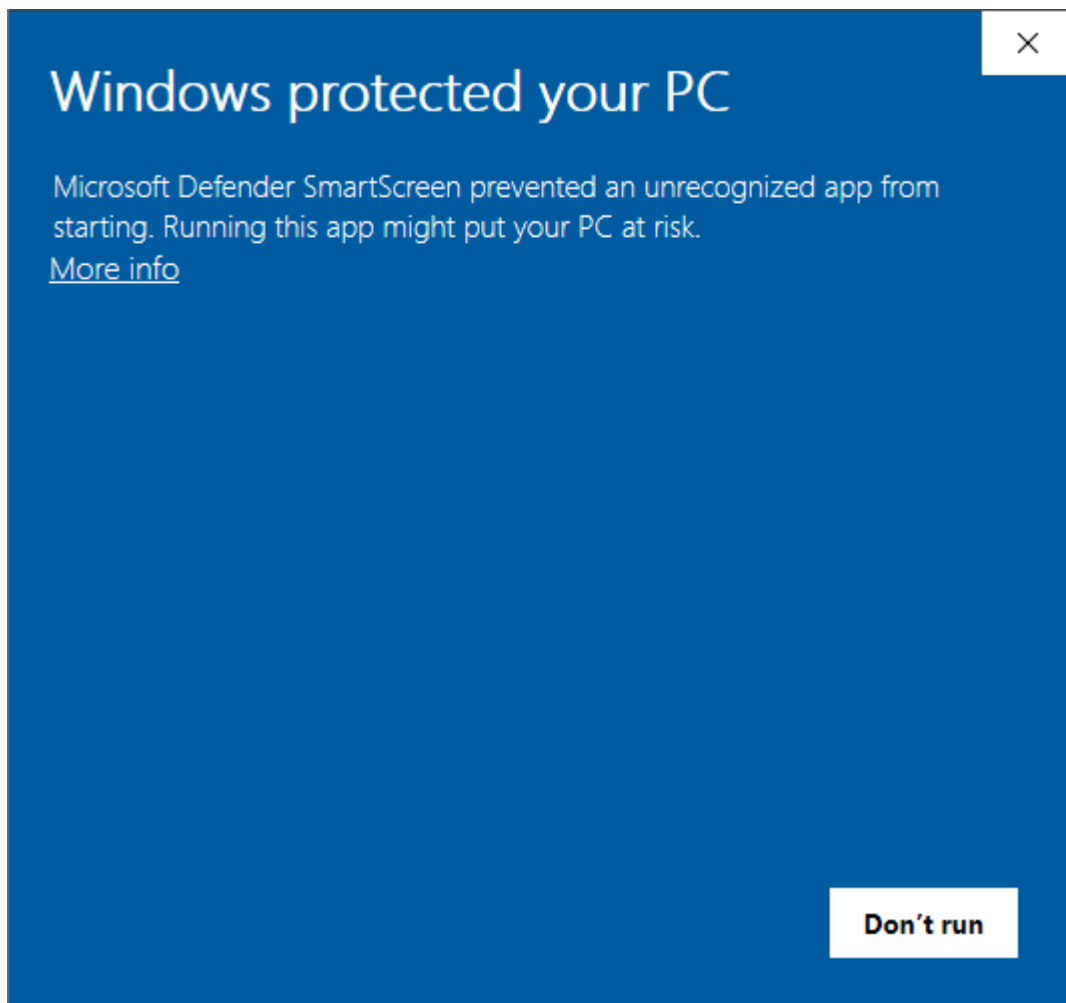
If you see the following page when you start the application, you are not using the latest version of the application. Please click on the link to download and install the latest application.



The screenshot shows a light blue error message box with a white background. The title is "Latest ACER Online Test Application Required". The main text reads: "It appears that you are not using the latest version of the ACER online test application. Please download the latest version using one of the links below in order to continue to sit the test." Below this, there are three lines of text, each followed by a link (represented by a blue square icon): "For Windows 7 or higher", "For Mac OS X 10.10 or higher", and "For Apple Mac with the latest M1 chip".

Installation warning on Windows

If you see the following message when you install the application, please click on More info.



You will now see the following message. Click on **Run anyway**.



Install the Mac version of the Application

Right click on the dmg file and click Open. If you are unable to install the application, please refer to the “Open a developer-signed or notarized app” section on <https://support.apple.com/en-us/HT202491>.