

# FOUNDATION SKILLS ASSESSMENT

## Technical Guide for Adjudicators

This document describes how to access online Foundation Skills Assessment (FSA) tests using Windows-based devices and Chromebooks. This information should be shared with staff overseeing FSA Tests at your school.

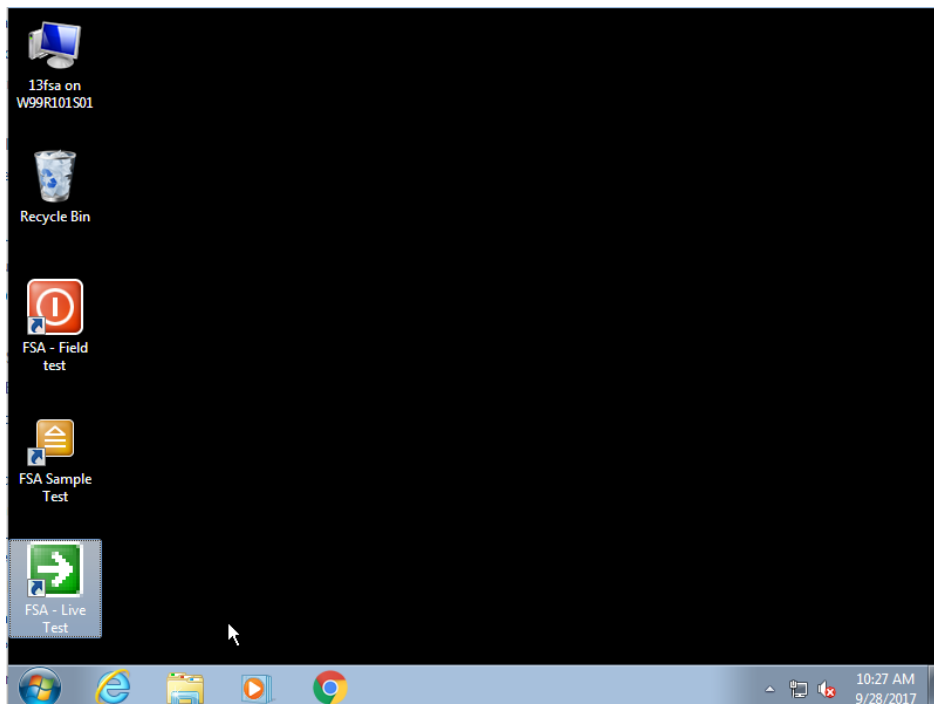
### 1) FSA's ON WINDOW DEVICES

Students using school Windows workstations to access the FSA tests need to log into the workstation using the generic account created for the school. The credentials are:

**Username:** ##fsa (where ## is the school number, e.g., 05 for George Jay, 13 for Oaklands).

**Password:** fsa

The generic accounts are locked down to prevent access to drives, network shares and websites. The desktop has three shortcuts: 1) Field test for school technologists, 2) FSA Sample Tests, and 3) FSA Live Test.

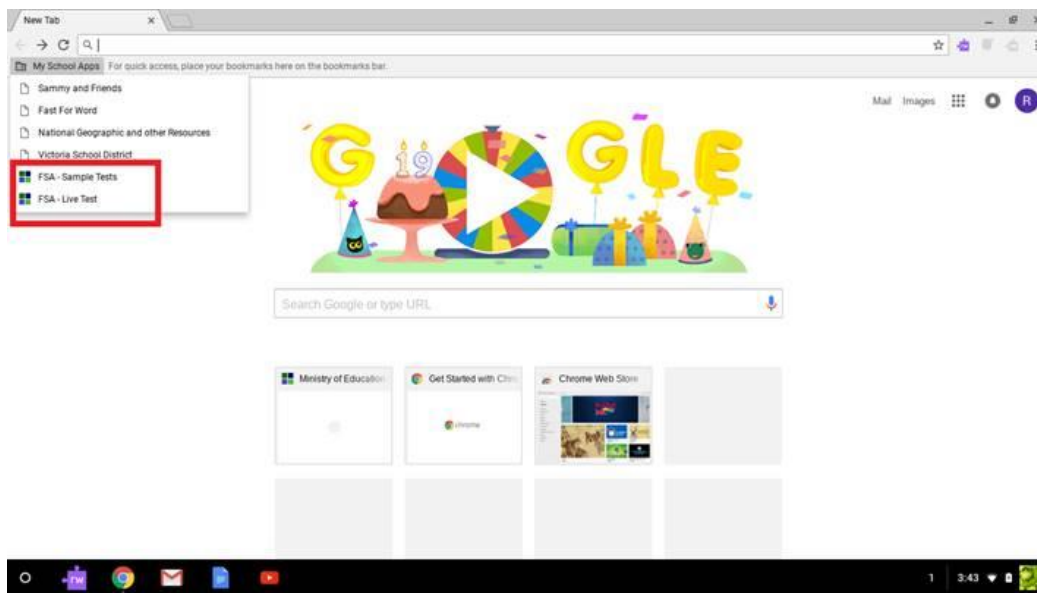


## 2) FSA's ON CHROMEBOOK DEVICES

The procedure for using Chromebooks for FSA Exams is different from using PCs. Chromebooks are not locked down to prevent access to websites, drives, and network shares. **Extra supervision is required.** Both students with and without GAFE accounts can access the FSA online test using Chromebooks.

### a) For Students with GAFE accounts:

Get the student to log into the Chromebook with their GAFE account (a.k.a. G-suite or sd61learn account). This will take the student straight to a web browser where they will see a “My School Apps” button on the upper left bookmark bar. Click on “My School Apps” and select “FSA – Sample Tests” or “FSA –Live Test”.



### b) For Students without GAFE accounts:

1. Login to the Chromebook as **Guest**. This will take you straight to a web browser with no personalization.
2. Type the FSA short link:
  - a. For the actual exam <https://bit.ly/FSA-Live> This short code will take you to: [https://www.awinfosys.com/eassessment/fsa\\_secure.htm](https://www.awinfosys.com/eassessment/fsa_secure.htm)
  - b. For the sample exam: <https://bit.ly/FSA-Sample> This short code will take you to: [https://www.awinfosys.com/lb/fsa/fsa\\_sample.htm](https://www.awinfosys.com/lb/fsa/fsa_sample.htm)