

JULY 2012

# CORRECTIONS AND THE GED® TEST

## Implementing the computer-based test in correctional facilities



The GED® test on computer is an exciting new way for test-takers to earn a high school credential. GED Testing Service worked closely with the corrections community to develop a solution that ensures inmate access to the GED® test on computer today and into 2014.

### HELPFUL TIP

Did you know that test-takers must be separated by four feet of free space? Some institutions have computer banks with fixed computers closer than four feet. In this instance, skip a computer when seating test-takers or use monitor screen filters for security.

With the GED® test on computer, test-takers will benefit from:

- Same-day test results
- Increased test security
- Simpler testing experience

Today, we're pleased to offer the GED® test on computer in correctional facilities with a solution that's easy to implement.

### Registration and Scheduling for Corrections

Registration and scheduling is a streamlined process that establishes a profile for each test-taker.

**Registration:** A test administrator has the test-taker fill out two paper forms. Afterward, the test administrator inputs the information into the GED Testing Service online registration, which creates a profile for that test-taker. In some cases this form may be faxed into GED Testing Service for profile set up.

**Scheduling:** The profile created during registration is the same profile used to schedule the test, too. The test administrator pulls up the test-taker profile and can schedule any of the content areas.

# 60%

Number of correctional facilities polled that already offer computer-based testing for another testing or certificate program.

## THE GREAT INTERNET MYTH

The GED® test on computer won't work in a correctional facility, because inmates aren't allowed access to Internet.

### FACT

No Internet? No problem.

The GED® test on computer isn't on the Internet. In fact, we go above and beyond to make sure test-takers understand the difference between a test on the Internet and a test on the computer. The GED® test on computer must be taken in person, at a testing center.

## WHO CAN BE A TEST ADMINISTRATOR?

The test administrator exam is a necessary step in offering the GED® test on computer. We're not asking you to go back to school or spend big bucks. The open book exam is both free and short, taking no longer than 90 minutes. There's even study help on the Pearson VUE website.

There is a great deal of flexibility in the type of staff member that can serve as a test administrator, however, anyone directly involved in teaching or instruction of potential test-takers may not serve as a test administrator.

## Test Delivery for Corrections

Delivering the GED® test on computer in correctional facilities doesn't require Internet. There are two delivery options:

### 1. Onsite Server

The test administrator will download the test content to a laptop in the staff area of the facility and bring the laptop into the inmate area for testing.

### 2. No Onsite Server

The test administrator must download the test content to a laptop in a separate location (i.e. other testing center), bring the test into the facility on the laptop and network to the inmate testing computers.



In both cases, once the test is downloaded to the test administrator laptop, the process is simple:

1. **Download** scheduled tests from laptop and network to the test-taker computer
2. **Deliver** the tests and capture the responses
3. **Remove** the laptop from the inmate area and return to the staff area or outside testing center to upload the results

Internet is never necessary in the inmate area. Some test administrators work at the correctional facility and download the test in the designated staff area. Other test administrators will be coming from separate testing centers and will have to download the test before they leave for the correctional facility.

## Offer the GED® Test on Computer

How can you offer the GED® test on computer? We'll make it easy. Contact GED Testing Service and our partners at Pearson VUE who will help set up your facility.

1. **Coordinate** with GED Administrator™ so you're in sync
2. **Fill out** the online contact form at [www.pearsonvue.com/corrections/contact/](http://www.pearsonvue.com/corrections/contact/)
3. **We'll call you!** Be prepared to discuss your facility's technology and testing delivery area (servers, network, security policies, test lab)
4. **Sign** the testing agreement and return it
5. **Install** the Pearson VUE software
6. **Take** the test administrator exam (free)
7. **Activate** your site and deliver GED® tests
8. **Happy testing!**

All you need is a **computer**, the **software**, and a **test administrator**.