

Appendix F: Summary of Additional Resources

The online portal (<http://oh.portal.airast.org/ocba>) contains a series of user guides, manuals, guidance documents, video tutorials and practice materials. A summary of some of the available materials is listed below. To locate [resources](#), navigate to the portal and select from the list of available materials. You can also use the search feature to look for documents that address specific topics or keywords. If you are unable to find the information you are looking for, please see the inside front cover of this manual for additional support.

For Guidance or Information on	Refer to
Preparing students	<i>Practice Site Guidance Document</i> Online practice test items Released items from prior administrations Student Testing Site video tutorial Online item tutorial videos
Managing online user accounts Submitting Pre-ID data Marking student accessibility features under test settings Ordering paper test materials Submitting Test Status Requests Creating rosters and printing test tickets Tracking test completions	<i>TIDE User Guide</i> <i>TIDE Tasks for Test Coordinators</i> <i>TIDE Pre-ID Guidance Document</i>
Error codes or message codes	<i>Message Codes Document</i>
Approaches for establishing online user accounts	<i>TIDE User Management Guidance Document</i>
Which online user accounts have access to which online systems	<i>TIDE User Guide</i> User Role Matrix <i>TIDE User Management Guidance Document</i>
How to proctor the online tests	<i>Test Administrator Interface User Guide</i> <i>Test Administrator Interface Certification Course</i>
Internet, network, hardware and software requirements	<i>Online System Requirements</i> <i>Technical Specifications for Online Testing Manual</i>
How to download and install the Secure Browser for desktop computers and the App for tablets and Chromebooks	<i>Secure Browser Installation Manual</i>
Administering tests to paper testers	<i>Supplemental Instructions for Paper Testing</i>