CollegeBoard

Network Readiness Worksheet

Bluebook™ testing can't happen unless students have access to a properly configured network with sufficient bandwidth.

IMPORTANT: Test coordinators, use this optional worksheet to support communications with school or district technology staff—just download it, complete your parts, and share.

Information for test coordinators is available at **bluebook.org/tech-conversation-guide**, and complete technical documentation is available at **bluebook.org/networks**. For extra guidance on guest students, offsite testing, and large administrations, go to **Supplemental Readiness Topics**.

Test Administration Information

Test coordinators, share plans for your upcoming test administrations.

UPCOMING TEST ADMINISTRATIONS

Test Name	Date and Time	Number of Test Takers	Concurrent High-Bandwidth Activities

Avoiding Connectivity Issues on Test Day

An internet connection is required at the start and end of the test, but students can keep testing if their connection drops momentarily. Bandwidth requirements vary by exam.

Bandwidth Minimums per Simultaneous Test Taker

- AP® Exams: 1 Mbps for download and 200 Kbps for upload
- SAT and PSAT-related assessments: 200 Kbps for download and upload

Learn more about network speed.

Tips

If you're concerned about network speed, make sure you minimize competing activity and keep Bluebook up to date. You can also stagger start times by a few minutes or use different rooms.

Technology staff, share your own tips with the test coordinator:

Room Capacity

Identify the wireless access points (WAPs) in each testing room and calculate the maximum number of simultaneous test takers.

Note: If possible, limit test takers in the room to 75% of the total manufacturer's recommended device capacity.

MAXIMUM SIMULTANEOUS TEST TAKERS PER ROOM

Test coordinators: Complete column 1. Technology staff: Complete columns 2 and 3.

Testing Room	WAPs in Room	Maximum Test Takers

Test Day Information

Share the information below with the technology monitor so they can use it on test day.

Network Access

Splash page URL:

_____

Name of dedicated Wi-Fi (SSID):

_____

Wi-Fi password:

_____

Wi-Fi instructions:

_____

Test Day Network Support

Contact name:

_____

Contact phone number:

_____

Contact email:

_____