

Update PNP Settings

You can enter or import Personal Needs and Preferences (PNP) profile settings to appropriately assign students accessibility features and accommodations for their online testing sessions. PNP settings identify student accommodation needs. The system implements the API calls that make the PNP accommodations function.

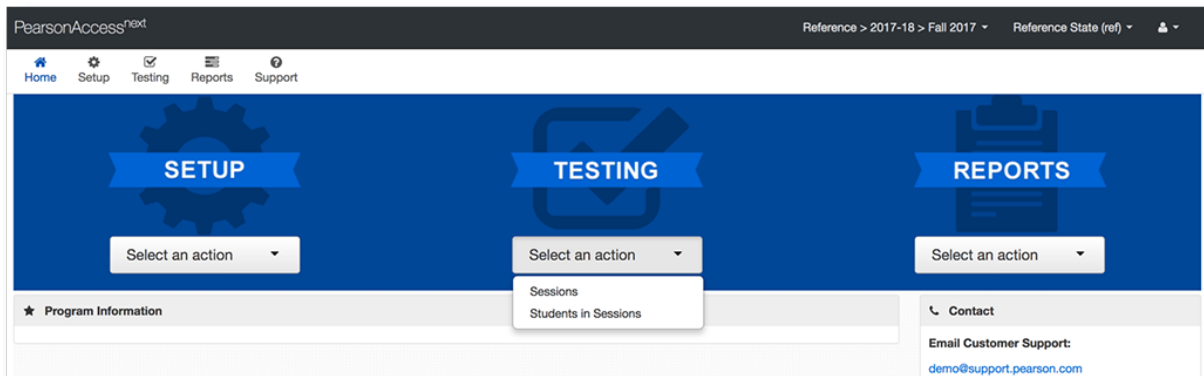
Pearson recommends that you import this information through a PNP file upload (**Import/Export Data**); however, you can also enter it by assigning the student to a test session (**Assign/Unassign a Test**).

You can control accommodations through either a form or student registration (**PNP Accommodations**).

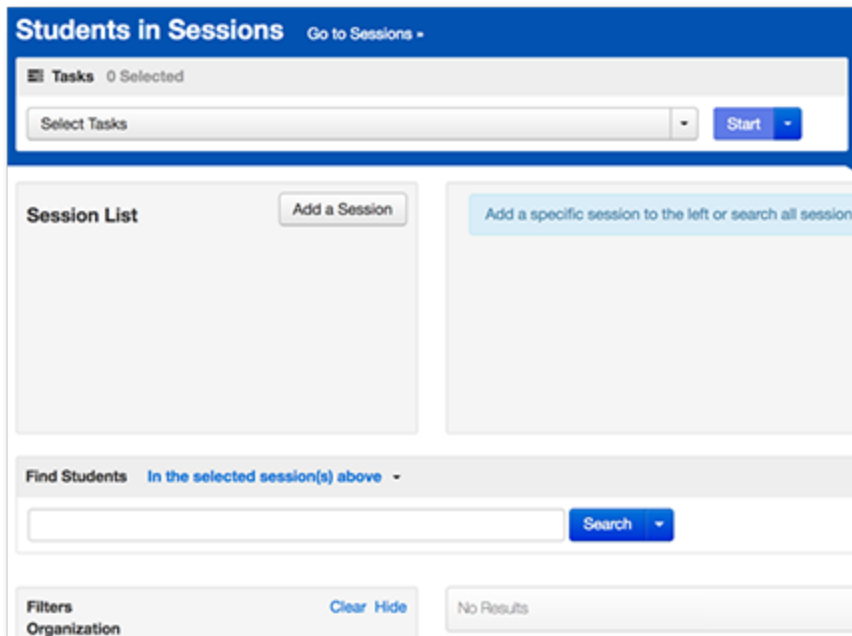
Step-by-Step

Check individual student statuses and confirm his or her assigned accommodations or accessibility features:

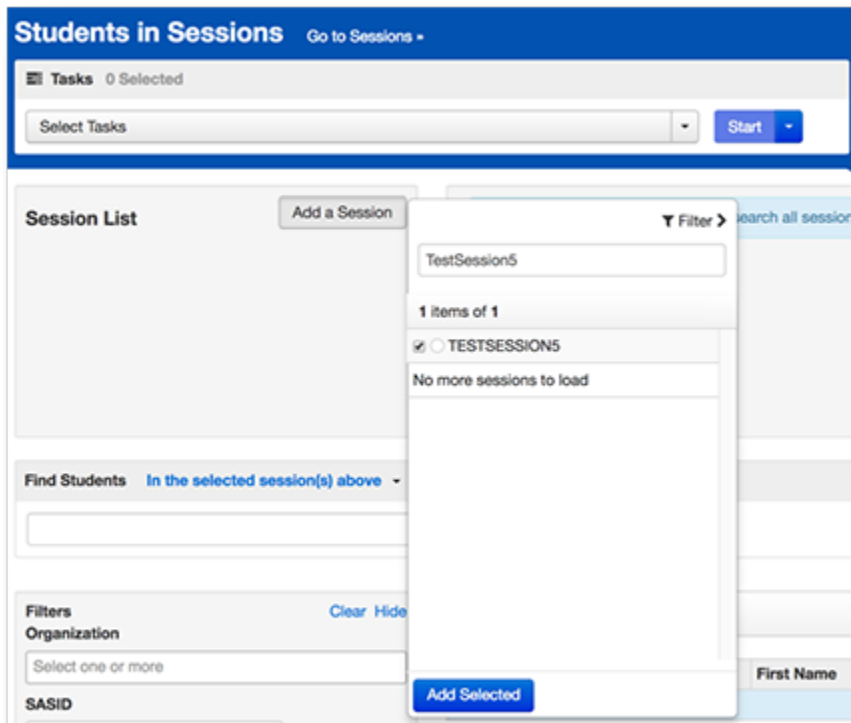
1. From **Testing**, select **Students in Sessions**.



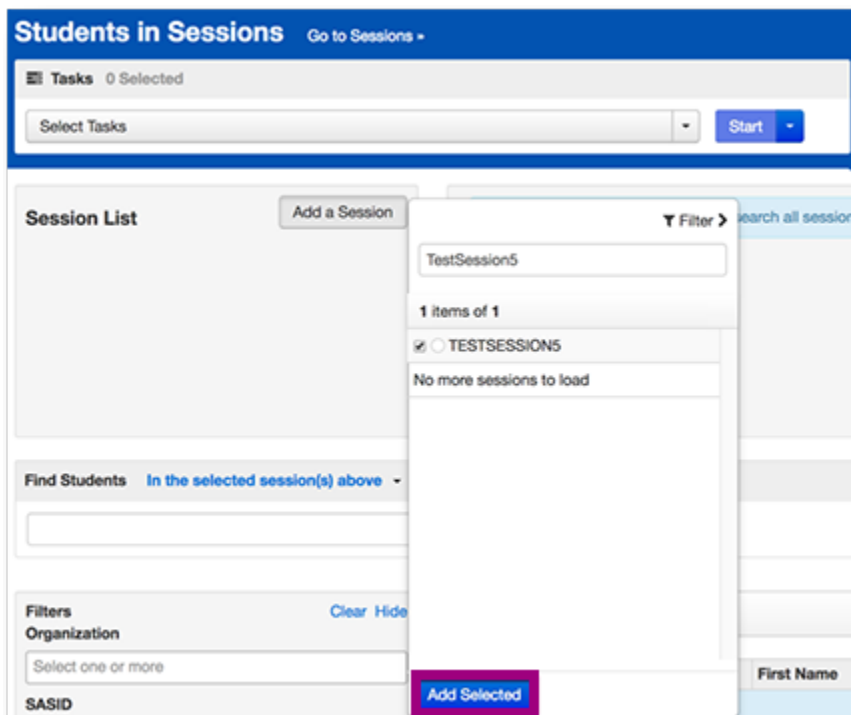
2. Click **Add a Session**.



3. Type a session name into the search field, and click the checkbox next to the session.



4. Click **Add Selected**.



5. Hover over the accommodation next to the student test to view details.

The screenshot shows a configuration window for TestNav. It includes several checkboxes for accommodations: Braille (BR), Assisted Technologies (AT), Handheld Calculator (HC), Scribe (SC), Script (MS), Made Tape (MT), Spanish Pop-Up Translation (SP), Somali Pop-Up Translation (SO), Hmong Pop-Up Translation (HM), and Other Linguistic Support (OL). Below these, there are sections for 'PNP Text To Speech Delivery' and 'Student Session Group'. The 'PNP Text To Speech Delivery' section has a dropdown menu currently set to 'Standard text-to-speech'. The 'PNP Text To Speech' checkbox is selected. Below that is the 'PNP Key Word Translation' section with a dropdown menu. At the bottom, there is a 'Do Not Report' checkbox. A warning message box is overlaid on the interface, stating: 'Personal Needs Profile value cannot be updated as Student Test is in a started test session and/or student has started taking the test. If student has not started test, remove student from the started test session to update value.'

What's Next? (Optional)

Before the student signs in to TestNav:

1. [Remove the student from the session](#) (if the student is already registered for a test session).
2.
 - a. From **Setup**, select **Students**.
 - b. Click a student test.
 - c. Click **Select Tasks**, select **Manage Student Tests**, and click **Start**.
 - d. Select or type the student test information.
 - e. Click **Save**.
3. [Add the student to a test session](#). You can add the student to the original test session or to another test session that supports the necessary accommodation(s). The system assigns the student a test form with supported, marked accommodations.

If the student has already signed in to TestNav, consult your testing program materials, as the required actions vary based by program.