CSDE LAS Links Office Hours

February 3, 2022

Office Hours Guidelines

- All attendees will be placed on mute during the opening presentation.

- We will monitor the chat.

- Unanswered questions will be addressed in a follow-up email.

- This session is being recorded and will be posted to the CSDE Assessment web page and the Connecticut DRC LAS Links Website.

Communications

All ELACs should receive the Student Assessment News, for critical assessment information. Register here.

Additional email communications from CSDE or DRC should be disseminated to appropriate staff including the District Administrator in TIDE (DA) and the Special Education Director.

Work with your technology staff to "allow list" @datarecognitioncorp.com.

For more information visit:
- CSDE English Learners (EL) Web Page
- EdSight
- Connecticut DRC LAS Links Website

General Reminders

- **Communicate** with District Administrators (DA) in TIDE with SPED Directors and with your peers before, during, and after testing.

- **Identify** ELs who are eligible for the Alternate Assessment System. They will not participate in the for LAS Links. Be sure they are not tested.

- **Clarify** and enter accommodations **prior** to testing the student. Provide accommodations to eligible students during testing.

- **Determine** if a dually identified student is eligible for a domain exemption.

General Reminders

- **Do not** manually add students to the portal. PSIS data is sent to DRC from the CSDE daily.

- **Create** test sessions with all four subtests in the same session to generate Overall scores.

- **Place** students in only one test session. Scores from multiple sessions cannot be merged.

- **Ensure** that the correct ticket is given to the correct student for each test session.

- **Train** all staff administering the LAS Links and be sure they are actively proctoring!

- **Remember** there is no remote testing!

Current Reminders

- Test Window closes **Friday, March 4, 2022**

- Last day to request UPS return for Accommodated/Paper materials is **Friday, February 18, 2022**

- **<u>Office Hours January 12, 2022</u>**

- **<u>Chromebook magnification requirements</u>:**
  - 100 %

  - [Ctrl + Shift + 0]

- **<u>Viewing participation status</u>**

- Complete testing as soon as possible to ensure timely analysis of test results.

Critical Resources

LAS Links Portal User Guide

- Add/Edit Users
- Create Student Groups (optional for reporting at a class level)
- Add/Edit Student Accommodations
- Utilize the Student Status Dashboard

Test Sessions: Create View and Edit

CT LAS Links Test Administration Manual

- In-depth explanations, step-by-step online test directions, and accommodation guidelines

Access DRC INSIGHT Portal at https://LASLinks.drcedirect.com

Student Mobility – Within Same District

- District PSIS manager registers the student in the CSDE Registration Module for their new school in the same district.

- The ELAC must check the student's profile and look for the existing test ticket assigned to that student and their test-taking status.

- If the student **has not started any testing**, the student can be placed in a new test session at the new school and begin testing.

- **If the student started testing**, the student **MUST** finish testing with the same test ticket in that test session created at the previous school.

Student Mobility – To a New District

- District PSIS manager registers the new student in the CSDE Registration Module for their district.

- Use ELAC Contact Information to reach original district **first** to determine the student's testing status.

- **If testing has started,** the student **MUST** finish testing with the original test ticket in the same test session.

- If the student has **not started any testing**, the student can be placed in a new test session at the new school and begin testing.

- The ELAC at the new district/school **will not** be able to view the test session from the previous district.

Results After Testing

- You will only be able to see that a student participated in the LAS Links test.

- There will be no On-Demand Reporting during the testing window.

- Reports will be available in DRC INSIGHT Interactive Reporting, Student Proficiency, and On-Demand Reports upon CSDE validation of data after the test window closes.

- Reports will be released in EdSight after the testing window closes.

CSDE Contact Information

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