



● ● ● **LAS Links**

DRC INSIGHT Technical Training for Technology Coordinators



● ● ● Topics



- DRC INSIGHT Solution Overview
- DRC INSIGHT Install Process
 - Installing the COS Service Device
 - Creating a COS Configuration
 - Installing DRC INSIGHT
 - Monitoring COS Configurations
 - Managing COS Configurations
 - COS Service Device Configuration Options
- Additional Resources



● ● ● DRC INSIGHT™ Online Learning System



SECURE,
WEB-BASED
SYSTEM



STUDENT
EXPERIENCE



INSTRUCTIONAL
RESOURCES AND
TOOLS FOR
EDUCATORS



REPORTING
SUITE



CONNECTIVITY
AND TECHNOLOGY
READINESS TOOLS



PLATFORM
AGNOSTIC
TECHNOLOGY



Leading Provider of Large-Scale Summative Testing



ANNUAL ONLINE TESTING

- DRC INSIGHT system launched in 2010
- Currently used in 50 states, 3 territories, Washington, D.C., and international locations
- 25+ million tests delivered in 2015–16
- 32+ million tests delivered in 2016–17
- 40+ million tests delivered in 2017–18
- 41+ million tests projected in 2018–19

ANNUAL PAPER TESTING

Production and Distribution

- 250 million scannable pages
- 28 million materials
- 12 million secure materials

Scanning

- Over 240 million pages per year
- 40 million pages per week

PEAK ONLINE VOLUMES

- 15.3 million tests completed in a single month
- 5.2 million tests completed in a single week
- 1.3 million tests completed in a single day
- 329,150 students testing at the same time
- 7,000 responses processed per second
- Less than .05 seconds to process a response



DRC ENGLISH LEARNER ANNUAL TESTING

- DRC has delivered nearly 7 million language proficiency assessments
- Delivered assessments to over 3 million EL students
- Delivered EL assessments to over 50,000 sites

● ● ● DRC INSIGHT™ System Overview



DRC INSIGHT™ ONLINE LEARNING SYSTEM



Assessment Coordinator

**DRC INSIGHT
Portal
Student and
Test Setup**

**Test Tutorials
Videos**

**Online Tools
Training (OTT)**



Technology Coordinator

**DRC INSIGHT
Portal
Installation &
Configuration**

**Central Office
Services (COS)
- Device Toolkit
- Service Device**

**Test Tutorials
Videos**

**Online Tools
Training (OTT)**



Student

**Test Tutorials
Videos**

**Online Tools
Training (OTT)**

**Secure Browser / App
- Online Tools Training
- Online Assessment**



● ● ● Site Installation and Support



- DRC INSIGHT Secure Browser or App installed on testing devices to ensure a secure testing experience
- Centralized Content Hosting with Central Office Services (COS) Service Device
- User-friendly installation wizards for all supported platforms
- No reliance or dependencies on third-party software
- No conflict with other software running on devices
- Automatic content updates
- Automatic software updates

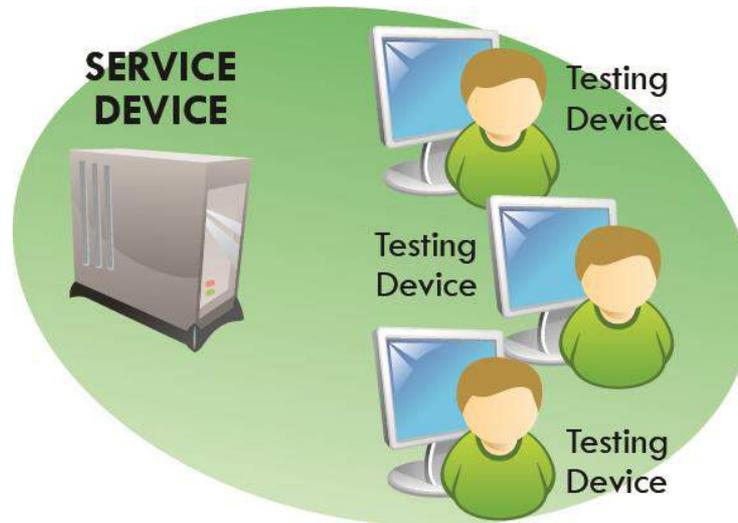


● ● ● Overview of Central Office Services



- Central Office Services (COS) consists of COS Device Toolkit for COS Configuration management of COS Service Devices and Testing Devices

The COS Service Devices provide test content hosting services for the configuration



Each testing device with DRC INSIGHT software is registered to a COS configuration

- COS Service Device software supports Windows, macOS and Linux
- DRC INSIGHT Testing Device software supports Windows, macOS, Linux, iOS and ChromeOS devices.



● ● ● DRC INSIGHT Secure Browsers/Apps



Installed on testing devices to ensure a secure testing experience

Windows, Mac, and Linux Installer

Available in the DRC INSIGHT Portal under the Downloads tab in General Information

iPad, Chromebook, and Windows 10 in S mode Installer

Available in Apple's App Store, Google's Chrome Store, and Microsoft Store

- Chromebooks can only be installed via the Chrome Store and deployed through Chrome Device Management's Admin console
- For the iPad, update via the App Store or download to a Mobile Device Manager (MDM) and deploy out via the MDM
- Windows 10 in S mode can only be installed via the Microsoft Store



Secure Browser Installation



- User-friendly software installation tools
- Guided installation wizard
- Mass distribution

System Information		
Client Version	Configuration Source	Installation Directory
9.0.0	Device Toolkit	C:\Program Files (x86)\DRC INSIGHT Online Assessments v900 (SGA)
Machine Name	User Name	OS Level
DRC26459	EBarney	Microsoft (build 17134), 64-bit
OS Version	10.0	
Testing Device ID	Service Device ID	Content Management
E2732953-5E08-4D00-9D3C-32EF5CE901E2	D412EA10-DFC5-4B63-AEC4-CD749DE423A0	Yes
Content Hosting	HTTPS Proxy	Yes
COS Configuration Name		COS Org Unit ID
SGA - Public VM COS-TSM ALL Clients		1547049100
Location		
Dir Use Only - Sample District		

Required Test List		
Status	Test Name	Details
✓	Audio Capability	Details
✓	Client Version	Details
✓	Folder Permissions	Details
✓	Internet Connection	Details
✓	Operating System Level	Details
✓	RAM	Details
✓	Screen Resolution	Details
✓	Service Device Status	Details
✓	Service Device Connection	Details
✓	User Agent	Details

- System Readiness Check
 - Verifies testing devices meet minimum system requirements for testing
 - Confirms devices are operating properly prior to testing
 - Limits delays on the day of testing



● ● ● COS Service Device Overview



- Installation flexibility – **options based on testing site’s** size and needs
- **Scalability** through the use of state-of-the-art technology
 - Automatically scales to available resources on the installed device
- **Centralized security** through DRC INSIGHT Portal
- Content hosting and management
 - Supports content hosting for **multiple testing programs**
 - **Enhanced** content handling (cloud-based content distribution network)
 - Content **verification and retries** during download
 - Greater user **visibility** into content download information
 - **Download content once** for distribution to multiple COS Service Devices
 - Option to **download only the content needed** for the testing site
 - Ability for basic **round-robin load balancing** with a COS Service Device “pool” without need of a hardware load balancer



● ● ● Central Office Services - Device Toolkit



- Centralized dashboard with real-time status information
- Supports multi-test program configurations
- Easier to manage centralized, district-wide configurations

DRC INSIGHT Welcome Jim Fleming Log Out

All Applications ▶

Central Office Services - Device Toolkit Configurations Add New Configuration

Sample St > Drc Use Only - Sample District Change

Add and remove charts: Configurations Testing Devices Service Devices

Configurations

Service Devices

Testing Devices

TD/EPM/SE - Int/Ext - All CM CH Org Unit ID: 1381375159

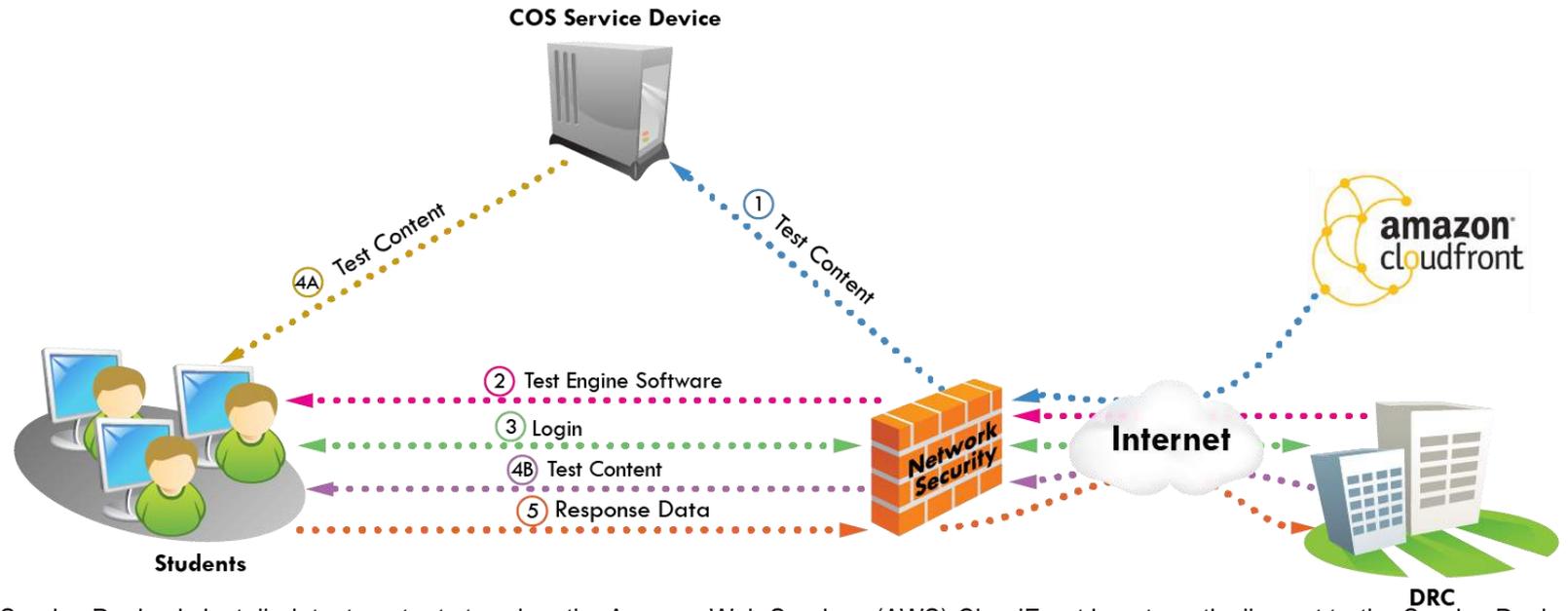
Content Management Yes

If you set Content Management to Yes, the test content for the administrations and accommodations that are selected in the below grid will be automatically downloaded to your Central Office device. All available administrations and accommodations default to being selected. If you need to save space on the device, you can deselect items that you don't need by clicking the checkboxes. Once you have made your selections, click Next.

<input checked="" type="checkbox"/>	Admin	TTS	HVA	VSL
<input checked="" type="checkbox"/>	XXX999 - Sample Admin 1	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<input checked="" type="checkbox"/>	XXX999 - Sample Admin 2	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>



● ● ● DRC INSIGHT™ Testing Overview



- (1) When the Service Device is installed, test content stored on the Amazon Web Services (AWS) CloudFront is automatically sent to the Service Device. The Content Management service automatically checks for new content several times a day and updates the Service Device.
- (2) When a student starts DRC INSIGHT (the secure browser or secure App is launched), readiness checks are performed and the test engine software is automatically loaded from the DRC servers to the testing device.
- (3) When students log in to the test, their login is verified by servers at DRC and their test sessions are returned to the testing device.
- (4A) When students select the test and a Service Device is configured, the Service Device delivers the test content to their testing devices, reducing the startup time for these testers. All of the test content is encrypted for security.
- (4B) When students select the test in situations where no Service Device is configured or available, the test content is delivered directly from the DRC servers to the testing devices.
- (5) During testing, test responses (labeled Response Data) go directly to the DRC server. DRC confirms receipt before the student moves to the next question.



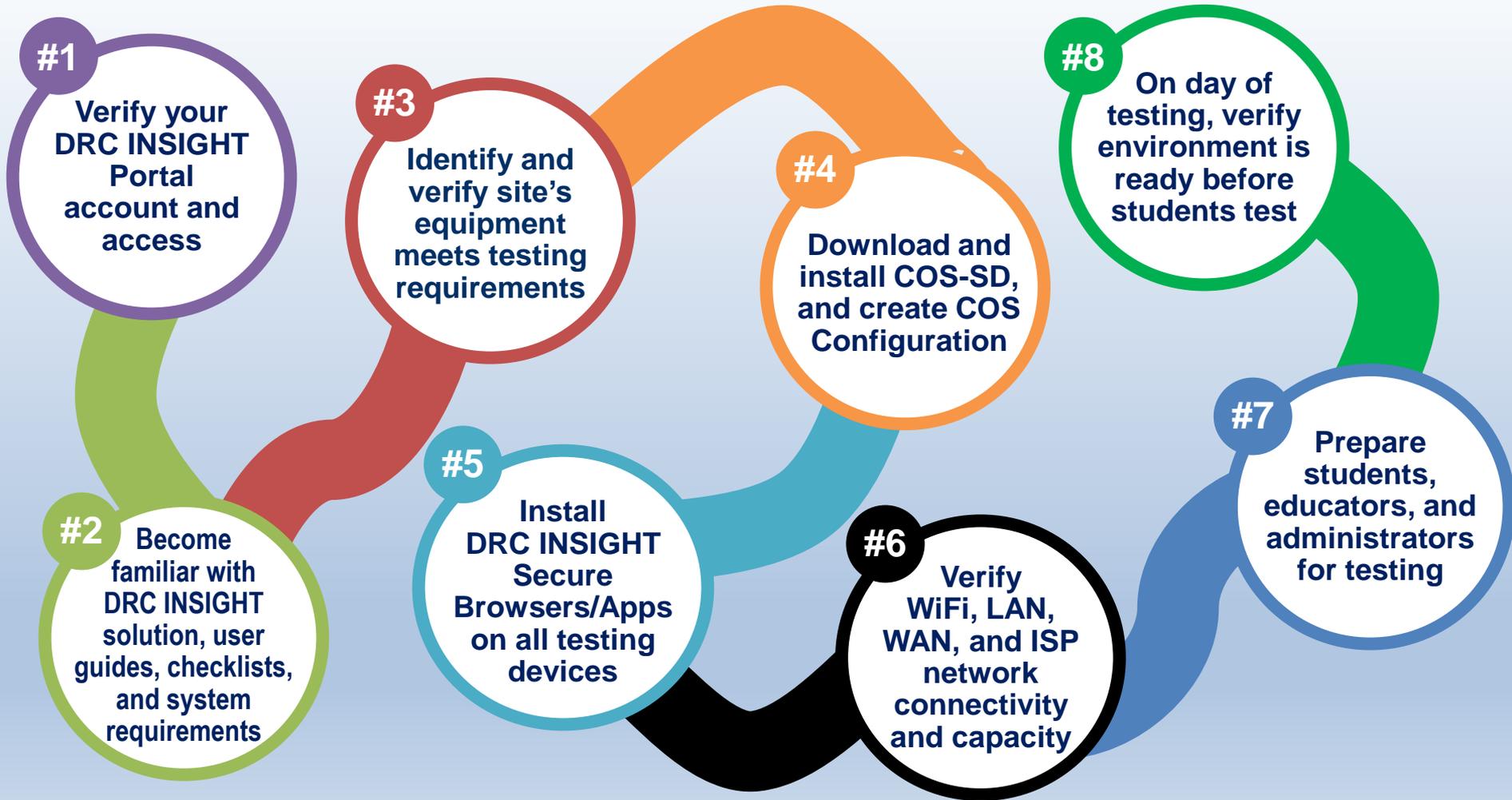


DRC INSIGHT

Installation Process



●●● Path to Successful Online Testing



Installing COS Service Device and DRC INSIGHT



Activity 1: Download and Install the COS Service Device

Activity 2: Create a COS Configuration

Activity 3: Download and Install DRC INSIGHT and associate testing devices to the COS Configuration

Activity 4: Monitor COS Configurations, COS Service Devices, and Testing Devices using the COS Device Toolkit Dashboard

Activity 5: Manage COS Configurations, COS Service Devices, and Testing Devices using the COS Device Toolkit





Activity 1



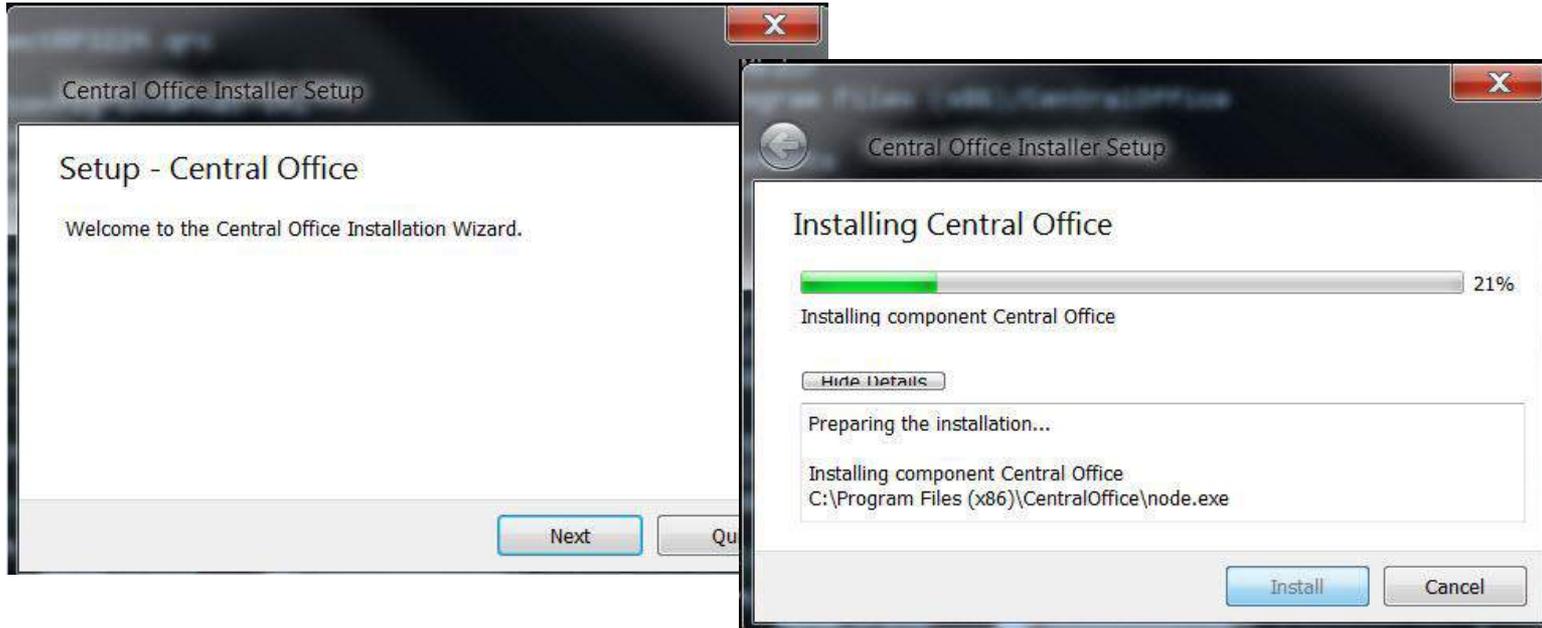
Installation of the COS Service Device



● ● ● Installation of COS Service Device



Activity 1



- Launch the installer to begin the wizard install process
- When prompted, it is recommended to use the default location for COS Service Device software and for the test content
- If required by your Network Administrator, enter the optional Proxy Host information

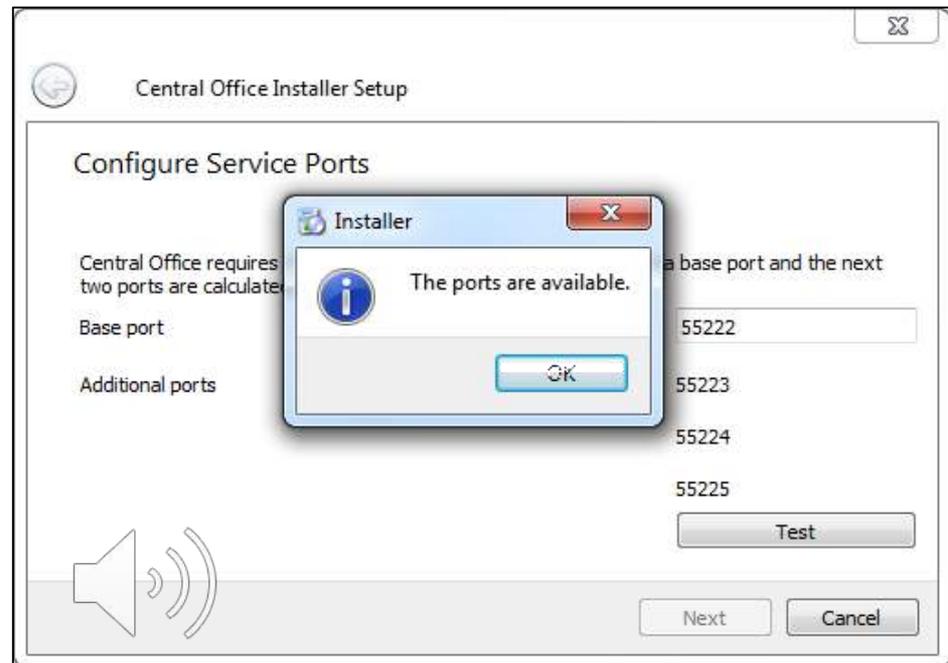


● ● ● Installation of COS Service Device



Activity 1

- Configure Service Ports
 - Specify the base port (Usually the default value of 55222 will work)
 - After entering the base port, the install automatically selects consecutively numbered ports
- Test Service Ports
 - Click “Test” to verify port availability
 - Click “OK” and “Next” (or “Cancel” to exit the installation)

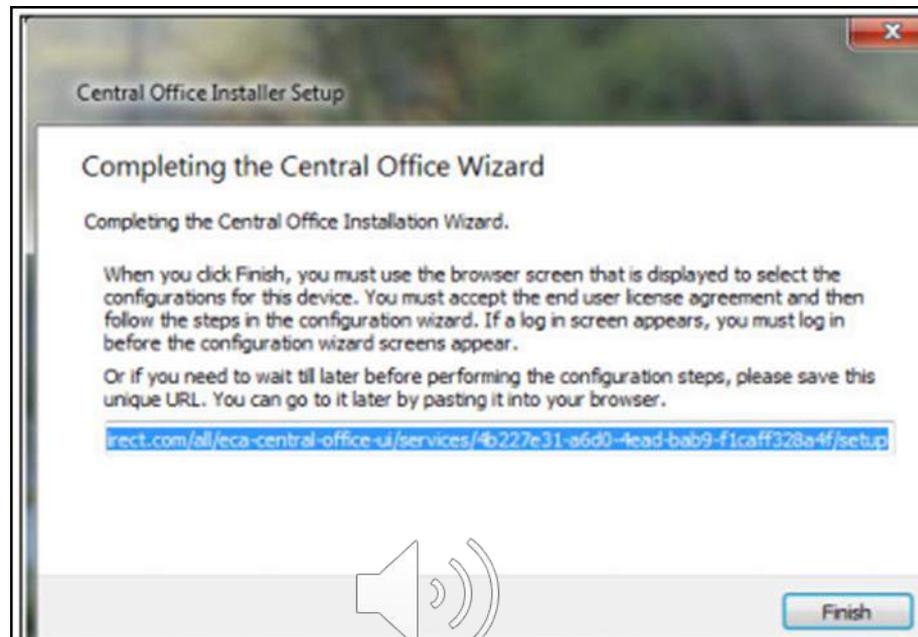


● ● ● Installation of COS Service Device



Activity 1

- The Completing the Central Office Wizard window appears
 - Highlight, copy, and save the URL that displays in this window. This URL can be used to resume the process, if necessary, without re-installing the COS Service Device





Activity 2



Create a COS Configuration



● ● ● Creating a COS Configuration



Activity 2

- After the install of the COS Service Device software create an COS Configuration for the COS Service Device and the testing devices
- The installation wizard will automatically launch the DRC INSIGHT Portal - if you are not already signed in, login window displays

DRC INSIGHT
ONLINE LEARNING SYSTEM

Username

Password
 Show Text

[Forgot your password?](#)

Welcome to the DRC INSIGHT Portal

Data Recognition Corporation (DRC) welcomes LAS Links educators to eDIRECT!

This website enables you to quickly and easily access all test administration tools in one location, from test preparation to reporting of your LAS Links test results.

To access your reports, authorized district and school personnel need to log onto the secure site with their e-mail address and password. To log on, press the **Log On** link in the upper right of this page.

To find out more information about LAS Links, select the **General Information** link under **All Applications** at the top of this page. Then select **Documents**.

ACCESS ONLINE TOOLS TRAINING WITH GOOGLE CHROME

Publicly accessible versions of the Online Tools Training are available. Please copy the link below into Google Chrome to access these practice opportunities. Note that Google Chrome is the only supported browser for this public version of the Online Tools Training.

WBTE Portal: <https://wbte.drccdirect.com/1/1/portals/>

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● ● ● Create a New Configuration



Activity 2

Central Office Services - Device Toolkit Configurations Add New Configuration

Device: 552D17A3-80DC-45F0-8EC0-2E937F789F33 - COS_DEVICE_NAME_GOES_HERE Last Seen: Oct 4, 2017 3:11:18 PM Help:

Configure Central Office Service

Previous 1 2 3 4 5 Next

Configuration Information

Once you have finished configuring this device, the configuration settings you have chosen will be saved. If other Central Office Service devices will need the same settings, you will be able to reuse this configuration for them as well. Please enter a name for this configuration. Try to use a name that will help you and others to select it in the future. Include your district and/or school in the name.

Configuration Name (required):
 1

Testing Devices Configuration

Please update all of the information that applies to the testing devices associated with this configuration.

Enable Auto Updates 2
Allows testing devices to update automatically.

Proxy Host No 3
Please enter a valid url to your http/https proxy which testing devices will use to communicate with the internet. Only needed when using a proxy server.

Proxy Path:
 4

1. Enter required configuration name here.
2. Check this box to enable auto updates for INSIGHT installed on student testing devices associated to this configuration.
3. Set "Proxy Host" to "Yes" if INSIGHT traffic from student testing devices is managed by a proxy server. If it is not leave alone.
4. Enter a valid URL path for proxy server (if applicable).
5. Click "Next"



● ● ● Create a New Configuration



Activity 2

Central Office Services - Device Toolkit Configurations Add New Configuration

Device: 552D17A3-80DC-45F0-8EC0-2E937F789F33 - COS_DEVICE_NAME_Goes_HERE Last Seen: Oct 4, 2017 3:11:18 PM
Current Configuration: ENTER_REQUIRED_CONFIGURATION_NAME_HERE Help:

Configure Central Office Service

Previous 1 2 3 4 5 6 Next

Locations

Choose a Testing Program and, if prompted, a State, then type at least three letters of the name of a District or a School to select the Site. Once you have chosen a Site, click Add Location. At least one location is required. To change an existing single location, first add the new location, then remove the original.

Testing Program: 1 Site: 2

3

Set up for:

Mississippi Online Assessments > MS > DRC Use Only - Sample District 4 Remove

Sample State

TSM Content Caching No 5
Are using a TSM for content caching for this location? Central Office Content Hosting will not be used if enabled.

TSM Response Caching No
Are using a TSM for response caching for this location? Works with Content Hosting or a TSM only location.

1. Select Testing Program in dropdown (Mississippi)
2. Search for district or school location (enter min of 3 characters)
3. Click "Add Location" button
4. Verify Location information
5. Leave "TSM Content Caching" set to "No"
6. Click "Next" button



● ● ● Create a New Configuration



Activity 2

Central Office Services - Device Toolkit

Configurations

Add New Configuration

Device: 552D17A3-80DC-45F0-8EC0-2E937F789F33 - COS_DEVICE_NAME_GOES_HERE Last Seen: Oct 4, 2017 3:11:18 PM
Current Configuration: ENTER_REQUIRED_CONFIGURATION_NAME_HERE

Help:

1. Content Management should be enabled if this is the first or only COS device in this configuration. At least one COS device per configuration needs Content Management enabled

2. Select testing program content that should be downloaded for this site (TTS/HVA and VSL checked by default)

3. Click "Next"

Configure Central Office Service

Previous

1

2

3

4

5

3

Next

Content Management 1

If you set Content Management to Yes, the test content for the administrations and accommodations that are selected in the grid will be automatically downloaded to your Central Office device. All available administrations and accommodations default to being selected. Accommodations can include Text to Speech (TTS), Human Voice Audio (HVA) and Video Sign Language (VSL). Not all accommodations are available for every administration. If you need to save space on the device, you can deselect items that you don't need by clicking the checkboxes. Once you have made your selections, click Next.

<input checked="" type="checkbox"/>	Admin 2	TTS/HVA	VSL
<input checked="" type="checkbox"/>	XXX999 - Sample Admin 1	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>

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Minimum Browser Requirements |



● ● ● Create a New Configuration



Activity 2

Device: 552D17A3-80DC-45F0-8EC0-2E937F789F33 - COS_DEVICE_NAME_GOES_HERE Last Seen: Oct 4, 2017 3:11:18 PM
Current Configuration: CBJ_COS_21038

Configure Central Office Service



1. Enable Content Hosting (delivery of test content to INSIGHT on student testing devices)
2. New COS Service Device is listed as "Primary Source" in this new configuration
3. "DRC – Default Content" is failover in the case the COS Service Device becomes unavailable
4. Additional "failover" configuration can be associated here in case primary source configuration becomes unavailable
5. Click "Complete" to exit configuration wizard

Content Hosting

1

Content Hosting is the service that provides administration content to testing devices. Content Sources are configurations with Content Management activated and the same administrations and accommodations. You can add one additional configuration to act as a fallback content source if your primary content source becomes unavailable. DRC is always available as the final content source.

Content Sources

CBJ_COS_21038: 552D17A3-80DC-45F0-8EC0-2E937F789F33	Primary Source	2
DRC - Default Content		3

Add Content Source

Add a configuration by name as a fallback content source for your testing devices if the primary becomes unavailable. All of the administrations selected in Content Management on all configurations must match exactly. Only one fallback content source is allowed.

Fallback Configuration Name

4



● ● ● Create a New Configuration



Activity 2

Central Office Services Configurations Add New Configuration

You successfully created configuration Kari config 3/21.

Add and remove charts: Configurations Testing Devices

Configurations Total: 1

Testing Devices Total: 0

choose a search type... [Search] [Clear Results]

Service Devices: (0) Testing Devices: (0) Location: (1) Michigan Online Assessments

1 - 1 of 1 items

Click the Plus (+) sign (toggles to minus [-] sign) to display detailed information about the configuration.

- The configuration displays on the Configurations tab in the COS Device Toolkit dashboard
- Copy and save the Org Unit ID for use when registering testing devices in Activity 3.





Activity 3



Install and Configure DRC INSIGHT



● ● ● Installing DRC INSIGHT



Activity 3

Windows, Mac, and Linux Installer

Available in the DRC INSIGHT Portal under the Downloads tab in General Information

iPad, Chromebook, and Windows 10 in S mode Installer

Available in Apple's App Store, Google's Chrome Store, and Microsoft Store

- Chromebooks can only be installed via the Chrome Store and deployed through Chrome Device Management's Admin console
- For the iPad, update via the App Store or download to a Mobile Device Manager (MDM) and deploy out via the MDM
- Windows 10 in S mode can only be installed via the Microsoft Store

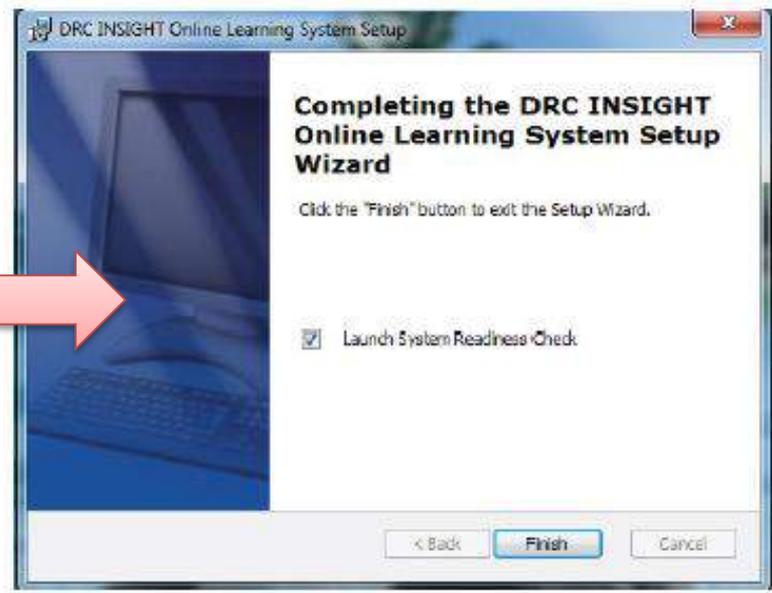
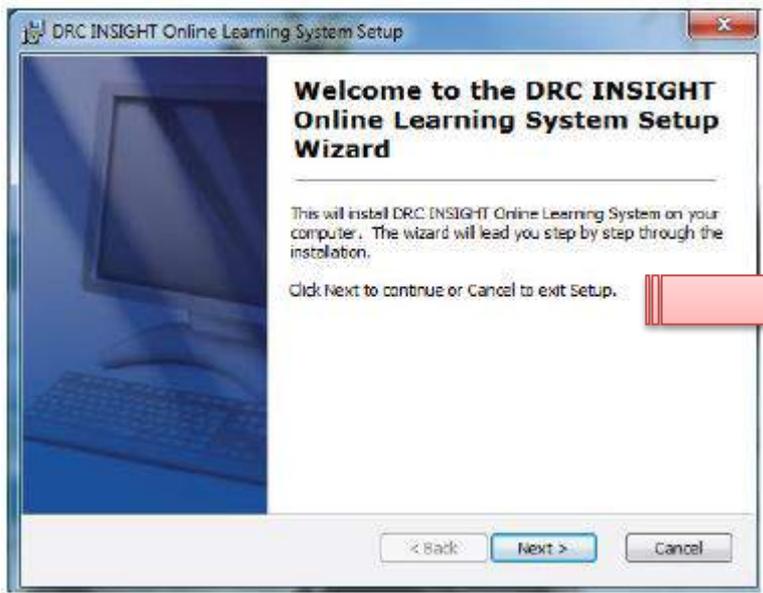


● ● ● Installing DRC INSIGHT



DRC INSIGHT is a secure web-browser testing interface installed on each testing device. This software can be manually installed on each computer or mass installed to a group of computers.

Activity 3



● ● ● Installing DRC INSIGHT



Activity 3

- Launch DRC INSIGHT
- Register with a COS Configuration by clicking “Assign Device to ORG Unit”

Configuration Not Found

Please raise your hand and wait for help.

Contact your technical resource and provide them with the following information:

DRC INSIGHT cannot retrieve the configuration profile associated with this device because it cannot find the Device Toolkit ORG Unit ID. The ORG Unit ID was entered incorrectly, was deleted, or was not assigned to this device.

Click **Assign Device to ORG Unit** to enter the correct ORG Unit ID, or click **Cancel** to end the process.

Assign Device
to ORG Unit

Cancel

- Enter the ORG Unit ID from Activity 2 click “Add”
- After adding the ORG Unit, click “Register”

Device Registration

1. To add the device to a Device Toolkit ORG Unit, enter the ORG Unit ID (or copy and paste it) and click **Add**.
Note: You can repeat this step if you want to access more than one testing program from this device.
2. When you are ready, click **Register** to register the device or **Cancel** to cancel the process.

WkujC1MIGg

Add

Register

Cancel



● ● ● Installing DRC INSIGHT



Activity 3

Click “Practice Test” to access the online test environment and try online testing tools

Click the checkmark, enter Access Code 7745, and click “Submit” to access the System Readiness Check



Enter Access Code

7745

Submit Cancel



● ● ● Installing DRC INSIGHT



Activity 3

System Information

Client Version	Configuration Name	Installation Directory		
9.0.0	Device Toolkit	C:\Program Files (x86)\DRC INSIGHT Online Assessments v900 (SQA)		
Machine Name	User Name	OS Level	OS Version	
DRC28459	EBarney	Microsoft (build 17134); 64-bit	10.0	
Testing Device ID	Service Device ID	Content Management	Content Hosting	HTTPS Proxy
E2732953-5E08-4DC0-9D3C-32EF5CE901E2	0412EA10-DFC5-4B63-AEC4-CD749DE423A0	Yes	Yes	
COS Configuration Name	COS Org Unit ID	Location		
SQA - Public VM COS-TSM ALL Clients	1547049100	Drc Use Only - Sample District		

Required Test List

Status	Test Name	Details
✓	Audio Capability	Details
✓	Client Version	Details
✓	Folder Permissions	Details
✓	Internet Connection	Details
✓	Operating System Level	Details
✓	RAM	Details
✓	Screen Resolution	Details
✓	Service Device Status	Details
✓	Service Device Connection	Details
✓	User Agent	Details

- Verifies testing devices meet minimum system requirements for testing
- Confirms devices are operating properly prior to testing
- Use to limit delays on the day of testing





Activity 4



Monitor COS Configurations, COS Service Devices, and Testing Devices



Monitoring COS Configurations



Activity 4

Central Office Services | Configurations | Add New Configuration

Add and remove charts: Configurations x Testing Devices x

Total: 46

Configurations

Total: 39

Testing Devices

choose a search type...

cr testing for krishna	Service Devices: (0)	Testing Devices: (0)	Location: (1)
cr testing for krishan2	Service Devices: (0)	Testing Devices: (0)	Location: (1)
deviceless config magesh	Service Devices: (3)	Testing Devices: (0)	Location: (1)
magesh config 03/14 build 299	Service Devices: (0)	Testing Devices: (0)	Location: (1)
Krishna_Config 3/14	Service Devices: (0)	Testing Devices: (0)	Location: (1)

1 / 10 items per page



Monitoring COS Configurations



Activity 4

Central Office Services | Configurations | Add New Configuration



Total: 46

Configurations

- ✔ Fully Functional view
- ⚙ In Progress view
- ⌚ Out of date view
- ⚠ Unable to find view

	Service Devices:
✔ cr testing for krishna	(0)
✔ cr testing for krishan2	(0)
⚠ deviceless config magesh	(3)
✔ magesh config 03/14 build 299	(0)
✔ Krishna_Config 3/14	(0)

⏪ ⏩ 1 / 10 ⏪ ⏩ 5 items per page

Chart Color	Icon	Configuration Status
Green		Fully functional
Red		Unable to Find
Yellow		In Progress
Orange		Out of date



Monitoring COS Configurations



Activity 4

The color of the CH and CM icons indicates the status of its corresponding service.

<u>Color</u>	<u>Description</u>
Green	The service is fully functional
Yellow	The server is currently downloading test content (In Progress)
Orange	The content on the server is out of date
Red	The service has not been "seen" (last seen) for at least an hour

You can click these icons to see the last seen date for the service.

You can click the underlined device name to the left of these icons to rename the device or remove the device from the configuration (see "Renaming or Removing Service Devices" on page 62).

The blue icons, CH (Content Hosting **CH**) and CM (Content Management **CM**), indicate the services specified in the configuration.



The title of the assessments and administrations that were selected in the configuration is listed.



Activity 5



Manage COS Configurations, COS Service Devices, and Testing Devices

DRC INSIGHT™
ONLINE LEARNING SYSTEM



● ● ● Managing COS Configurations



Activity 5

Central Office Services | Configurations | Add New Configuration

Add and remove charts: Configurations | Testing Devices

Configurations
Total: 1
Fully Functional view
In Progress view
Out of date view
Unable to find view

Testing Devices
Total: 1
Fully Functional
Out of date
Unable to find

Configuration Name: Kari_Config

Kari Config 4/13 | CM | CH | Service Devices: (1) | Testing Devices: (1) | Location: (1)

Click on the configuration name in the Configurations tab of the COS Device Toolkit dashboard.



● ● ● Managing COS Configurations



Activity 5

Central Office Services Configurations Add New Configuration

Configuration Information Locations Content Management Content Hosting Offline Testing Service Devices Deployment Testing Devices Delete

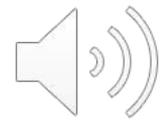
Kari Config 4/13

Org Unit ID: 1639250946
Use the Org Unit ID when first starting your testing device to register it to this configuration.

Configuration Information

Once you have finished configuring this device, the configuration settings you have chosen will be saved. If other Central Office Service devices will need the same settings, you will be able to reuse this configuration for them as well. Please enter a name for this to use a name that will help you and others to select it in the future. Include your district and/or school in the name.

Configuration Name (required) :

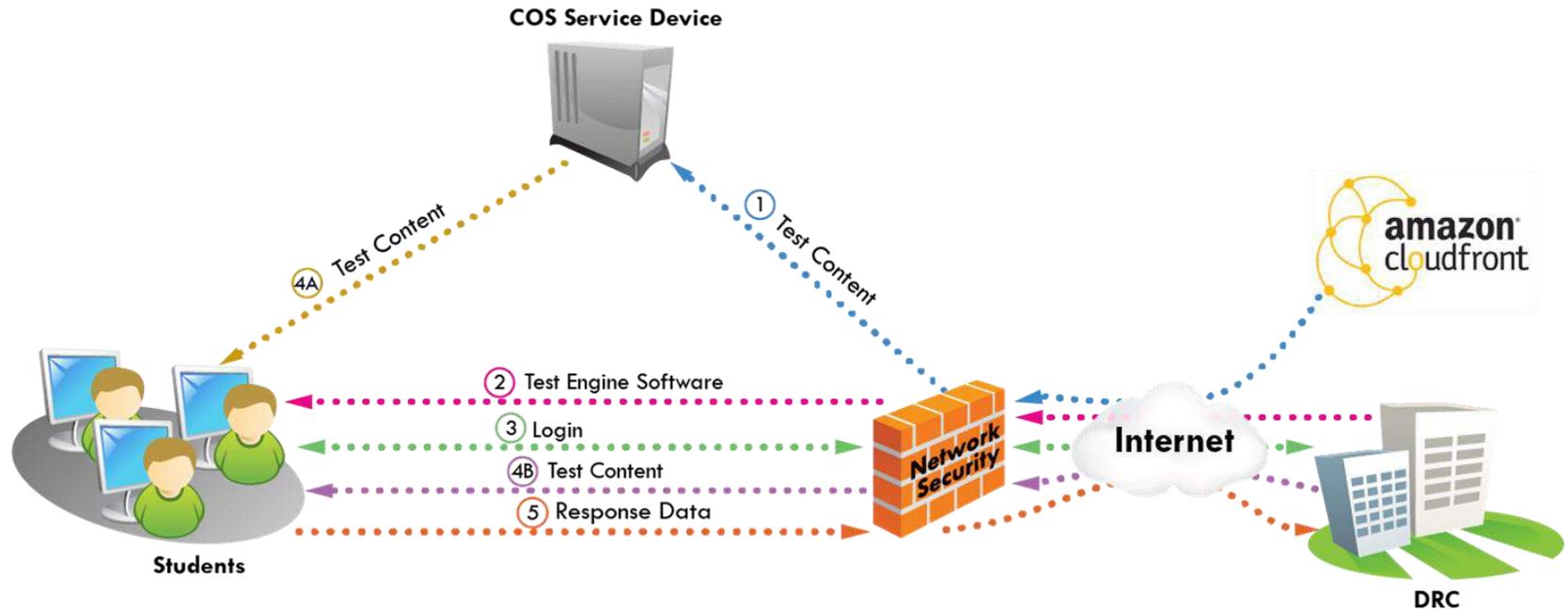




COS Service Device Configuration Options



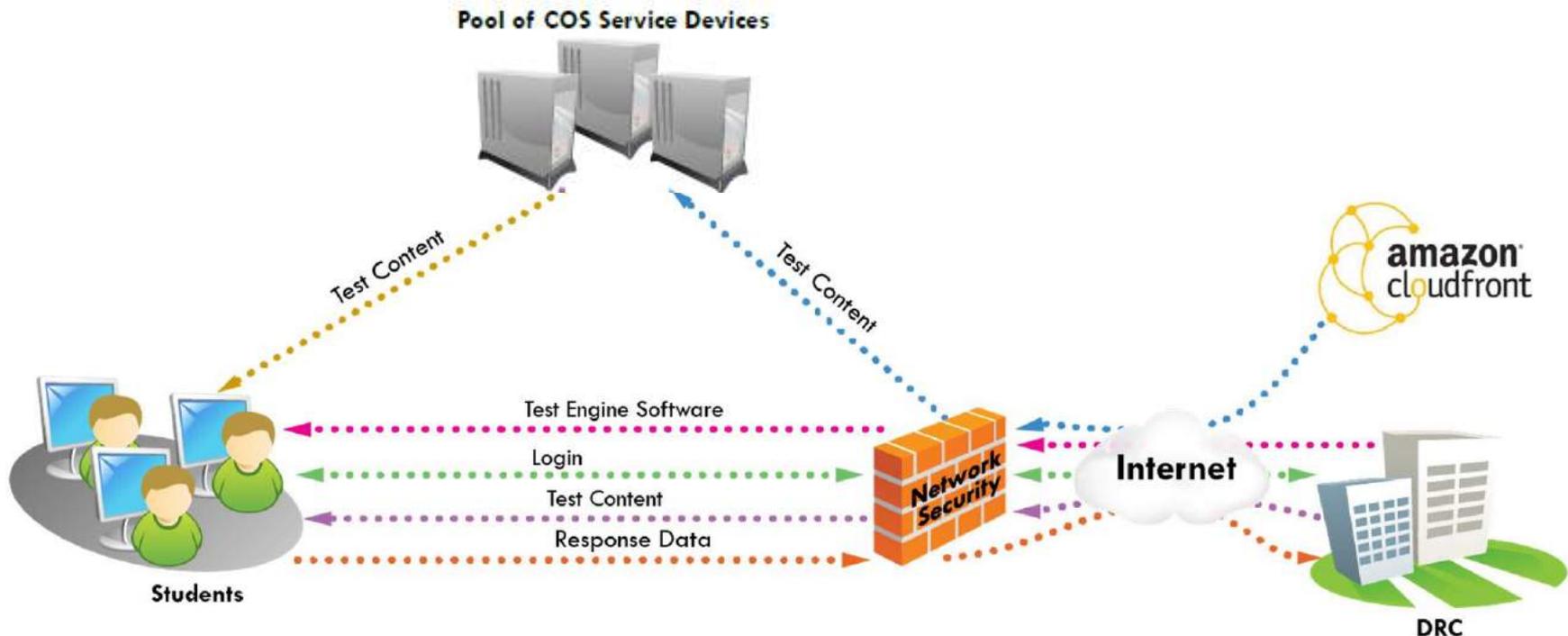
● ● ● DRC INSIGHT™ Testing Overview



Standalone – This method connects all student to a single COS Service Devices that are set up in the COS DTK configuration. This is commonly used for hosting the COS Service Device at each testing site;



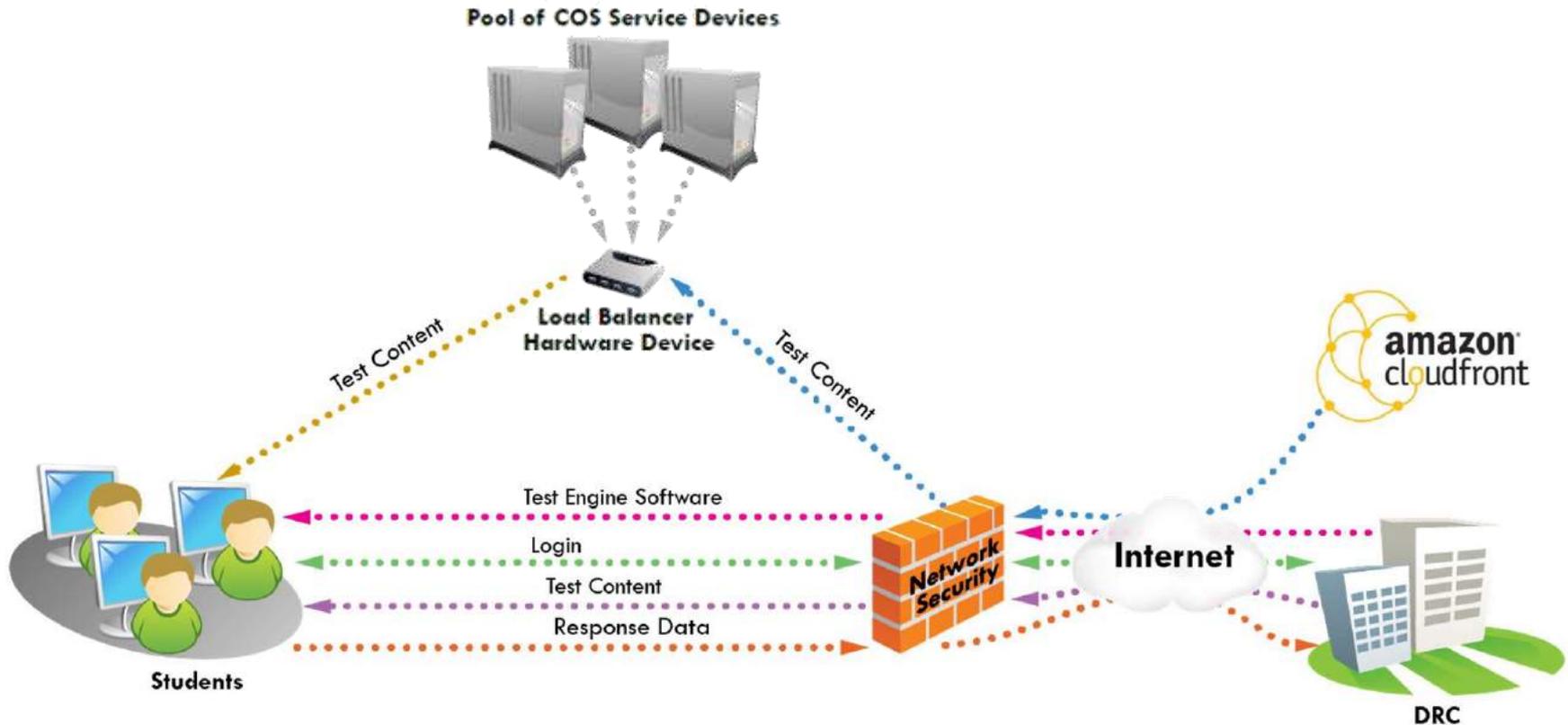
Multiple COS Service Devices



Software-based load balancing – This method allows round-robin persistent client connections based on the total count of COS Service Devices that are set up in the COS DTK configuration.



COS Service Devices Behind a Hardware Load Balancer



Hardware-based load balancing – This method leverages a hardware-based load balancer hosted at the local site that is configured to a single load balancer IP address in COS Service Device.





Additional Resources



● ● ● DRC Online Readiness Documents and Tools



SITE READINESS OVERVIEW

Comprehensive overview of the approach to determine site readiness to deliver online testing

SYSTEM REQUIREMENTS

Detailed information on supported devices and operating systems

TECHNOLOGY USER GUIDES

Comprehensive, user-friendly set of manuals for school and district users

SITE TECHNOLOGY READINESS CHECKLIST

Reference checklist and planning tool for sites administering assessments online

SITE CAPACITY ESTIMATOR

Estimates test response times based on site-specific factors

ONLINE TESTING NETWORK EVALUATION CHECKLIST

Reference checklist and planning tool for sites to assess the site's network readiness

COS SERVICE DEVICE DECISION TREE

Guide to help determine the best configuration for site content management

ALL-IN-ONE QUICK REFERENCE GUIDES – WINDOWS AND macOS

Install and configure COS Service Device and DRC INSIGHT on a single testing device

TECH BULLETIN: EXTENDED RETRIES

Describes Extended Retries feature of DRC INSIGHT to address testing device connection issues



● ● ● System Requirements



Supported System Requirements

Effective June–September 2018

This document describes the current system requirements for the DRC INSIGHT Online Learning System, including student-testing devices and Central Office Services (COS) service devices. These requirements cover the following items:

- Hardware devices
- Accessories and peripherals
- Operating systems and levels
- Processor, disk space, and memory
- Screen size and resolution
- Certain testing accommodations

DRC aggressively seeks out, validates, and adopts new technology to offer the best testing solutions to our customers while keeping pace with constantly changing and evolving technology standards. In general, DRC software applications offer Best Effort Support of new versions of a supported operating system within one month of public availability of the new version and Full Support within three months of public availability of the new version, or by the next release date of the DRC application, whichever duration is greater.

Current Update: June 1, 2018
Next Update: October 2018

This document is updated three times each calendar year.

- Detailed System Requirements for DRC INSIGHT
- Updated three times during testing year
 - **June** – Specifications for upcoming year
 - **October** – Operating System (OS) updates
 - **February** – Any more OS updates before Spring testing and share any news for next year

System Requirements – COS Service Device



DRC Central Office Services (COS) Service Device Requirements (cont.)

COS Service Device (64-bit)					
Supported OS/Devices	Number of Concurrent Testers	Processor	Available Memory	Minimum Available LAN Bandwidth	Available Disk Space
64-bit Windows	Up to 450	<u>Minimum</u> Dual-core i3 at 2.4 GHz or equivalent <u>Recommended</u> Dual-core i5 at 2.4 GHz or equivalent	<u>Minimum</u> 2 GB RAM	200 Mb	<u>Minimum</u> 10 GB
	Up to 900	<u>Minimum</u> 2x dual-core i5 at 2.4 GHz or equivalent <u>Recommended</u> 2x dual-core i5 at 2.4 GHz or equivalent	<u>Recommended and Audio Accommodations</u> 4 GB RAM	400 Mb	<u>Recommended and Audio Accommodations</u> 20 GB or more
	Over 900	4x dual-core i5 at 2.4 GHz or equivalent	8 GB RAM	800 Mb	
64-bit macOS (10.11, 10.12, and 10.13)	Up to 400	<u>Minimum</u> Dual-core i3 at 2.4 GHz or equivalent <u>Recommended</u> Dual-core i5 at 2.4 GHz or equivalent	<u>Minimum</u> 2 GB RAM <u>Recommended and Audio Accommodations</u> 4 GB RAM	200 Mb	<u>Minimum</u> 10 GB
	Up to 900	<u>Minimum</u> 2x dual-core i5 at 2.4 GHz or equivalent <u>Recommended</u> 2x dual-core i5 at 2.4 GHz or equivalent	<u>Recommended and Audio Accommodations</u> 16 GB RAM	400 Mb	<u>Recommended and Audio Accommodations</u> 20 GB or more
64-bit Linux 14.04 and 16.04	Up to 450	<u>Minimum</u> Dual-core i3 at 2.4 GHz or equivalent <u>Recommended</u> Dual-core i5 at 2.4 GHz or equivalent	<u>Recommended</u> 7.5 GB RAM for 14.04 3.6 GB RAM for 16.04	400 Mb	<u>Minimum</u> 10 GB
	Up to 600	<u>Minimum</u> 2x dual-core i5 at 2.4 GHz or equivalent <u>Recommended</u> 2x dual-core i5 at 2.4 GHz or equivalent		400 Mb	<u>Recommended and Audio Accommodations</u> 20 GB or more

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June 1, 2018

- Recommended Specifications for COS Service Devices
- COS Service Devices are supported on Windows, Mac, and Linux Operating Systems
- Any testing device can connect to any COS Service Device and vice versa, operating systems of the two platforms do not need to match

● ● ● System Requirements – OS Version Support



DRC INSIGHT Software: Supported Operating System Levels and Support Timeline

Operating System	Level	Incoming/Current		Outgoing/Ending	
		Phase 1: Best Effort Support	Phase 2: Fully Supported (1)	Phase 3: Best Effort Support	Phase 4: End of Support (2)
Windows	Windows 7, SP1		X (3)		
	Windows 8.1		X		
	Windows 10 Semi-Annual Channel servicing options (4)		X (5)		
	Windows 10 S mode of the Windows 10 operating system (6)		X (anticipated late summer 2018)		
	Windows Server 2008, R2 SP1		X		
	Windows Server 2012		X		
	Windows Server 2012, R2		X		
	Windows Server 2016		X		

(1) DRC recommends using operating system levels that are Fully Supported.

(2) When End of Support occurs during a typical testing cycle, DRC will continue to provide Best Effort Support until the testing cycle ends. DRC recommends that sites upgrade to a fully supported level before the testing cycle begins.

(3) X indicates the current level of support.

(4) DRC currently supports the Home, Pro, Enterprise, and Education editions of Windows 10.

(5) DRC fully supports the most recent version of Windows 10 available for the Semi-Annual Channel servicing options within 90 days of public availability of the new version. DRC will offer Best Effort support for previous versions of Windows 10 available for the Semi-Annual Channel servicing options that Microsoft maintains support for with servicing updates. For details, see the [Microsoft Windows 10 version support website](#).

(6) DRC does not currently support the Windows 10 S mode of Windows 10. We anticipate a fully supported Windows App to be available by end of summer, 2018.

See DRC INSIGHT Portal for  Official System Requirements

● ● ● System Requirements – OS Version Support



DRC INSIGHT Software: Supported Operating System Levels and Support Timeline (cont.)

Operating System	Level	Incoming/Current		Outgoing/Ending	
		Phase 1: Best Effort Support	Phase 2: Fully Supported (1)	Phase 3: Best Effort Support	Phase 4: End of Support (2)
Mac (OS X and macOS) Note: Mac server software is not supported.	OS X 10.10			X (3)	July 2018
	OS X 10.11		X		
	macOS 10.12		X		
	macOS 10.13		X		
Linux Note: Linux server software is not supported.	Ubuntu 14.04, LTS version, with 32- and 64-bit Gnome 3.4, Unity Shell		X	April 2019	July 2019
	Ubuntu 16.04, LTS version, with 32- and 64-bit Gnome 3.4, Unity Shell		X		
	Ubuntu 18.04, LTS version with Gnome Shell	X	July 2018 (anticipated)		
iOS	10.3.x			X	July 2018
	11.x latest version (4)		X		
Chrome	Chrome OS recent stable channel		X		

- (1) DRC recommends using operating system levels that are Fully Supported.
 (2) When End of Support occurs during a typical testing cycle, DRC will continue to provide Best Effort Support until the testing cycle ends. DRC recommends that sites upgrade to a fully supported level before the testing cycle begins.
 (3) **X** indicates the current level of support.
 (4) See the iOS Release Strategy Note that follows.

See DRC INSIGHT Portal for Current Official System Requirements



● ● ● Technical User Guides



Title	Content Summary
Volume I: Introduction to Online Testing	Provides overview of the DRC INSIGHT technical components
Volume II: Central Office Services (COS)	Details on Central Office System, including the COS Service Device
Volume III: DRC INSIGHT	Detailed instructions for installing and using the DRC INSIGHT
Volume IV: Troubleshooting	Solutions for most common issues

Documents are located under General Information Menu, Documents Tab on the LAS Links DRC INSIGHT Portal



● ● ● Network Whitelisting



It is important to ensure these URLs are allowed on all content filters, firewalls, and antivirus software.

Program	URLs	Port/Protocol
LAS Links	https://drc-centraloffice.com https://ll-insight-client.drceirect.com https://ll-insight.drceirect.com https://ll.drceirect.com https://www.drceirect.com https://wbte.drceirect.com https://dtk.drceirect.com https://api-gateway-cloud.drceirect.com https://api-gateway.drceirect.com https://cdn-content-prod.drceirect.com https://cdn-download-prod.drceirect.com https://east-1-drc-wbte-prod-ll.s3.amazonaws.com/	80/http 443/https (applies to all of the URLs)



● ● ● Site Technology Readiness Checklist



Site Technology Readiness Checklist
Deploying LAS Links Online Assessments



CHECKLIST INTRODUCTION

This document is a guide for sites implementing LAS Links Online assessments. It is for Technology Coordinators and other educators within schools and districts as they prepare to deploy LAS Links Online.

The checklist is designed to identify various factors that a site should address to provide a positive online testing experience.

The checklist is organized by the recommended timeframes and categories of the activities.

Timeframes

- 2-3 Months Before Testing
- 1-2 Months Before Testing
- 2-4 Weeks Before Testing
- 1-2 Weeks Before Testing
- Day of Testing

Categories

- Communication
- Site Planning, Scheduling and Logistics
- Technology – Device Setup
- Technology – Network Configuration
- Technology – COS Setup
- Training

Coordinators, Technology Coordinators, District Assessment Coordinators, EL Director, and others to work together as a site planning team. This site planning team should be established at least three months before the start of testing.

As you use this checklist, remember to update it regularly to ensure that it reflects the current technological resources at your site.



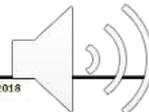
Site Technology Readiness Activities

2-4 Weeks Before Testing

Communication	
<input type="checkbox"/>	Work with district technology staff, District Test Coordinators, EL Coordinators, and School Coordinators to develop a support plan to handle testing issues.
Technology – Device Setup	
<input type="checkbox"/>	Confirm with the Technology Coordinator that all installations have been completed (COS and INSIGHT Secure Browser) and run a System Readiness Check.
<input type="checkbox"/>	Test the devices used for the Speaking Test. Verify that the headset and microphone work and are configured currently. Test speaking by starting a Speaking Practice Test and record and play back a speaking response.
Technology – Network Configuration	
<input type="checkbox"/>	After test dates have been selected, check to see if other activities are scheduled in the building at the same time that will also require network bandwidth, especially in areas where the same wireless access points will be used for testing.
Training (Preparing Students for Testing)	
<input type="checkbox"/>	Allow students time to practice taking the tests so they are familiar with the testing application before they take the test.
<input type="checkbox"/>	Allow students time to practice and ensure they are comfortable speaking in to headsets before they take the Speaking Test.

1-2 Weeks Before Testing

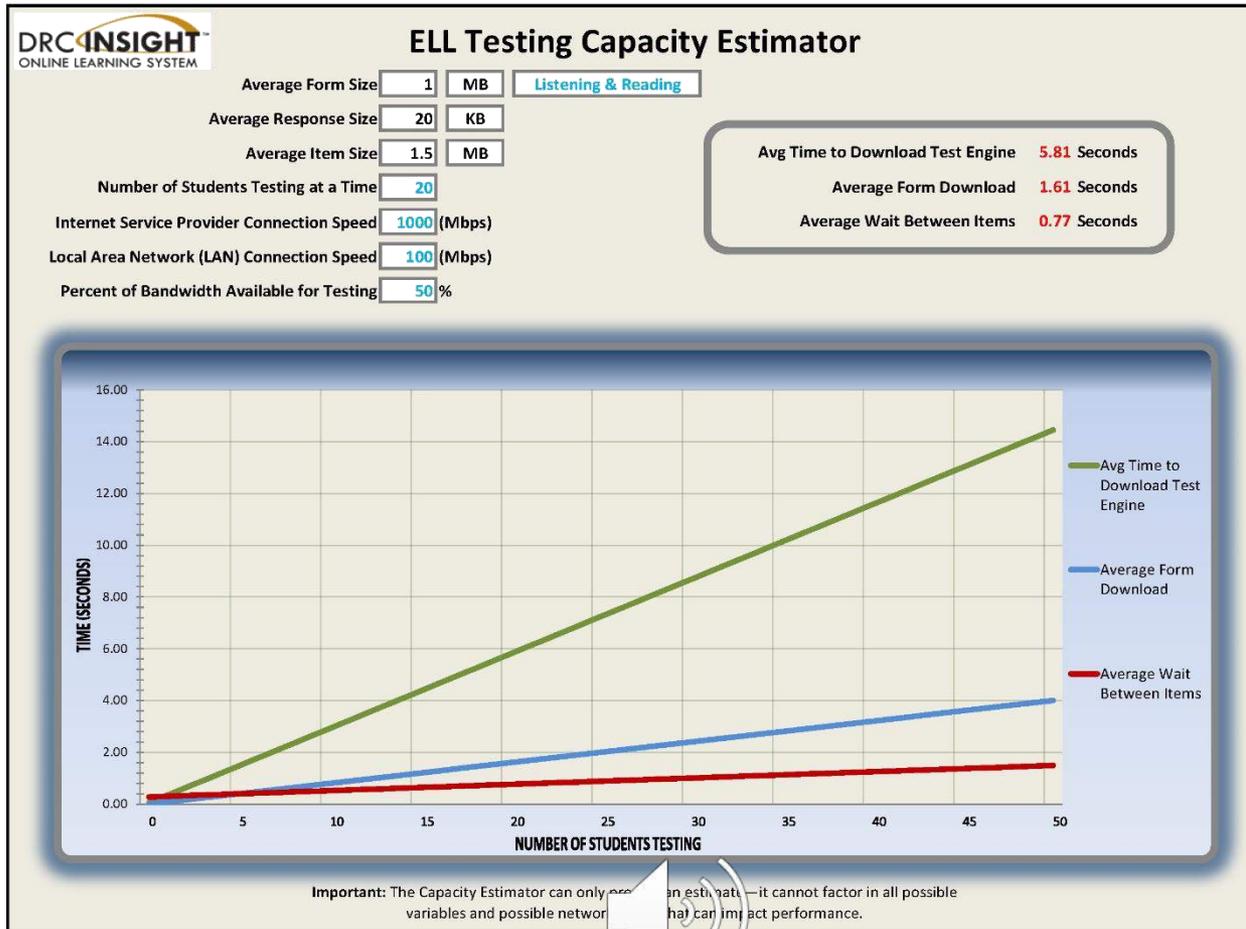
Communication	
<input type="checkbox"/>	Reconfirm the final testing plans/schedule with the District Test Coordinator and/or the EL Director.
<input type="checkbox"/>	Send a reminder email to staff to avoid using the network for bandwidth intensive projects during the testing dates.
Site Planning, Scheduling and Logistics	
<input type="checkbox"/>	Conduct a final technology walkthrough before the first day of testing.
Training	
<input type="checkbox"/>	Ensure that testing staff have the school's Org UNIT ID(s) and know how to register devices, if prompted.
<input type="checkbox"/>	Ensure that Test Administrators and District Test Coordinators are familiar with the technical troubleshooting information provided on eDIRECT under General Information-Documents .
Technology – Device Setup	
<input type="checkbox"/>	Perform a System Readiness Check on all testing devices.
<input type="checkbox"/>	Log into a Practice Test on each student computer.
<input type="checkbox"/>	Verify that volume and microphone levels are set correctly before the test. Students cannot adjust the volume on their computer after they start INSIGHT. Headsets with no inline volume control must be checked for volume level before starting INSIGHT.



● ● ● Testing Site Capacity Estimator



Helps a site plan for testing by factoring in the site's unique network variables and showing how they can impact performance



● ● ● Launching DRC INSIGHT



Public Practice Test: <https://wbte.drcedirect.com/LL/portals/II>
(chrome browser only)



● ● ● Customer Service



- Dedicated toll-free number and email address automatically directed to certified agents
- DRC Customer Service assists in areas like:
 - Testing device and COS setup and configuration
 - Troubleshooting
 - Accessing secure documents and materials
 - Providing Username and Password resets
 - Tips for navigating the User Interface
- Customer service tools ensure agents have accurate information
 - Immediate access to client-specific “knowledge database” while with a caller

