Test Sessions:
Create/View/Edit Test Session
LAS Links Online

Interactive Reporting
On-Demand Reports
Testing Status
Dashboard
Test Management
Test Session Creation
Student Management
Student Groups (Optional)
User Management
Permissions
General Information
Connecticut DRC
LAS Links Website

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

Student Experience Components

Practice Test
Test Sign In
Connecticut DRC LAS Links Website: Test Sessions

TESTING RESOURCES

Before Student Testing
Scheduling Test Sessions

Video Link: Scheduling Test Sessions

During Testing
Viewing and Exporting Student Test Session Details

Utilizing the Student Status Dashboard
Welcome to the Test Management Application

Congratulations, you have accessed the Test Management Application.

Several helpful links are also available:

LASLinksHelpDesk@datacenter.drcedirect.com
866.282.2250 (7:00 a.m. to 5:00 p.m. ET)

ACCESS ONLINE TOOLS TRAINING

Publicly accessible version of the Online Tools Training is available for this public version of the Online Tools Training.

WBTE Portal:  https://wbte.drcedirect.com/LL/portals/ll
Manage Test Sessions: Show Sessions

Before adding a session, “Show Sessions” first.

This will ensure you don’t duplicate students in a Test Session.

Students should appear in a single test session only.
Manage Test Sessions: Schedule Test Sessions

To add a session, choose District and School (as applicable) from the drop down menu, then click Add Session, found at the bottom of the page.
1. Uniquely name your session so you can easily search for it later
2. Choose the desired Form
3. Choose all four of the available subtests
   - Subtests **MUST** be contained in the same session in order to generate composite scores.
4. Students can only be added to assessments corresponding to their grade level
5. Highlight the students to be added to the session and click the blue right arrow to assign them to the session.
Important Note: All four subtests MUST be contained in the same session in order to generate composite scores

Click/Select ALL Four Available Subtests for EVERY Test Session
If you’ve created a Test Session in error without all four subtests, contact LAS Links Help Desk at 866.282.2250
Test Management Application
Generating Test Tickets / Print All or Select

To print all of the test tickets for the students in a test session, click the **Print All Test Tickets** icon in the Action column of the Session Details window for the test session.
Student Roster is for the administrator

<table>
<thead>
<tr>
<th>Completed</th>
<th>Accommodation(s)</th>
<th>Student Name</th>
<th>Date of Birth</th>
<th>State Student ID</th>
<th>User Name</th>
<th>Password</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>NA</td>
<td>Demo, Student</td>
<td>4/4/2004</td>
<td>123456789</td>
<td>dstudent1</td>
<td>F1111234</td>
</tr>
</tbody>
</table>

Test Ticket is for the student. Test Administrators must ensure they are handing the test ticket to the correct student before testing.

LAS Links Online Test Ticket Writing
English Form D Grade K (Eng D)

Demo Student
Date of Birth: 4/9/2004
Accommodations: TTS
Test Session Name: Generic Grade K
State Student ID: 23456780
Username: dstudent2
Password: Lift1234
Test Management Application
Adding Students to Existing Test Sessions

When the test session display, click the **View/Edit** icon in the Action column to display the Edit Test Session window for the session.