Already have Central Office Services (COS) configured for another testing program?

Here are the steps to configure your previously configured COS for LAS Links Online:

Instructions:

A user that has access to both another assessment on the INSIGHT platform and LAS Links Online (LLO) will need to do the steps below to add the LLO location to the pre-existing COS configuration.

- 1. From the LAS Links portal, click My Applications> Central Office
- 2. Select your existing testing program from the drop down and click Select a Site...

	CENTRAL OFFICE SERVICES 🔻	? 🔍
Testing Program: WIDA \vee	Site: Select a Site	+ Add Configuration

3. From the Site Search, type in the name or code of your district or school and click Select.

Site Search					×
only - sample district mo $ imes$					
Name	Code	Parent Name	Parent Code	Select	
Drc Use Only - Sample District Mo	MO99999	Missouri	MO	Select	

4. From the list of existing COS configuration, click the name of the COS Configuration Name to see specific details.

Testing Program: WIDA > Site: Drc Use Only-Sample	le District Mo - MO99999 Chang	e Site Clear			+ Add Configuration
COS Configurations	COS Service De	vices		Testing Devices	
Functional	97% Functional		4296	Recently Active	5%
Unable to Find Processing Content	3% Unable to Find 0% Processing Conte	nt	58%	Idle for 31+ days	95%
Content Outdated	0% Content Outdated	d	096		
COS-SD Version Outdated	0% COS-SD Version Outdated		0%		
					2
Config Status: All V Search:	Configuration Name \vee	smoke test	× Search	Clear Refresh	
COS Configuration Name	Org Unit ID	Status	COS Service Devices / Last CheckIn	Testing Devices	COS Locations
Krishna Smoke Test 11/3	71800406	FUNCTIONAL	0	0	1

- 5. Select "Locations" tab
- 6. Select "LAS Links" from the testing program, and click Select a Site...

Krishna Smoke Test 11/3	Delete Configuration
Org Unit ID: 71800406	
Configuration Information Testing Devices Service Devices Locations Content Management Content Hosting Deployment	
Testing Program: LAS Links ∨ Site: Select a Site	
Locations (1)	Remove
Location	
Wida (WD) > Missouri > Drc Use Only - Sample District Mo > Drc Use Only - Eis Sample School	

7. Enter the site name or code into the site and click Select

Site Search					×
sample district \times					
Name	Code	Parent Name	Parent Code	Select	
Sample District	412345678	Las Links	LL	Select	
Sample District	99999	Las Links	LL	Select	

The machines associated to that COS configuration will now have access to both the other assessment and LAS Links Online.