



LAS Links Scoring Process



GUIDANCE DOCUMENT

Please be sure to fill out and submit this [Scoring Information Form](#)

DRC Scoring Services: Purchasing and Invoicing

- For **Identification** scoring services:
 - LEAs should create test sessions that have a start and end date that spans the dates you would like to utilize scoring services. For instance, if you plan to utilize DRC Scoring Services the entire school year, create test sessions with a start date reflecting the first day of school (or first day of testing) and an end date of the last day of school (or last day of testing)
 - If bundles are purchased, DRC will invoice you when your PO is received. At the end of the school year, if you have an overage, DRC will bill you at the same price per student indicated on your original PO.
 - If you order scoring services as a stand alone line item, DRC will invoice you quarterly against your initial PO number for the actual number of students who were scored.
 - If utilizing the same PO for the entire year is an issue, please contact TX Order Support and we will work with you towards a solution.
- For **Progress Monitoring** scoring services:
 - LEAs should create test sessions for just the test window you would like to test students for progress monitoring purposes. For example, if you are progress monitoring in the Fall, set a test window of October 12 – November 13 (for instance).
 - If bundles are purchased, DRC will invoice you when your PO is received. At the end of the test window, if you have an overage, DRC will bill you at the same price per student indicated on your original PO.
 - If you order scoring services as a stand alone line item, DRC will invoice you for the actual number of students scored after test window has ended.
- When utilizing DRC Scoring Services for Emergent Bilingual Identification and/or Progress Monitoring create your sessions in your DRC SCORE ID account for ID testing and your PM account for Progress Monitoring testing:



District

ISD - 100057	▼
ISD - 100057922	▲
ISD (DRC SCORE ID) - 122057922	
ISD (PM) - 133057922	

NOTE: If you plan on scoring locally using Educator Scoring (for ID), **you must test in your original account (has the 100 code)**. You **may not** have a mix of Educator Scoring and DRC Scoring Services in the same account (it is an either/or).

- Once you have created all of your Test Sessions, your sessions will **automatically** move to DRC Scoring at 3 intervals a day (10am, 2pm and 6pm CST)
 - Only DRC is able to move sessions to DRC scored. LEAs are not able to do this as you will see when you create a test session, you are unable to click on the “Change the to DRC Scored”. This is by design as DRC will only make the change once a purchase order for scoring services is received and processed.

* Indicates required fields

Session Name *

Scoring Option Status
Educator Scored

Test Administrator

LAS Links Test Form

- English Form A, Grade K
- English Form A, Grade 1
- English Form A, Grades 2-3
- English Form A, Grades 4-5
- English Form A, Grades 6-8
- English Form A, Grades 9-12

Available Subtests

Subtest(s) Chosen for Session

By design, "Change to DRC Scored" is not enabled. Only DRC can change the session to DRC Scored.

- When/if new sessions are added later, DRC will automatically move the new sessions to DRC Scored at the same intervals 3 times a day (no need to contact tech support);
- Once sessions are moved to DRC Scored, they cannot be moved back to Educator Scored (local scoring):

	District	School	Session Name	Assessment	Status	Begin Date	End Date	Scoring Option	Action
<input type="checkbox"/>	UNIVERSITY ISD (DRC SCORE ID)	MIDDLE	Interim Assessment 1 Progress Monitoring Form D	Grades 6-8 (Eng. D)	Not Started	9/21/2020	10/9/2020	DRC Scored	

- Scoring begins when the student submits a completed subtest:
 - Scores will become available upon the completion of scoring for each individual subtest:
 - Listening and Reading* – available within 30-60 minutes of subtest completion;
 - Speaking and Writing – available 5-7 business days from the time the individual subtest is submitted as complete; **NEW: results available within 2-3 business days during the months of August – February.**
 - *If utilizing Forms C, D and/or Español B, the Reading test for grades 4-12 includes holistically scored items and therefore scores will be available within 5-7 (2-3 Aug – Feb) business days of subtest completion
- When students complete the Speaking and Listening tests, their answers will automatically go into scoring mode. No additional steps are needed.
 - However, if a student does not (and will not) fully complete the Speaking and Listening test(s) and pauses the test, you will need to “End Incomplete Tests”. Please find guidance on this step by clicking on this link: [Ending Incomplete Tests](#)



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- Test administrators should monitor the status of assessments to be sure none are left in “in progress” status:
 - Be sure that students fully submit the Reading and Writing tests by clicking “End Test” when they have completed the subtests.
 - In the rare case where a student fails to click End Test (R/W) or paused the test (S, L, R, W) and they are actually done but didn’t submit the test completely, it will need to be moved to complete status by the test administrator so the assessment goes to DRC scoring. Please find guidance on this step by clicking on this link: [Ending Incomplete Tests](#)
 - Utilize the Student Status Dashboard to monitor student testing progress. Guidance information can be found by clicking on this link: [Utilizing the Student Status Dashboard](#)
- Interactive (Enhanced) [Reports](#) :
 - Score ID Bundles – Enhanced LAS Links Online reports will be posted every May for LEAs who purchased Score ID Bundles.
 - Progress Monitoring Bundles – Enhanced LAS Links Online reports will be posted 15-20 days after the end of each testing window.
 - The POC at the LEA will be able to access the Interactive Reports by logging into www.drcedirect.com > My Applications > Interactive Reports
 - Remember that the POC must give Interactive Reports permissions to all additional LEA stakeholders as needed.

DRC Customer Service – Texas	
Toll Free: 833-867-5679 Option 1 Order Support Texas Order Support Email: LASOrderTX@datarecognitioncorp.com	Toll Free: 833-867-5679 Option 2 Technical Support Texas Technical Support Email: LASTechTX@datarecognitioncorp.com
Customer Service Hours: 8:00 am – 4:30pm CT M-F www.LASLinks.com/Texas	